

# HOUSING AUTHORITY OF THE COUNTY OF CHESTER



30 West Barnard Street, Suite 2  
West Chester, PA 19382  
Phone 610-436-9200 \* Fax 610-436-9203  
www.haccnet.org

October 10, 2017

## REQUEST FOR QUALIFICATIONS

The Housing Authority of the County of Chester [HACC] invites REALTORS who specialize in housing in Chester County, Pennsylvania to submit their qualifications for:

### *Realtor Consultant*

HACC currently has a Housing Locator Program that works with low income families and individuals to locate safe and affordable housing in Chester County. To further this programs success HACC is searching for a qualified Realtor to assist with finding rental properties for the program's participants. Desired qualities include: Realtor license, experience working in Chester County, PA, strong relationships with various landlords throughout the county and a basic knowledge of how subsidy programs work.

Please include your qualifications and why you are interested in assisting the Housing Locator Program's families to find affordable, permanent housing in Chester County, PA.

**DEADLINE FOR SUBMISSION** is November 8, 2017, at 3:00PM at HACC's administrative office located at 30 W Barnard St, Suite 2, West Chester, PA 19382.

All questions regarding this RFQ must be received by HACC no later than October 31, 2017, 10:00 AM.

All submittals will become part of the official files of HACC and shall remain valid for ninety days following the deadline for submission. HACC may waive any minor irregularities, technicalities, omissions, and/or errors in the submittals that are received. HACC may cancel this solicitation in its entirety. HACC's reservation of rights shall in no way affect the formation of a contract upon written notice of award by HACC to the successful submitter(s).

Inquiries and questions should be directed to the Director of Supportive Services at: [rsenss@haccnet.org](mailto:rsenss@haccnet.org)

Housing Authority of the  
County of Chester

*"On the Road to Excellence"*

Public Housing  
Housing Choice Vouchers  
Family Self Sufficiency  
Homeownership  
HOPE VI

Board of Commissioners

Patrick Bokovitz, Chair  
Sandra Simmons, Vice Chair  
Marjorie Arias, Member  
Carol Ann Thomas, Secretary  
Theodore F. Claypoole, Treasurer

Solicitor: Vincent T. Donohue  
Lamb McErlane, P.C.

Executive Director  
Dale P. Gravett