Date: July 23, 2012
To: Roger D. Breed, Commissioner of Education
From: Melody Hobson/Russ Inbody
Subject: **Lease Transaction** __X__(Over $25,000) Requires State Board of Education Approval
_____($25,000 or under) Requires Commissioner of Education Approval

RECOMMENDATION: It is recommended that the State Board of Education authorize the Commissioner to enter into a lease agreement between the Department of Administrative Services, State Building Division and the Department of Education's Early Childhood Training Center for office space in Omaha, NE for the period September 1, 2012 through August 31, 2013. The rate is $13.50 per square foot.

LESSOR	DAS Building Division 521 S. 14th, Ste 500 Lincoln, NE 68508	LESSEE	Nebraska Department of Education 301 Centennial Mall South Box 94987 Lincoln, Nebraska 68509
DESCRIPTION OF PREMISES Location: 6949 So. 110th Omaha, Nebraska 68138 Square Footage: 3,626		OCCUPIED BY Early Childhood Training Center Section: Omaha Service Office	
ANNUAL COST: $13.50 per square foot		$48,951 Total Annual Cost	

TERM OF LEASE - From__September 1_____ 2012 To ___August 31_____ 2014__ New___ Renewal X_
Special Provisions: (Extensions/Terminations/Options)

Nutrition Services currently occupies one office space within the Early Childhood Training Center. Their portion of the lease is:

9x9 = 81 sq feet; 81 sq feet x $13.50 = $1,093.50; $1,093.50 + $10.93 (1% annual admin fee) = $1,104.43; $92.04/monthly cost

GENERAL LEASE PROVISIONS: (Check Only those provided)

__X__ Fixtures	__X__ Snow Removal
__X__ Alterations	__X__ Outside Yard Care
__X__ Repair/Maintenance	__X__ Janitor/Restroom Supplies
__X__ Electricity/Water/Natural Gas	__X__ Custodial Services
__X__ Paved Parking	__X__ Barrier Free Design
__X__ Heating Equipment	___ Other Services (please specify)
__X__ Air Conditioning Equipment	