



# PALM BEACH COUNTY HOUSING AUTHORITY

## AMENDMENT # 1

DATE: February 14, 2018

TO: All Prospective Responders

REF: **RFP No.: FY2018-ESF-001 Executive Search Firm for Recruitment & Replacement of Chief Executive Officer**

The Request for Proposals (RFP) to provide Executive Search Services for the Palm Beach County Housing Authority is hereby amended or clarified as set forth below:

Paragraph 1 of Advertisement – The Palm Beach County Housing Authority (PBCHA) is requesting proposals from interested firms to provide Executive Search Services for Recruitment & Replacement of the Chief Executive Officer. The amended date should read as follows: A digital copy of this Request for Proposal (RFP) documents may be obtained Monday, **February 19, 2018** at 8:30 am,” on PBCHA’s website at [www.pbchaf.org](http://www.pbchaf.org) under “**Doing Business with PBCHA**” tab, then click on “**Current Bids and Solicitation**”, RFP is labeled “**Executive Search Services**”. All other parts of the advertisement remain the same.

Sincerely,

LaQuavial Pace  
Contracts and Procurement Manager

Please complete the attached acknowledgment form and include it in your proposal package.

ACKNOWLEDDED:

For: \_\_\_\_\_  
(Company Name)

By: \_\_\_\_\_

Date: \_\_\_\_\_