

# APPALACHIAN COMMUNITY CAPITAL

IN PARTNERSHIP WITH PROGRAM SPONSORS



## REQUEST FOR PROPOSAL (“RFP”) FOR OPPORTUNITY APPALACHIA PROJECT TECHNICAL ASSISTANCE

**Project Sponsor:** Noble County Community Improvement Corporation, Caldwell, OH

**Project Name:** The Mills Building (Project Summary provided in Attachment B.)

**Release Date:** June 30, 2022  
**Proposal Due Date:** July 28, 2022  
**Selection Date:** August 4, 2022  
**Contract Period:** August 4, 2022 – February 28, 2023 (or later)

## REQUEST FOR PROPOSALS

### *Technical Assistance for Opportunity Appalachia Projects*

#### I. Overview of Request for Proposals

Appalachian Community Capital (ACC) seeks contractual support for specified Technical Assistance for real estate project development.

The Technical Assistance contractor will report to the Program Manager of Opportunity Appalachia. The requested Scope of Services is noted in Attachment A, and may involve:

- Architectural and engineering,
- Market research/demand assessment,
- Development of investment prospectus, preparation of pro forma financial projections, structuring of projecting financing,
- Feasibility assessment,
- Identification of project developers and/or business operators,
- Investor outreach for project finance/investment,
- And other types of support.

Entities interested in providing Technical Assistance must complete the Request for Qualifications RFQ, as noted on the [Opportunity Appalachia](#) webpage and found [here](#). Proposals will be evaluated on contractors' qualifications (per the RFQ), expertise, track record, Scope of Work, budget/timeline, and other project requests.

#### II. About Opportunity Appalachia

[Opportunity Appalachia](#) will provide technical assistance to develop and structure investable transactions, and it will create investment prospectuses and pitch decks that will be used to bring investment to rural and downtown communities. Investment priorities include projects focusing on downtown development, manufacturing, IT, healthcare, education, food systems, clean energy, heritage tourism, and recreation.

The program recently announced selection of 34 projects to participate in the program to bring jobs, business support, and investment to Central Appalachia. The selected projects propose to create over 1,600 permanent and 190 construction jobs and attract over \$177M in financing to develop textile manufacturing facilities; downtown development; community centers; health, wellness, and childcare centers; food and agricultural facilities; hotels; and retail enterprises in downtown and rural areas across Central Appalachia.

These proposed projects are signals of the growing investment potential in our rural and downtown communities in Central Appalachia. Opportunity Appalachia will work closely with private investors, banks, Community Development Financial Institutions, New Markets Tax Credits investors, Historic Tax Credit Investors, and Federal agencies to highlight participating communities and access financing for transactions.

Once project technical assistance is completed, a highly visible Investor Convening event will be held in early 2023 that will target both local and pre-vetted national investors, as well as federal and state funders. A curated web-based platform hosting prospectus / pitch decks will also be made available to facilitate investor due diligence.

The program is supported by the Appalachian Regional Commission, the US Department of Treasury CDFI Fund, Truist, Goldman Sachs, and the Dogwood Health Trust.

### III. About the Appalachian Region

The Appalachian Region, as defined in ARC's authorizing legislation, is a 205,000 square-mile region that follows the spine of the Appalachian Mountains from southern New York to northern Mississippi. It includes all of West Virginia and parts of 12 other states: Alabama, Georgia, Kentucky, Maryland, Mississippi, New York, North Carolina, Ohio, Pennsylvania, South Carolina, Tennessee, and Virginia. Forty-two percent of the Region's population is rural, compared with 20 percent of the national population.

The Appalachian Region's economy, which was once highly dependent on extractive industries, has become more diversified in recent times and now includes larger shares of manufacturing and professional services, among other industries. Appalachia has made significant progress over the past five decades: its poverty rate, which was 31 percent in 1960, had fallen to 16.3 percent over the 2013– 2017 period. The number of high-poverty counties in the Region (those with poverty rates more than 1.5 times the U.S. average) declined from 295 in 1960 to 98 over the 2013–2017 period.

