

**PROSPECTUS – LEASE  
FEDERAL BUREAU OF INVESTIGATION  
BALTIMORE CITY AND BALTIMORE, ANNE ARUNDEL,  
AND HOWARD COUNTIES, MD**

Prospectus Number: PMD-01-BC15  
Congressional Districts: MD-2,3,7

**Executive Summary**

The General Services Administration (GSA) proposes a replacement lease of up to 155,755 rentable square feet (RSF) for the Federal Bureau of Investigation (FBI) in Baltimore City and Baltimore, Anne Arundel, and Howard Counties, MD, to co-locate and reduce requirements now housed in three separate leased locations. FBI is currently housed at 2600 Lord Baltimore Drive, Woodlawn, MD, and occupies additional leased space at 11700 Beltsville Drive, Beltsville, MD, and 1520 Caton Center Drive, Catonsville, MD. The current leases expire on July 1, 2014; January 24, 2016; and March 31, 2015, respectively. The FBI requirements housed in Beltsville and Catonsville included in this prospectus represent portions of the space leased at these locations; these leases will be superseded or restructured as appropriate to accommodate the remaining FBI requirements.

FBI will improve its office utilization rate from 145 usable square feet (USF) to 82 USF per person and its overall utilization rate from 381 USF to 258 USF per person. This will be accomplished by terminating almost 40,000 RSF at two leased locations and collocating the functions and employees under the replacement lease for the third location in a total of 155,755 RSF. The consolidated replacement lease at the proposed \$32.00 per RSF rental rate will save \$2,380,000 annually in lease costs and reduce FBI's leased footprint by almost 40,000 RSF relative to current occupancies.

**Description**

Occupant:	FBI
Lease Type	Replacement
Current Rentable Square Feet (RSF)	195,676 (Current RSF/USF = 1.12)
Proposed Maximum RSF:	155,755 (Proposed RSF/USF = 1.12)
Expansion/Reduction RSF:	39,921 RSF Reduction
Current Usable Square Feet/Person:	381
Proposed Usable Square Feet/Person:	258
Proposed Maximum Leasing Term:	20 years
Expiration Dates of Current Leases:	July 1, 2014; January 24, 2016; and March 31, 2015

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Delineated Area:	Begin intersection of the Baltimore County west boundary and Route 140, southeast continuing on Route 140 to I-695 North (Baltimore Beltway) to Route 140 Southeast, including all of Baltimore City, and south of I-695 to I-97 South to Route 100 West to Route 170 South to Route 32 West to I-295 North to Route 175 North to Route 29 North back to Baltimore County west boundary.
Number of Official Parking Spaces:	184
Scoring:	Operating Lease
Maximum Proposed Rental Rate <sup>1</sup> :	\$32.00
Proposed Total Annual Cost <sup>2</sup> :	\$4,984,160
Current Total Annual Cost:	\$7,364,362 (leases effective 7/2/2004, 4/1/05, and 1/25/06)

**Justification**

The current lease at 2600 Lord Baltimore Drive, Woodlawn, MD, expired on July 1, 2014, and FBI requires continued housing to perform its mission. To improve the efficiency of its proposed housing solution, FBI will reduce the amount of space leased at two other locations and house all personnel and functions under the replacement lease for 155,755 RSF.

<sup>1</sup> This estimate is for fiscal year 2015 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 a basis for negotiating with offerors to ensure that lease award is made in the best interest of the Government. Lease award shall not exceed the maximum rental rate as specified in this prospectus.

<sup>2</sup> Any new lease may contain an annual escalation clause to provide for increases or decreases in real estate taxes and operating costs.

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**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 will encourage 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.

**Certification of Need**

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

Submitted at Washington, DC, on July 24, 2014

Recommended: \_\_\_\_\_

  
Commissioner, Public Buildings Service

Approved: \_\_\_\_\_

  
Administrator, General Services Administration