



Governor Kim Reynolds  
Lt. Governor Adam Gregg

Adam Steen, Director

Date: September 1, 2021

To: Maria Wagenhofer, Legislative Services Agency

From: Adam Steen, Director

RE: New Lease by and between BP Hickman Seventy Nine LLC and Iowa Department of Administrative Services on behalf of and for the benefit of the Iowa Department of Homeland Security and Emergency Management

Leased Premises: Approximately, 8,042 Square Feet of office space located at 7900 Hickman Road, Windsor Heights, Iowa 50324

Term of Lease: The lease shall commence on October 1, 2021 and shall end on September 30, 2022.

Cost of the Lease: For the lease term commencing on October 1, 2021 through September 30, 2022 the annual cost of this lease will be \$91,678.80 or approximately, \$11.40 per square foot per year payable in equal monthly installments of \$7,639.90 per month.

Source of Funding: The leased space costs will be budgeted 100% under federal programs utilizing federal funding.

Consequences of delaying or abandoning the lease: Their current office space is inadequate to meet their current staffing level for disaster response and recovery. All of their staff are not able to work at their existing leased Hickman location on the same days or at the same time with their current square footage.

We are submitting the above information, pursuant to 2021 Iowa Acts, House File 314. If you have questions or comments, please do not hesitate to contact Barbara Bendon at 515-281-8887 or email [Barbara.Bendon@Iowa.gov](mailto:Barbara.Bendon@Iowa.gov).