

Elevating the Quality of Life in the District



Mayor Vincent C. Gray

DGS Opportunity Summit 2012



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Who We Are - Portfolio Division

- Responsible for the portfolio management of the District's real estate assets including office buildings, warehouses, residential and land.
- Primary functions include leasing, acquisitions, dispositions, lease administration, use agreements for DCPS properties, charter school leases, management of Eastern Market and space allocation.

Panelists:

- **Jonathan Kayne**, Associate Director
Oversees the Portfolio division.
- **Todd Douglas**, Realty Officer
Manager for Planning and Space Allocation Department.
- **Sheryl Ponds**, Realty Program Specialist
Her portfolio of Client agencies occupy more than 1.1 million square feet.

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Description of Functions

- *Leasing*
 - Leasing space from third party landlords for District agencies
 - Lease space to non-District Government at District owned assets
 - Short term license agreements for use of District owned assets

- *Acquisitions*
 - Acquire land for District agencies (example: parking lot on Okie St. for DPW)
 - Acquire residential for DHS housing (example: Multi unit building on V St, SE for DHS housing)

- *Dispositions*
 - Disposing of assets through sale
 - Disposing of assets through long term leases (20 Yrs. +)



Description of Functions (con't.)

- *Lease Administration*
 - Main point of contact for lease related issues
 - Lease auditing
 - Rent administration
- *Use Agreements for DCPS Properties*
 - Short term Use Agreements for space within active DCPS schools
 - Short term Use Agreements for fields adjacent to active DCPS schools



How Can I Learn About Leasing Opportunities?

- If the District needs to lease space in a non-District owned building:
 - A Request for Space (RFS) is posted on the DGS website dgs.dc.gov.
 - An e-mail blast is also sent. If you are interested in receiving an e-mail blast send a request and contact information to todd.douglas@DC.Gov.
 - Larger solicitations are posted on fedbizopps.gov
- If the District is offering excess space to lease within District owned assets or land:
 - A Request for Offers (RFO) is posted on the DGS website dgs.dc.gov.
 - An e-mail blast is also sent.



How Can I Learn About Leasing Opportunities?

- If you are interested in renting in an active DCPS building or grounds:
 - Short term agreements are documented through a “Use Agreement”.
 - Go online to download a copy of the Use agreement at dcps.dc.gov or contact Karen Harrison at 202-442-5199.
 - Go to the respective school principal for initial approval of the Use Agreement.
 - Upon approval by the principal, submit the Use Agreement to Karen Harrison at karen.harrison@dc.gov for processing and pricing.
 - Parks and fields that are not part of a DCPS school are scheduled through Department of Parks and Recreation.



How Can I Learn About Disposition Opportunities?

- Go to the DGS website to confirm that DC Government has posted the property of interest for disposition. Most large DC owned parcels for development are under the purview of the Deputy Mayor for Planning and Economic Development (DMPED) or the Department of Housing and Community Development (DHCD).
- To dispose of properties, DGS posts a RFO on the DGS Website.
- Once a purchase/sale agreement has been negotiated the disposition must be approved by DC Council before proceeding to closing.
- If there is interest in properties not currently posted on DGS site for disposition, please research ownership at www.otr.cfo.dc.gov to ensure site is DC owned prior to contacting DGS.
- For assistance in determining the status of a DC owned property, contact Ms. Regina Payton at Regina.Payton@dc.gov with the address, lot & square.



How Can I Learn About Charter School Opportunities?

- The Landrieu Act § 38-1802.09 requires vacant schools are first offered to public charter schools.
- Schools are offered through a Request for Offers (RFO).
- RFO's are posted on the DGS website at www.dgs.dc.gov/service/solicitations and on the Deputy Mayor for Education website at dme.dc.gov.
- RFO's are also sent through an e-mail blast. If you are interested in receiving an e-mail, send a request to Althea Holford at althea.holford@dc.gov.
- The Landrieu Act requires a lease term of at least 25 years which requires going through a surplus and disposition process (detailed on next slide).
- ***A new RFO will be posted in September 2012 for Young school in NE and Cook school in NW.



Surplus and Disposition Process

- A disposition is defined as the sale of a District asset or lease that is greater than a period of 20 years.
- Before a property can be disposed it must first go through a surplus process.
- According to § 10-801, the District must hold a public hearing prior to surplusizing a property. All public hearings are posted in the DC Register and notice sent to the local ANC 30 days prior to a hearing.
- For a property to be declared surplus it requires Council approval.
- Once the terms of a proposed contract or lease are negotiated, the final disposition requires Council approval.

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Stay in Touch

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Questions & Answers

Thanks for your time!



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