



REQUEST FOR PROFESSIONAL PLANNING SERVICES TO CREATE A REGIONAL GROWTH STRATEGY TO GUIDE KNOX COUNTY THROUGH ANTICIPATED GROWTH FROM THE INTEL DEVELOPMENT IN LICKING COUNTY

The Area Development Foundation, Inc. (ADF) is requesting proposals from interested and qualified firms to provide professional assessment and planning services to assist Knox County stakeholders in preparing the county's housing supply, commercial sites, transportation networks, government processes and regulations for the expected growth due to Intel Corporation's newest facility in Licking County.

Firms interested in this engagement must provide a full response to the items set forth in this Request for Proposals.

All such items are **due by 5:00 p.m., June 15, 2022**. Any late responses will not be reviewed by the Evaluation Committee. Responses must be submitted to the following via email or US Mail (if mailed, items must be *received* by the due date):

Knox County Regional Growth Strategy
c/o Jeff Gottke, President
Area Development Foundation, Inc.
PO Box 29
Mount Vernon, Ohio 43050
Email: jeff@knoxadf.com

Neither ADF nor any member of the Evaluation Committee shall be liable for any costs incurred by the proposer in response to this Request for Proposals, or any costs incurred in connection with any discussions, correspondence or attendance at interviews or negotiation sessions.

All materials submitted in response to this Request for Proposals shall become the property of the Foundation and may be returned only at the Foundation's option.

RATIONALE

Knox County is located in the geographic center of Ohio, approximately 50 miles northeast of Columbus and 100 miles southwest of Cleveland. The county population is about 62,000 with the largest municipality being the county seat, Mount Vernon, at about 17,000 people. The surrounding four villages trail Mount Vernon in size, capacity, and economic activity.

Knox County, as a whole, is set-apart in the Columbus Region by its intact rural community and character. This means much of Knox County is green space: cultivated fields, rolling landscape, low noise and air pollution, and the ability to see stars at night. The economy and land use largely are agricultural in nature. However, one-third of economic output comes from heavy industry, located mostly in Mount Vernon. In its Knox County Comprehensive Plan 2018 Update, county leaders described their desire to ensure responsible growth, prioritize education, enhance quality of life and preserve the county's rural character.

The recently announced Intel development lies just 10 miles from the southern Knox County border. If the growth projections are to be believed, ***Knox County will see a significant amount of growth related mostly to housing, manufacturing, and general increased economic activity.*** Knox County must prepare itself to attract growth while not losing its rural character. It must also prepare itself to attract new businesses while supporting existing ones.

AGENCY OVERVIEW

The planning effort is being coordinated by Area Development Foundation, Inc., Knox County's central clearinghouse for economic development activities. This non-profit organization serves all of Knox County in growing and attracting business to Knox County using a wide variety of economic development tools. It has also recently spearheaded several planning efforts like the Knox County Village Strategic Plans, the Knox County Housing Survey, and the Mount Vernon Downtown Plan. Because ADF stands astride county governments, businesses, planning, and development, it is uniquely positioned to coordinate this effort. To assist these efforts ADF has convened a steering committee representing the government, housing, transportation, manufacturing, workforce and education sectors in the southern portion of the county.

DELIVERABLES

ADF desires to contract with a qualified and professional planner to put in place guidelines and strategies to properly manage expected growth in the areas of housing and land use (residential, commercial and industrial), transportation corridors, utility service assessment and planning, and government permitting and regulatory processes. The goal of this Request for Planning Professional Services is to select a qualified professional planner to develop a priority-ordered plan to guide the community's actions. The resulting plan should be designed to be ***actually used*** by community stakeholders, elected officials and government staff, philanthropic organizations and private developers in ***understanding existing conditions,***

describing specific actionable tasks, and setting strategies for growth and development for the next five years within the target area.

SCOPE OF WORK

While the steering committee will be focusing on five major areas (housing supply and affordability, transportation networks, education and workforce development, manufacturing readiness and government processes), it is asking the planner to focus on the areas identified below. It is imperative that this plan fit seamlessly into existing plans throughout Knox County and with the steering committee's other Intel response activities.

Opportunity Analysis

Through meetings with the Area Development Foundation, Inc., local stakeholders, and community partners, the Planner will seek to understand the desires, goals and needs of the major stakeholders in the target area. Further, the Planner will use his or her professional training, certifications, specific knowledge and career experiences to identify specific and relevant development themes, preferred or "must-have" development outcomes, development opportunities, and other related insights that may suggest optimal development and planning outcomes for the target area.

Housing Supply and Affordability Strategy

- Utility capacity assessment in the target area
- Assessment of the most likely developable residential sites in the target area
- Assessment of local utility and service capacity around potential residential sites
- Recommendations for attracting more high-quality affordable housing
- Recommendations for expanding utilities (water, sewer, broadband, electric, etc.) across the target area to potential sites

Transportation Readiness Strategy

- Assessment of condition of major transportation routes in the target area, with a priority for likely transportation routes to the Intel site
- Identification of new transportation routes to the Intel site
- Create a prioritized list of transportation projects related to potential Intel traffic
- Identification of different funding sources for transportation improvements

Industrial Site Supply

- Assessment of quantity and location of current industrial sites
- Assessment of the most likely developable industrial sites in the target area
- Assessment of utility location and capacity for potential industrial sites
- Recommendations for new industrial sites in the target area

- Recommendations for expanding utilities (water, sewer, broadband, electric, etc.) across the target area to potential sites
- Identify funding sources and strategies for expanding utilities to potential sites

Government Processes and Regulations Efficiency Strategy

- Assessment of local government zoning, permitting and annexation processes
- Recommendations (if needed) to make each more efficient and “business, citizen and development friendly”

EVALUATION METRICS

To best evaluate all submissions objectively, all proposals must contain the following information:

1. Project Approach

The proposal must explain the Planner’s approach to conducting this multi-faceted project, including a description of community and stakeholder engagement strategies, planned databases and research tools used, and a detailed outline of project phases with time frames included.

