

# State of Alaska

## Legislative Affairs Agency

Administrative Services, Supply Section

State Capitol Room 3 ~ Juneau, AK 99801-1182 ~ Phone (907) 465-3853 ~ Fax (907) 465-2918



### MEMORANDUM

**TO:** Representative David Guttenberg  
Chair, Legislative Council

**FROM:** Tina Strong, Procurement Officer *B*  
Legislative Affairs Agency

**DATE:** September 11, 2018

**SUBJ:** Renewal No. 4 of Lease for Homer Office Space

The original lease agreement between the Legislative Affairs Agency and Clayton L. and Joan E. Ellington for office space in Homer, Alaska, was for a three-year term that began November 1, 2012, and terminated October 31, 2015. There were five additional renewals of lease available under the lease agreement: each for a one-year period. We have exercised three of the renewal options.

Renewal No. 3 of lease expires on October 31, 2018. We would like approval to proceed with Renewal No. 4 for the period November 1, 2018, through October 31, 2019.

If Legislative Council approves Renewal No. 4, this will leave one more renewal of lease available before we must issue a bid or do a lease extension.

This lease exceeds \$35,000 in one fiscal year; therefore, Legislative Council's approval is required.

#### Homer Office Space

Clayton L. and Joan E. Ellington

Renewal No. 4 of Lease

November 1, 2018, through October 31, 2019

\$59,889.84

Additional lease information is attached.

**MOTION: I MOVE THAT LEGISLATIVE COUNCIL APPROVE RENEWAL  
NO. 4 OF LEASE FOR HOMER OFFICE SPACE IN AN AMOUNT  
OF \$59,889.84.**

## **LEASE AGREEMENT INFORMATION**

**LESSOR:** Clayton L. and Joan E. Ellington

**OCCUPANTS:** LIO, Senator Gary Stevens, Representative Paul Seaton

**LOCATION:** 270 West Pioneer Ave, Ste B, Homer, Alaska

**TOTAL SQ. FOOTAGE:** 2,936

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### **CURRENT LEASE INFORMATION**

**MONTHLY RENT:** \$4,982.01

**PRICE PER SQ. FOOT:** \$1.696

**LEASE TYPE:** Renewal No. 3 of Lease

**LEASE TERM:** November 1, 2017 – October 31, 2018

**TOTAL LEASE AMT.:** \$59,784.12

### **NEW LEASE INFORMATION**

**MONTHLY RENT:** \$4,990.82

**PRICE PER SQ. FOOT:** \$1.699

**LEASE TYPE:** Renewal No. 4 of Lease

**LEASE TERM:** November 1, 2018 – October 31, 2019

**TOTAL LEASE AMT.:** \$59,889.84

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**COMMENTS:**