



TO: Mayor
Members of the City Council

FROM: Jennifer K Eckman, Airport Director

DATE: March 18, 2024

SUBJECT: OVERLAND WEST AIRPORT LEASE

I. RECOMMENDED ACTION

- A. Approve Rental Car Concession and Lease Agreement with Overland West; and
- B. Authorize Mayor to sign the contract

II. DEPARTMENT CONTACT PERSONS

Jennifer Eckman, Airport Director	857-4724
Jessica Long, Airport Business and Development Manager	857-4725

III. DESCRIPTION

A. Background

Minot International Airport (MOT) has been in contract negotiations with the current Rental Car Companies for the last year. The final contract has been received by the rental car companies with signature after receiving the form contract in December.

B. Proposed Project

Proposed project is to update the expired rental car contracts. This will ensure that MOT will be able to enforce regulations and guarantee service.

C. Consultant Selection

Decomm Aviation is MOT's Aviation Business Consultant and worked through the contract and negotiations.

IV. IMPACT:

A. Strategic Impact:

The updated contracts will take us out of holdover and will help ensure ongoing rental car concessions and MOT and help guarantee we are better able to assist our passengers and the citizens of Minot.

B. Service/Delivery Impact:

The contract will help maintain a working relationship with the Car Rental Companies and continue to provide service to the community.

C. Fiscal Impact:

Car rentals are revenue only concession contracts. Estimated revenue for 2024 based on a three-year average \$650,000.

V. CITY COUNCIL ASPIRATIONS

Dynamic and Flourishing

VI. ALTERNATIVES

1. Council can reject the updated contract and require MOT to go out for bids.

VII. TIME CONSTRAINTS

MOT has been in holdover with the Car Rental Companies for almost a year.

VIII. LIST OF ATTACHMENTS

- A. Overland West signed agreement