These gains have transformed the Region from one of widespread poverty to one of economic contrasts: some communities have successfully diversified their economies, while others still require basic infrastructure such as roads, clinics, and water and wastewater systems. The contrasts are not surprising considering the Region's size and diversity—the Region extends more than 1,000 miles from southern New York to northeastern Mississippi, and it is home to more than 25 million people.

#### Target geography

Central Appalachia – North Carolina, Ohio, Tennessee, Virginia, West Virginia



### IV. Project Timeline

It is anticipated that the contractor will be selected by August 4, 2022 for an estimated contract start date of August 4, 2022 through February 28, 2023.

## V. Instructions to Submit a Proposal

Contractors seeking to provide the full suite of TA services should submit the items listed below. It is expected that one proposal should include all requested services, which may mean that multiple entities are providing services, with one identified lead contractor.

- Scope of Work (max 3 pages) describing proposed activities to be undertaken as requested in Attachment A, with identified staffing (lead and support) for each work element.
- Budget that defines deliverables, rates and proposed payment schedule including indirect costs. A Not to Exceed cost for the full engagement must be provided; costs not to exceed \$75,000. Payment Schedule to be based on deliverables / outcome milestones.
- Timeline for Scope of Work, with deliverable milestones.
- Biography/resume for all staff noted in proposal (or provided in RFQ response).
- References from current or prior clients, including name, title, organization, contact information, and a brief description of the relevant work performed (or provided in RFQ response).

Please submit responses via email in one pdf attachment by Proposal Due Date to Kathryn Coulter Rhodes [oa@acc1.org](mailto:oa@acc1.org).

## VI. Proposal Evaluation

ACC will select contractors through a competitive process based on the following criteria.

- Qualifications (per those provided in the RFQ), expertise, track record, and staff bios.
- Scope of Work and Timeline
- Budget
- Requests from project sponsors

# Attachment A

Requested Scope of Services

**Project Sponsor:** Noble County Community Improvement Corporation

**Project Name:** The Mills Building

Project Summary provided in Attachment B.

## TA Requested

- Market Assessment and Operating Projections for various use cases for building and adjoining courtyard. Housing / mixed use to be a considered use.
- Architectural drawings consistent with historic requirements. Designs to conform to the determined best use for the space. Engineering evaluation of building.
- Landscape architecture designs for the adjoining courtyard. Designs to conform to the determined best use for the site.
- Assistance for submission of the National Park Service - Historic Preservation Certification application
- Real Estate appraisal
- Financial structuring, prospectus development
- Developer solicitation and identification, to include outreach to fee developers. Expertise in historic buildings preferred. Assistance with the contracting / legal structuring of the developer relationship may be required.
- Support for capital raise (only if current owner maintains ownership role in transaction)

# Attachment B

## Summary Information

**Lead Contact:** Gwynn Stewart

**Applicant Organization:** Noble County Community Improvement Corporation

**Address:** C/O OSU Extension 46049 Marietta Rd. Ste. 2, Caldwell, OH 43724

**Phone:** (740) 305-3177

**Email:** stewart.1818@osu.edu

## Community Information

1. Communities targeted by this application (municipality(ies), county(ies), and census tract(s):  
Noble County, Ohio and the Village of Caldwell (the county seat)
2. Service area of applicant (note if different than above, or note same): Same
3. Community Development Strategy(ies):  
Site development, downtown revitalization and historic district development, entrepreneur development

## Project Information

4. Proposed Projects (list up to 3):

I. **Name of Project, address:** The Mills Building, 425 West St. Caldwell, OH 43724

- **Size in Sq Ft.:** 4545
- **Total anticipated financing need \$:** 1,000,000
- **Financing identified/anticipated, list source and dollar amount or note 'None':** none
- **Project description (include url link if available):**

The Mills Building dominates the corner of North and West Street in downtown Caldwell. It is a three-story brick building with ground floor storefronts and spaces in the second and third floors that have served many purposes including government offices, social and entertainment activities, law and business offices, and eventually the local International Order of Oddfellows (IOOF) Lodge. The building dates to 1895 and expresses a transitional moment within the Late Victorian period between the Second Empire and Queen Anne styles.