2. Qualifications of Key Personnel

The proposal must demonstrate that services shall be performed by qualified and trained personnel. Specific background information on key individuals who are anticipated to be assigned to the project should be included, most notably the project manager. This section shall also provide an overview of each key person working on the project and show their relationship to the Firm and their affiliations. It should include similar projects that each of the key personnel have worked on.

3. References

The Firm shall provide a minimum of three (3) references, within Ohio, for which comparable services have been provided as outlined within this RFP. Include the referenced company name, address, owner representative, title, phone number, month and year of service contracts initiation and description of services rendered.

4. Cost Proposal

This section shall provide a full description and breakdown of the expected cost for the project. The proposal shall present a breakdown of hours and costs by task. Total cost shall be indicated, as well as an estimated cost-per-task based on the tasks identified in the proposed scope of services. If the price proposal is not received when due or if the proposal does not include requested information, that proposal may be dropped from further consideration.

PROJECT SCHEDULE

It is anticipated that the project will begin July 1st, 2022 and be completed with the finalized deliverables bound and presented to the steering committee by December 31, 2022.

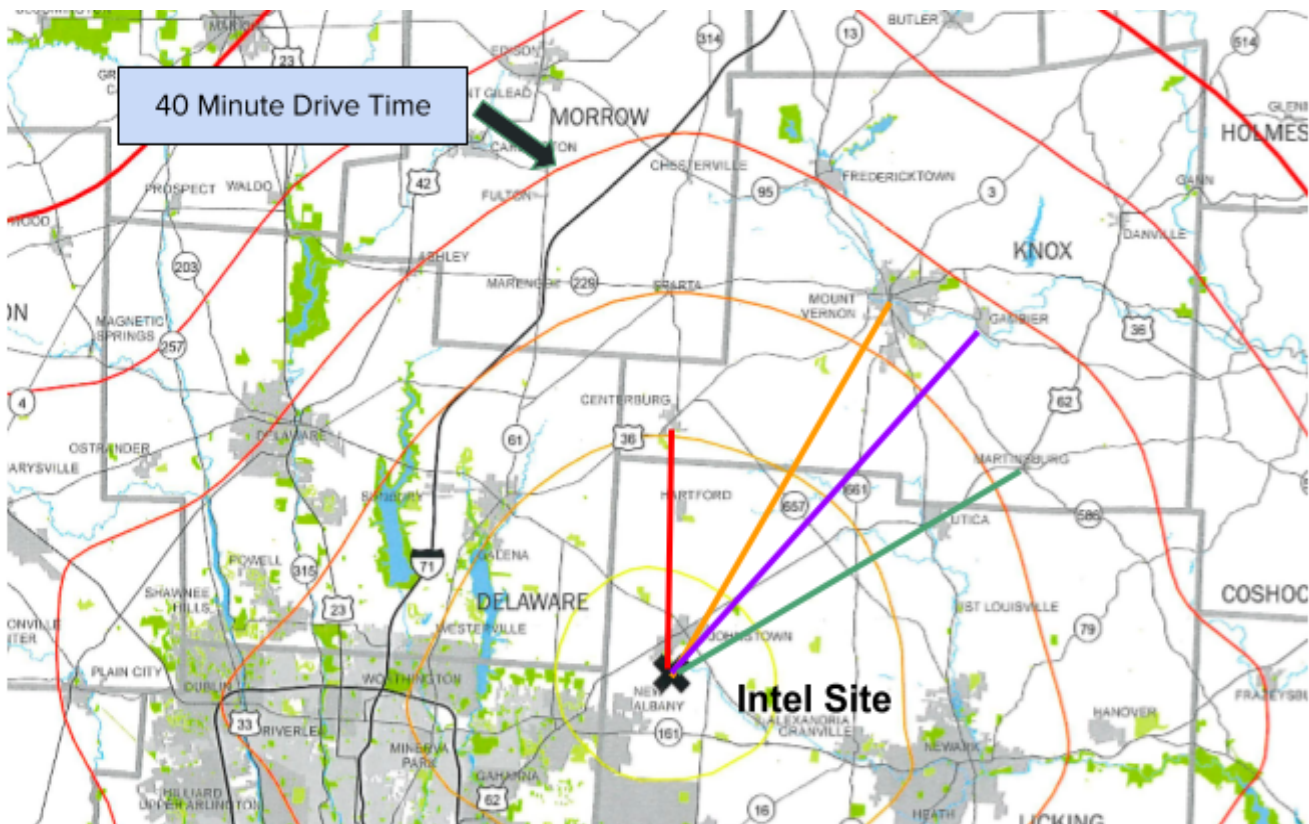
RESOURCES

1. Existing community planning documents can be found on ADF's website:

<https://knoxadf.com/data/>

2. Project Area Map

The project area includes those portions of the county that are within the 40-minute drive time area:



Distance to Intel Site:

- Centerburg: 12.5 Miles
- Mount Vernon: 21.5 Miles
- Gambier: 23.5 Miles
- Martinsburg: 24 Miles