



INFORMAL REQUEST FOR LETTERS OF INTEREST TENANT REPRESENTATION SERVICES

PURPOSE: The Broward Metropolitan Planning Organization (“BMPO”) is requesting Letters of Interest from qualified Offerors to provide Tenant Representation Services as defined in the Scope of Services. Submittals shall be received only from those Offerors obtaining informal Request for Letters of Interest “(RLOI)” documents from the BMPO. Submittals not received by the response due date and time may not be considered. Pursuant to BMPO Procurement Rules, Chapter 4. (4), this Informal RLOI is considered a “Micro Purchase”. By submitting a Submittal, prospective Offerors acknowledge that this Informal RLOI is not a formal procurement process. As a result of this RLOI process, the selected Offeror shall be required to enter into an Agreement with the BMPO.

The term of the Agreement will be for a period of nine (9) months.

A REQUEST FOR RLOI DOCUMENTS should be directed to Mr. Oscar Nelson at:

Broward Metropolitan Planning Organization
Trade Centre South
100 West Cypress Creek Road, Suite 650
Fort Lauderdale, FL 33309
(954) 876-0041
nelsono@browardmpo.org

RECEIPT OF SUBMITTALS: All Submittals must be received no later than the date and time specified in the RLOI.