



# Municipality of Anchorage

## Assembly Memorandum

No. AM 630-2013

Meeting Date: November 5, 2013

**From: MAYOR**

**Subject: AN ORDINANCE AUTHORIZING A LEASE WITH UNITED WAY OF ANCHORAGE, A NON-PROFIT CORPORATION, AT 1305 E STREET, ANCHORAGE, FOR AN ADMINISTRATIVE OPERATIONS CENTER.**

This Ordinance authorizes a Lease between the Municipality of Anchorage (MOA) and United Way of Anchorage (United Way) for use of Room B28 in the Emergency Operations Center (EOC) facility located at 1305 E Street in Anchorage, for less than fair market value.

The property and its improvements are owned by MOA, and legally described as Lot 1A, Block 39A, South Addition Subdivision (Parcel ID #002-153-31); the improvement contains the EOC facilities.

The United Way currently leases Room B28 under a lease dated May 2009, and desires a new lease.

Co-locating United Way's 211 Program at the EOC ensures a seamless transition from United Way's regular operations to its critical disaster role of communicating information to the inquiring public and in routing appropriate calls into the EOC.

During any disaster affecting the Municipality, United Way 211 operates its call center as the primary information referral system for the public seeking information concerning post-disaster services.

During a large disaster requiring expanded EOC operations, United Way 211 plans to expand its call center operations to act as a switchboard for all calls coming into the EOC. Additionally, the United Way Volunteer Center plans to act as the lead agency for volunteer coordination following a disaster affecting the Municipality.

This ordinance authorizes a five-year lease with United Way of Anchorage, beginning January 1, 2014 until December 31, 2019. Negotiation of the lease is authorized under Anchorage Municipal Code section 25.30.070B.

Material terms of the lease agreement include the following:

1. United Way of Anchorage shall pay One Hundred Fifty Dollars (\$150) a month, payable to the Municipality of Anchorage, for use of Room B28 of the Emergency Operations Center from January 1, 2014 through December 31, 2019. There shall be no rent adjustment during the first 5-year term of the lease.
2. Upon mutual agreement of the parties, United Way of Anchorage shall have the option to exercise two five-year extensions of the lease; if an option to extend is exercised then rent shall increase 3% compounded when each five-year extension option commences. Each extension of the lease, if exercised, shall be treated as a new lease and shall be subject to all provisions of this Code then in effect.

These terms comply with the requirements of Anchorage Municipal Code section 25.30.050.

THE ADMINISTRATION RECOMMENDS APPROVAL.

Prepared by:	Susie Paine, Land Management Officer Real Estate Department
Approved by:	Tammy R. Oswald, Director Real Estate Department
Concur:	Dennis A. Wheeler, Municipal Attorney
Concur:	George J. Vakalis, Municipal Manager
Respectfully submitted:	Daniel A. Sullivan, Mayor