

# *Alaska State Legislature*

## *Legislative Affairs Agency*

Administrative Services, Procurement & Supply Section  
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### MEMORANDUM

**TO:** Representative Sara Hannan, Chair  
Legislative Council

**FROM:** JC Kestel, Procurement Officer  
Legislative Affairs Agency

**DATE:** October 13, 2021

**SUBJ:** Renewal No. 3 of the Sublease for Utqiagvik Office Space

The original sublease agreement between Arctic Slope Telephone Association Cooperative, Inc. and the Legislative Affairs Agency for office space in Utqiagvik, Alaska, was for a three-year term that began January 1, 2017 and terminated December 31, 2019. There were three renewals available under the agreement, each for a one-year period. We have exercised two of the renewal options.

Renewal No. 2 of the sublease expires on December 31, 2021. The Legislative Affairs Agency would like approval to proceed with Renewal No. 3 for the period January 1, 2022, through December 31, 2022.

If Legislative Council approves Renewal No. 3, this will leave no more renewals of the sublease available.

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

#### **Utqiagvik Office Space**

Arctic Slope Telephone Association Cooperative, Inc.

Renewal No. 3 of the Sublease

January 1, 2022, through December 31, 2022

\$35,457.96 (excluding CPI-U adjustment July 1, 2022)

Additional lease information is attached.

**MOTION: I MOVE THAT LEGISLATIVE COUNCIL APPROVE RENEWAL NO. 3 OF THE SUBLEASE FOR UTQIAGVIK OFFICE SPACE IN AN AMOUNT OF THIRTY-FIVE THOUSAND FOUR HUNDRED FIFTY-SEVEN AND 96/100 (\$35,457.96).**

## **LEASE AGREEMENT INFORMATION**

**LESSOR:** Arctic Slope Telephone Association

**OCCUPANTS:** Utqiagvik LIO

**LOCATION:** 1078 Kiogak, Utqiagvik, Alaska

**TOTAL SQ. FOOTAGE:** 544 Square Feet

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### **CURRENT RENEWAL No. 2 LEASE INFORMATION**

**MONTHLY RENT:** \$2,966.65

**PRICE PER SQ. FOOT:** \$5.453

**LEASE TYPE:** Sublease, One-Year Renewal with Two Remaining

**LEASE TERM:** January 1, 2021 – December 31, 2021

**TOTAL LEASE AMT.:** \$35,599.80 (excluding CPI-U adjustment effective July 1, 2021)

### **NEW RENEWAL No. 3 LEASE INFORMATION**

**MONTHLY RENT:** \$2,954.83

**PRICE PER SQ. FOOT:** \$5.43.2

**LEASE TYPE:** Sublease One-Year Renewal with One Remaining

**LEASE TERM:** January 1, 2022 – December 31, 2022

**TOTAL LEASE AMT.:** \$35,457.96 (excluding CPI-U adjustment effective July 1, 2022)

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**COMMENTS:** Annual decrease in total lease amount was result of July 1, 2021 CPI-U adjustment.