NEIGHBORHOODS DEPARTMENT

HOUSING AND COMMUNITY DEVELOPMENT DIVISION

Jacksonville

Where Florida Begins.

MEMORANDUM

DATE: **April 6, 2017**

TO: **Greg Pease, Chief**
Professional Services Evaluation Committee

THRU: **Diana Seydlorsky, Chief**
Housing & Community Development Division

FROM: **Caleena Shirley, Housing Property Administrator**
Housing & Community Development Division

SUBJECT: **REQUEST FOR PROPOSAL WITHDRAWAL – Property Donation for Affordable Housing**

In accordance with Ordinance Code 122.465, Donation Procedures via Request for Proposal (RFP) for Affordable Housing, the Housing and Community Development Division submitted eleven (11) RFP packages for review and approval by the Professional Services and Evaluation Committee on January 19, 2017. On February 22, 2017 those RFP's closed with no response. It has been brought to our attention that due to the circumstances of the RFP's not receiving response and thus not having an award to close the out the RFP process, it is necessary to request withdrawal of the following RFP's:

P-19-17; P-21-17; P-22-17; P-23-17; P-24-17; P-25-17; P-26-17; P-32-17; P-33-17; P-34-17; P-35-17

Once withdrawn, the properties detailed in the aforementioned RFP's will be transferred to the Real Estate Division for the sale of properties at auction, pursuant to Ordinance Code 122.467. Please Contact the Caleena Shirley, Housing Property Administrator if you are need of any additional information to fulfill this request.