

COUNTY OF MILWAUKEE  
INTEROFFICE COMMUNICATION

**DATE:** February 14, 2025

**TO:** Marcelia Nicholson, Chairwoman, County Board of Supervisors

**FROM:** Aaron Hertzberg, Executive Director, Department of Administrative Services

**SUBJECT:** An informational report providing an update on an office lease at 600 N. Plankinton Avenue ("ASQ Center") and overview of relocation of various divisions within Department of Administrative Services ("DAS") as well as Audit Services Division from 633 W. Wisconsin Avenue ("633") to ASQ Center

**REQUEST**

This report is for informational purposes only.

**POLICY**

N/A

**BACKGROUND**

After 10 years, Milwaukee County's lease at 633 is set to expire on July 31, 2025. The building owner, J. Jeffers & Co, has alternative plans for the property. After considering an option to move to a different location in the building, DAS determined that the situation offered an opportunity to explore alternatives that better aligned with its strategic plan.

The Economic Development Division was tasked to support DAS in finding a new location. The new location will be integral in DAS' strategic plan of enhancing work culture by breaking down silos as well as fostering collaboration among work teams and an improved environment for employee well-being.

After touring 10+ locations, Economic Development along with DAS leadership decided on moving forward with 600 N. Plankinton Avenue (ASQ Center) due to its alignment to project goals and cost effectiveness.

Some highlights include:

\*\*Rent abatement,

\*\* Nominal annual rent increases (~\$170k annual rent savings / \$1.9MM total savings over life of lease as compared to current 633 lease),

\*\* Significant amount of construction dollars (\$2MM) from the landlord to pay for space modifications,

\*\* Modern Furniture, Fixtures and Equipment included in the cost of the lease,

\*\* Safe and secure parking at similar costs to what employees pay at 633 (and limits on future increases).

The office space at ASQ Center consolidates the current footprint of 4 floors (~42,000 sf) down to 1 floor (~ 25,000 sf). All units of DAS that are currently at 633 and the Audit Division are planned for this move. The Office of Emergency Management (~8,000 sf) staff currently at 633 will remain in place until their move to their new home at the Forensic Science Building in 2026.

Through the move, DAS can reduce its office footprint while providing a more vibrant space for employee engagement, connectivity, and amenities. The location has an open floor plan that allows natural light to permeate the space as well as have outstanding building amenities, onsite parking and proximity to the Courthouse Complex and downtown. Additionally, there will be monthly and daily discounted parking, as well as similar security coverage (front desk and FOB operated doors) that DAS currently has at 633 W. Wisconsin Avenue.

The space is on the 6<sup>th</sup> floor of the ASQ Center. Please see attachments for a brochure of the space that provides some detail on the space, building, and amenities available in the complex. Also, please see the matterport link for a virtual tour.

Economic Development and Architecture and Engineering are managing the office move and intend to have all employees relocated to coincide with the current lease expiration at 633 in July 2025.

### **RECOMMENDATION**

This report is for informational purposes.

### **ALIGNMENT TO STRATEGIC PLAN**

2B: Break down silos across County government to maximize access to and quality of services offered

3B: Enhance the County's fiscal health and sustainability

### **FISCAL EFFECT**

N/A because this report is for information purposes only

### **VIRTUAL MEETING INVITES**

Celia Benton, Economic Development Director, Department of Administrative Services:  
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Rami Peltz, Leasing Manager, Department of Administrative Services:  
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**PREPARED BY:**

Rami Peltz  
Leasing Manager, Economic Development, Department of Administrative Services

**APPROVED BY:**

*Aaron Hertzberg*

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Aaron Hertzberg, Executive Director, Department of Administrative Services

**ATTACHMENTS:**

Marketing Flyer (ASQ Center)  
Matterport Video (ASQ Center) <https://my.matterport.com/show/?m=4ooKHtQVcok>

cc:

David Crowley, County Executive  
MaryJo Meyers, Chief of Staff, Office of the County Executive  
Liz Sumner, Comptroller  
Members of the Committee on Community, Environment and Economic Development  
Kelly Bablitch, Chief of Staff, County Board of Supervisors  
Allyson Smith, Committee Coordinator  
Clarence Kinnard, Committee Coordinator  
Steve Cady, Director of Research and Policy  
Sean Hayes, Interim Director, Facilities, Department of Administrative Services  
Troy Wohlt, Principal Architect, Architecture & Engineering, Department of Administrative Services  
Jennifer Folliard, Director, Audit Division, Office of Comptroller