



4/28/2022

Ann Arbor/Ypsilanti LDFA Board,

Ann Arbor SPARK would like to renovate the back suite at SPARK East. We currently have available budget in the SPARK East Operations line that would allow us to complete the renovations.

The main reasons driving our desire to renovate the suite are:

- Replace the old carpet after multiple floods of the suite. The exterior grading and drainage has been fixed to address the root cause of the flooding.
- The suite is consistently colder in the winter and warmer in the summer than the rest of the incubator. We would add additional ducts and returns to improve the heat and air circulation.
- Furthermore, the new landing will allow us to improve the weatherproofing of the exterior door in the suite which will help with temperature control and energy efficiency.
- Given that this suite is designed to allow a team of 4-10 people to work together, the ability to mitigate the sound in the suite would greatly improve the working environment.
- This suite was not renovated with previous updates; therefore it still has original elements from when we first moved into SPARK East. Most notably the original industrial fluorescent lights.

These improvements will allow the space to be both a modern work environment while maintaining the fit with the architecture of the rest of the building.

We are asking the Board to approve the following budget for the desired Incubator Improvements:

HVAC	\$	500
Carpet	\$	2,000
Masonry	\$	600
Sound Insulation	\$	6,000
Lighting	\$	3,300
Paint	\$	3,000
New Landing	\$	600
Contingency	\$	1,600
Total	\$	17,600

These improvements, if approved, could be completed before the end of the current Fiscal Year ending 6/30/2022.

Thank you for your consideration.

Bill Mayer

SVP, Entrepreneur Services

Ann Arbor SPARK