



Staff Report Item 18

TO: East Bay Community Energy Board of Directors
FROM: Nick Chaset, Chief Executive Officer
SUBJECT: WeWork Lease Renewal (Action Item)
DATE: February 20, 2019

Recommendation

Authorize EBCE to extend office space lease with WeWork for up to 12 months at a cost not to exceed \$50,000 per month, to allow staff to continue search for office space that meets the office space criteria set forth by the Board of Directors on 1/16/19:

1. Within ¼ mile of a BART station
2. Class A or B office space able to accommodate 30 to 40 staff
3. Large enough conference room to host Community Advisory Committee, Executive Committee and Sub-Committee meetings
4. 2019 lease cost within EBCE's approved budget
5. Seismically retrofitted or newly constructed

Background

Office space large enough to accommodate the continued growth of East Bay Community Energy for the next year is now available at WeWork in Downtown Oakland. Staying at WeWork will allow staff the flexibility to continue evaluating both near- and longer-term office space options that best meet the criteria identified for locations and space. At this time, EBCE staff recommends extending the office lease at WeWork for up to 12 months at a cost not to exceed \$50,000 a month.