



Administrative Office of the Courts

SeaTac Facility
18000 Pacific Highway South
SeaTac, Washington 98188

Administrative Office of the Courts SeaTac Facility Update

When will the new facility be available?

We will take possession of the new facility on February 1, 2005. Our current lease expires on January 31, 2005.

Where is the new facility located?

The new facility is located directly across from the entrance to SeaTac International Airport. The official name & address are:

Kilroy Airport Center SeaTac-South Tower
18000 Pacific Highway South, Suite 1106
SeaTac, Washington 98188

Our office is located on the 11th floor of the **South Tower (Building 1) Suite #1106**.

What is the layout of the new facility?

The new facility's layout is virtually the same as our existing location. The layout includes a large entry area, 3 offices, 3 cubicle style workstations, a copy/supply room with a sink and the large conference room (see draft layout behind tab Facility Information). The conference room will contain a large smart board, conference phone, PC workstation, wireless speakers and a work area.

How will parking work?

There is free parking in front of the South Tower (Building 1), North Tower (Building 2), and Building 3 (see tab entitled Parking).

In addition, there is valet parking at the Wally Park which is less than one block away, just past Building 3. Wally Park shuttles will be available to pick up meeting attendees at SeaTac Airport and drop them off at our facility. We will need to make transportation arrangements a day or so in advance.

Parking is allowed behind the buildings on weekends and holidays. However, **DO NOT** park there during normal business days and hours.

We have arranged for "stadium" style parking for our large events (40+ attendees). AOC staff will make these arrangements and will provide directions on how, where, when, etc.

How is the building accessed?

During normal working hours the building can be accessed on the main or lower level.

On weekends and/or holidays, AOC staff must provide the building security guard with a list of people who will be attending scheduled meetings. AOC will also provide building security with a list of staff having regular access to the building.

Staff access to Suite 1106 will be the same as staff access to our current facility.

Scheduling

AOC and Supreme Court staff will schedule the conference room through Outlook, just like it's done now.

Other entities that would like to schedule events should contact their AOC representative or the AOC Main Reception.

