

REQUEST FOR PROPOSAL

Lake County Housing Study

Lake County Partners (LCP), the non-profit economic development organization for Lake County, Illinois, recently completed an updated Comprehensive Economic Development Strategy (CEDS), which identified the need for more housing across the spectrum of affordability and of varying types to maintain and grow Lake County's economic competitiveness. Similarly, the Lake County Health Department has identified housing as one of the top three priority issues impacting health in their Community Health Improvement Plan.

In an effort to support the goal of promoting housing to meet the needs of our communities, LCP is seeking proposals for the development of a housing study.

Scope

- Divide the county into sub regions and collect data for:
 - Household projections
 - Households by age and income with projections
 - Employment concentrations and commute patterns
 - Housing tenure by age and income
 - Housing types by age, type, value, rent and affordability
 - Building permits by type
 - An analysis of the affordability of housing units to households at various levels of income
 - Home sales by type and price point
- Interview Realtors in the different sub-regions to gain insights into the housing issues and demand for different types of housing.
- Identify existing and approved affordable housing by type (family, senior, special needs) by subregion to compare to the potential need for affordable housing.
- Analyze the housing gaps countywide and by sub-region based on the above.
- Analysis of housing needs for population with disabilities of varying types.
- Racial/ethnic composition based on the ACS to identify where areas of older housing or high rent burden may impact a historically disadvantaged population.

The final project deliverables would include:

- A Lake County Housing Study, including an Executive Summary, with special attention to charts, graphs and maps.
- A set of presentation slides (Power Point or similar) that gives a summary of key findings and insights contained in the Study
- Presentations to the LCP Board of Governors and up to 3 other key stakeholder groups

RFP Response

1. **Qualifications.** To assess each firm's overall expertise, a complete list of qualifications, experience and at least 3 references (where comparable work has been successfully completed) will be required as part of the response to this RFP. Please include credentials for each firm member who may play a role in this engagement.
2. **Expectation of LCP Support.** Please outline for us what support Lake County Partners Board and staff would need to provide in order for this engagement to be successful.
3. **Timeline for Completion.** Please outline the timeframe for completion of the scope of work, including important milestones and deliverables.
4. **Estimated Project Costs.** Please include a detailed outline of estimated project costs, including hours per project/task/deliverable, a breakdown of professional fees. Please also outline the projected payment schedule.
5. **Sample Contract.** Please provide a sample professional services agreement for this type of project.

All responses should be submitted via email and by the due date to Bethany Williams at bwilliams@lakecountypartners.com

Timeline

RFP distributed by February 15, 2023

RFP responses due Friday, March 10 by 5:00pm CDT

Contact

Please submit any questions to:

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