

**NOTICE  
REQUEST FOR PROPOSALS  
FOR  
DEVELOPMENT CONSULTANT OF AFFORDABLE HOUSING  
IN PALM BEACH COUNTY  
Solicitation No. PBCHA-RFP-2023-10**

The PBCHA acting for itself, instrumentalities and/or affiliates is requesting proposals from qualified professionals for an indefinite delivery, indefinite quantity (“IDIQ”) of various Development Consulting Services. Proposals from respondents may contemplate providing these services to PBCHA as individuals, firms, or teams.

Qualified Individuals or Firms may download and print the proposal documents by visiting PBCHA website at [www.pbchafl.org](http://www.pbchafl.org) under “Doing Business with PBCHA” tab, then click on “Current Bids and Solicitation.” The RFP is labeled “Development Consultant of Affordable Housing in Palm Beach County.” All questions shall be submitted in writing five (5) days prior to closing to the attention of:

Kerry L. James  
Chief Administrative Officer  
3333 Forest Hill Blvd.  
West Palm Beach, FL 33406  
[procurement@pbchafl.org](mailto:procurement@pbchafl.org)

All proposals shall be prepared and submitted in accordance with the instructions described in the RFP and will be evaluated as stated in the evaluation section of the solicitation. All proposals must be received by PBCHA on or before 2:00 pm (EST) Tuesday, July 11, 2023. An optional pre-proposal conference will be held on Tuesday, June 13, 2023, at 10:00 a.m. at 3333 Forest Hill Blvd., West Palm Beach, FL 33406. No electronic submission will be accepted. Offerors assume sole and full responsibility for the timely delivery of proposals. Late proposals will not be considered. Proposals must be clearly marked with the solicitation number, closing date and time, the offeror’s name, address, and contact information.