

EVANSVILLE REGIONAL  
ECONOMIC PARTNERSHIP

# REQUEST FOR PROPOSALS:

POSEY COUNTY  
COMMISSIONERS  
POSEY COUNTY, INDIANA

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PROFESSIONAL  
CONSULTING SERVICES  
FOR HOUSING STUDY  
POSEY COUNTY,  
INDIANA INCLUDING  
UNINCORPORATED POSEY  
COUNTY, MOUNT VERNON,  
POSEYVILLE, CYNTHIANA,  
NEW HARMONY and  
GRIFFIN, INDIANA

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ISSUE DATE:  
March 4, 2024

SUBMISSION DEADLINE:  
May 8, 2024

BUSINESS |

POLICY |

COMMUNITY |

TALENT |

STRATEGY |

EVANSVILLE  
REGIONAL  
ECONOMIC  
PARTNERSHIP

INNOVATION POINTE

318 Main Street, Suite 400, Evansville, IN 47708

812-423-2020 | [evansvilleregion.com](http://evansvilleregion.com)

# E-REP RFP

## POSEY COUNTY COMMISSIONERS POSEY COUNTY, INDIANA

### PROFESSIONAL CONSULTING SERVICES FOR HOUSING STUDY POSEY COUNTY, INDIANA INCLUDING UNINCORPORATED POSEY COUNTY, MOUNT VERNON, POSEYVILLE, CYNTHIANA, NEW HARMONY and GRIFFIN, INDIANA

Notice is hereby given and invites qualified and experienced consultants to submit a formal proposal for a comprehensive housing study that will focus on Posey County, Indiana. This area of focus shall include unincorporated Posey County, Indiana; Mt. Vernon, Indiana; Poseyville, Indiana; New Harmony, Indiana; Cynthiana, Indiana; Griffin, Indiana. The purpose of this study is to assess the current housing landscape, analyze market trends, and engage stakeholders to provide valuable insights for strategic housing development (the “Project”).

## ALL FORMAL PROPOSALS MUST INCLUDE THE FOLLOWING:

### A. SCOPE OF WORK

#### 1. Project Launch

- a. Conduct a kickoff meeting to discuss the Project objectives, deliverables, and timelines.
- b. Develop a detailed Project plan outlining milestones and key activities.

#### 2. Existing Inventory and Trend Analysis

- a. Assess the current housing inventory including types, sizes, and conditions.
- b. Analyze housing market trends, identifying key factors affecting supply and demand.

#### 3. Stakeholder Engagement

- a. Identify and engage relevant stakeholders, including local government officials, community organizations and residents.
- b. Conduct interviews, focus groups, and/or surveys to gather input on housing needs and preferences.

#### 4. Market Rate and Rental Housing Demand Analysis

- a. Evaluate the demand for market-rate and rental housing in the study area.
- b. Analyze factors influencing housing affordability and preferences.

#### 5. Final Housing Study and Market Assessment

- a. Compile findings into a comprehensive housing study and market assessment report.
- b. Provide recommendation for housing development strategies based on the analysis.

### B. TIMELINE AND ESTIMATED BUDGET

The Project is expected to be completed within six (6) months of consultant being selected by the Posey County Commissioners. The estimated budget for this consultancy is between \$60,000 and \$65,000. Proposals should include a detailed breakdown of costs and expenses.



### C. COMPANY OVERVIEW AND RELEVANT EXPERIENCE

Interested consultants should provide the following information:

#### 1. Company Overview

- a. Name, address, and contact information of the consulting firm.
- b. Brief description of the firm’s history, mission, and values.
- c. The name, title, address, and phone number of the individual with the authority to negotiate and bind the proposer contractually, and who may be contacted during the period of the Proposal.

#### 2. Relevant Experience

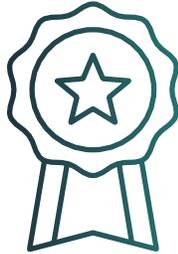
- a. Details of past projects like the proposed Project.

- b. References from clients for whom similar work has been conducted.
- c. Brief resume of key professional staff that will work on the project.

## D. PROPOSAL SUBMISSION

Proposals must be submitted on or before May 8, 2024 at 8:30 A.M. to the:

**Posey County Commissioners**  
 c/o Posey County Auditor's Office  
 126 S. E. 3rd Street, Room 220  
 Mt. Vernon, IN 47620



or to the Posey County Commissioners before 9:00 A.M. on May 8, 2024 at the:

**Hovey House Meeting Room**  
 330 Walnut Street  
 Mt. Vernon, IN 47620

at which time the Proposals will be opened by the Posey County Commissioners.

Late proposals will not be considered. The selection will be based on the consultant's experience, proposed approach, and cost. Proposals should be limited to 30 pages.

## E. EVALUATION CRITERIA

Proposals will be evaluated based on the following criteria:

1. Experience and expertise in conducting housing studies.
2. Clarity and feasibility of the proposed methodology.
3. Qualifications of the consulting team.
4. Cost-Effectiveness.

Any questions or requests for clarifications should be submitted in writing by May 1, 2024 to:

**Patrick Hickey**  
 Program Manager  
 Evansville Regional Economic Partnership  
 318 Main St., Ste. 400  
 Evansville, IN 47708  
 812-423-2020  
[phickey@evvregion.com](mailto:phickey@evvregion.com)



The Posey County Commissioners reserve the right to reject any or all Proposals received.

***Thank you for your interest in this project.***



[www.evansvilleregion.com](http://www.evansvilleregion.com)

## ABOUT E-REP

The Evansville Regional Economic Partnership (E-REP) leads economic development efforts for the Evansville, Indiana region and elevates the overall quality of life through transformational projects, planning, advocacy, and business engagement. Additionally, E-REP supports the attraction, startup, and growth of regional businesses.

## CHANNELS

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