

Has the Village identified a target budget or budget range for the services requested in the RFP?

\$100-125k depending on final scope.

What is the source of funding for this project?

The Village's General Fund.

Does the Village have a current Strategic Plan and/or Economic Development Plan? When was the last plan completed?

The Village has an adopted Comprehensive Plan "Envision Oak Park" (September 15, 2014). The existing Comprehensive Plan has a section focused solely on Economic Vitality. Additionally, there are multiple supplementary Corridor and Neighborhood Plans adopted by the Village. All current Plans, Studies, and other documents are available on the Village's website.

Have you developed specific evaluation criteria for the RFP responses? We wanted to understand if there were weighted sections for the response.

No specific evaluation criteria have been developed. Proposals will be assessed holistically based on the quality of the response, services provided, and project experience and work products related to this request.

How does the Village envision collaboration between the selected Contractor and the Village for public engagement initiatives that are a part of the Economic Vitality Strategic Plan? For example, Village staff participation in community pop-ups, Village materials preparation, or not applicable (i.e., limited staff involvement).

Staff will participate in public engagement initiatives. Staff is amenable to virtual stakeholder engagement for select focus groups. Larger public engagement initiatives will be best facilitated by the selected consultant in-person. A strategic approach to stakeholder and public engagement will be developed in consultation with the selected consultant. Development Services staff will be the primary internal project manager. Support will be provided by the Village Managers Office, Communications, and other departments as required.

Do you expect community engagement to take place in person, virtually, or a combination?

Community engagement will be a combination of in-person and virtual sessions depending on group size, expected outcomes, and project phase. Staff envisions no fewer than ten (10) public engagement sessions.

How much time do you expect the consultant to be on site?

Village staff is committed to an efficient use of staff and consultant time. A determination will be made based on staff consultations with the selected consultant. Staff is amendable to virtual progress meetings and virtual stakeholder engagement when appropriate.

Will the Village be available to support engagement activities, e.g., contacts, scheduling, venues, etc.?

Yes, staff is available to assist.

Has the Village had a previous diversity, equity, and inclusion assessment? If so, when was that assessment completed?

A Racial Equity Assessment was conducted in partnership with the University of Illinois at Chicago's Great Cities Institute. This assessment took place between May 9, 2023 and January 31, 2024. The assessment involved a three-part, mixed-methods research design including:

1. A data-driven community profile to provide a snapshot of demographics in the Village and background research.
2. An internal assessment of community needs based on the experiences and perceptions of senior directors working inside Village Hall, aiming to gain insights into institutional barriers, assets, and resources.
3. An external assessment of community needs through public community engagement and based on the experiences and perceptions of external stakeholders and residents.

What are some examples of the "emerging green markets" you describe in the RFP?

Examples of emerging green markets are environmentally sustainable development practices and technologies related to housing, transportation, business development and formation, energy production and consumption, manufacturing, and any other activities industries that contribute to carbon emissions.

When were the Village's "sustainability goals" last updated?

The Village Board adopted Climate Ready Oak Park, a comprehensive and long-range plan to address the global climate crisis, in August 2022. The plan is available on the Village's website. [Link](#)

As part of a plan for an Economic Vitality Division, the RFP mentions the Village's partner agencies. Who are these partner agencies?

The following organizations are recognized as the Village's Partner Agencies: Downtown Oak Park, Oak Park Area Arts Council, Visit Oak Park, Oak Park Residence Corporation, Oak Park Housing Authority and the Oak Park Regional Housing Center. Some additional key stakeholders are the various Oak Park Business Districts and the Oak Park River Forest Chamber of Commerce.

Has the Village identified a collection of development and redevelopment sites to be prioritized? How many sites are there?

There is no existing list of sites or corridors.

Does the Village have a current inventory of all Minority and Women Business Enterprises in the area?

No inventory exists.

Has the Village formed a Steering Committee for this project? Who is represented on that committee?

A steering committee has not been formed at this time.