



Washington State Department of  
**Enterprise Services**  
REAL ESTATE SERVICES

### MARKET SEARCH

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

#### **Project Information**

**Project #:** 22-09-274  
**Agency:** Department of Licensing (DOL)  
**Location:** Puyallup and Sumner areas, WA  
**Square Footage:** 5,908 BOMA rentable square feet of office space  
**Date posted:** November 1, 2022  
**Desired term:** 5 Year  
**Occupancy desired:** September 1, 2023 or sooner if possible

#### **DES Real Estate Services (RES) Contact Information**

**Leasing Agent:** Trevor Lybbert  
**Email:** trevor.lybbert@des.wa.gov  
**Phone number:** 360-701-7259  
**Mailing Address:** 1500 Jefferson Street SE  
P.O. Box 41468  
Olympia, Washington 98504-1468

#### **Geographical Areas of Consideration:**

Properties for consideration shall be located in the following preferred areas: **Please refer to the Catchment area map (Appendix F).**

**Attachments:** [Appendix A Leased Space Requirements](#)  
[Appendix B New Space Addendum](#)  
[Appendix C Space Allocation](#)  
[Appendix D Definitions](#)  
[Appendix E Lease Standard](#)  
[Appendix F Catchment Area Map](#)

#### **General Considerations:**

- a. Space should meet the RES definition of "Existing Space." See Appendix D, "Definitions" for RES definition of "Existing Space," "Space Under Construction," or "Planned Space."
- b. Parking count must meet the requirements established in the municipal code for the intended use. Proposals that include access to at least 45 – 50 parking stalls may be

- advantageous to the Agency.
- c. Lease will be written on the State of Washington's approved lease documents. See Appendix E, "Lease Standard."

**Location Characteristics:**

The agency has identified certain key location features for delivery of their services, including but not limited to the following:

- a. Proposed facilities should be in an appropriately zoned area.
- b. Proposals that are in proximity to a mall or mall-like area may be advantageous to the agency.
- c. Preference may be given to locations that are in close proximity to 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.
- d. Facilities located outside of the 100-year flood plain as defined by the Federal Emergency Management Agency (FEMA) may be advantageous to the agency.
- e. Proposed facilities must be in areas with sufficient infrastructure in place to support the agency operational needs. See building characteristics below.

**Building Characteristics:**

- a. Proposals that are fully ground floor access may be advantageous to the agency.
- b. Please refer to Appendix C, "Space Planning Data" for specific program requirements. The program and layout will be adapted to the selected facility during the design process.
- c. Please refer to Appendix A, "Leased Space Requirements" for general performance requirements and specifications, and Appendix B, "New Space Addendum" for specific site, building, and minimum tenant fit-up requirements.