

OII, Thurston County, 23-05-144, Exhibit 8, Space Allocation

Section Four: Space Allocation

This tool will calculate total allocated square footage and total square footage per user. Please use the Telework Schedule Crosswalk tables on the "Reference Tables" Tab. If your agency requires program-specific space beyond the standard allocation, enter the type of space and desired square footage, which will be added to the baseline allocation. Agencies must justify the need for any program-specific spaces. If Allocation is over 20,000 sq ft provide the Life Cycle Cost Model Tool as an addendum to this form.

Baseline User Space Allocation	Count	SQ FT	Percent of SQ FT per user type
Fully Remote	3	0	0%
Externally Mobile	9	576	9%
Resident	29	5,568	91%
Total	41	6,144	100%

Site requirements:

- Facility must allow for the following with tenant improvement:
- Within minutes of I-5 access
 - Floor to floor secure demising walls from other tenants
 - Landlord willing to give up free access to the space without escort from OII staff
 - Allow for a backup generator to maintain evidence
 - Four EV stalls specific to OII staff and fleet needs
 - Tall roll up door access for vehicles to be towed inside that might not be drivable
 - Restrooms outside secure perimeter to be used by visitors, guests, and interviewees
 - Additional touch down space for investigators from neighboring regions

Program Specific Spaces	SQ FT
Secure Lobby	300
Investigations Interview Room	100
Investigations Conference Room	300
Interviewee Accessible Restrooms	200
Large Conference Room	700
ACCESS Terminal Room	60
Vehicle Evidence Bay (with tall garage door entry)	1,000
Evidence Intake and Processing Areas	1,000
Evidence Tech Office	140
Long-term Evidence Storage	5,500
Firearms Storage Room	460
Drug & Valuables Storage Room	200
Fridge & Freezer Evidence Storage Space	300
IDF and Security Room	100
Future Lab Space	600
Backup Generator Space	120
Program Specific Spaces Total SQ FT	11,080
Total Allocated Square Footage	17,224
Total Rentable Square Footage Per User	453

Section Five: Proposed Space Utilization

Workspace Types	Total Count
Offices	11
Cubicles	18
Touchdown Spaces	10

Common Shared Space Types	Total Count
Conference Rooms	3
Break Rooms	1
Restrooms	4
Wellness Rooms	1

The total number of offices and cubicles should not exceed the number of Resident Users
 3:1 ratio of touchdown spaces for those who are Externally Mobile Workers
 Objective is to have 80% utilization of workspaces