

**PROSPECTUS – LEASE
MULTIPLE AGENCIES
WASHINGTON, DC**

Prospectus Number: PDC-10-WA22

Executive Summary

The General Services Administration (GSA) proposes a lease extension of up to 3 years for approximately 375,260 rentable square feet (RSF) for the multiple agencies, currently located at 400 7th Street, SW in Washington, DC. Three agencies – the Federal Trade Commission (FTC), the National Endowment for the Humanities (NEH) and the National Endowment for the Arts (NEA) have occupied space in the building since 2014 under a lease that expires on February 29, 2024.

Extension of the current lease will enable the agencies to provide continued housing for current personnel and meet their current mission requirements. The extension will maintain the office and overall utilization at 201 and 276 usable square feet (USF) per person respectively.

Description

Occupant:	FTC, NEH, NEA
Current RSF:	375,260 (Current RSF/USF = 1.22)
Estimated/Proposed Maximum RSF:	375,260 (Proposed RSF/USF = 1.22)
Expansion/Reduction RSF:	None
Current Usable Square Feet/Person:	276
Estimated/Proposed USF/Person:	276
Expiration Dates of Current Lease(s):	02/29/2024
Proposed Maximum Leasing	3 years
Authority:	
Delineated Area:	Washington, DC Central Employment Area
Number of Official Parking Spaces:	15
Scoring:	Operating
Current Total Annual Cost:	\$ 18,439,068 (lease effective 03/01/2014)
Estimated Rental Rate ¹ :	\$ 50.00 / RSF
Estimated Total Annual Cost ² :	\$ 18,763,000

Background

The FTC is a bipartisan federal agency with a dual mission to protect consumers and promote competition. The NEH and NEA are independent federal agencies whose funding

¹ This estimate is for fiscal year 2024 and may be escalated by 2 percent per year 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.

² New leases may contain an escalation clause to provide for annual changes in real estate taxes and operating costs.

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and support promotes excellence in the humanities and the arts, respectively, conveying the lessons of history to all Americans and giving Americans the opportunity to participate in the arts and develop their creative capacities.

The location at 400 7th Street, SW houses the support functions for all three agencies and is critical to their abilities to meet their missions.

Justification

The FTC, NEH and NEA are currently housed at Constitution Center located at 400 7th Street, SW, in a lease that expires February 29, 2024. The agencies require continued housing to carry out their missions until they are in a position to implement the Administration's M-21-25 policy as well as develop and implement long-term space strategies that comport with the Future of Work efforts and incorporate any necessary labor relation negotiations. A 3-year lease extension will provide the agencies with sufficient time to formulate their long-term plans and budget for move costs accordingly. GSA will attempt to negotiate a flexible lease term of three years with termination rights after the first year to provide flexibility for future plans.

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 extension. 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 2/8/2022

Recommended: 
Commissioner, Public Buildings Service

Approved: 
Administrator, General Services Administration

October 2021

**Housing Plan
Multiple Agencies**

**PDC-10-WA22
Washington, DC**

	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
400 7th Street SW - FTC	743	743	186,137		13,187	199,324						
400 7th Street SW - NEH	180	180	48,956			48,956						
400 7th Street SW - NEA	190	190	46,152			46,152						
400 7th Street SW - Vacant Space			6,000		6,900	12,900						
Estimated/Proposed Lease							1,113	1,113	287,245		20,087	307,332
Total	1,113	1,113	287,245		20,087	307,332	1,113	1,113	287,245		20,087	307,332

Office Utilization Rate (UR) ²		
	Current	Proposed
Rate	201	201

UR = average amount of office space per person
 Current UR excludes 63,194 USF of office support space
 Proposed UR excludes 63,194 USF of office support space

Overall UR ³		
	Current	Proposed
Rate	276	276

R/U Factor ⁴			
	Total USF	RSF/USF	Max RSF
Current	307,332	1.22	375,260
Estimated/Proposed	307,332	1.22	375,260

Special Space ⁶	USF
ADP Space	1,370
Conference/Training	4,710
Copy Center	1,010
Food Service	2,856
Health Units	1,130
Intake Room	403
PNO Storage/Receiving	1,160
Video Recording Studio	548
Vacant Space	6,900
Total	20,087

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 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 Proposal (RLP) is issued to meet specific agency requirements.