**State of Connecticut  
Department of Administrative Services**

**INVITATION TO SUBMIT LEASE PROPOSAL**

The State of Connecticut, Department of Administrative Services, will accept lease proposals/site offerings from property owners or their representative(s) through **3 p.m. March 31, 2021**, to lease up to **35,068 net usable square feet** of **office space**, with on-site, reserved, paved and lighted parking for **Three Hundred and One (301) cars with access to EV charging station(s)** in **Manchester**, for use and occupancy by the **Department of Children and Families** for a term of five(5) years, with one (1) or two (2) five (5) year renewal options. Offers from option holders cannot be considered. The premises must be accessible to individuals with disabilities and public transportation. Preference will be given to proponents offering purchase, renewal options and/or termination clauses.

Proposals should be addressed exclusively to:

Department of Administrative Services

450 Columbus Boulevard

Hartford, CT 06103

Attention: Statewide Leasing and Property Transfer – Suite 1402

Solicitation Number: **LP 21-03**

Emailed to [thomas.piacenza@ct.gov](mailto:thomas.piacenza@ct.gov)

Proposals must be submitted using the State of Connecticut “Proposal to Lease Space” form together with a “Notice of Listing Agreement”, if applicable.  Lease proposal information and related forms may be obtained using the “BizNet” link at <https://biznet.ct.gov/SCP_Search/BidResults.aspx> or by calling (860) 916.0859. The submission of a proposal shall not bind the State of Connecticut, nor does it constitute a competitive bid. The Department of Administrative Services reserves the right to reject any and all proposals. ***Faxed proposals will not be accepted.*** If you are awarded the subject lease and the lease has a value of $50,000 or more, you will be required to sign and submit, at the time of lease execution, a certification, certifying that you, your company, and specified other individuals have given no gifts to DAS personnel and other individuals set forth in the certification.  See <http://portal.ct.gov/DAS/Leasing-and-Property-Transfer/Lease-Space-to-the-State/Documents>, click on Affidavits, click on Contractor/Consultant Certification or see Conn. Gen. Stat. §4-252.  Pursuant to Conn. Gen. Stat. §4-252(d), any bidder, proposer, or person who responded to a request for qualifications for a contract with a value of $50,000 or more who does not make this certification shall be disqualified. BE ADVISED, pursuant to Conn. Gen. Stat. §9-612,  any person submitting a Proposal to Lease Space shall be deemed a Prospective State Contractor and thereby subject to the prohibition on gifts and campaign contributions contained in Section 9-612.

Josh Geballe, Commissioner