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

## **NOTICE OF INTENT TO AWARD**

### **REQUEST FOR QUALIFICATIONS (“RFQ”) CRA NO. 2024-09 PROFESSIONAL COMMERCIAL REAL ESTATE MARKETING SERVICES**

**RFQ ISSUE DATE:** November 25, 2024  
**RFQ SUBMISSION DUE DATE:** January 16, 2025  
**RFQ AWARD DATE:** March 25, 2025  
**NOTICE OF INTENT TO AWARD POSTING DATE:** April 15, 2025

#### **AWARDED PROPOSERS**

- CBRE, Inc.
- Jones Lang LaSalle Americas, Inc.

#### **RFQ PROTEST PROCEDURES**

A Proposer that has submitted a response to this RFQ and is adversely affected by the decision to award, may file a formal written protest through filing a type-written protest with the CRA office. The Proposer shall file its type-written protest with the CRA, delivered to the CRA Executive Director, at 20 N Swinton Avenue, Delray Beach, Florida, 33444, Monday through Friday, between the hours of 8:00 AM EST and 5:00 PM EST, excluding legal holidays. Protests shall not be accepted through email. 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. A written protest shall not challenge the specifications, scope of work/services, relative weight of evaluation criteria, a formula for assigning points, any request for additional information from Proposers, to reject insufficient and unclear Proposals, ranking of Proposals, to negotiate an agreement, to abandon negotiations, and to approve an agreement. 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, [www.bidnetdirect.com](http://www.bidnetdirect.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 in an amount equal to one percent (1%) of the protestor’s Offer Price or five thousand dollars (\$5,000), whichever is less. 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.