

REQUEST FOR PROPOSAL FOR COMPREHENSIVE PLAN CONSULTING SERVICES

The City of Bridgeport (the “City”) is seeking proposals from qualified professional planning firms to provide professional consulting services to update the City’s Comprehensive Plan. The City’s current Comprehensive Plan can be found at:

https://www.bridgeportwv.gov/document_center_uploads/b1_2019_Final_Comprehensive_Plan.pdf.

The Comprehensive Plan shall include but not be limited to the following elements: an Introduction, Goals, Population and Housing, Economic Development, Land Use and Growth, Transportation, Community Facilities, Infrastructure, and Public Services, Parks and Recreation, and Implementation.

The City of Bridgeport envisions a process that will provide an update to our current Comprehensive Plan that will guide responsible development for the next five years.

Interested consultants should contact Staci Unger at sunger@bridgeportwv.gov or at (304) 842-8231 to obtain electronic copies of the RFP at no charge. Printed copies of the RFP may be secured at Bridgeport City Hall, 515 West Main St., Bridgeport, WV for a non-refundable fee of \$25.00.

Submittal Instructions

Sealed proposals shall be mailed or hand-delivered to Andrea Kerr, Director of Community and Economic Development for the City of Bridgeport, 515 W. Main Street, Bridgeport, WV 26330, by 3:00 PM (EST) on Thursday, February 29, 2024. The City will not accept proposals via email. Late proposals will not be accepted and will be disqualified.

Five (5) proposal documents, and an electronic copy of the proposal on a flash drive should be included, each clearly marked: **RFP COMPREHENSIVE PLAN – City of Bridgeport, WV.**

Attention is directed to the fact that the proposed project may be undertaken utilizing Federal, State or Local Funds, and that all work will be performed in accordance with the regulations issued by the Federal Agencies and the State of West Virginia. The selected firm will be required to comply with Title VI of the Civil Rights Act of 1964, The Americans with Disabilities Act, and other applicable regulations of the various federal agencies, including Conflict of Interest Statement and Access to Records provisions.

The City of Bridgeport will afford full opportunity to disadvantaged business enterprises to submit a proposal in response to this invitation and will not discriminate against any interested firm or individual on the grounds of race, creed, color, sex, age, handicap, or national origin in the contract award.

Additional information may be obtained by contacting Staci Unger at (304) 842-8231.