

**NOTICE  
REQUEST FOR PROPOSAL  
FOR  
GREEN PHYSICAL NEEDS ASSESSMENT & ENERGY AUDIT  
Solicitation No. PBCHA-RFP-2020-20**

The Palm Beach County Housing Authority (PBCHA) and its affiliate, is seeking proposals from a qualified firm to perform a Green Physical Needs Assessment & Energy Audit for properties located in Palm Beach county. The PBCHA invites qualified firms to submit a sealed proposal based upon the scope of work outlined in this RFP. A per-proposal conference will not be held for this solicitation.

Qualified Firms may download and print the proposal documents by visiting PBCHA website at [www.pbchaf1.org](http://www.pbchaf1.org) under “Doing Business with PBCHA” tab, then click on “Current Bids and Solicitation” or by submitting and email request to [lpac@pbchaf1.org](mailto:lpac@pbchaf1.org). The RFP is labeled “Green Physical Needs Assessment & Energy Audit”. All questions shall be submitted in writing no later than September 11, 2020 by 2:00 pm, to the attention of:

LaQuavial Pace  
Contract and Procurement Manager  
3432 W 45<sup>th</sup> Street  
West Palm Beach, FL 33407  
[lpac@pbchaf1.org](mailto:lpac@pbchaf1.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) Monday, September 21, 2020. Electronic submissions will not be accepted. Proposals must be clearly marked with the solicitation number, responder’s name, address and contact information.

PBCHA will enter into an agreement with the firm whose proposal is most advantageous to PBCHA. PBCHA reserves the right to reject any and/or all proposals and/or to waive any term or condition in this solicitation.