

INVITATION FOR BIDS
ON LEASE OF COUNTY PROPERTY

NOTICE is hereby given, pursuant to Florida Statute 125.35, at the Leon County Board of County Commissioners will be receiving sealed bids at the offices of **Leon County Real Estate Division**, 1907 S. Monroe Street, Tallahassee, Fl. 32301, for the leasing of one or more spaces located at the **Bank of America Plaza, 315 South Calhoun Street, Tallahassee, FL 32301.**



The suites available for lease are identified as follows:

Suite 510 containing approximately 4,567 square feet
Suite 820 containing approximately 1,391 square feet
Suite 848 containing approximately 1,132 square feet

BIDDERS BE ADVISED the Leon County is specifically seeking bids that are based on the following criteria for individual and separate leases:

1. Intended use of the space to be leased.
2. Desired Term of the Lease (minimum of twelve months).
3. Proposed Rental Rate offered by Bidder, including annual escalations.
4. Tenant Improvement Allowance requested by Bidder.
5. Credit Worthiness of Bidder.

Leon County is seeking the highest and best bidder for lease(s) at Bank of America Plaza. Leon County reserves the right to accept or reject any and/or all bids in the best interest of the County.

The formal bid package, known as the Instructions to Bidders (ITB), may be obtained from and any inquiries are to be directed to:

Shelley Cason, Sr. Operations Manager
Leon County Real Estate Division
1907 S. Monroe Street
Tallahassee, FL 32301
Phone: 850.606.5012
Fax: 850.606.5001
Email: casons@leoncountyfl.gov