

**NOTICE**  
**UNSEALED REQUEST FOR PROPOSAL**  
**FOR**  
**LEGAL SERVICES FOR BANYAN CLUB LOAN SERVICING**  
**Solicitation No. PBCHA-RFP-2020-28**

The Banyan Club Apartments Holding Corp. an affiliate of Palm Beach County Housing Authority is seeking proposals from a qualified Legal firm to provide Loan Services. The PBCHA invites qualified firms to submit a sealed proposal based upon the scope of work outlined in the URFP.

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”. The URFP is labeled “Legal Services for Banyan Club Loan Servicing”. All questions shall be submitted in writing no later than November 13, 2020 by 2:00 pm, to the attention of:

Kerry L. James  
Chief Administrative Officer  
3432 W 45<sup>th</sup> Street  
West Palm Beach, FL 33407  
[kejames@pbchaf1.org](mailto:kejames@pbchaf1.org)

All proposals shall be prepared and submitted in accordance with the instructions described in the URFP 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, November 17, 2020. Facsimile or electronically transmitted proposals 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, offeror’s name, address and contact information.

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