

## Crystal Koeneman

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**From:** Tina Strong  
**Sent:** Tuesday, August 22, 2017 2:33 PM  
**To:** Sen. Gary Stevens; Rep. Paul Seaton; LIO Homer  
**Cc:** Katrina Matheny; Jenny Martin; Taneeka Hansen; Tim Powers; Pamela Varni; Crystal Koeneman  
**Subject:** Homer Office Space

Good Afternoon.

Our current Renewal No. 2 of Lease agreement for Homer office space is due to expire on October 31, 2017. We have three, one-year renewal options available under the lease. Do you wish to renew the lease for the period November 1, 2017, through October 31, 2018?

Rent is \$4,982.01 per month; \$59,784.12 yearly. If we wish to renew, the amount exceeds our threshold of \$35,000 in one fiscal year; therefore, Legislative Council would need to approve at their next meeting. If we wish not to renew, we would need to issue a Request for Proposal (RFP) to look for new space.

Please let me know if you have any questions or need additional information.

Thank you.

Tina Strong, Procurement Officer  
Legislative Affairs Agency  
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