

Request for Proposals – Comprehensive Neighborhood Plan City of Manning, Iowa

The City of Manning requests that proposals from interested firms be submitted to Dawn Meyer, City of Manning, 321 Center Street, Manning, IA 51455, **no later than May 17, 2024 at 4:00 p.m.** in regards to the following project:

- A Comprehensive Neighborhood Revitalization Plan for the neighborhood surrounding Manning City Park to include, but not limited to:
 - Clear description of neighborhood including boundaries
 - Maps, photos, graphs, tables & charts as necessary
 - Estimated population and number of households
 - Historical/cultural background
 - Blighting factors and any other special conditions
 - Reason for decline of area
 - Community Development, Social, and Housing needs of the neighborhood
 - Identification of potential CDBG activities that could address identified needs
 - Ballpark estimates of proposed activities

Firms should submit 7 copies of their statement of proposals for review. Proposals should be brief in nature and straightforward, extra credit will not be given to proposals with photos, color maps, etc. Firms interested in submitting their proposals should address the following points, which will be equally considered in the selection process (70 pts. Maximum):

1. A background of the firm;
2. A description of plans for which the firm has provided service, with specific attention to the revitalization of a specific neighborhood;
3. A statement of familiarity with working on projects funded with state and federal monies;
4. Experience of the staff to be assigned to this project;
5. References;
6. Fee for Service; and
7. An outline of activities and services to be carried out by the firm relating to this project, with a proposed timeline of its completion. Please note that this plan will need to be completed prior to **December 15, 2024.**

The City Council will review all submitted proposals. The most qualified firms may be contacted for interviews. All firms submitting proposals will be informed of the City's decision. Questions concerning this request may be directed to Dawn Meyer, City of Manning at 712-655-7705.