

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: Pamela A. Varni, Executive Director
Legislative Affairs Agency

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

DATE: November 2, 2015

SUBJ: Renewal No. 1 of Lease for Homer Office Space

The original lease between Legislative Affairs Agency and Clayton L. and Joan E. Ellington for office space occupied by the Legislative Information Office (LIO), Senator Gary Stevens, and Representative Paul Seaton was for three years beginning November 1, 2012, and terminating October 31, 2015. There are five renewals available under the lease agreement: each for a one year period.

The LIO, Senator Gary Stevens, and Representative Paul Seaton would like to proceed with Renewal No. 1 for the period November 1, 2015, through October 31, 2016.

If Legislative Council approves Renewal No. 1, this will leave four more renewals available before we have to go out to 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. 1 of Lease

November 1, 2015, through October 31, 2016

\$59,580.60

Additional lease information is attached.

Attachment(s)

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

CURRENT LEASE INFORMATION

MONTHLY RENT: \$6,168.05
PRICE PER SQ. FOOT: \$2.10
LEASE TYPE: Lease with leasehold improvement costs
LEASE TERM: November 1, 2012 – October 31, 2015
TOTAL LEASE AMT.: \$74,016.60

NEW LEASE INFORMATION

MONTHLY RENT: \$4,965.05
PRICE PER SQ. FOOT: \$1.69
LEASE TYPE: Renewal No. 1 of Lease
LEASE TERM: November 1, 2015 – October 31, 2016
TOTAL LEASE AMT.: \$59,580.60

COMMENTS: There was a cost of \$1,203.00 per month for leasehold improvement costs that was included in the original lease term of November 1, 2012 – October 31, 2015. As of October 31, 2015 we no longer have this as an additional cost. This is why the monthly payment has been reduced.