



Market Search - Seeking Tenancy

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

Project Information

Project #:	25-06-167
Agency:	Everett Community College
Location:	Snohomish County, Everett Community College Campus
Square Footage:	Approx. 14,000 BOMA rentable SF of Classroom space previously used as an early learning center.
Date posted:	10/23/2025
Desired term:	5 years. A minimum 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:	ASAP

DES Real Estate Services (RES) Contact Information

Leasing Agent:	Jim Hickman
Email:	jim.hickman@des.wa.gov
Phone number:	360-701-0749
Mailing Address:	1500 Jefferson Street SE P.O. Box 41468 Olympia, Washington 98504-1468

Attachments: [Attachment A-1 - Proposal Document](#)
[Attachment A-2 - Lease Proposal Form](#)
[Attachment B - Floor Plans](#)
[Attachment C - Photos](#)
[Attachment D - State Standard Lease](#)
[Attachment J - Exhibit J – Janitorial Specifications](#)



General Considerations

- a. Everett Community College is seeking proposals for tenancy in 14,000 square feet of existing Space previously used as a childcare center. This space is located on Everett Community College Campus located in Everett, WA.
- b. Parking: Up to 25 Onsite Parking Spaces availability for Staff at a rate of \$20.00 each per month of stalls for employee and customer use.
- c. Lease will be written on the State of Washington's approved lease documents. Review Exhibit D- State Standard Lease.
- d. Everett Community College will have sole discretion to select whichever proposal best meets its programmatic and business need.
- e. RES will require proof of licensing documents.
- f. Tenant will be required to provide proof of insurance (include minimum coverages).
- g. The college is seeking a minimum of a 5-year (5) lease term and preference may be given to a longer term.
- h. Lease rate will be based be figured on a modified gross basis, with prorate shares of electric, natural gas, water, sewer, garbage, and janitorial services (Review Exhibit "J").
- i. Tenant site tours will be conducted prior to occupation date will be on an as requested basis with coordination provided by DES' leasing agent.