



Signature Report

February 13, 2001

Motion 11118

Proposed No. 2001-0054.1

Sponsors McKenna and Nickels

1 A MOTION adopting the analysis and findings of King
2 County's space and facilities peer review panel.

3

4 WHEREAS, K.C.C. 20.12.100 states that the King County space plan, a
5 subelement of the capital facilities element of the county's Comprehensive Plan, shall
6 govern development of all facility master plans, facility program plans and CIP and lease
7 requests for space housing county agency operations, and

8 WHEREAS, the county adopted its initial space plan in 1993 and a subsequent
9 space plan update in 1997 (Ordinance 10259), and

10 WHEREAS, the 1997 space plan contained several policy directives endorsed by
11 the council, but the executive's 1998 and 1999 proposed amendments to the space plan
12 either altered or abandoned several of the 1997 council-adopted policies, and

13 WHEREAS, the county council has expressed concern regarding several issues,
14 including the lack of continuity evident in the county's space planning process, rising
15 construction costs and potential future county revenue constraints, and

16 WHEREAS, Ordinance 13869 authorized creation of a county space and facilities
17 peer review panel to review the executive proposed space plan and related issues, and

18 WHEREAS, through the peer review panel legislation, the council sought input
19 from industry experts to ensure that a prudent plan would be developed regarding the
20 provision of county space and facilities, and

21 WHEREAS, the peer review panelists were asked: to determine whether the
22 county's current space planning policies are reasonable and internally consistent; to
23 assess the technical analyses that county staff have conducted to determine space needs;
24 to evaluate leasing and building alternatives; to review the process that county
25 departments use to create departmental master plans; and to assess the format and content
26 of the county space plan, and

27 WHEREAS, the panel members conducted their analysis in the context of several
28 considerations, including: space and facility trends and forecasts; the amount of space
29 owned by the county in relation to the amount of space leased by the county; options for
30 adding more county-owned space, whether by building new or purchasing existing space;
31 location of county space, and the costs associated with owning and leasing space in both
32 downtown Seattle and in suburban locations; departmental operational needs and
33 forecasts for future operational requirements; and the overall space planning process, and

34 WHEREAS, the peer review panelists not only met formally on a bi-weekly basis
35 from late September through early December, but they also performed substantial
36 independent analysis in the interim to enhance each meeting's productivity, and

37 WHEREAS, the peer review panelists' extensive expertise and valuable input,
38 along with the panel facilitator's ability to organize and integrate that input, produced a
39 final written report that will assist the county's future space planning efforts, and

40 WHEREAS, the county faces the expiration of nearly sixty percent
41 (approximately one hundred sixty thousand square feet) of its downtown leased office
42 space beginning in late 2003 and extending into 2004, with renewal expenses expected to
43 cost the county an additional three million five hundred thousand dollars per year, and

44 WHEREAS, the peer review panel recommended three immediate tasks to be
45 collectively completed by the second quarter of 2001:

46 1. Conduct a thirty- to sixty-day feasibility analysis of the county's options in the
47 face of upcoming lease renewals (to be completed by the end of the first quarter, 2001);

48 2. Develop a template for departments to use in preparing their business plans
49 and direct the departments to complete these plans (in conjunction with departmental
50 budget preparation); and

51 3. By the conclusion of the second quarter, 2001, prepare a 2001 space plan using
52 both the template contained in the peer review panel's report and the information from
53 the aforementioned feasibility analysis and department business plans, and

54 WHEREAS, the peer review panel issued twelve policy recommendations,
55 delineated into four categories: planning; leasing; building; and operations/maintenance,
56 and

57 WHEREAS, the planning recommendations included:

58 1. The county must develop better information for its space plan and must use
59 that information to guide decisions;

60 2. To get information for the space plan, county departments should be asked to
61 prepare brief business plans each year; and

62 3. The space plan should include both a short-term (three-year) implementation
63 plan and a long-term (ten-year) forecast based on staff growth and anticipated space
64 needs; and

65 WHEREAS, the leasing recommendations included:

- 66 1. The county's leased space goal is reasonable and should be met;
- 67 2. Either building or buying space will be an appropriate, cost-effective option to
68 reduce the inventory of leased office space; and
- 69 3. The current office market may prevent the county from buying an office
70 building cost-effectively, but this option should be analyzed; and

71 WHEREAS, the building recommendations included:

- 72 1. Building a new structure should be considered as an alternative to buying or
73 continuing to lease if the county can construct new office space for approximately ten
74 times current triple net rents;
- 75 2. If the county builds a new office building, it should construct the largest
76 possible building the site can accommodate;
- 77 3. Building in the suburbs may be less expensive than building downtown, but
78 cost savings should be weighed against the county's operational needs; and
- 79 4. If the county decides to build, it should consider using innovative contracting
80 and project management methods rather than traditional public works approaches, and

81 WHEREAS, the operations and maintenance recommendations included:

- 82 1. The county should expect to budget between eight dollars and ten dollars per
83 square foot per year for the operation of new office space; and

84 2. The county should expect to budget a major maintenance reserve of one
85 percent to two percent of the cost of the building each year, in addition to operating
86 expenses, for any new or newly purchased office building.

87 NOW, THEREFORE, BE IT MOVED by the Council of King County:

88 The council recognizes and accepts the findings of the county's space and
89 facilities peer review panel.

90 The executive is requested to forward to the council for its review:

91 A. The leasing feasibility study mentioned in this motion of the county's options
92 concerning upcoming lease renewals, business planning templates and a space plan
93 utilizing the template set forth in the county's space and facilities peer review panel
94 report; and

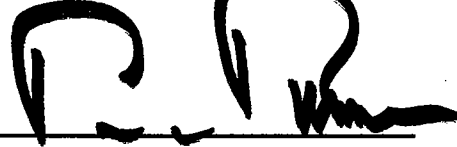
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95 B. An ordinance or ordinances that would codify the policies and implement the
96 plans resulting from council and executive discussions of the issues mentioned in
97 subsection A of this motion.

Motion 11118 was introduced on 1/22/01 and passed by the Metropolitan King County Council on 2/12/01, by the following vote:

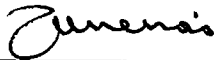
Yes: 13 - Mr. von Reichbauer, Ms. Miller, Ms. Fimia, Mr. Phillips, Mr. Pelz,
Mr. McKenna, Ms. Sullivan, Mr. Nickels, Mr. Pullen, Mr. Gossett, Ms.
Hague, Mr. Vance and Mr. Irons
No: 0
Excused: 0

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON



Pete von Reichbauer, Chair

ATTEST:



Anne Noris, Clerk of the Council

Attachments None