

**PROSPECTUS – LEASE
COURT SERVICES AND OFFENDER SUPERVISION AGENCY,
PRETRIAL SERVICES AGENCY, AND PUBLIC DEFENDER SERVICE
WASHINGTON, DC**

Prospectus Number PDC-12-WA19

Executive Summary

The General Services Administration (GSA) proposes a replacement lease of approximately 201,000 rentable square feet (RSF) for the Court Services and Offender Supervision Agency for the District of Columbia (CSOSA), the Pretrial Services Agency for the District of Columbia (PSA), and the Public Defender Service for the District of Columbia (PDS) in Washington, DC. CSOSA, PSA, and PDS are currently housed in three leased locations, which include three GSA leases (located at 633 Indiana Avenue NW since 1999, and 1025 F Street NW since 2010), and two leases executed by CSOSA and PSA under a delegation from GSA (located at 601 Indiana Avenue NW).

The new lease will provide continued housing for CSOSA, PSA, and PDS and will improve their office utilization rate from 115 usable square feet (USF) per person to 93 USF and their overall space utilization rate from 212 USF to 204 USF per person, respectively.

Description

Occupant:	CSOSA, PSA, and PDS
Current Rentable Square Feet (RSF)	209,012 (Current RSF/USF = 1.20)
Estimated Maximum RSF ¹ :	201,000 (Proposed RSF/USF = 1.20)
Reduction RSF:	8,012 RSF
Current USF/Person:	212
Estimated USF/Person:	204
Expiration Dates of Current Lease(s):	633 Indiana Ave. NW: 9/30/20 1025 F St. NW: 11/7/20 601 Indiana Ave. NW: 3/31/23 & 9/30/21
Proposed Maximum Leasing Authority:	20 years
Delineated Area:	Portions of Washington DC, CEA
Number of Official Parking Spaces:	35
Scoring:	Operating
Current Total Annual Cost:	\$10,002,095 (leases effective 2010)
Estimated Rental Rate ² :	\$50.00 / RSF

¹ The RSF/USF at the current location is approximately 1.18; however, to maximize competition a RSF/USF ratio of 1.20 is used for the estimated proposed maximum RSF as indicated in the housing plan.

² This estimate is for fiscal year 2019 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.

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Estimated Total Annual Cost ³ :	\$10,050,000
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Acquisition Strategy

In order to maximize the flexibility and competition in acquiring space for CSOSA, PSA, and PDS, GSA may issue a single, multiple-award solicitation that will allow offerors to provide blocks of space able to meet requirements in whole or in part. All offers must provide space consistent with the delineated area defined by this prospectus.

Background

The National Capital Revitalization and Self-Government Improvement Act first established CSOSA in 1997 to provide community supervision for adult offenders on probation, parole, and supervised release in the District of Columbia. CSOSA's mission is to enhance public safety, prevent crime, and reduce recidivism among those supervised and to support the fair administration of justice in close collaboration with the community.

PSA's mission is to promote pretrial justice and enhance community safety. It assists judicial officers in both the Superior Court of the District of Columbia and the United States District Court for the District of Columbia by conducting a risk assessment for every arrested person who will be presented in court and formulating release or detention recommendations. PDS' mission is to promote and provide quality court-appointed counsel in criminal and juvenile delinquency cases pending before the Superior Court of the District of Columbia.

Justification

Due to the nature of their functions, CSOSA, PSA, and PDS need to be housed within close proximity to the courts to address mission-based matters that may arise with the sentencing and/or supervision of their clients. CSOSA staff supervises approximately 14,000 offenders on any given day. The court often directs probationers to report promptly to CSOSA for a variety of reasons that may require immediate attention before judicial decisions can be made. For the defendants who are placed on conditional release pending trial, PSA provides supervision and treatment services that reasonably assure that they return to court and do not engage in criminal activity pending their trial and/or sentencing. PDS staff makes frequent trips to the DC Superior Court daily in support of

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

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PDS's work, and the court relies heavily on the immediate availability of PDS staff to attend to the many matters that may arise.

These agencies have housed their offices in close proximity to the courts since their creation. They anticipate continued housing needs beyond the proposed term of this lease (20 years).

CSOSA's goal is to reduce its real estate footprint through consolidation and vacating some of its existing locations. CSOSA will reduce its real estate footprint and operational costs through open space plans and office sharing, where feasible. While neither PDS nor PSA have published reduction goals, the proposed project reflects reductions from their current footprint.

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 September 19, 2018

Recommended: 
Commissioner, Public Buildings Service

Approved: 
Administrator, General Services Administration