

# Central Customer Service Center Lease Legislation

---

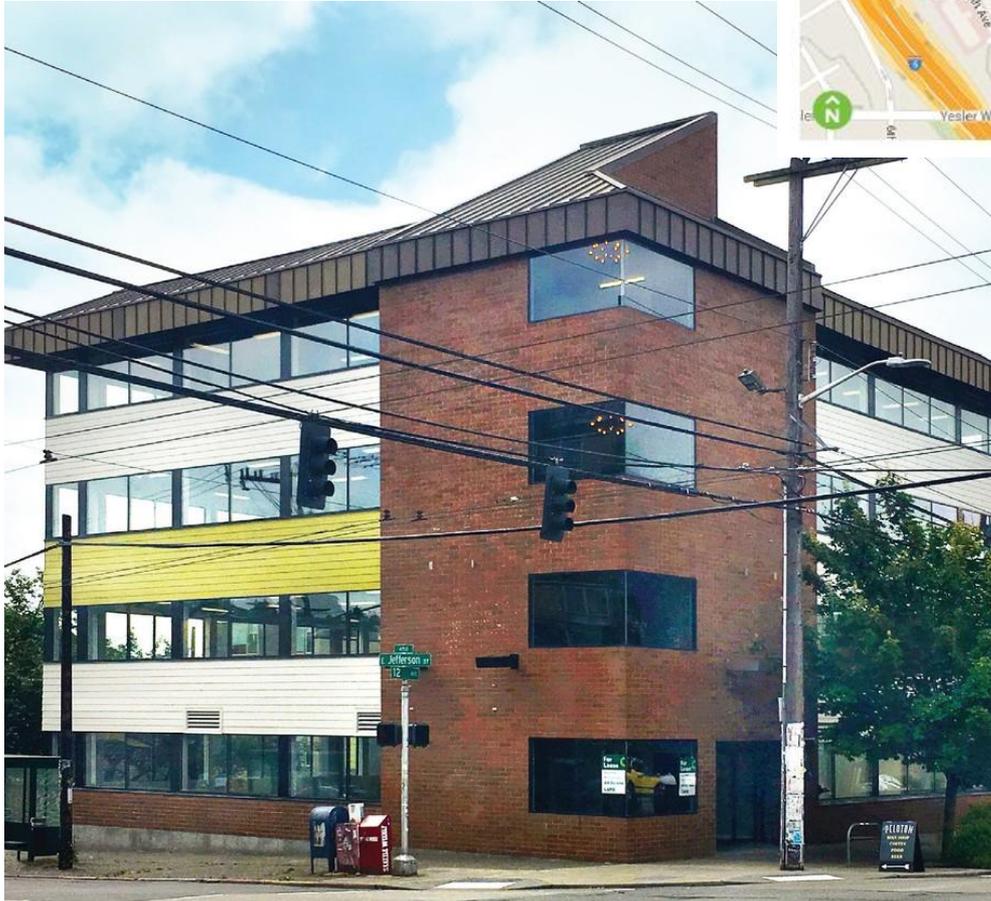
Finance and Administrative Services



April 5, 2017

## 464 12<sup>th</sup> Avenue Building

- Excellent access to transit
- Entire first floor
- Built out to city's needs
- Newly renovated building
- Sufficient parking for customers



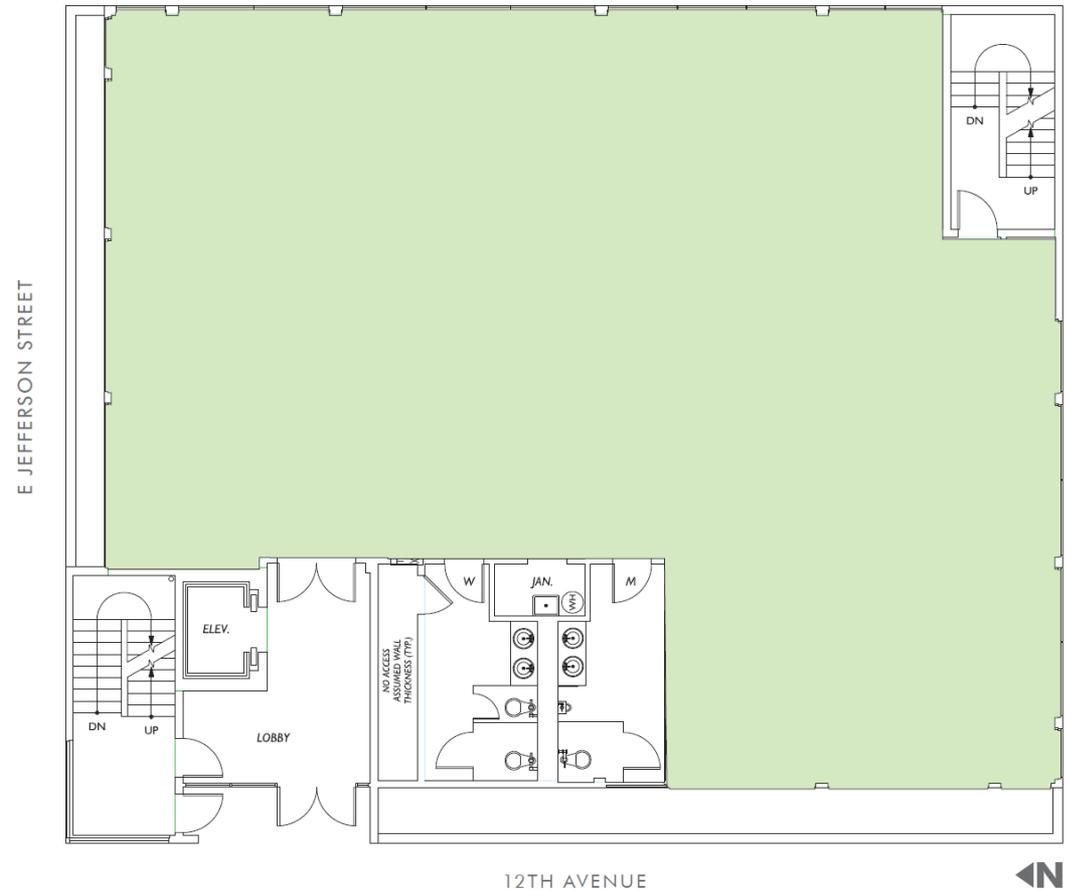
Existing Central Customer Service Center at Promenade 23 (23<sup>RD</sup> Ave. and S. Jackson St.) will be redeveloped shortly.

New location allows the City of Seattle to maintain a presence and provide customer service in the Central Area and Council District 3.

Moving plans prevent any disruption of service to the neighborhood. We will close the old office on a Saturday and reopen at the new site on Monday.

# Lease Terms

- **Landlord:** NearSU, LLC
- **First Floor:** 3,941rsf
- **Term:** 10 years with 2 5-year renewals.
- **Rental Rate:**
  - Monthly rent begins at \$7,675.16
  - 3% annual increases.
- **Landlord Concessions:**
  - Landlord provided \$197,050 for tenant improvements.
  - No rent due for the first three months of the lease.



# SMC 3.127.020

- Proposed lease term exceeds FAS authority to lease property.

*The Director of Finance and Administrative Services is authorized to negotiate and execute for and on behalf of the City, real property leases for the purpose of acquiring necessary facilities for use by City departments and agencies to carry out authorized functions and programs. The term of any such lease shall not exceed five years. The Director shall use a standard lease form or forms prepared with the assistance or advice of the City Attorney.*