

CITY OF SANTA BARBARA WATERFRONT DEPARTMENT

MEMORANDUM

Date: February 17, 2011
To: Harbor Commission
From: John N. Bridley, Waterfront Director 
Subject: Request for Proposal / Office Lease Recommendation
125 Harbor Way, suite 21

RECOMMENDATION: That Harbor Commission:

- A. Review and consider the four lease proposals received for the 167 square foot office space #21 in the Marine Center Building at 125 Harbor Way;
- B. Accept the recommendation from the Selection Committee and make a finding that Alexandra Maryanski and Jonathan Turner are the most appropriate users for the office space; and
- C. Recommend Council approval of a two-year office lease with Maryanski and Turner at a rent of \$410 per month.

BACKGROUND:

As reported at the September 2010 Harbor Commission meeting, Waterfront staff solicited lease proposals for office #21 located on the second floor of the Marine Center Building at 125 Harbor Way (Attachment 1). The lease space was advertised in the Santa Barbara News-Press, the Daily Sound newspaper, Santa Barbara Craig's List, and a "For Lease" sign was placed on the building. Twenty-four persons were in our interested parties file and were sent e-mails with the RFP attached. Additionally, flyers were sent to all Waterfront Department lessees. The Department received 13 inquiries about the office space. The Request For Proposals (RFP) closed on January 6, 2011, with a total of four business proposals received.

DISCUSSION:

On January 19, 2011, a selection committee consisting of staff and Commissioners Bantilan, Sloan and Spicer met to review the lease proposals. Copies of the proposal cover letters are attached to this report (Attachment 2). A brief description of the four lease proposals follows:

Mitch Perkins, Perkins Engineering: a small design firm responsible for the design of marine related structures and building design including various residential and

Grant Lepper, Porter Communication: Mr. Lepper's business provides planning, design, and development of marketing using print and online media including websites, catalogs, brochures logos and multimedia presentations. His clients include Waterfront lessees The Chandlery, Santa Barbara Maritime Museum, and Harbor Marine Works.

Nicholas Beeson: an author working on a series of educational adventure stories for children.

Alexandra Maryanski and Jonathan Turner: University of California, Riverside, professors proposing to lease the office as a field station for researching the Chumash culture in association with UCSB and SB City College.

After careful consideration, the Selection Committee determined that the Maryanski & Turner lease proposal was the best fit for the office of the four proposals. The Committee indicated that the educational and University of California connection was beneficial and that the research field station use may result in additional rental use of the adjacent Marine Center Classroom.

The basic terms of the proposed lease are as follows:

- **Term:** Two years;
- **Base Rent:** \$410 per month (\$2.45 / square foot);
- **Utility surcharge:** \$25 per month (\$0.15 / square foot);
- **Percentage Rent:** N/A;
- **Annual Rent Adjustment:** Cost of Living increases based on the Consumer Price Index (CPI).

A copy of the proposed lease is available for review at the Waterfront Department Administration office.

Attachments: 1. Site plan
2. Proposal cover letters

Prepared by: Scott Riedman, Waterfront Business Manager