



STATE OF CONNECTICUT
DEPARTMENT OF PUBLIC WORKS



Raeanne V. Curtis
Commissioner

September 9, 2009

Dear Prospective Property Manager:

Thank you for your interest in managing the properties located at **300 Corporate Place, Rocky Hill & 2116 Main Street, Newington**. The attached request for proposal (**RFP #52**) will assist you in the preparation of a proposal to be presented to the Department of Public Works.

The RFP is structured as follows:

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Please be reminded that the deadline for receipt of proposals is **Friday, October 9, 2009, at 3:00 p.m.** No late proposals will be accepted. Also, please remember that a mandatory proposers' conference will be held on **Thursday, September 17, 2009 at 10:00 a.m. at 300 Corporate Place, Rocky Hill at the main entrance.**

If you have any questions, please contact Manuel Becerra at 713-5660.

Sincerely,

Manuel Becerra
Administrator, Facilities Management