



Facilities Planning, Construction,
and Management
Office of Financial Management
Procurement Services
555 West 57th Street 11th Floor
New York, New York 10019
tel: 212-541-0440

Announcement of Solicitation

**CITY UNIVERSITY OF NEW YORK (CUNY)
Real Estate Representative Services Request for Proposals
Project Number: RE001-11
Proposals Due: 10/6/2011 at 12:00 Noon**

The City University of New York is seeking to award multiple contracts to qualified firms to provide Real Estate Representative Services. Such services shall include site location, market analysis and lease negotiations. The Real Estate Representatives will assist the University in the negotiation of leases and/or licenses for office and non-office space within all five boroughs of the City. The assignments may include the renewal of leases, the acquisition of new space and the negotiation of leases. All brokerage services must be performed by a broker duly licensed in the State of New York.

A copy of the solicitation can be downloaded at www.cuny.edu/constructionsolicitations on September 12, 2011 at 12:00 Noon, and is also available for in-person pickup during regular business hours at The CUNY Office of Facility Planning, Construction, and Management, 555 West 57th Street, Room 1140, New York, NY, 10019. Proper identification will be required at the CUNY ground floor entrance, such as Driver's License or Passport.

All Proposals shall be delivered and received no later than 12:00 Noon, October 6, , 2011, to the City University of New York, 555 West 57th Street, 11th Floor Reception, Room 1140, New York, N.Y. 10019. Proper identification, such as a Driver's License or Passport, will be required at the Ground Floor entrance.

Minority-owned Business Enterprise subcontracting goal: 9 percent; Women-owned Business Entity subcontracting goal: 6 percent.