



Washington State
**DEPARTMENT OF
ENTERPRISE SERVICES**

MARKET SEARCH

The State of Washington, acting through the Department of Enterprise Services (DES), and on behalf of the agency referenced below, is seeking to lease space as defined in this document.

Project Information

Project #: 23-11-359
Agency: Department of Social and Health Services (DSHS)
Location: King County, Totem Lake and surrounding communities
Square Footage: 8,251 BOMA rentable square feet of office space
Date posted: January 18, 2024
Desired term: A lease term of five (5) years is required.
Proposers may, at their option, include other lease terms no longer than ten (10) years.
Occupancy desired: No later than May 1, 2025

DES Real Estate Services (RES) Contact Information

Leasing Agent: Geri Scott
Email: geri.scott@des.wa.gov
Phone number: (360) 890-0829
Mailing Address: 1500 Jefferson Street SE
P.O. Box 41468
Olympia, Washington 98504-1468

Geographical Areas of Consideration:

Properties for consideration should be in Northeastern King County, WA. Proposals within the following geographic boundaries may be advantageous to the AGENCY:

- West: Market Street
- East: 124th Ave NE
- North: SR 522 Bothell / Woodinville
- South: NE 70th Street

Attachments: [Appendix A Leased Space Requirements](#)
[Appendix B New Space Addendum](#)
[Appendix C Space Allocation](#)
[Appendix D Definitions](#)
[Appendix E Lease Standard](#)
[Appendix F DSHS Addendum](#)

1. General Considerations:

- a. Space should meet the RES definition of **Existing Space**. See Exhibit D, "Definitions" for RES definition of "Existing Space," "Space Under Construction," or "Planned Space."

- b. **Parking:**
 - 1) Minimum requirement is code parking. Proposals that include additional parking may be advantageous to the AGENCY.
 - 2) Two (2) or more “Level II” Electric Vehicle Charging Stations with two charging heads at each charger (a total of four charging heads serving four parking stalls) are required for this site. (See also section 3.f. below)
- c. **Lease will be written on the State of Washington’s approved lease documents.** See Exhibit E, “Lease Standard.”
- d. RES will require **proof of ownership** prior drafting lease documents. The preferred proof of ownership is a clear title report. In certain circumstances, a certified copy of the deed may be an acceptable substitute for the title report.
- e. **Prevailing Wage:** Proposer and Proposer’s vendors and contractors shall pay Prevailing Wages or applicable Federal Wages to all workers, laborers, or mechanics employed in the performance of any part of the proposed project in accordance with RCW 39.12 and the rules and regulations of the Washington State Department of Labor and Industries (L&I). Proposer agrees to comply with the provisions of RCW 39.12 as required under RCW 39.04.260 unless specifically exempted by the L&I. Submit all compliance paperwork directly to L&I, who makes all determinations regarding the applicability of Prevailing Wage. For additional information, visit L&I’s website at:
<https://lni.wa.gov/licensing-permits/public-works-projects/contractors-employers/>
- f. **Emission reduction initiatives** are listed in [Executive Order 20-01](#) State Efficiency and Environmental Performance (SEEP). SEEP directs State Agencies to pursue cost effective opportunities to reduce building energy use. Agencies will consider a facility with a documented or calculated low Energy Use Intensity score (EUI) to be advantageous. Building shell construction, air sealing, insulation, electrical and lighting systems, and HVAC systems in State leased facilities are required to meet or exceed the Washington State Energy Code. The State encourages building elements and systems that exceed code minimums set forth in the Washington State Energy Code, referenced in Chapter 4 Commercial Energy Efficiency, and Chapter 5 Existing Buildings, these systems and elements must be supported by documented energy savings.

2. Location Characteristics:

- a. Proposed facilities should be in an appropriately zoned area.
- b. Preference may be given to locations that are in close proximity to existing public transportation route or routes. Additionally, proposed facilities served by public transportation with hourly service during the hours of 8 AM to 5 PM may be advantageous to the agency.
- c. Facilities located outside of the 100-year flood plain (as defined by the Federal Emergency Management Agency (FEMA)) may be advantageous to the agency.
- d. Proposed facilities must be in areas with sufficient infrastructure in place to support the agency operational needs. See building characteristics below.

3. Building Characteristics:

- a. Please refer to the following documents for general building requirements:
 - 1) Exhibit A, “Leased Space Requirements” for general performance requirements and specifications.
 - 2) Exhibit B, “New Space Addendum” for specific site, building, and minimum tenant fit-up requirements.
 - 3) Exhibit C, “Space Allocation” for detailed program space planning information.
 - 4) Exhibit E, “DSHS Addendum” for specific DSHS requirements.
- b. Contiguous office, equipment and storage, and special areas with a highly efficient load

factor may be advantageous to the Agency.

- c. A facility with a single floor plate and on the ground floor of a building may be advantageous to the Agency.
- d. An effective, efficient, and welcoming customer lobby or reception area while also providing a clear delineation between public and staff areas may be advantageous to the Agency. Clear delineation between the public/customer and staff entrances if possible.
- e. Adequate conference rooms and meeting spaces for both public and staff meetings.
- f. Proposals should include the infrastructure to support two (2) or more “Level 2” electric vehicle charging stations at designated parking stalls, with two (2) charging heads on each station, serving a total of four (4) parking stalls. Agency to provide the chargers at their sole cost and expense, and Proposer to provide the infrastructure, site improvements, and installation of Agency provided chargers at the Proposer’s sole cost and expense. Infrastructure to include the necessary conduit for both power and data back to the building’s electrical panel or subpanel, required signage, ADA accessible stall with an accessible route, bollards, and parking lot striping.