

State of Alaska

Legislative Affairs Agency

Administrative Services, Procurement & Supply Section
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MEMORANDUM

TO: Senator Gary Stevens, Chair
Legislative Council

FROM: JC Kestel, Procurement Officer
Legislative Affairs Agency

DATE: November 13, 2019

SUBJ: Renewal No. 1 of the Sublease for Barrow Office Space

The original sublease agreement between the Legislative Affairs Agency and Arctic Slope Telephone Association Cooperative, Inc. for office space in Barrow, Alaska, was for a three-year term that began January 1, 2017 and terminates December 31, 2019. There are three sublease renewals available under the original sublease agreement, each for a one-year period. We have not exercised any of the renewal options.

The original sublease term expires on December 31, 2019. The Legislative Affairs Agency would like approval to proceed with Renewal No. 1 for the period January 1, 2020, through December 31, 2020.

If Legislative Council approves Renewal No. 1, this will leave two more renewals of the sublease available.

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

Barrow Office Space

Arctic Slope Telephone Association Cooperative, Inc.
Renewal No. 1 of the Sublease
January 1, 2020, through December 31, 2020
\$35,423.88

Additional lease information is attached.

**MOTION: I MOVE THAT LEGISLATIVE COUNCIL APPROVE RENEWAL NO. 1 OF THE
SUBLEASE FOR BARROW OFFICE SPACE IN AN AMOUNT OF \$35,423.88.**

LEASE AGREEMENT INFORMATION

LESSOR: Arctic Slope Telephone Association
OCCUPANTS: Barrow LIO
LOCATION: 1078 Kiogak, Barrow, Alaska
TOTAL SQ. FOOTAGE: 544 Square Feet

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CURRENT LEASE INFORMATION

MONTHLY RENT: \$2,915.84
PRICE PER SQ. FOOT: \$5.36
LEASE TYPE: Sublease, Three-Year Term with Three Renewals
LEASE TERM: January 1, 2017 – December 31, 2019
TOTAL LEASE AMT.: \$34,990.08 (excluding CPI-U adjustments each year)

NEW LEASE INFORMATION

MONTHLY RENT: \$2,951.99
PRICE PER SQ. FOOT: \$5.426
LEASE TYPE: Sublease One-Year Renewal with Two Remaining
LEASE TERM: January 1, 2020 – December 31, 2020
TOTAL LEASE AMT.: \$35,423.88 (excluding CPI-U adjustment effective July 1, 2020)

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COMMENTS: