



REVITALIZE
POTTER COUNTY

REQUEST FOR PROPOSALS

**Potter County Economic Revitalization
Implementation Plan (Revitalize Potter County)**



INQUIRIES:

For questions regarding the RFP please use the survey link or QR Code in the Proposal Requirement section.

Question Deadline: November 22, 2024

Submittals: Proposals must be received electronically

No Later than December 20, 2024

Introductions

Potter County Planning Commission:

William Hunt

Director of Potter County
Planning, GIS, & Community Development

Kal Logue

Community Development Coordinator

Marc Wilken

Economic Recovery Corps Fellow | PA Wilds Center for Entrepreneurship

Housekeeping

Presentation will be recorded → the presentation, which will include the recording link, will be posted at <https://pottercountypa.gov/>

Please share your name and organization in the Microsoft Teams chat box

Meeting guests will be muted until the Q&A period

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01. Background

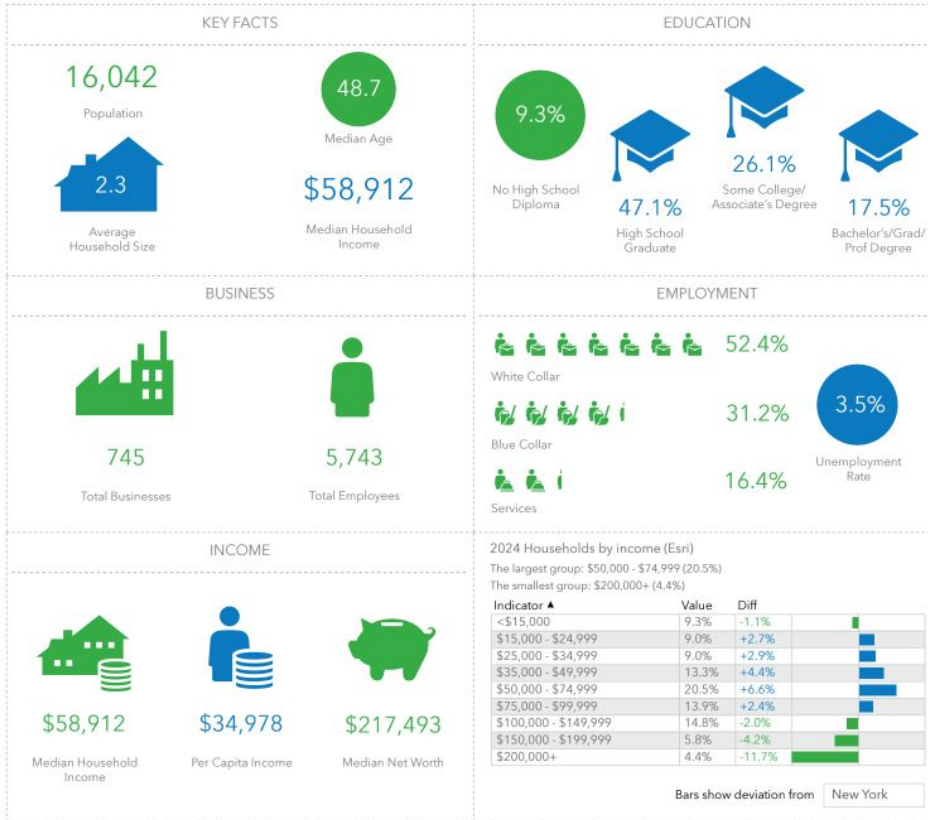
02. Scope of Work

03. Proposal Requirements & Scoring

04. Q&A

Background

Potter County Key Facts



- Geography and Natural Features
- Economy and Industry
- Communities
- Culture and History
- Previous Regional and Local Plans
(please see RFP page 2)

Scope of Work: **Process and Approach**

Community engagement:

- Steering committee meetings (*virtual*)
- Stakeholder kickoff meeting and around the county sessions (*invite only / in-person, at least 5 meetings*)
- Survey and public engagement (*in-person survey launch event*)
- Potter County Commissioner presentation (*in-person*)

Market Analysis (Where we are)

Prioritization (Where we want to be)

Strategy (How we get there)

Scope of Work: **Plan Aspirations**

- Capacity Assessment
- Public Infrastructure and Service Improvements
- Employment and Entrepreneurial Ecosystem
- Community Characteristics, Tourism, and Outdoor Recreation
- Blight
- Housing / Land Use
- Emergency Economic Recovery
- Post Graduation Retention
- Child Care

**please see RFP pages 4-5 for examples*

Scope of Work: **Draft Plan Deliverable**

Executive Summary

Introduction and Purpose

Planning Methodology

Post Evaluation Condition Assessment

Current and Future Plan Aspirations

Implementable Recommendations and Sequencing

- ✓ **Action**
- ✓ **Measure**
- ✓ **Partners**
- ✓ **Funding Strategies**

**Final planning document cannot exceed 75 pages*

Scope of Work : **Draft Plan Review Process**

- Steering Committee review
- Potter County staff review
- Potter County Commissioner presentation / adoption

RFP: Proposal Requirements

Please see RFP pages 7 and 8

- Transmittal Letter
- Executive Summary
- Statement of Approach
- Cost Proposal

RFP: Proposal Scoring

Please see RFP pages 8 and 9

Considerations: community engagement strategies (*especially in a highly rural context*)

- Steering committee
- Communications
- Seat at the table
- Venue selection
- Meeting approach

Key Dates

Task	Deadline
Question Deadline	November 22, 2024
Answers to Submitted Questions	December 10, 2024
RFP Proposals Due	December 20, 2024
Potential Interviews	Week of January 20, 2025
Decision Notifications (tentative)	January 24, 2025
Contract Start Date (tentative)	February 10, 2025

[Question Survey Link](#)



Q&A



Thank You!

Do you have any questions?

To view the recording from the Revitalize Potter County Non-Mandatory Pre-Proposal Meeting please use link below.

RECORDING LINK

Q&A:

Q: Is there any possibility that the timeline of this project can be shortened to less than 1 year?

A: It doesn't necessarily have to be a yearlong project; it was just a suggestive time frame. During the application process of the Municipal Assistance Program (MAP) Grant through DCED we needed to provide a suggested timeline and with experiences from other planning projects we thought a year would suffice.

Q: What type of public infrastructure would you prioritize?

A: Areas of economic growth both commercial and residential, public safety services are an important part, and transportation planning.

Q: As mentioned, kids were a focus in the engagement aspect of this plan, are there any other specific groups of people you would like to highlight?

A: Young professionals, new graduates, primarily focusing on drawing the youth back, increasing the population and reversing the migration trend while also focusing on the retirement community that is a large portion of the population throughout the county.

Q: The project states that there will be annual updates, will those updates be available for everyone to, see?

A: The updates are not public yet, but we will be able to share them with people who request that information.

Q: Does the 75-page limit include everything in the plan?

A: Yes, for the most part, we would like to have the meat and potatoes of the plan fall within the 75-page limit excluding information such as appendices. Our goal is to have a document that is concise, actionable, and consistent with the County Comprehensive Plan.