

Monthly Expenses

Office Space

Archives or Archives/Storage

- 400-1000 square feet
- \$600-1500/month
- Average \$1.46/square foot/month

Office Space

Archives/Storage/ACM

- 1100-2100 square feet
- \$1250-2400/month
- Average \$1.25/square foot/month

Light Industrial Space

Archives/Storage/ACM

- 1500-2100 square feet
- \$1350-2300/month
- Average \$0.98/square foot/month

Utilities (TBD)

Archives/Storage/ACM

- Electric
- Water/Sewer
- Trash
- Internet

One Time Expenses

Additional Expenses for Archives/Storage/ACM

- **Furniture (ACM) \$1650-2200**
 - Tables and chairs—\$1500-2000 (60 chairs/14 tables)
 - Podium—\$150-200

- **Furniture (Archives) \$1550-2000**
 - Tables and chairs—\$300-400 (12 chairs/2 tables)
 - Display Cases Shelves—\$650-800
 - Study Area—\$400-550 (chairs, lamp, table)
 - Desk—\$200-250

- **Construction Costs (Very Rough Estimates)**
 - New walls/ceiling/casework—\$2,575.00
 - Lighting and plugs & electrical—\$1,500.00
 - Duct work in warehouse (ACM)—\$1,875.00
 - Doors and locks—\$720.00
 - Misc. labor and material—\$1,500.00
 - Alarm system and internet modem—\$400.00
 - Mini split A/C unit (if needed)—\$8,600.00