

NOTICE TO BIDDERS  
LEASE PROPOSAL NUMBER RL-976A

Sealed bids for the lease of approximately 5,611 square feet of Office space. INTERNAL CIRCULATION is not included in the square footage requested in this advertisement, however the internal circulation square footage will be included when a lease agreement is issued. The space requested is to house approximately 79 employees (49 work full time in the office, 30 telework and go in the office) for the Louisiana Department of Health within an area bounded by the City of Baton Rouge, Baton Rouge, Louisiana. Bids will be received by the State of Louisiana, Division of Administration, Facility Planning and Control, Real Estate Leasing Section, Post Office Box 94095, Baton Rouge, Louisiana 70804-9095.

Bids will be opened on Thursday, April 10, 2025, at 1:00 pm., by the Real Estate Leasing Section, at 1201 North Third Street, Claiborne Building, 1<sup>st</sup> Floor, James Monroe Room, Room 1-145, Baton Rouge, Louisiana, 70802-5243.

Necessary documents needed to submit a bid in response to this solicitation or any information relative thereto may be obtained from Adrienne Sanchez, Division of Administration, Facility Planning and Control, Real Estate Leasing Section, Post Office Box 94095, Baton Rouge, Louisiana 70804-9095, telephone number (225) 342-0847, email address [Adrienne.sanchez2@la.gov](mailto:Adrienne.sanchez2@la.gov)

If you have a disability and would like to request an accommodation in order to participate in this meeting, please contact Christina Cardona at [Christina.cardona@la.gov](mailto:Christina.cardona@la.gov) or (225) 342-6060 as soon as possible but no later than 48 hours before the schedule meeting.

DIVISION OF ADMINISTRATION  
FACILITY PLANNING AND CONTROL  
REAL ESTATE LEASING SECTION