

Human Services Department: ADS Renton Office Lease

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Agenda

- HSD ADS Overview
- ADS in Renton
- Reasons for Office Move
- Budget for the Move
- Lease Legislation
- Timeline
- Questions



ADS Staff with Mayor Harrell

HSD ADS Overview



Seattle
Human Services



Aging and Disability Services
Area Agency on Aging for Seattle and King County

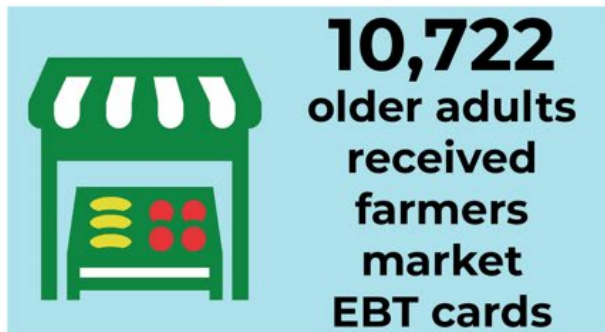
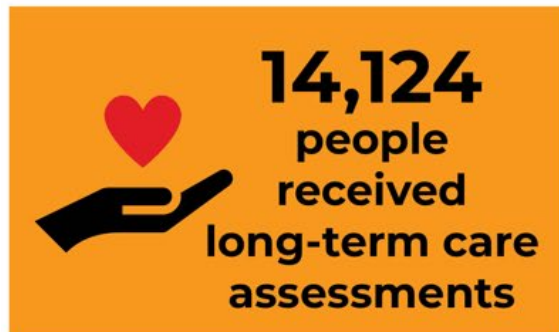
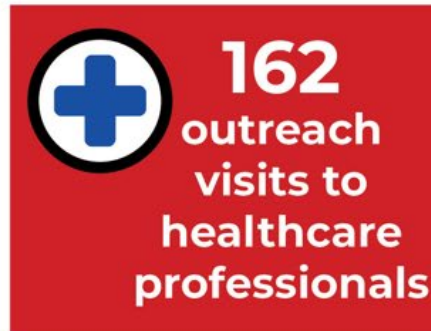
Since 1973, HSD's Aging and Disability Services (ADS) division has been the state-designated and federally-recognized Area Agency on Aging (AAA) for King County.

Staff plan, coordinate, and advocate for a comprehensive delivery system of Federal programs for older adults, caregivers, and individuals with disabilities.

- Responsible for providing aging network services to 50,000+ adult clients throughout King County (approximately 2/3 reside outside Seattle)
- Includes 14,000+ clients who receive monthly Medicaid long-term care case management services, approximately 50% in Seattle and 50% South King County



ADS by the Numbers (2023)



ADS in Renton

- 1993: Office opened in Kent
- 2004: Office moved to Renton (Time Square)
- Currently 103 employees at Renton office
- Why in Renton?
 - ADS Caseworkers directly serve appx. 5,000 clients in South King County
 - Medicaid, New Freedom, Medicaid Transformation Project, Nursing services, are some of the direct services provided
 - Accessible location for network training and onboarding



Time Square offices

Reasons for Office Move

- Current lease ends August 31, 2024
- Increase client and employee access to transit options
- Increased safety, access to parking Trauma-informed design: promotes safety, well-being, and healing
- Fund source: Title XIX Federal Grant fund balance



Triton Towers Three

Estimated 10 Year Savings of \$600K

- Expenditures for new lease and relocation will be covered by **Title XIX Federal Grant fund balance**, will not include GF
- Will result in lower annual rent compared to current expiring lease and significant savings over 10-year lease term
- Potential additional rent savings in 2024 if tenant improvements cost less than estimate
- Smaller footprint with a reduction of 6,848 Square Feet (approx. 35%)
- Move requires one-time costs in 2024 to move furniture, supplies, records, and set up City technology systems, estimated at \$386,000

TERMS	TIME SQUARE (Current)	TRITON TOWERS III (Proposed Office)
1st Year - Monthly Rent	\$49,011	\$39,795 [^]
1st Year – Annual Rent	\$588,130	\$491,863* [^]
IT & Moving – HSD cost	N/A	\$386,000

*Rent will increase annually by \$0.75 per square foot

[^] Estimate



Office Search

- HSD requested FAS to conduct a search for new office space for Renton ADS offices
- Triton Towers Three met all of HSD's requirements
 - Office tower provides security; close to mass transit services; ample parking; amenities for clients and staff
- New location downsize approx. 65% of its current footprint
- City and Triton Towers Three landlord have reached an agreement on the final form of the lease

Legislation Requirement

- SMC Sections 3.127.010 and 3.127.020: Leases of office space with a term of more than five years and where the premises exceed 5,000 square feet require City Council authorization for execution by the Director of Finance and Administrative Services
- New lease with Triton Towers Three:
 - 10-year initial lease term—option to extend for two terms of 5 years each
 - 12,410 square feet

Timeline

Date	Action Item
April 23	Lease agreement terms finalized with Triton Towers Three
May 1	Presentation at Finance, Native Communities & Tribal Governments
Early May (anticipated)	Legislation Submitted to Council
June	Committee/Council Votes
TBD	Triton Towers Three Lease Execution (Pending Council Approval) <ul style="list-style-type: none">• Office improvements at Triton Towers Three begin (4 months)• Transition out of existing building begins
August 31	Time Square Lease Ends
September 1	Triton Towers Three Move In (Pending Council Approval)



Questions?