



September 6, 2023

Office of Congressman Zach Nunn
1232 Longworth House Office Building
Washington DC, 20515

RE: Notice of Building Maintenance

Congressman Zach Nunn,

I am writing to inform you of a pending repair and renovation project to our city hall building which will cause staff and our tenants to vacate the building for an extended period of time. This work will include the removal and installation of a Heating Ventilation and Air Conditioning (HVAC) system, asbestos removal, and remodel of first floor. This work will result in the loss of heat and electric for much of the building rendering it unusable during the construction period. Earlier today I received a tentative start date (pending approval of the city council) and anticipate a completion date of December 31, 2024. Based upon the availability of the asbestos contractor we are anticipating remediation to begin as early as October 2, 2023.

Based upon the required work and associated time the building will be unavailable for use by you as a tenant, we are able to offer one of the following options for your consideration: 1) a mutual termination of the current lease agreement; or 2) a suspension of the current lease agreement during the maintenance. If you prefer the second option, we would agree to extend your agreement under the same terms as the current agreement. This extension would be for the same period of time as the suspension (e.g. if you are unable to use the building for fifteen months, we would resume the agreement when the building reopens and extend it for fifteen months past the original termination of the lease. Please contact me with any questions regarding this notice or to provide your response to the available options.

Respectfully,

Philip Rath
City Administrator
Ottumwa, Iowa

cc: Rick Johnson, Mayor; Phillip Burgmeier, Interim Public Works Director