



## DOWNTOWN APPALACHIA: REVITALIZING RECREATION ECONOMIES (DARRE) INITIATIVE

### REQUEST FOR QUALIFICATIONS

#### FOR PROFESSIONAL SERVICES FOR PROJECT PREDEVELOPMENT

Issue Date: March 7, 2022

Accepting Submissions Through September 2024

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Downtown Appalachia: Revitalizing Recreational Economies (“DARRE”) is a three-year program supporting recreational economic development in eight WV communities surrounding the Monongahela National Forest: Cowen, Elkins, Franklin, Marlinton, Parsons, Petersburg, Richwood, and White Sulphur Springs. DARRE will support these communities in transforming vacant, rundown, and/or underperforming properties into thriving business centers, mixed-use retail and housing complexes, community facilities, and other cultural assets that serve their residents, and meet their increasing economic demand as gateways of the Mon National Forest.

DARRE is a partnership between The West Virginia Community Development Hub, the WV Northern Brownfields Assistance Center (NBAC), Woodlands Development & Lending, and Partner Community Capital (formerly Natural Capital Investment). The partners working on DARRE are building upon regional efforts initiated through The Mon Forest Towns Partnership.

Through the program, a range of Technical Assistance will be provided to selected projects in each community. DARRE will contract with both in-region and national vendors to provide this support. Vendors will be selected based on: experience, qualifications, capacity, location, cost effectiveness, and if women and/or minority owned. Individual projects are anticipated to range from \$1,000 and \$20,000 with an expectation of up to 50 projects across the region. Additional information may be required based on the scope of any given project.

#### **Technical Assistance services include but are not restricted to:**

- Engineering assessments for evaluation and reuse guidance
- Building condition evaluation & architectural code analysis
- Creation of “As-built” (existing form) drawings
- Environmental assessments necessary for property transactions and reuse (records search, Phase I & II, asbestos, lead-based paint, etc.)
- Historical significance (tax credit) analysis
- Feasibility analysis, cash flow financial projections, and business planning
- identification of project developers/business operators
- Energy efficiency and renewable energy assessment and planning
- Market research/demand assessment,
- Development of investment prospectus
- Preparation of pro forma financial projections

**Timeline:**

- RFQ submissions will be accepted and assessed throughout the life of the program, by no later than September 2024.
- Technical Assistance Projects will be undertaken on a rolling basis throughout the life of the program, until September 2024.

**Agreements - If Vendor elects to respond to this RFQ, submission assumes acceptance of the following:**

- The DARRE program reserves the right to reject any or all of the responses to the RFQ, to waive irregularities or to cancel or modify the RFQ in any way, and at any time in its sole discretion, if determined that it is in the interest of the DARRE program.
- The DARRE program further reserves the right to make awards under this RFQ without discussion of the responses received. Responses should be submitted on the most favorable terms from a technical, qualifications, and price standpoint. The DARRE program reserves the right to select vendors at their discretion.
- The DARRE program's selection of a Vendor(s) through this RFQ is not an offer or guarantee of contract and the DARRE program reserves the right to continue negotiations with selected Vendors until the parties reach a mutual agreement.

**Please respond to this RFQ if:**

- You desire to provide Technical Assistance to projects in the Mon Forest Region that are processed through the DARRE program.
- You have expertise and background relevant to project development around one or more of the technical assistance categories listed in this document.

**DARRE RFQ – Request for Qualifications**

All Technical Assistance providers (TA) are required to submit this information to The WV Community Development Hub. The Hub will notify TA providers if they have been accepted as eligible for this program. We will engage applicable providers as community project applications are accepted and processed throughout the DARRE program, through September 2024.

RFQ responses should include (maximum length 10 pages):

1. Cover Page: Primary Contact Name, Company Name, Address, webpage if relevant, contact information including phone and email. Note if you are a women or minority owned business. Also disclose any instances where you have ever been or are currently debarred, suspended, or under investigation by any federal, state, or local agency, and, if applicable, provide a detailed explanation.
2. Description of organization, including basic fee structure for services being requested in the RFQ
3. Description of relevant expertise of services proposed to be provided to projects in communities participating in the DARRE program. For example: engineering study, architectural analysis, prospectus development, etc
4. Bios of individuals providing technical assistance
5. Sample products and client listing of at least three entities who have received similar services, with contact information for 2-3 of the references
6. Diversity, Equity, and Inclusion (DEI) practices or commitment statement if available

Please **submit as a single PDF file, with your organization name in the file name** and section headers in the document for each RFQ question (1-6 above).

Email to Kaycie Stushek [k.stushek@wvhub.org](mailto:k.stushek@wvhub.org) (715-347-3511) with subject line: "DARRE RFQ Response"  
See <https://wvhub.org/darre/> for more information on the DARRE program