



ADVERTISEMENT FOR BIDS

A request for proposals for Downtown Small Area Plan will be sent out on Monday, April 13, 2026, and will be received by the City of Statesville at 301 S. Center Street, Basement, Statesville, NC 28677 at or before **2:00 p.m. EST on May 15, 2026**, at which time and place the bids shall be publicly opened and read. Minimum of (2) bids must be received in order to open all bids.

Historically Underutilized Businesses

Pursuant to general statute 143-48 and executive order #150, the City of Statesville invites and encourages participation in this procurement process by businesses owned by minorities, women, disabled, disabled business enterprises and non-profit work centers for the blind and severely disabled.

The website address to view and download the RFP documentation is:

www.statesvillenc.net/bidpostings

The City of Statesville reserves the right to reject any or all bids and to accept any bid which is deemed to be in the best interest of the City of Statesville. For any questions regarding this request, contact Matthew Pierce, Executive Director of Downtown Statesville Development Corporation, at 704-832-3852 or email mpierce@statesvillenc.net.

B. Denyce Cole

Purchasing Agent

Published: March 13, 2026

City of Statesville, North Carolina

Request for Proposals (RFP)

Downtown Small Area Plan (Master Plan Update)

1. Overview

The City of Statesville is soliciting proposals from qualified consulting firms or teams to prepare a **Downtown Small Area Plan**. This plan will establish a clear framework for land use, development, infrastructure, and urban design within the downtown area over the next 10–15 years.

The selected consultant will combine **technical analysis with robust public engagement** to produce an implementable, market-informed plan.

2. Project Purpose

The City's 2009 Downtown Master Plan focused primarily on streetscape improvements and did not comprehensively address land use, development intensity, infrastructure coordination, or integration with adjacent neighborhoods.

This project will:

- Define where and how downtown should grow
- Align infrastructure and land use decisions
- Strengthen downtown as a walkable, mixed-use environment
- Support future policy decisions and capital investments

The planning process will also **inform future strategic planning efforts** for the City's downtown program as a nationally accredited North Carolina Main Street community.

3. Study Area

The study area includes the Downtown Municipal Service District and surrounding areas (approximately 350 acres), including adjacent residential and commercial corridors. The consultant may evaluate opportunities to refine or expand the Municipal Service District.

4. Scope of Services

A. Existing Conditions + Market Context

- Land use and zoning analysis
- Development patterns and redevelopment potential
- Infrastructure, mobility, and parking systems
- Housing and demographic trends
- Market analysis sufficient to support land use recommendations

B. Public Engagement (Core Priority)

The City places a **strong emphasis on public engagement.**

The consultant shall:

- Design and implement a comprehensive engagement strategy
- Facilitate stakeholder interviews and small-group meetings
- Conduct public workshops (minimum of two)
- Utilize digital engagement tools
- Provide clear documentation and synthesis of input

Engagement findings must directly inform plan recommendations and will support future downtown strategic planning efforts.

C. Plan Development

Prepare an illustrated plan including:

- Future land use framework
- Housing strategy (including proximity to downtown core)
- Development form and design guidance
- Corridor and gateway strategies

- Multimodal transportation framework
 - Parking strategy and management recommendations
 - Waste management recommendations
 - Open space and public realm framework
 - Identification of catalyst redevelopment sites
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D. Targeted Planning Elements

- Parking supply, demand, and utilization analysis
 - Corridor land use and redevelopment analysis
 - Evaluation of potential sites for:
 - Passenger rail station (long-term consideration)
 - Permanent farmers market
 - Alleyway improvement and activation strategy
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E. Implementation Strategy

- Prioritized action plan (short-, mid-, long-term)
 - Capital project recommendations
 - Policy and regulatory considerations
 - Funding opportunities and partnerships
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F. Deliverables

- Draft and final plan document
- Executive summary
- Maps, graphics, and visualizations
- Editable GIS and supporting files

5. Proposal Requirements

Proposals shall include:

- Cover letter and primary contact
- Firm overview and relevant experience
- Project team and subconsultants
- Examples of similar projects (up to 5)
- Project approach and methodology
- Public engagement strategy
- Proposed schedule
- **Detailed cost proposal**, including:
 - Total project cost
 - Cost by task
 - Hours by staff role
- References (3)

6. Evaluation Criteria

Proposals will be evaluated based on:

- Relevant experience and qualifications
- Understanding of project and approach
- **Strength and clarity of public engagement strategy**
- Quality and feasibility of implementation approach
- Cost and value

7. Schedule (Tentative)

- RFP Issued: 04/13/2026
- Questions Due: 04/27/2026
- Proposals Due: 05/15/2026
- Interviews (if necessary): Mid-May
- Selection: Mid-Late May
- Project Kickoff: Summer 2026

8. General Conditions

- The City reserves the right to reject any or all proposals
- The City may request interviews or additional information
- All proposals become public record
- Costs incurred in proposal preparation are the responsibility of the respondent
- Work must comply with all applicable North Carolina laws and regulations