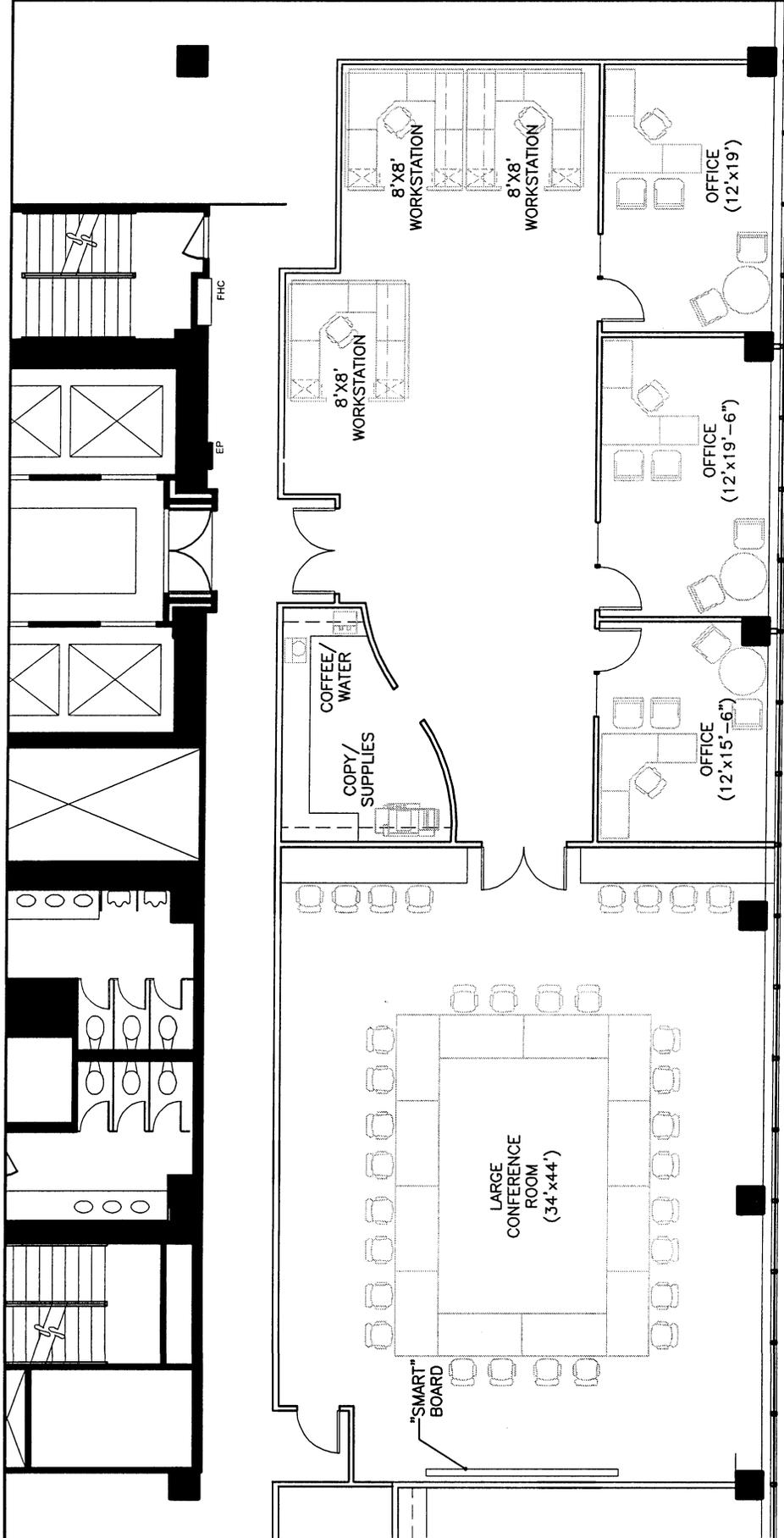
What amenities are located within the building or are located nearby?

There are two restaurants located in the South Tower (Building 1). One is on the first floor and is open 24 hours. The other is a cafeteria located on the lower level.

The Prime Hotel is just south of the facility. It has a restaurant and conference facilities.

Catering is available (see tab entitled Catering Resources).

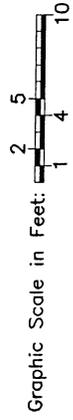
1 INCH



Path:

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11th Floor

Scale: NO SCALE APPROX. 3,120 U.S.F.

Washington Courts

JPC PROJ MGR: MJ/CJ
 JPC PROJ NO: 04-100-0167
 REVISION: Space Plan 11.3
 BUILDING: Kilroy Airport Center, Floor 11
 06.03.04
 SP-11.3

JPC ARCHITECTS
 355 110th Ave NE - Suite 100
 Bellevue, WA 98004
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SeaTac Facility Contact List

Organization/Vendor	Contact	Phone	
SeaTac Fire Department (Port of Seattle)		(206) 433-5327	
SeaTac Police Department		(206) 431-3490 In emergency – 911	
Avaya <i>Phone system</i>	Customer Service	(800) 242-2121	
Qwest	Central Service Center	(888) 678-8080	
Kilroy Towers <i>Building maintenance, security, or lease issues</i>	Dan Camilleri, Director of Operations Ja-Hye Pang, Property Management	(206) 242-8970	
VIP Access Management <i>Parking</i>	Ken Anderson, General Manager	(206) 242-9654	
AOC Staff Contacts			
Name	AOC Phone	Home Phone	Cell Phone
Sally Main	(360) 705-5309	(360) 786-8485	(360) 507-6074
Kirby Tingle	(360) 705-5291	(360) 923-0741	(253) 297-5222

Administrative Office of the Courts

SeaTac Facility
18000 Pacific Highway South
Suite 1106

Driving Directions

Coming from Seattle

- From Interstate-5 South, take exit 152 and stay to the right.
- Follow signs to 188th.
- At yield sign, proceed forward to 188th.
- Travel approximately 1 mile to International Blvd.
- Take a right onto International Blvd. (International Blvd. is also known as Pacific Highway.)
- Go through 2 stop lights.
- Immediately after the 2nd light, turn right into our parking lot. 13 Coins restaurant is on the main floor of our building. The name of our building is the Kilroy Center, and we are in the South Tower (Building 1), Suite 1106.

