



Washington State
**DEPARTMENT OF
ENTERPRISE SERVICES**

MARKET SEARCH COVER PAGE

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 #: 23-11-353

Agency: Department of Licensing (DOL)

Location: Auburn, WA and surrounding areas

Square Footage: Approximately **10,470** BOMA rentable square feet of office space

Date posted: March 15, 2024

Desired term: A 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: May 1, 2025

DES Real Estate Services (RES) Contact Information

Leasing Agent: Blake Thiele

Email: blake.thiele@des.wa.gov

Phone number: (360) 790-5646

Mailing Address: 1500 Jefferson Street SE
P.O. Box 41468
Olympia, Washington 98504-1468

Geographical Areas of Consideration:

Properties for consideration should be located within the area described in 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 Area of Consideration](#)

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. Desired parking: Minimum requirement is code parking. Proposals that include 4 parking stalls per

1,000 RSF may be advantageous to the Agency.

- c. The infrastructure to install two (2) or more “Level II” Electric Vehicle Charging Stations with two charging heads at each charger (a total of four charging heads serving four parking stalls) will be required for this facility.
- d. Lease will be written on the State of Washington’s approved lease documents. See Appendix E, “Lease Standard.”
- e. Prevailing Wage: Proposer and Proposer’s vendors and contractors shall pay Prevailing Wages or applicable Federal Wages to all workers, laborers, or mechanics employed in the performance of any part of the proposed project in accordance with RCW 39.12 and the rules and regulations of the Washington State Department of Labor and Industries (L&I). Proposer agrees to comply with the provisions of RCW 39.12 as required under RCW 39.04.260 unless specifically exempted by the L&I. Submit all compliance paperwork directly to L&I, who makes all determinations regarding the applicability of Prevailing Wage. For additional information, visit L&I’s website at <http://www.lni.wa.gov/TradesLicensing/PrevailingWage/default.asp>.
- f. Emission reduction initiatives are listed in Executive Order 20-01 State Efficiency and Environmental Performance (SEEP). SEEP directs State Agencies to pursue cost effective opportunities to reduce building energy use. Agencies will consider a facility with a documented or calculated low Energy Use Intensity score (EUI) to be advantageous. Building shell construction, air sealing, insulation, electrical and lighting systems, and HVAC systems in State leased facilities are required to meet or exceed the Washington State Energy Code. The State encourages building elements and systems that exceed code minimums set forth in the Washington State Energy Code, referenced in Chapter 4 Commercial Energy Efficiency, and Chapter 5 Existing Buildings, these systems and elements must be supported by documented energy savings.

Location Characteristics:

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

Building Characteristics:

- a. 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.
- 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. Adequate conference rooms and meeting spaces for both public and staff meetings.
- e. Separate restrooms for customers and AGENCY staff may be advantageous to the AGENCY.
- f. Please refer to Appendix C, “Space Allocation” for specific program requirements. The program and layout will be adapted to the selected facility during the design process.