

**PROSPECTUS – LEASE
AGENCY FOR INTERNATIONAL DEVELOPMENT
WASHINGTON DC**

Prospectus Number: PDC-12-WA17

Executive Summary

The General Services Administration (GSA) proposes a lease of approximately 355,000 rentable square feet (RSF) for the Agency for International Development (USAID). The lease will consolidate staff who are currently located at 400 C Street SW, Washington, DC; 2100 Crystal Drive, Arlington, VA; and 2733 Crystal Drive, Arlington, VA.

The lease will provide continued housing for USAID, and improve USAID office and overall utilization rates from 85 to 77 usable square feet (USF) per person and 158 to 153 USF per person, respectively.

Description

Occupant:	Agency for International Development
Current Rentable Square Feet:	355,617 (Current RSF/USF = 1.13)
Estimated Maximum RSF ¹ :	355,000 (Proposed RSF/USF = 1.20)
Expansion/Reduction RSF:	617 (Reduction)
Current Usable Square Feet/Person:	158
Proposed Usable Square Feet/Person:	153
Proposed Maximum Leasing Authority:	20 years
Expiration Dates of Current Lease(s):	01/02/2018, 03/22/2017, 11/07/2020
Delineated Area:	Washington, DC, Central Employment Area
Number of Official Parking Spaces:	15
Scoring:	Operating Lease
Estimated Rental Rate ² :	\$50.00 / RSF
Estimated Total Annual Cost ³ :	\$17,750,000
Current Total Annual Cost:	\$14,597,288 (leases effective 01/03/2013, 03/23/2007, 11/08/2010)

¹ The RSF/USF at the current locations is approximately 1.13; 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 2.0 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.

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

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Justification

On December 21, 2010, GSA submitted to Congress prospectus PDC-12-WA11 for the Department of State and USAID located at 400 C Street, SW, Washington, DC. Resolutions of approval were adopted by the Senate Committee on Environment and Public Works, and the House Committee on Transportation and Infrastructure on July 13, 2011, and March 9, 2012, respectively. USAID is now consolidating staff at three locations, including the staff at 400 C Street, SW. The existing leases expire on January 2, 2018, March 22, 2017, and November 7, 2020. USAID requires continued housing for 1,930 personnel currently working in these locations to carry out its mission.

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.

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.

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Certification of Need

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

Submitted at Washington, DC, on August 19, 2016

Recommended: 

Commissioner, Public Buildings Service

Approved: 

Administrator, General Services Administration

**Housing Plan
Agency for International Development**

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
400 C St SW, Washington, DC	802	802	124,547	8,555	37,990	171,092						
2100 Crystal Drive, Arlington, VA	661	661	51,048	3,729	19,807	74,584						
2733 Crystal Drive, Arlington, VA	536	536	41,272	3,531	25,825	70,628						
Estimated/Proposed Lease							1,930	1,930	191,057	14,146	89,914	295,117
Total	1,999	1,999	216,867	15,815	83,622	316,304	1,930	1,930	191,057	14,146	89,914	295,117

Office Utilization Rate (UR) ²		
	Current	Proposed
Rate	85	77

UR = average amount of office space per person
 Current UR excludes 47,711 usf of office support space
 Proposed UR excludes 42,033 usf of office support space

Overall UR ³		
	Current	Proposed
Rate	158	153

R/U Factor ⁴	Total USF	RSF/USF	Max. RSF
Current	316,304	1.13	355,617
Estimated/Proposed	295,117	1.20	355,000

Special Space	USF
Quiet Room	1,091
Conference/Collaborative	68,128
Copy Center	1,364
Food Service	1,636
LAN	7,677
File Room	2,727
Business Centers	2,928
Mail Room	727
Loading Dock	3,636
Total	89,914

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