

ANCHORAGE SCHOOL DISTRICT
ANCHORAGE, ALASKA

ASD MEMORANDUM #240 (2000-2001)

March 19, 2001

TO: SCHOOL BOARD

FROM: OFFICE OF THE SUPERINTENDENT

SUBJECT: AWARD OF LEASE(S) FOR GENERAL OFFICE SPACE FOR
CURRICULUM AND INSTRUCTIONAL SUPPORT
DEPARTMENTS

RECOMMENDATION:

It is the Administration's recommendation that the School Board approve the selection of Pacific Tower Properties, Reality Executives, Sixth and K Street Limited Partnership, and Alaska Native Tribal Health Consortium as lessors for general office space, and authorize the Superintendent to negotiate and enter into contracts with Pacific Tower Properties, Reality Executives and Sixth and K Street Limited Partnership as addressed in the Request for Proposals dated February 23, 2001, and the Alaska Native Tribal Health Consortium.

PERTINENT FACTS:

The School District has a current sublease with Alyeska Pipeline Service Company at the Bragaw II and Bragaw III buildings located at 1901 and 1915 South Bragaw Street ending June 30, 2001. These buildings housed the Curriculum and Instructional Support Center. Alyeska Pipeline Service Company has not renewed their lease with the buildings' owner, Mutual of New York. The District entered into discussions with Mutual of New York to continue leasing these buildings when Alyeska Pipeline Service Company's intentions were learned. On February 15, 2001, the District was informed that Mutual of New York would be leasing the facility to another entity (Alaska Native Tribal Health Consortium). The District issued a Request for Proposal on February 23, 2001, to lease general office space.

The Request for Proposal requested general office space to house the following departments: Audio Visual Services; Curriculum and Evaluation, to include Training and Professional Development; Title I, Indian Education, Bilingual Education, Assessment and Evaluation and Grants office; Instructional Technology, Reading Specialists, Slingerland Program, and Special Education Services. The term of the leases will be a four-year period from July 1, 2001,

through June 30, 2005, with an option to renew for an additional five-year period. The District will have access to move in on June 15, 2001. The leases will be full service to include janitorial, maintenance, and utilities, except telephone.

Seven firms submitted proposals on March 5, 2001, representing eleven property sites. Four of the proposals were declared non-responsive, eliminating four property sites. An evaluation committee comprised of administration representatives evaluated the proposals. The committee completed a walk-through of each site and evaluated the proposals based upon the District requirements. The three sites selected are as follows, in addition to the space that may be available in the current Curriculum and Instruction Support Center.

Pacific Tower Properties

Boniface Mall, 5530 East Northern Lights (to include both warehouse space and center mall space)

Realty Executives

1840 South Bragaw Street, basement

Sixth and K Street Limited Partnership

1016 West Sixth Avenue, third and fourth floors

In addition to the sites above, the District is still pursuing space in the Alyeska Building excess to the new lessee's (Alaska Tribal Native Health Consortium) needs. The District expects to enter into negotiations by March 20, 2001, and complete the negotiations by March 30, 2001. The total cost of these leased spaces shall not exceed \$1,171,850.

The following is attached for review: 1. Abstract of Proposals for RFP2001-650 General Office Space Lease, (Attachment A).

CC/RH/SN/PC/srb

Attachments

Prepared by: Pamela Chenier, Senior Purchasing Agent
Stuart Nibeck, Contract Coordinator
Robert Henry, Director, Purchasing/Warehouse

Approved by: George Vakalis, Assistant Superintendent, Support Services

ANCHORAGE SCHOOL DISTRICT

ABSTRACT OF PROPOSALS

Commodity or Service:	<u>RFP2001-650 General Office Space</u>
Proposals Submitted On:	<u>10:00 A.M., Anchorage Time March 5, 2001</u>
Budget Fund:	<u>General Fund (2000-2001)</u>
Number of Proposals Picked-Up:	<u>Nine (9)</u>
Number of Notices Sent:	<u>Fifty (50)</u>
Number of Responsive Proposals Received:	<u>Seven (7)</u>
Number of Non-Responsive Proposals:	<u>Four (4)</u>
Advertised Dates:	<u>Anchorage Daily News 1st February 22, 2001 2nd February 26, 2001</u>
Preproposal Conference Held:	<u>10:00 A.M., Anchorage Time February 27, 2001</u>
Addendum:	<u>Addendum #1 February 28, 2001</u>