

**PROSPECTUS – LEASE
DEPARTMENT OF COMMERCE
CENSUS BUREAU
JEFFERSONVILLE, IN**

Prospectus Number: PIN-01-JE21
Congressional District: 09

Executive Summary

The General Services Administration (GSA) proposes a lease of approximately 538,000 rentable square feet (RSF) for the Department of Commerce, Census Bureau (Census). Census is currently located in a federally owned facility located at 1201 E. 10th Street in Jeffersonville, IN. Census has occupied space in the buildings since 1958.

The lease will provide continued housing for Census and will change the office and overall space utilization from 53 and 571 to 75 and 311 usable square feet (USF) per person, respectively.

Description

Occupant:	Census Bureau
Current RSF:	912,549 (Current RSF/USF = 1.08)
Estimated/Proposed Maximum RSF:	538,000 (Proposed RSF/USF = 1.08)
Expansion/Reduction RSF:	374,549 RSF Reduction
Current USF/Person:	571
Estimated/Proposed USF/Person:	311
Expiration Dates of Current Lease(s):	N/A
Proposed Maximum Leasing Authority:	20 years
Delineated Area:	North: Route 31 to Highway 403 to Highway 3 to the Ohio River; South: the Ohio River to Portage Rd.; East: the Ohio River to I-65; West: I-65 to Highway 31
Number of Official Parking Spaces:	1,500
Scoring:	Operating
Current Total Annual Cost ¹ :	\$10,920,975
Estimated Rental Rate ² :	\$14.80 / RSF
Estimated Total Annual Cost ³ :	\$7,962,400

¹ The current total annual cost includes approximately \$7,441,000 in facility operating costs paid directly by the Census Bureau.

² This estimate is for fiscal year 2020 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 standard 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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Acquisition Strategy

In order to maximize the flexibility and competition in acquiring space for the Census, 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

Census is an integral part of the Department of Commerce, and a principal agency of the Federal Statistical System of the United States. The mission of Census is to serve as the leading source of quality data about the Nation's people and economy. Census honors privacy, protects confidentiality, shares its expertise globally, and conducts its work openly. Census is guided on this mission by its strong and capable workforce, its readiness to innovate, and its abiding commitment to its customers.

Justification

This location is the National Processing Center (NPC) for Census. NPC is the agency's primary center for mail processing, survey processing, data capture, and imaging/scanning. Census has a Contact Center that responds to caller inquiries and conducts telephone interviews. The agency collects and processes monthly, quarterly, and annual surveys that include demographic data, population statistics, economic indicators, housing statistics, business, construction, and foreign trade information, as well as other information. Some of the activities Census engages in are: the Decennial Census, the Economic Census, and the Census of Governments. Information collected from these studies allow for the distribution of more than \$675 billion in Federal funds. The NPC supports Census operations in all states, the District of Columbia, Puerto Rico and all U.S. territories. Without the National Processing Center, Census would be unable to fulfill its mission.

Census is currently located in a Federal facility that dates back to the American Civil War, is comprised of approximately ten buildings creating inefficiencies, and does not meet the agency's current needs. Significant investment in the Federal facility would be required for it to meet Census's long-term needs. The relocation of Census will allow for the disposal of the Federal facility and allow GSA to avoid approximately \$50 million in repair and alteration in short term and ten year investment liabilities.

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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 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.

Certification of Need

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

Submitted at Washington, DC, on 12/28/2020

Recommended: 
Commissioner, Public Buildings Service

Approved: 
Administrator, General Services Administration