


 20 North Swinton Ave  
Delray Beach, FL 33444

 561-276-8640

 [info@cra@mydelraybeach.com](mailto:info@cra@mydelraybeach.com)

 [delraycra.org](http://delraycra.org)

## **NOTICE OF INTENT TO AWARD**

### **REQUEST FOR PROPOSALS (RFP)**

**CRA NO. 2023-03**

### **PROPERTY MANAGEMENT SERVICES FOR CRA-OWNED RESIDENTIAL PROPERTIES – COURTYARDS ON 12<sup>TH</sup>**

<b>ITB ISSUE DATE:</b>	May 1, 2023
<b>ITB SUBMISSION DUE DATE:</b>	June 1, 2023
<b>ITB AWARD DATE:</b>	July 25, 2023
<b>NOTICE OF INTENT TO AWARD POSTING DATE:</b>	July 26, 2023

**AWARDED PROPOSER:** Delray Beach Community Land Trust

#### **PROTEST PROCEDURES**

A recommendation for award or rejection of award may be protested by a Proposer through filing a type-written protest with the CRA office. The Proposer shall file its type-written protest with the CRA, Monday through Friday, between the hours of 8:00 AM EST and 5:00 PM EST, excluding legal holidays. Protests shall contain the name, address, and phone number of the petitioner, name of the petitioner's representative (if any), and the title and number of the solicitation. Additionally, the protest shall be signed by an authorized agent of the Proposer and notarized. The protest shall specifically describe the subject matter, facts giving rise to the protest, and the action requested from the CRA. The protest shall be limited to 15 type-written pages. The written protest must be received within three (3) business days from the time of initial posting of the intended award. Notice of Intent to Award shall be posted on the CRA's website, [www.delraycra.org](http://www.delraycra.org), and on BidSync, [www.bidsync.com](http://www.bidsync.com). Failure to file a timely formal written protest within the time period specified shall constitute a waiver by the Proposer of all rights of protest.

The letter of protest shall be accompanied by a non-refundable protest application fee of five thousand dollars (\$5,000). The protest application fee must be a cashier's check, a certified check, or an attorney's trust account check made payable to the Delray Beach Community Redevelopment Agency. Failure to provide the required protest application fee shall deem the protest as incomplete and invalid.