

**PROSPECTUS – LEASE
NATIONAL TRANSPORTATION SAFETY BOARD
WASHINGTON, DC**

Prospectus Number: PDC-02-WA23

Executive Summary

The General Services Administration (GSA) proposes a lease of approximately 145,000 rentable square feet (RSF) for the National Transportation Safety Board (NTSB), currently located at 429, 470, and 490 L'Enfant Plaza SW, Washington, DC, and a third location at 45065 Bles Park Drive, Ashburn, VA, a delegated lease. NTSB has occupied space in the buildings at L'Enfant Plaza since 2010 under leases that expire on November 30, 2025, and in the delegated lease since 2003 under a lease that expires on July 31, 2023.

The prospectus lease will provide consolidated continued housing for NTSB and will improve the overall space utilization rates from 630 to 317 usable square feet (USF) per person.

Description

Occupant:	NTSB
Current RSF:	251,515 (Current RSF/USF = 1.12)
Estimated/Proposed Maximum RSF: ¹	145,000 (Proposed RSF/USF = 1.20)
Expansion/Reduction RSF:	106,515 RSF Reduction
Current USF/Person:	630
Estimated/Proposed USF/Person:	317
Expiration Dates of Current Lease(s):	11/30/2025 GSA Leases 07/31/2023 Delegated Lease
Proposed Maximum Lease Term:	20 years
Delineated Area:	Washington, DC, Central Employment Area
Number of Official Parking Spaces:	0
Scoring:	Operating
Current Total Annual Cost:	\$11,596,235 (GSA Leases effective 12/01//2010)
Estimated Rental Rate: ²	\$50.00 / RSF
Estimated Total Annual Cost: ³	\$7,250,000

¹The RSF/USF at the current location is approximately 1.12; however, to maximize competition a RSF/USF ratio of 1.2 is used for the estimated proposed maximum RSF as indicated in the housing plan.

²This estimate is for fiscal year 2026 and may be escalated by 2 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.

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

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Background

NTSB is an independent Federal accident investigation agency. Since its creation in 1967, NTSB has been and is making transportation safer by conducting independent accident investigations, advocating safety improvements, and deciding pilots' and mariners' certification appeals.

Justification

NTSB is currently housed at 429, 470, and 490 L'Enfant Plaza SW, Washington, DC, and a third (delegated) lease, located at 45065 Bles Park Drive, Ashburn, VA 20147. The GSA leases expire November 30, 2025, and the delegated lease expires July 31, 2023.

The proposed lease will consolidate NTSB's footprint from three locations into one and reduce the total square footage by over 106,000 RSF. NTSB requires continued housing to carry out its mission.

GSA will consider whether NTSB's continued housing needs should be satisfied in the existing location based on an analysis of other potential locations within the delineated area. If other potential locations are identified, a cost-benefit analysis will be conducted to determine whether the Government can expect to recover the relocation and duplication costs of real and personal property needed for NTSB to accomplish 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.

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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.

OMB Memorandum M-21-25 Implementations and Long-Term Space Requirements

The requirements within this prospectus reflect the known space needs prior to its submission to Congress. Agencies continue to develop their return to physical workplaces strategies consistent with OMB Memorandum M-21-25, incorporate lessons learned while working both in person and under maximum telework during the COVID-19 pandemic, and determine each agency's long-term space posture. Accordingly, the requirements outlined in this prospectus may change prior to award of a lease. In the event that a change results in a revised requirement that makes a material change and does not fit within the acceptable parameters of the congressional resolutions, GSA will submit an amended prospectus for consideration by the House Committee on Transportation and Infrastructure and Senate Committee on Environment and Public Works.


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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 10/13/2022

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 ⁵	Special ⁶	Total
470 & 490 L'Enfant Plaza SW	345	345	64,704	11,001	62,818	138,523						
429 L'Enfant Plaza					13,906	13,906						
45065 Bles Park Drive (delegated lease)	11	11			72,000	72,000						
Estimated/Proposed Lease							381	381	86,418	850	33,329	120,597
Total	356	356	64,704	11,001	148,724	224,429	381	381	86,418	850	33,329	120,597

Office Utilization Rate (UR) ²		
	Current	Proposed
Rate	142	177

UR = average amount of office space per person
 Current UR excludes 14,235 USF of office support space.
 Proposed UR excludes 19,012 USF of office support space.

Overall UR ³		
	Current	Proposed
Rate	630	317

R/U Factor ⁴			
	Total USF	RSF/USF	Max RSF
Current	224,429	1.12	251,515
Estimated/Proposed	120,597	1.20	145,000

Special Space ⁶	USF
ADP Space	905
Conference/Training	7,850
Copy Center	765
Fitness Center	500
Food Service	300
Health Units	970
High Density File Rooms	1,100
Laboratory	17,170
Locker Rooms	200
Mail Rooms	840
Private Restrooms	820
Board Chair Conf & Prep Space	915
Media Room	400
Reading Room	264
Response Operations Center	330
Total	33,329

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 the judiciary, Congress and agencies with fewer than 10 people.

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

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

⁵ Storage excludes warehouse, which is part of special space.

⁶ Special spaces listed are examples of such spaces and may be subject to change at the time a Request for Lease Proposals (RLP) is issued to meet specific agency requirements.