Coming from Bellevue

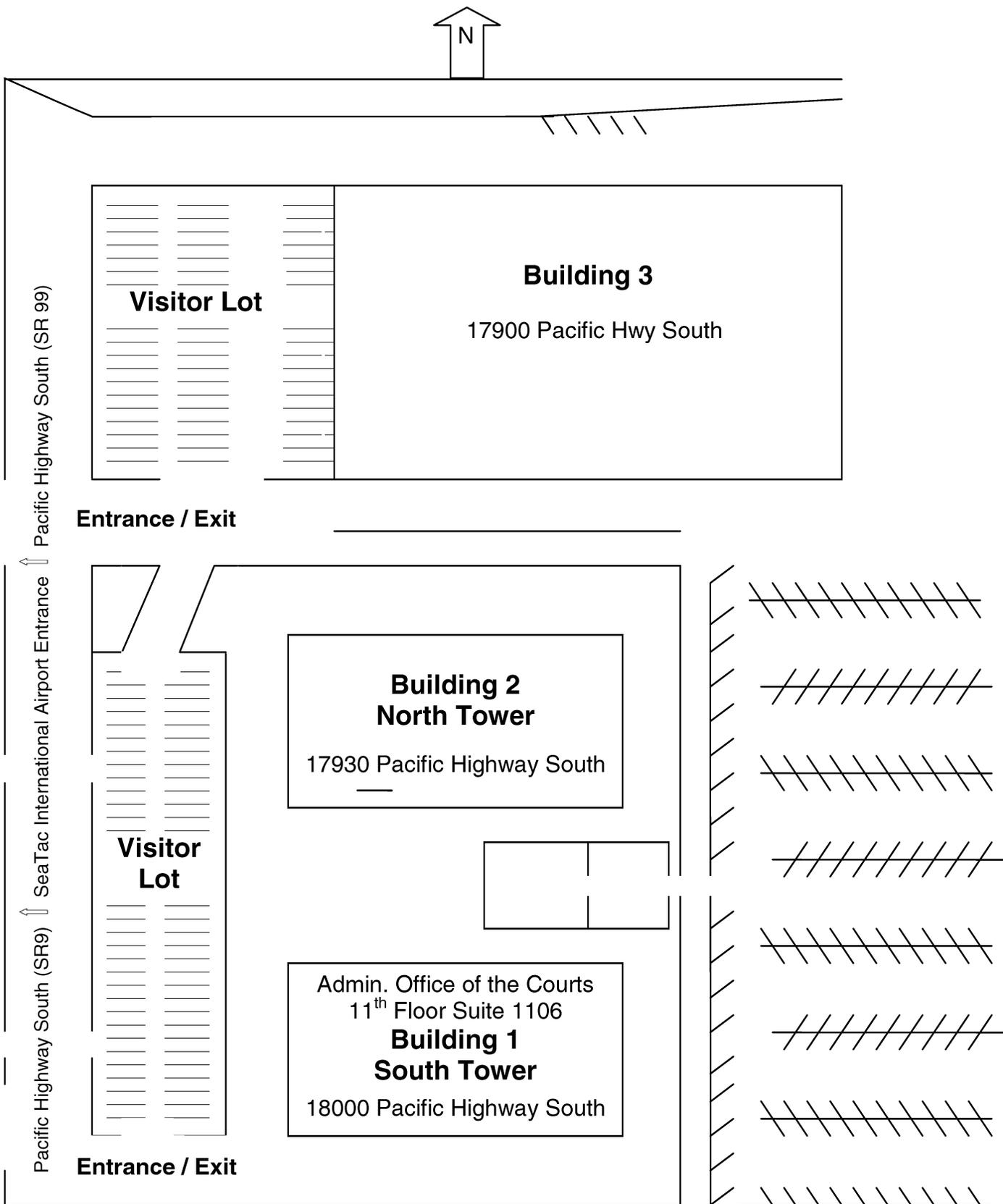
- Follow I-405 South. I-405 becomes Wa-518 W.
- Take the WA-99 Exit towards Sea-Tac.
- Keep right at the fork in the ramp. Merge onto International Blvd./WA-99.
- Take a right onto International Blvd. (International Blvd. is also known as Pacific Highway.) Go through 6 stop lights.
- At the 7th light, turn left into our parking lot. 13 Coins restaurant is on the main floor of our building. The name of our building is the Kilroy Center, and we are in the South Tower (Building 1), Suite 1106.

