JACKSONVILLE HOUSING FINANCE AUTHORITY

Jacksonville
Where Florida Begins.

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Procurement Division

September 13, 2019

To: **Gregory Pease, Chairman**
Professional Services Evaluation Committee

From: **Laura Stagner-Crites, Director-Finance**
Jacksonville Housing Finance Authority

Subject: **Review of Submittals for P-41-18 Bond Trustee**

The Jacksonville Housing Finance Authority received only one (1) submittal for the above referenced RFP.

Per Section 126.302(f) of the Procurement Code if:

"PSEC receives responses from less than three proposers, it shall resolicit proposals from proposers previously solicited and from additional persons, unless it determines, in writing, that no advantage would be obtained by resoliciting. Notwithstanding the number of responses received, PSEC may proceed to consider those proposers responding to the resolicitation or to the initial solicitation if it determines, in writing, that no advantage would be obtained by resoliciting."

There are not many firms that provide this very specialized service specifically for affordable housing transactions. It is not expected that resolicitation would generate additional submissions beyond those received and there would be no advantage in doing so.

Considering the foregoing information, staff requests review and scoring to proceed on the one (1) application that was received.