

INVITATION TO LEASE SPACE

The Kentucky Finance and Administration Cabinet plans to lease approximately 18,072 square feet of office/lab space with 30 reserved parking spaces located in Jefferson County, Kentucky. The proposed properties must be in one of the following zip codes: 40241, 40245, or 40059.

Interested parties may submit proposals to lease existing properties and/or proposals to construct new facilities. The initial proposal must include the name, address, and telephone number of the property owner; the name, address, and telephone number of the property agent if applicable; the street address of existing properties; and the street address or a location description for sites offered for new construction. Any property selected for lease must meet OSHA specifications, as well as ADA guidelines and all applicable building codes as enforced by the Kentucky Division of Building Codes Enforcement. Additional information regarding participation requirements for lease projects will be provided to all respondents.

Proposals shall be submitted in writing on or before **11:00 a.m. ET, April 1, 2026**, and must be sent to: **Division of Real Properties, RE: PR-5888, ATTN: Leased Properties Branch, Suite 300, 403 Wapping Street, Frankfort, Kentucky 40601**. Fax and email proposals will not be accepted. Interested parties may join the proposal opening by conference call only by dialing 844-603-5060 OR 502-782-2663 and entering the 9-digit conference ID number: 240522021, press #. Then, enter the meeting PIN Number: 77330, press #. All proposals will be read aloud on the stated due date and time. Please be mindful that the conference call will not begin until the Leased Properties Branch representative starts the conference. For additional information, contact: Shantil Newton, Division of Real Properties at 502.564.8339 or shantil.newton@ky.gov.