

## INVITATION TO LEASE SPACE

The Kentucky Finance and Administration Cabinet desires to lease approximately 936 to 13,400 square feet of temporary office space with 4 to 102 reserved parking spaces to be located in Mayfield, Kentucky. Proposed properties may be offered in any combination of sizes and/or number of facilities meeting the general square footage requirements herein. The Commonwealth reserves the right to issue one or more lease awards under this invitation and/or to terminate the invitation.

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 Code Enforcement. Additional information regarding participation requirements for lease projects will be provided to all respondents.

Proposals may be made by any person in writing on or before **10:30 a.m. EST, Feb 3, 2022**, and must be sent to: **Division of Real Properties, RE: PR-5718, ATTN: Leasing Branch, Suite 300, 403 Wapping Street, Frankfort, KY 40601**. Fax and email proposals will not be accepted. In response to COVID-19, the offices of the Division of Real Properties are closed to the public. Proposals must be submitted via regular mail or courier service. For additional information, contact: Brien Hoover, Division of Real Properties, 502.564.2430 or [Brien.Hoover@ky.gov](mailto:Brien.Hoover@ky.gov).