

INVITATION TO LEASE SPACE

The Kentucky Finance and Administration Cabinet plans to lease approximately 1,500 square feet to 2,500 square feet of office space with 30 parking spaces for a temporary Kentucky Transportation Cabinet, Drivers Licensing Regional Office located in Oldham County, Kentucky. The space shall be ready for immediate occupancy with a strong preference for the following minimum amenities:

- Flooring (Carpet, VCT or LVT)
- Painted Neutral Color
- ADA Complaint Restrooms
- One Office
- One Breakroom (Sink & Cabinet are Preferred)
- Voice & Data Outlets
- Electrical Outlets & one Dedicated Circuit
- One Small Room – Telephone Equipment Room

Interested parties may submit proposals to lease existing properties. 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. 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 Code Enforcement. Additional information regarding participation requirements for lease projects will be provided to all respondents.

Proposals shall be submitted in writing on or before **10:30 a.m. ET, September 18, 2025**, and must be sent to: **Division of Real Properties, RE: PR-5897, ATTN: Leased Properties Branch, Suite 300, 403 Wapping Street, Frankfort, KY 40601**. Fax and email proposals will not be accepted. Interested parties may attend the Invitation to Lease proposal opening conference call 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: Bias Redding, Division of Real Properties, 502.782-0366 or biasg.redding@ky.gov.