

**REQUEST FOR INFORMATION**

January 17, 2023

To: All Interested Parties

Re: Request for Information

The State of Minnesota, Office of Real Estate and Construction Services, is requesting information regarding a potential temporary relocation of the Governor's Residence functions and operations to a location within Saint Paul, Minneapolis, surrounding community or suburb. Pursuant to Minnesota Statutes 16B.27, the Governor's Residence is used for official ceremonial functions of the state, and to provide suitable living quarters for the Governor's family. The State of Minnesota invites all interested parties to submit a written response to this Request for Information (RFI).

This Request for Information (RFI) is being released strictly for the purpose of gaining knowledge of potential locations for a temporary relocation while building systems (i.e. plumbing, electrical, heating, cooling, exterior envelope, etc.) in the current Residence are replaced or repaired. The State of Minnesota will neither pay for any information requested herein nor is it liable for any costs incurred in preparing a response to this RFI. The State reserves the right to contact responders and request additional information, to tour the property and/or schedule a meeting. Responses to this RFI will be considered non-public information until such time as a contract is executed for a location to temporarily relocate the Governor's Residence.

This RFI should not be construed as intent, commitment, or a promise to contract for the solutions offered. Information submitted in response to this RFI will become property of the State of Minnesota.

Responses

Please submit your response to all RFI questions on Attachment A of this document and provide additional information as necessary. Please email responses to the address below with "Temporary Governor's Residence RFI" in the subject line.

Response Deadline

Provide a response to this RFI on or before February 28, 2023, at 2:00PM, Central Time, to the agency contact.

Questions/Clarifications

Direct any questions and/or requests for clarification regarding the RFI to the contact listed below no later than close of business February 20, 2023. Please submit questions or requests for clarification in a written format.

Agency Contact

E-Mail Address: [RECS.Leasing.ADM@state.mn.us](mailto:RECS.Leasing.ADM@state.mn.us)

Internet Posting

This RFI and any addenda hereto will be posted on the State of Minnesota's Department of Administration's [Leasing and Solicitations](https://mn.gov/admin/lease-solicitations) webpage: <https://mn.gov/admin/lease-solicitations>

We appreciate your consideration in responding to this RFI.

### Attachment A

This RFI is being sought specifically to answer to the following items:

1. Please provide the property address.
2. Please provide the approximate monthly gross rent (including but not limited to utilities, real estate taxes and association fees, if any).
3. Please confirm the property is available for rent between June 1, 2023 and December 31, 2024.
4. Please confirm a 12-month rental term, with six (6) one-month options to renew, is acceptable.
5. Please confirm a 30-day cancellation provision for any reason is acceptable.
6. Would an early termination fee apply if 30-day cancellation provision is exercised?
7. Please provide a description (i.e. bedroom, bathroom, kitchen, etc.) of each room with approximate dimensions (in feet).
8. Please describe any amenities located on the property.
9. Please provide a floor plan for the property, along with approximate sq.ft. Please describe any security systems or features existing at the property.
10. Please describe existing utilities and services to the property.
11. Please describe any furniture and equipment that would be included.
12. Please describe accessibility features or challenges for the site and building.
13. Please provide description of back-up generator, if any, serving the property.
14. Please confirm the ability, and willingness, to make improvements that may be requested to address any security, accessibility or other items identified by the State.
15. Would cost for the improvements be prorated across the lease term or would reimbursement need to be included in initial rent payment?
16. Are you open to a meeting to follow up on any questions the State may have related to your responses to this RFI?
17. Please provide evidence of property ownership or authorized representation by the owner of the location(s) being proposed.

**Note: The preferred location is City of St. Paul, Minneapolis, surrounding community or suburb.**