

**Project #:** 1001774  
**Agency:** Department Of Social and Health Services (DSHS)  
**Location:** Spokane, WA  
**Square footage:** 18,659 SF BOMA Rentable Office Space  
**Date posted:** March 29, 2017  
**Contact agent:** Crystal Skinner  
**Email:** [crystal.skinner@des.wa.gov](mailto:crystal.skinner@des.wa.gov)  
**Phone number:** (360) 407-9215  
**Fax number:** (360) 586-9088

**Description:**

The state of Washington is seeking 18,659 square feet for the following DSHS program:

Children's Administration (CA) will provide the following program services within the proposed space: child protection enforcement, child welfare, adoption services, foster care services, Indian and child welfare, licensing of foster homes, and other functions associated with providing these services to the community.

Juvenile Rehabilitation (JR) serves Washington State's highest-risk youth. Youth may be committed to JR custody by any county juvenile court. The juvenile courts follow prescribed sentencing guidelines to determine which youth will be committed to JR. These youth typically have committed many lower-level offenses or have committed a serious crime.

**General Areas of Consideration:**

North Spokane area; between the streets of Monroe, Nevada, Rowan and Lincoln

**General Considerations:**

- a. Leased space must meet the requirements of Appendix A (Space Requirements) which includes the RES Leased Space Requirements (July 2005 edition) along with the RES Accessibility Addendum (Issued June 2007) and the DSHS Addendum dated July 3, 2013 except as expressly exempted by the RES Design manager.
- b. Space should meet the RES definition of "Existing Space". See Appendix C for RES definition of "Existing Space", "Space under Construction" or "Planned Space".
- c. Parking requirement – 75 spaces or code required, whichever is greater.
- d. Lease will be written on the State of Washington's approved lease documents. See Appendix D.
- e. Desired term is five (5) years.
- f. Occupancy is expected to be April 1, 2019.

**Location Characteristics:**

Properties submitted for consideration should be located in the General Area of Consideration noted above. In addition, within that general area, the AGENCY 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:

- a. 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.
- b. Preference may be given to a locations that are in close proximity to an 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. Preference may be given to a locations that provide ready access to freeway and other major arterial roads.
- d. Proposals that are not located within or in close proximity to 100 year flood plain (as defined by the Federal Emergency Management Agency (FEMA) may be advantageous.
- e. Proposed facilities must be in areas with sufficient infrastructure in place to support the AGENCY operational needs to include high speed data and telephone infrastructure. (See also Appendix A, Space Requirements.)

**Building Characteristics:**

- a. Contiguous office, equipment and storage, and special areas as depicted in Appendix B Space Planning Data with a highly efficient load factor.
- b. A facility with a single floor plate and on the ground floor of a building may be advantageous to the AGENCY.
- c. An effective, efficient and welcoming customer lobby or reception area while also providing a clear delineation between public and staff areas.
- d. Separate public and staff restrooms.
- e. Adequate conference rooms and meeting spaces for both public and staff meetings.
- f. The proposed site must provide or be improved to provide the infrastructure to support up to two “Level 2” charging stations at designated parking stalls.

If you have any questions please contact Crystal Skinner at 360-407-9215, or via email at [crystal.skinner@des.wa.gov](mailto:crystal.skinner@des.wa.gov).

Attachments:

[Appendix A Space Requirements](#)

[Appendix B Space Planning Data](#)

[Appendix C Definitions](#)

[Appendix D Lease Document](#)