

REQUEST FOR PROPOSALS (RFP)

Infinite Erie, LLC is requesting proposals from qualified consulting firms to provide:

COMMUNITY AND ECONOMIC DEVELOPMENT TECHNICAL ASSISTANCE AND CAPACITY BUILDING SERVICES

Issuance Date: October 19, 2023

Due Date: November 17, 2023

BACKGROUND:

[Infinite Erie](#), LLC is a community and economic development intermediary coordinating inclusive growth strategies for transformative growth in Erie, Pennsylvania. With [Erie's Investment Playbook](#), a pipeline of transformational investment opportunities, as its roadmap, Infinite Erie supports cross-sector organizations and practitioners developing impactful projects in the following focus areas: Industry Clusters & Infrastructure; Inclusive Entrepreneurship; Neighborhoods and Main Streets; and Anchor Investments in the Greater Core.

Infinite Erie, together with public, private, and philanthropic community partners, is working to:

- Coordinate inclusive growth strategies for transformative change.
- Boost Erie's distinctive position in next generation industries (e.g., plastics recycling and advanced manufacturing).
- Grow the number and size of BIPOC- and Women-owned businesses.
- Improve homeownership rates in disinvested areas.
- Upgrade critical digital, transportation, and energy infrastructure.
- Support equitable, inclusive, and sustainable project development with technical assistance and capacity-building.

SCOPE OF SERVICES:

In the course of our work, Infinite Erie has recognized that not every organization has the capacity to take projects from ideation to implementation, especially in the more underserved, disinvested communities. Infinite Erie plays a facilitating, supporting role to ensure that these project leads have access to technical assistance, capacity building opportunities, and other resources to help ensure their project progresses through the project development process: Discovery & Problem Solving → Project Development → Securing Investment → Implementation.



INFINITE
erie

Infinite Erie's goal is to see these organizations advance projects progress through the project development process in a manner that gives them a fair chance to put forth solid, sustainable, implementable projects that can leverage local resources and secure competitive public dollars.

Infinite Erie is seeking proposals from community and economic development professionals to provide technical assistance and capacity building over an initial 18-month period for Infinite Erie and its partner organizations in the following project development areas:

- Community Engagement
- Economic Development Finance
- Real Estate Finance
 - Pro-Formas
 - Tax Credits
 - New Markets Tax Credits
- Project Planning
- Capital Stack Assembly

Infinite Erie is looking for consultants to provide creative, comprehensive, place-based solutions to addressing the lack of capacity for project development in Erie. We are looking for a team with significant expertise in assisting underserved communities in building that capacity. Specifically, Infinite Erie requests consultants to work with Infinite Erie to move 3-5 identified catalytic projects through the project development pipeline over the course of the engagement. Additionally, we are seeking a broader educational/professional development experience for all our portfolio projects/partners.

BUDGET/TIMELINE:

Infinite Erie's budget for this 18-month engagement is \$200,000.

- Distribution of RFP – October 19, 2023
- Deadline to Submit Proposals – November 17, 2023
- Anticipated Execution of Contract – December 15, 2023
- Anticipated Project Start Date – January 2, 2024

PROPOSAL SUBMISSION:



INFINITE
erie

- Proposals must be submitted via email to kthomas@infiniteerie.com by 5:00pm on **November 17, 2023**
- Proposals should include:
 - Project Team
 - Approach to Scope of Services
 - Work Plan/Schedule
 - Cost Proposal
 - Qualifications
- All inquiries regarding this RFP should be directed to Kim Thomas, Executive Director, Infinite Erie via email at kthomas@infiniteerie.com



INFINITE

erie