



REQUEST FOR QUALIFYING INFORMATION
FOR
STATE OF WASHINGTON
Department of Enterprise Services
Real Estate Services
February 14, 2013

Project 275-11-12 – OFFICE OF ADMINISTRATIVE HEARINGS – SPOKANE

The Department of Enterprise Services (DES), on behalf of the Office of Administrative Hearings (OAH), is requesting qualifying information for proposals to lease space as referenced below. The selected facility must demonstrate that it will meet or exceed all directives and performance criteria delineated in the State's "Leased Space Requirements" document, July 2005 edition and the RES Accessibility Addendum, June 2007 (see DES website). Our research indicates the median market rate for leased space in Spokane is currently \$17.13 per square foot per year.

LOCATION PARAMETERS: Properties submitted for consideration shall be located within the greater Spokane area and within 1 mile from Interstate 90.

FACILITY: Approximately 11,036 square feet of BOMA rentable office space with code parking as described in the attached space data sheets.

The State encourages proposers to consider incentives and innovative approaches to achieve the State's desired end result.

LEASE TERMS: 5 year lease term with options to extend for an additional term of 5 years. Full service lease proposals are preferred. Beneficial occupancy is required on or before October 17, 2013 and substantial completion is required on or before October 31, 2013.

Informational Submittal

Interested parties must submit a letter of interest and supporting information no later than March 1, 2013. Submitted qualifications should include:

- Letter of Interest
- Project number.
- Proof of control, or authority to represent, and confirmation of the ability to finance/develop/manage such a project for the time of the lease solicitation.
- The exact location and description of the facility and/or site.

This project will require a three-phased process:

1. DES will screen sites and facilities that appear to meet the State's need and perform reference checks.
2. DES will invite owners or landlords of sites that meet the base requirements to submit proposals to lease to the state. A request for proposal packet will be distributed and evaluations of potential sites will be completed.

3. Those sites evaluated to meet all the detailed Lease Space Requirements and of a competitive value for the State of Washington will be invited to Negotiate for determination of the best value property for this solicitation.

Information submittals should be sent to:

Ron Wall
1500 Jefferson Street SE
P.O. Box 41468
Olympia, WA 98504-
1468

or Email Bid Clerk
RESBidClerk@des.wa.gov
(360)407-9308

The state reserves the right to lease space which, in its opinion, best meets its need. The state reserves the right to waive minor irregularities contained in any proposal. The state also reserves the right to, at any time and in its sole discretion, reject any or all proposals. Should the state, in its opinion, be unable to find satisfactory space, the state may re-advertise for existing office space, office space under construction or for planned office space, or perform a market search, and/or amend the project/space requirements.