



State of Alaska

Legislative Affairs Agency

Administrative Services, Supply Section

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MEMORANDUM

TO: Representative Sam Kito, Chairman
Legislative Council

FROM: Tina Strong, Procurement Officer
Legislative Affairs Agency

DATE: April 18, 2018

SUBJ: Office of the Ombudsman's Anchorage Office Space Update

The original lease agreement between the Office of the Ombudsman and JRW Ventures, Windward Town and Country Plaza, Inc. for the Office of the Ombudsman's Anchorage office space was for a three-year term that began May 1, 2013, and terminated April 30, 2016. There were three renewals of lease available under the lease agreement; each for a one-year period. We have exercised two of the three renewal options. The Office of the Ombudsman does not want to exercise the third renewal option and would like to relocate their Anchorage office.

We had contacted the State of Alaska, Executive Branch, to see if they had available space that would work for their office. There was space available, however, the leasehold improvement costs needed to make the space work was over budget.

We then issued RFP 624 to solicit for office space. We did receive proposals and conducted evaluations, however, it was determined that the RFP did not provide for consideration of all factors of significance to the Office of the Ombudsman. Therefore, the RFP was canceled. We are in the process of updating a new RFP to be issued soon.

Our current Renewal No. 2 of Lease expires April 30, 2018. Section 36 (Holding Over) of the Lease allows the Office of the Ombudsman to continue tenancy in a hold over status for a period up to six months at the same monthly lease rate. This gives the Office of the Ombudsman through October 31, 2018, to make a final decision.

We will come back to Legislative Council for approval to award the RFP at a later date.