



Addendum No. 1 to RFP HED.HBLP.2026.2

**Request for Proposals (RFP)
Affordable Housing Multifamily Development**

Date Addendum No. 1 Issued:

March 10, 2026

RFP Contact:

Jeff Bolton
Housing & Economic Development
100 Australian Avenue, Suite 500
West Palm Beach, FL 33406
Phone: 561-233-3612
E-mail: HEDHBLP@pbcgov.org

PURPOSE OF THIS ADDENDUM:

The purpose of this Addendum is to:

1. Revise the above-referenced Request for Proposals (RFP) to modify the proposal requirement in Section II (A) (10) to provide additional clarification to Development Status and Permitting Documentation.

GENERAL INSTRUCTIONS:

- This Addendum No. 1 constitutes an integral part of the RFP and shall be read in conjunction with the RFP.
- Where inconsistent with the original RFP, this Addendum shall govern.
- It is the responsibility of all respondents to the RFP to conform to this Addendum.
- Unless specifically changed herein, all other requirements, terms and conditions of the RFP remain unchanged and can only be modified if in writing.
- Respondents shall provide acknowledgment receipt to the RFP Contact of this Addendum on the form included with this Addendum as Exhibit A.

REVISIONS TO THE RFP

A. Respondents are directed to Section II(A)(10)

1. Section II(A)(10) shall be deleted in its entirety and replaced with the following:

10. Identify and submit evidence of development status and all required permitting and approvals, including verification of zoning, construction plans and percentage of completion, letters of utility availability, and evidence of submission for site plan approval. Evidence of submission for site plan approval must include documentation from the applicable Jurisdiction of Authority confirming that the developer has applied for site plan approval or is currently in the established process for the Jurisdiction of Authority for the project. Such documentation must also describe the Jurisdiction's site plan approval process and indicate the developer's current stage within that process. Projects must be Shovel Ready prior to final BCC approval in order to be eligible for assistance through this RFP. **Submit as Attachment 10.**

EXHIBIT A

to

Addendum No. 1

to

RFP HED.HBLP.2026.2

ADDENDUM ACKNOWLEDGEMENT FORM

to

Addendum No. 1

to

RFP HED.HBLP.2026.2

By signing this Form, Respondent acknowledges receipt of this Addendum No. 1 to RFP HED.HBLP.2026.2.

Respondents shall include this Acknowledgement Form as Attachment 18 to their proposal.

This Addendum consists of four (4) pages.

Respondent: _____

By Name & Title: _____

Signed: _____ **Date:** _____