Between the building is a greenspace courtyard with potential, owned by the County. Next to the Courtyard is the Historic Noble County Jail and Sheriff's Office, also on the National Register of Historic Places.

This building displays few alterations and presents excellent integrity of design, materials, workmanship, feeling, and association. This building is a principal contributing resource for the downtown Caldwell historic district, representing a landmark business building presenting an appearance of wealth and style.

Though the building is of prime architectural significance and key to the economic and cultural health of Caldwell, it is in a state of disrepair.

The building currently houses a retail coffee shop (West Street Coffee) and clothier (NoCo LoCo), as well as a law office and residential apartment. Despite being partially occupied the building has several major deficiencies: the mechanical systems are failing, there are multiple roof leaks, there is inadequate ADA access, and vacant third floor space is open to the elements. Most importantly the full economic opportunities of the building remain unrealized creating a detrimental impact to Downtown Caldwell as a whole.

To remedy the issues of this property there is a multi-step effort being pursued. The first step is the completion of EDA grant-funded downtown revitalization planning project that has developed rehabilitation concepts and provided initial cost estimates for design and consulting services as well as creative multi-use concept options.

The next step to move this project forward would entail schematic building design, the pursuit of historic tax credits as well as assistance with financing opportunities. Ultimately these services will lead the redevelopment of the property.

- **Community Impact (quantify / provide estimates):**

The planning project will help Noble County, Ohio, a distressed county in the Ohio Appalachian region and its Downtown Caldwell create a vibrant place for follow-on investment and community capacity for a mixed-use space. Concepts include a creative use of the courtyard for outdoor events and of the third floor space for a community event venue as well as mixed use on first and second floors including retail, food, office space and even potential living spaces. The project will seek to demonstrate the process for securing Historic Tax Credits in the newly designated Caldwell Downtown Historic District so that other owners will follow and follow-on investments in the downtown will then occur. In addition, with the shortage of housing, the project hopes to demonstrate housing on second and third floor spaces will be of demand. Current jobs include 10.

- **Name(s) of project sponsors, developer, and/or business owner, if identified:**

Noble County Community Improvement Corporation – project applicant  
Deanna Hart - Building Owner

- **Technical Assistance Needed:**

The project will need business plan development including a financial pro forma, a market and feasibility assessment, developer identification, architectural drawings, historic tax credits consultant services, and a capital raise/ financial structuring of transaction.

- **Describe the connection to other proposed projects listed on this form (if applicable):** N/A

5. **Clean Energy Focus:** The rehabilitation of the building would provide major improvements to energy efficiency through the installation of new mechanical systems and improvements to the structure such as new energy efficient windows and roofing systems.
6. **Applicant Capacity:** What is the relationship of the applicant to the community? How has the community demonstrated its support of the project(s)? Describe the applicant's role and capacity for completing or overseeing project activities: The Noble County Community Improvement Corporation is an Ohio not-for-profit Corporation. The CIC has been a past applicant for state and federal grant funding, has purchased and sold properties and is annually audited. The CIC has administered a variety of state and local grants and formed partnerships with community leaders. The current Board of Directors includes private business leaders (x3), a Noble County Commissioner, the Mayor of Caldwell, the Noble EMA Director and the local Ohio State University Extension Community and Economic Development professional. The CIC leadership includes professionals with grant making and grant administration experience, project management and government leadership. Team members have led and directed development of community strategic planning efforts, coordination of large-scale projects with JobsOhio and OhioSE, the local JobsOhio partner as well as with Buckeye Hills Regional Council through funding streams including state and federal ARC, CleanOhio, Ohio EPA, Ohio Capital projects, ODNR Natureworks, Homeland Security and other private

foundations. The project concept was born from the recent Downtown Revitalization Planning effort for Caldwell funded by Buckeye Hills Regional Council through EDA Cares Act and is a plan recommendation.