



Request for Proposals (RFP): Housing Feasibility Study in Newcomb, NY

I. Introduction

Essex County Land Bank (ECLB) is seeking proposals from qualified consultants to conduct a comprehensive Housing Feasibility Study for Newcomb, NY. The study will focus on assessing the potential for new housing development that includes a mix of homeownership opportunities and affordable rental units, incorporating community-driven feedback, grant subsidy assistance, land use planning, and design considerations.

II. Background

Newcomb, NY, is a rural community within Essex County characterized by a rich natural landscape and a small, tight-knit population. There is a pressing need to explore sustainable housing development that caters to the needs of current and future residents while preserving the community's unique rural character.

III. Scope of Work

The selected consultant will be responsible for:

1. **Community Engagement:** Develop and implement a community engagement plan to gather input from Newcomb residents, local businesses, and stakeholders. This should include public meetings, surveys, and focus groups to ensure that the study reflects the community's housing needs and desires.
2. **Market Analysis:** Conduct a market analysis to determine the current and projected demand for homeownership and rental units. This should include demographic and economic factors influencing housing needs in Newcomb.
3. **Land Use Planning:** Assess available land within Newcomb for housing development, considering environmental impacts, zoning regulations, and community land use goals. Provide recommendations for the optimal use of land that aligns with the rural character of the area.

4. **Design Feedback:** Propose housing design types and site plans that reflect the community's feedback and aesthetic values. The designs should balance rural charm with modern housing needs.
5. **Affordability Analysis:** Analyze potential funding sources, subsidies, and financial models to support the development of affordable housing options. Provide a strategy for securing grants and subsidies that can assist in the development process.
6. **Homeownership and Rental Mix:** Recommend a mix of housing that includes both affordable rental units and opportunities for homeownership. The mix should reflect the needs and financial capabilities of the community.
7. **Implementation Strategy:** Develop an actionable plan that encompasses the transition from feasibility to implementation, incorporating a robust financial strategy to secure grants and leverage tax credits crucial for achieving the desired price point and an optimal mix of homes and rentals. This involves identifying and utilizing available grants and tax credit opportunities, creating a financial blueprint aligned with the project's goals, conducting cost analyses, and budget allocation ensuring cost-effectiveness while integrating the ideal home-rental mix. Additionally, establish a timeline with key milestones synchronized with grant applications and tax credit acquisition deadlines. Address legal and compliance considerations, continuously monitor and adjust the strategy for optimal resource utilization and compliance, thereby ensuring the seamless execution of the project within the specified parameters.

IV. Proposal Requirements

Proposals must include:

1. **Consultant Qualifications:** Details on the consultant's experience with similar projects, particularly in rural settings.
2. **Project Approach:** A clear description of the methodology and processes to be used in the feasibility study.
3. **Community Engagement Strategy:** An outline of the approach to community engagement and feedback incorporation.
4. **Timeline:** An estimated project timeline with milestones.
5. **Budget:** A detailed budget that includes all costs associated with the project.
6. **References:** A minimum of three references from past clients with similar scope projects.

V. Selection Criteria

The ECLB will evaluate proposals based on the following criteria:

1. **Experience and Expertise:** Proven track record in housing feasibility studies and rural community development.
2. **Approach to Community Engagement:** Innovative and effective strategies for involving the community in the planning process.
3. **Quality of Proposed Methodology:** Clarity and appropriateness of the methodology for a feasibility study.
4. **Cost Effectiveness:** Reasonableness of the proposed budget in relation to the scope of work.
5. **References:** Strength and relevance of references.

VI. Submission Guidelines

Proposals must be submitted by 12/08/2023 by 5 pm, to the following address:

The Essex County Land Bank, 111 Montcalm Street, PO BOX 348, Ticonderoga NY 12338

or via email to: *info@prideofticonderoga.org*