

# Alaska State Legislature

## Legislative Affairs Agency

Office of the Executive Director

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### MEMORANDUM

TO: Representative Sara Hannan  
Legislative Council Chair

FROM: Jessica Geary   
Executive Director

DATE: September 23, 2021

SUBJECT: Assembly Building Utilization Subcommittee

This subcommittee of Legislative Council will contemplate the best use of the Assembly Building and forward a recommendation to Legislative Council for consideration and appropriate action.

Determining the preferred use of the facility allows the Agency to prepare scopes of work and proceed with solicitation for mechanical and electrical engineer design work, the requirements of which can vary widely based on the building's primary use as commercial, residential, or a combination. Once schematics and bid documents are procured, the Agency will be ready to issue requests for proposals for the necessary plumbing/heating, and electrical system upgrades and any necessary renovations as determined by best use.

Possible options:

#### Legislative Housing

Floors two and three (approx. 6,000 sf each) could be converted to legislative apartments, providing ten 500 sf units per floor for a total of 20 units. Larger apartments would obviously reduce the number of possible units.

- Investigate legal and insurance implications for renting housing to legislators and staff.
- Establish method for assigning units, such as a lottery system, based on seniority, etc.
- Determine process for collecting rents, per diem implications, etc.
- Consider contracting for property management services

#### Existing Leases

- Final lease expires November 2022, at which point renovations can begin.
- Could continue to lease space to private tenants to generate revenue.

#### Parking Garage

There are currently 19 parking spots in the secure underground garage, some of which are rented.

- Determine parking assignment – tenants, leased office space holders, legislative personnel.
  - LAA currently leases 25 parking spots for a total annual cost of \$15.3k.
- Storage for Capitol Complex garbage to alleviate bear activity.
- Legislator vehicle storage during interim.

**Legislative Office Space**

- Legislative Print Shop – 4,076 sq ft
  - Currently rent from the SOA \$92k annually
  - We pay a premium for terrible space that needs to be renovated
- Legislative Mailroom 130 sq ft
  - Due to security concerns, the mailroom could be moved out of the Capitol
- Capitol Press Room 413 sq ft
  - Could relocate press to free up premium Capitol space
- Legislative Storage – 3,290 sq ft
  - Currently rent space at the Goldstein Building - \$27k annually for supplies and file storage
- Ombudsman’s Office - 1,147 sq ft
  - Currently rent space at the Goldstein Building - \$25k annually for Juneau’s Ombudsman Office

**Current Projects Completed or Underway (within existing procurement authority)**

- Replacing underground storage tank with an above ground tank
- Fixing the heat so the building isn’t sweltering
- Replacing fire doors that are rusted out
- Rekeyed the locks
- Replaced garage door and opener
- Thorough environmental hazards survey



414 STREET

SEWARD STREET



ASSEMBLY BLDG.  
 2ND FLOOR  
 8,034 + / - SQ. FT.

SCALE:  
 3/32" = 1'-0"



PLAN NORTH

