



205 S. Main Street • Urbana, Ohio 43078 • <http://www.urbanaohio.com> • 937-652-4305

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March 4, 2013

RE: FY2013 COMMUNITY HOUSING IMPROVEMENT PROGRAM (CHIP)  
CONSULTANT REQUEST FOR QUALIFICATIONS/REQUEST FOR PROPOSAL  
ACCEPTED

To Whom It May Concern:

Until COB on February 26, 2013, the City of Urbana accepted qualifications and proposals from qualified consulting firms or individuals for the purpose of providing professional administrative and implementation services for the City of Urbana's FY2013 Community Housing Improvement Program.

Only one proposal was received from:

CDC of Ohio  
P.O. Box 06247  
Columbus, OH 43206-0247

Upon the review of this consulting firm's qualifications and proposal, the City of Urbana has selected CDC of Ohio, Columbus, OH, as their consultant for the FY2013 Community Housing Improvement Program and will proceed to negotiate a contract for said services. Three reviewers scored the qualifications and proposal of the firm and this firm scored a collective score of 94.7.

Thank you for your interest and your proposal.

Kerry Brugger  
Director of Administration

cc: File, CDC of Ohio