



REQUEST FOR PROPOSAL (RFP)

Invitation Number	RE- 0226-27
Issue Date:	09-14-2026
Title:	150 Residential Units Graduate Housing Occupancy and Rent Guarantee

IMPORTANT: PROPOSALS MUST BE RECEIVED BY:	09-29-2026	3:00 P.M. Lexington, KY time.
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Two copies of response may be made by any person in writing on or before:
3:00p.m, September 29,2026.

and must be sent to:

Procurement Services
University of Kentucky
411 South Limestone
322 Peterson Service Building
Lexington, Kentucky 40506-0005.
Att: Brian Schwegman
RE: RE - 0226-27

Incorrectly addressed envelopes and FAX responses will not be accepted.

All responses received, before the deadline and properly addressed, will be publicly opened and read at the above designated date and time.

SIGNATURE REQUIRED: This proposal cannot be considered valid unless signed and dated by an authorized agent of the offeror. Type or print the signatory's name, title, address, phone number and fax number in the spaces provided. Offers signed by an agent are to be accompanied by evidence of his/her authority unless such evidence has been previously furnished to the issuing office.

NAME OF COMPANY:	FEIN #
ADDRESS:	DUNS #:
CITY, STATE & ZIP CODE:	Phone/Fax:
TYPED OR PRINTED NAME:	E-MAIL:
SIGNATURE:	DATE:

Background Information

Does the property you are proposing to lease to University of Kentucky Graduate Students through this Request for Proposal have any other space within this building that is being leased by any agencies of the Commonwealth of Kentucky?

Yes _____ No _____

If yes, complete Agency name, square footage and dollar amount per square foot below.

Agency's Name _____

Square Footage _____

Dollar Amount per Square Foot _____

Permits, Licenses, Taxes and Commonwealth Registration

The offeror shall procure all necessary permits and licenses and abide by all applicable laws, regulations and ordinances of all federal, state and local governments in which a lease or other agreement of property is contracted for.

Is your company registered with the Commonwealth of Kentucky Secretary of the State Office to conduct business in the Commonwealth of Kentucky?

Yes _____ No _____

Conflict of Interest

This RFP and any resulting Occupancy and Rent Guarantee Agreement are subject to provisions of the Kentucky Revised Statutes and the University's Ethical Principles and Code of Conduct regarding conflict of interest. When submitting and signing a proposal, an offeror is certifying that no actual, apparent or potential conflict of interest exists between the University and the offeror.

List name(s) of all individuals who have any ownership in the proposed property listed within.

1. _____

5. _____

2. _____

6. _____

3. _____

7. _____

4. _____

8. _____

INVITATION TO ENTER INTO A OCCUPANCY AND RENT GUARANTEE (GRADUATE HOUSING) AGREEMENT

The University of Kentucky is in need of up to 150 residential units for Graduate Students for the academic year starting in Fall 2027. Units may be studios, one (1) or two (2) bedroom units; however, each unit will be single occupancy. UK will guarantee units are filled and rent is paid, but lease contracts will be between the Selected Offeror and Individual Graduate Student Lessees. Close proximity to campus or to a bus line with direct access to the UK campus (does not require a transit center transfer) preferred. Multiple Offerors may be awarded, and it is not necessary to have a total of 150 units total or all units in same building/complex. Terms are flexible but anticipating a minimum of 5 years.

Proposals for property must designate:

- The type and location of the property
- Number of units and breakdown of type
- Pictures of the exterior of the facility and representative apartment types
- Name, address and telephone number of the property owner
- The date of availability of the property
- Along with a scaled or dimensioned floor plan showing the interior layout of the existing building to include walls, doors, windows, and columns and any other structural considerations that may affect design of the interior space.

Any property selected for an Occupancy and Rent Guarantee Agreement must meet OSHA specifications, as well as ADA guidelines and all applicable building codes as enforced by the Division of Building Code Enforcement and the University of Kentucky, Fire Marshal. Arrangements will be made to view all properties meeting the general specifications of this lease project. A representative of the Real Property Division will contact you so that an appointment can be made to inspect the proposed facility.

The selected Offeror must conform to Kentucky Revised Statutes (KRS) 371.065.

For any questions regarding this proposal, please contact Brian Schwegman in Procurement Services at 859-257-1024 or Brian.Schwegman@uky.edu.

1. Property Address: _____
2. Total Number of Residential
Units Offered: _____
3. .Number of Studios, 1-
Bedroom, 2-Bedroom Units: _____
4. Distance from UK Campus: _____
5. Is the Property located on a
Lex Tran bus line? If so, which
one? _____
6. Date of Availability of the
Property: _____

7. Cost per Month to Lease Unit _____
8. Are the units furnished? _____
9. Proposed Length of
Occupancy and Rent
Guarantee Agreement: _____
10. Legal Entity of Property: _____
11. Name, Address & Phone
Number of Property Owner: _____
12. Name:
Address:
Contact Information: _____
13. How will utilities be handled _____

All proposals must be submitted by 3:00pm September 29, 2026. Your response should be structured in the same format and sequence as this Request for Proposal.

Please respond to each point.

1. Term. Please state how long the units can be committed to the Occupancy and Rent Guarantee Agreement.
2. Base Rent. Please state the Monthly Base Rent for each unit type for the first year of the Term. In addition, please specify how utilities are to be addressed (billed separately, included or not included in Base Rent, etc.).
3. Rent Concession. Please state any concessions that are available to the Graduate Students.
4. Application Fees. Please state if the Graduate Student will have to pay any application or administrative fees.
5. Parking. Please confirm the parking ratio available to Tenants and that the parking is included in the Base Rent. Please specify the maximum number parking spaces that Offeror is willing to provide.
6. Features. Please state all unit features, resident services or amenities.
7. Non-Disturbance & Quiet Enjoyment. Please confirm that any lease document between Offeror and Graduate Student will contain both non-disturbance and quiet enjoyment clauses from the owner and all mortgages.
8. Security Deposit. Please indicate Offeror's policy on security deposits.