

TO: City Council
FROM: Dan Smith, Water Resources & Sustainability Director
DATE: September 5, 2023
SUBJECT: Offsite Lease with South Puget Sound Community College

1) Recommended Action:

Authorize the Mayor to sign a lease agreement, as amended, with South Puget Sound Community College for new office space supporting Water Resources & Sustainability staff for a five (5) year term.

2) Background:

Due to limited office space available locally, South Puget Sound Community College (SPSCC) offered vacant classrooms that may be remodeled to serve City needs. A partnership with SPSCC and the City will result in expanded space for City at both sites, and increased parking for staff, fleet, and public vehicles.

City Council approved a previous version of this lease on June 6, 2023; however, SPSCC requested minor administrative changes to the language, such as indemnification and clarifying rental aspects of the building considered for lease. Regardless, the changed language requires Council to reauthorize the agreement. There have been no changes substantive to the needs of the Water Resources & Sustainability Department, and its acceptance is recommended.

3) Policy Support:

- We believe in People, Excellence, Opportunity, Partnership, Learning, Environment
 - Be a leader in Environmental Sustainability
 - Recruit green employers and jobs
 - Refine and Sustain a Great Organization
 - Explore trades training with LOTT, SPSCC and Olympia
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4) Alternatives:

- ☐ Reject the lease agreement and direct staff to consider other options.
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5) Fiscal Notes:

Lease costs for the initial five years term are approximately \$281,420.00. Support equipment and necessary tenant improvements add about \$500,000.00 over the lease term. Lease and office costs are funded by the Drinking Water (40%), Storm Drain (40%), and Sanitary Sewer utilities (20%).

6) Attachments:

- A. Agreement of Lease, South Puget Sound Community College