

## MARKET SEARCH FOR EXISTING OFFICE SPACE, SPACE UNDER CONSTRUCTION OR PLANNED OFFICE SPACE

Department of Ecology (ECY) – Bellingham

Project Number: 332-10-15

The State of Washington is seeking the following space for lease:

**Use:**

Field Office- General office/lab/storage space

**Areas of Consideration:**

- General Area of Consideration: Bellingham
- Preferred Location within the following boundaries: within the city limits of Bellingham and/or greater Bellingham area, near a major public transportation system.

**General Considerations:**

- Leased space must meet *Leased Space Requirements – July 2005 edition* (LSRs- Appendix A) and the Department of Ecology's *ECY Addendum to Leased Space Requirements* (Appendix B). LSRs and other Real Estate Services forms can be found at: <http://www.des.wa.gov/about/FormsPubs/Pages/Forms.aspx> - the ECY Addendum is attached.
- Approximate Square Footage (SF) – 10,300 rentable SF being 8,800 rentable SF of office space and 1,500 rentable SF of storage space. Storage space on-site with office space.
- Connectivity: high speed fiber data connectivity to support ECY's business needs as well as agency security and card key access systems. The WAN link infrastructure must provide a minimum link speed of 100mbps with the ability to be upgraded to 1gbs
- Parking requirement – Code parking, as well as secure parking for 14 state vehicles. Requires 5 large vehicle parking spaces as well as appropriately large turning radius, with local streets wide enough to accommodate the large Spill Response vehicles and trailers
- Lease will be written on the State of Washington's approved lease documents (See - <http://www.des.wa.gov/about/FormsPubs/Pages/Forms.aspx> ).
- Term will be for five (5) years with no option for early cancellation. Ten (10) year terms can be considered but must be accompanied with a five (5) year option for purposes of comparison. Ten (10) leases are subject to approval by the Director of the Department of Enterprise Services.
- Additional space planning data is described in Appendix C – Space Planning Data
- The definitions that the Department of Enterprise Services typically uses to describe proposed leased space (including the definitions of Existing Space, Space Under Construction or Planned Space) are included as Appendix D (Definitions). The State reserves the right to modify these definitions at any time and for its own reasons.
- Occupancy is expected to be May 1, 2017.
- Screening of sites will begin January 30, 2016, but proposals will still be accepted after this date.

### **Location Characteristics:**

Properties submitted for consideration should be located in the General Area of Consideration noted herein. Facilities within the Preferred Location as described herein would be advantageous to ECY.

In addition to the geographic area of consideration, ECY has identified a number of characteristics as important to the delivery of service by this field office. These characteristics include, but are not limited to the following:

- Proposed facilities should be in an appropriately zoned area and should not be located in an area that is of a heavy industrial, large or busy retail, or of a residential character.
- Proposed facilities that are in close proximity to an existing public transportation route or routes would be advantageous.
- Proposed facilities that provide rapid access to major interstate highways are highly desirable.
- Proposed facilities must be in areas with sufficient infrastructure in place to support ECY's operational needs to include high speed data and telephone infrastructure are highly desirable.

### **Building Characteristics**

The State and ECY have identified some unique building characteristics as being advantageous to the Agency's functions, including the delivery of services to its clients. These characteristics include, but are not limited to the following:

- Contiguous office, equipment and storage, and special areas as depicted in Appendix C (Space Planning Data) with a highly efficient load factor.
- Standard plumbing with one sink will be required in the "sample prep/chain of custody room".
- Proposals that facilitate the close proximity of the "sample prep/chain of custody room", "shower, locker changing area" and "agency /employee field gear storage" may be advantageous to the agency.
- The dry storage component of this Market Search may be contained in a separate building, but must be on the same site as the office component.
- Clear height in the dry storage area should be approximately 16 feet.
- Roll-up vehicle doors (14 feet) serving the dry storage area in addition to appropriately spaced/located man-doors.
- Adequate conference rooms and meeting spaces for public and staff meetings.

Secured parking area should meet each of the following criteria:

- paved for ease of vehicle and trailer movement,
- secured by a fully fenced perimeter with electrically operated vehicle gates capable of allowing tenant supplied card key access integration. Electrically operated vehicle gates **MUST** be equipped with a battery back-up system to allow the gates to fully function in the event of power outages to the property.
- sufficiently sized to store up to 10 full-sized State vehicles and additional room for trailer parking and maneuverability.
- facilitate ingress, egress and movement of large State vehicles and boat/trailers.
- contiguous with and / or immediately adjacent to the office facility so as to efficiently facilitate the transfer of equipment, supplies and samples from the State vehicles to the dry storage area and / or the office and special needs areas.
- Integrated site security measures to enhance the safety of the ECY employees and customers as well as to protect State vehicles and equipment.
- Electric Vehicle Charging Stations: See Appendix B, ECY Addendum, paragraph A4.6.1

Interested parties contact **Guy Winkelman** at the Department of Enterprise Services Real Estate Services.

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