

**PROSPECTUS – LEASE
DEPARTMENT OF AGRICULTURE
NORTHERN VIRGINIA**

Prospectus Number: PVA-05-WA17
Congressional District: 8,10,11

Executive Summary

The U.S. General Services Administration (GSA) proposes a lease of approximately 131,000 rentable square feet (RSF) for the Department of Agriculture (USDA), currently located at 3101 Park Center Drive, Alexandria, VA, under a lease that expires May 31, 2017.

The lease will provide continued housing for USDA and improve USDA office and overall utilization rates from 141 to 93 usable square feet (USF) per person and 215 to 150 USF per person, respectively. As a result of the improved utilization, the lease will reduce the rentable square footage (RSF) of the requirement by 29 percent, a 53,216 RSF reduction from its current footprint. In the absence of this reduction, the status quo cost of continued occupancy at the proposed market rate would be \$7,184,424.

Description

Occupant:	Department of Agriculture
Current Rentable Square Feet	184,216 (Current RSF/USF = 1.14)
Estimated Maximum RSF ¹ :	131,000 (Proposed RSF/USF = 1.20)
Expansion/Reduction RSF:	53,216 (Reduction)
Current Usable Square Feet/Person:	215
Estimated Usable Square Feet/Person:	150
Proposed Maximum Leasing Authority:	15 years
Expiration Dates of Current Lease(s):	5/31/2017
Delineated Area:	Northern Virginia
Number of Official Parking Spaces:	12
Scoring:	Operating Lease
Estimated Rental Rate ² :	\$39.00 / RSF

¹ The RSF/USF at the current location is approximately 1.14; however, to maximize competition, a RSF/USF ratio of 1.2 is used for the proposed maximum RSF as indicated in the housing plan.

² This estimate is for fiscal year 2017 and may be escalated by 1.95 percent annually to the effective date of the lease to account for inflation. The proposed rental rate is fully serviced including all operating expenses whether paid by the lessor or directly by the Government. GSA will conduct the procurement using prevailing market rental rates as a benchmark for the evaluation of competitive offers and as the basis for negotiating with offerors to ensure that lease award is made in the best interest of the Government.

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Estimated Total Annual Cost ³ :	\$5,109,000
Current Total Annual Cost:	\$5,317,419 (leases effective 6/1/2007)

Justification

The current lease at 3101 Park Center Drive, Alexandria, VA, expires on May 31, 2017 and houses the USDA Food and Nutrition Service (FNS), whose main mission is to increase food security and reduce hunger in partnership with cooperating organizations by providing children and low-income people access to food, a healthy diet, and nutrition education in a manner that supports American agriculture and inspires public confidence.

FNS work has become increasingly collaborative and the current space at 3101 Park Center Drive is not configured to support modern work patterns. A new lease will provide continued housing for 725 personnel currently working in this location and allow for a flexible office layout to adapt to future changes in work practices. The total space requested will reduce USDA's footprint by 53,216 RSF, or 29 percent of the 184,216 RSF currently occupied. In the absence of this reduction, the status quo cost of continued occupancy at the proposed market rate would be \$7,184,424 per year.

Summary of Energy Compliance

GSA will incorporate energy efficiency requirements into the Request for Lease Proposals and other documents related to the procurement of space based on the approved prospectus. GSA encourages offerors to exceed minimum requirements set forth in the procurement and to achieve an Energy Star performance rating of 75 or higher.

Resolutions of Approval

Resolutions adopted by the House Committee on Transportation and Infrastructure and the Senate Committee on Environment and Public Works approving this prospectus will constitute approval to make appropriations to lease space in a facility that will yield the required rentable area.

³ New leases may contain an escalation clause to provide for annual changes in real estate taxes and operating costs.

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Interim Leasing

GSA will execute such interim leasing actions as are necessary to ensure continued housing of the tenant agency prior to the effective date of the new lease. It is in the best interest of the Government to avert the financial risk of holdover tenancy.

Certification of Need

The proposed project is the best solution to meet a validated Government need.

Submitted at Washington, DC, on APR 22 2016

Recommended: 
Commissioner, Public Buildings Service

Approved: 
Administrator, General Services Administration

Leased Locations	CURRENT						ESTIMATED/PROPOSED					
	Personnel		Usable Square Feet (USF) ¹				Personnel		Usable Square Feet (USF)			
	Office	Total	Office	Storage	Special	Total	Office	Total	Office	Storage	Special	Total
3101 Park Center Drive	750	750	135,411	5,484	20,000	160,895						
Estimated/Proposed Lease							725	725	86,902	3,719	18,129	108,750
Total	750	750	135,411	5,484	20,000	160,895	725	725	86,902	3,719	18,129	108,750

Office Utilization Rate (UR) ²		
	Current	Proposed
Rate	141	93

UR = average amount of office space per person
 Current UR excludes 29,790 usf of office support space
 Proposed UR excludes 28,164 usf of office support space

Overall UR ³		
	Current	Proposed
Rate	215	150

R/U Factor ⁴	Total USF	RSF/USF	Max. RSF
Current	160,895	1.14	184,216
Estimated/Proposed	108,750	1.20	131,000

Special Space	USF
Conference/Meeting	6,791
Publication Room	547
Web Room	101
Café/Vending	1,019
ADP/LAN	1,786
Library	408
Health Unit	475
Break Room	732
Training	1,358
Fitness Room	1,358
Computer Center	1,746
Test Kitchen	176
Copy Room	1,632
Total	18,129

NOTES:

¹ USF means the portion of the building available for use by a tenant's personnel and furnishings and space available jointly to the occupants of the building.

² Calculation excludes Judiciary, Congress and agencies with less than 10 people

³ USF/Person = housing plan total USF divided by total personnel.

⁴ R/U Factor = Max RSF divided by total USF