



OKLAHOMA
Office of Management
& Enterprise Services

NOTICE

REQUEST FOR PROPOSALS

Oct. 26, 2021

The State of Oklahoma, OMES wishes to lease approximately 2,500 net usable square feet of office space in Oklahoma City. This space needs to include a 300 square foot reception area, approximately five (5) service windows serving the public to obtain licenses, 250 square foot small collaboration space, approximately 15 visitor parking spaces, located on the ground floor and within a 2-mile radius of the Oklahoma State Capitol.

If you have suitable property in your listing inventory, you are invited to submit a preliminary proposal, in writing, by November 10, 2021. Please include the amount of square footage available and the proposed lease rate. (Note: State policy requires that transactions be with the listing broker, property owner, or building manager.)

Please direct your response and questions to:

Melissa Milburn
Office of Management and Enterprise Services
Real Estate and Leasing Services
Melissa.milburn@omes.ok.gov
405-521-3819

All proposals will be considered regardless of the rental rate. However, preference will be given to those proposals, which are at or below the Office of Management and Enterprise Services' rental ceiling. The State will negotiate with one or more respondents on a possible lease.