**Section 500.1010 Method of Source Selection**

Leases shall be procured by a Request for Information (RFI) process except that the process need not be used in any of the following circumstances:

a) Property of less than 10,000 square feet with base rent of less than $200,000 per year.

b) Duration of less than one year that cannot be renewed.

c) Specialized space available at only one location.

d) Renewal or extension of leases after the effective date of this Part, provided that:

1) the CPO determines in writing that renewal or extension is in the best interest of the State;

2) the CPO publishes notice of the renewal or extension in the Auditor General Bulletin; and

3) the length of the lease, including renewals, does not exceed 10 years.

e) Leases with governmental units when deemed by the CPO to be in the best interest of the State.

(Source: Amended at 49 Ill. Reg. 164, effective January 1, 2025)