From:	DES RES Contracts
To:	DSHS Leased Facilities
Cc:	Lerner, Kelly (DSHS/FFA); Schmidt, Debra (DSHS/FFA)
Subject:	Delegation Approval for New Space (SOLA) DSHS - DEL 21-0077
Date:	Monday, August 30, 2021 8:13:02 AM
Attachments:	Delegation Approval Memo DEL 21-0077 (SOLA) New Space - signed.pdf DSHS So King Co SOLA New Space Approval.pdf
Importance:	High

The request for delegation to lease approximately 2,556 square feet of residential space for Children's State Operating Living Alternatives (SOLA) has been approved.
Please see the attached Delegation Approval Memo.
This delegation is approved under the following condition:

a. The Department of Social and Health Services shall comply with the terms documented in the Office of Financial Management (OFM) Approval Letter dated August 6, 2021. If the terms of the approval change, Department of Social and Health Services must notify OFM of the changes.

b. The Department of Enterprise Services' (DES) Residential Rental Agreement form shall be used (attached).

c. The Department of Social and Health Services Assistant Attorney General shall approve any changes to the boiler plate language on the Residential Rental Agreement Template; and sign and approve as to form the final lease agreement.

d. The Department of Social and Health Services shall seek OFM approval of a lease over $1 million annually, and a lease for privately owned buildings that are in the planning stage of development or under construction if applicable. https://ofm.wa.gov/facilities/lease-approvals.

e. Signatures must be notarized if term exceeds one year.

f. The Department of Social and Health Services shall record the final lease agreement with the County Assessor's Office within the county the leased facility is located.

g. Reference **DEL 21-0077** in the agreement.

h. The Department of Social and Health Services shall provide a copy of the executed, recorded lease to Enterprise Services, Real Estate Services (RES) within thirty (30) calendar days of lease execution.

Thank you!
Robin Atwood
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