Coming from Tacoma

- Follow I-5 North.
- Take exit 152.
- At the stop light, turn left and proceed to 188th.
- Follow 188th approx. 1 mile to International Blvd. (International Blvd. is also known as Pacific Highway.)
- Turn right onto International Blvd.
- Go through 2 stoplights. Immediately after the 2nd light, turn right into our parking lot. 13 Coins restaurant is on the main floor of our building. The name of our building is the Kilroy Center. We are in the South Tower (Building 1), Suite 1106.

Parking

- Free parking can be found in the front of the South Tower (Building 1) or North Tower (Building 2) or in front of the City Hall building just north of our building. Wally Park, a commercial parking lot offering valet parking, is one block north of our building.



Administrative Office of the Courts
SeaTac Facility
PARKING AVAILABILITY DIAGRAM

Ground Transportation *from* **SeaTac Airport to the AOC SeaTac Facility**

WALLY PARK SeaTac

Mr. Ratulalou offered to have his shuttles transfer judges from SeaTac International Airport to our facility and back again at no charge, as the Wally Park lot is very near our facility. Shuttles run every 5 to 10 minutes.

It is important that we make arrangements in advance when shuttle services are needed, as carrying our passengers necessitates a change of route for shuttle drivers.

For details, please contact Heidi Hansen (360.705.3200 or heidi.hansen@courts.wa.gov) or Jan Nutting (360.704.4020 or jan.nutting@courts.wa.gov).

MasterPark

206-242-1111

MasterPark operates a courtesy shuttle from the airport to their lot near the Kilroy Office Building, but shuttle drivers cannot take passengers to the Kilroy South Tower.

STITA Taxi

206-246-9980 - General Manager

206-431-5906 – Information/Reservations

Taxi service is not practical for transportation from the airport to our building, as some taxis may be unwilling to take a small fare after waiting in line for hours for a customer. Taxi fare from our building to Seattle locations, however, may be quite reasonable.

Catering Companies and Restaurants ***Resources for Working Lunches***

Gretchen's Shoebox Express

<https://gretchensshoebox.com/index.asp>

206-623-8194

- Gretchen's will deliver to the new facility for a charge of \$7.50.

Larry's Market and Catering

425-646-8846 or 206-343-8646

<http://www.larrysmarkets.com/>

- Free delivery with \$40 minimum.
- House accounts offered - box lunches and salads are \$9.95.
- Highly recommended by businesspersons in the area.

Act 3 Catering

425-251-9102

<http://www.act3catering.com/>

- Box lunches at \$9.95 – good selection of salads and wraps.
- Minimum order of 20 box lunches unless prior arrangements are made.
- \$10 delivery charge.

Sharp's Roaster

206-241-5744

- Delivery is offered with a \$50 minimum order.
- A full menu is available, featuring everything from fresh tossed salads to barbecue to burgers. Sharp's is highly recommended by businesses in the building.