

Project #: 18-07-138
Agency: Employment Security Department (ESD)
Location: Pullman Area, WA
Square footage: 1,789 BOMA Rentable Office Space
Date posted: 27 August, 2018
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Description:

The state of Washington is seeking 1,798 RSF for ESD.

General Areas of Consideration:

Pullman, WA

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) 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 – code required, whichever is greater. Proposals that provide up to 6 parking stalls may be advantageous to the AGENCY.
- 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 January 1, 2019.

Location Characteristics:

Properties submitted for consideration should be located in the General Area of Consideration noted in Section 2.1. Facilities within the preferred area as described in Section 2.1 would be advantageous to the AGENCY. 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. 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.
- d. 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.)

- e. The proposed site must provide, or be improved to provide, the infrastructure to support a “Level 2” charging station at designated parking stalls, with two charging heads on the station, serving a total of two designated parking stalls.

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. Clear delineation between the public/customer and staff entrances.

If you have any questions regarding this market search, please contact the agent listed above.

Attachments:

[Appendix A Space Requirements](#)

[Appendix B Space Planning Data](#)

[Appendix C Definitions](#)

[Appendix D Lease Document](#)