

## REQUEST FOR PROPOSALS

Lincoln County, Montana

Issued March 3<sup>rd</sup>, 2025

Lincoln County (LC) is requesting proposals from qualified professional consultants to complete a land-use planning-related project which includes: (1) revision to the LC Subdivision Regulations, (2) revision to the LC Buildings for Lease or Rent Regulations (BLR), (3) revision to all subdivision- and BLR-related forms and documents, (4) revision to the Planning Department website content and public information interface, (5) development of a comprehensive FAQ for land-use planning questions, (6) audit of Planning Department processes and develop recommendations and checklists to create system efficiencies, (7) provide recommendations for the design, implementation, and promotion of affordable housing. The revision to the subdivision and BLR regulations shall include: (1) changes to law made by the state legislature in 2023 and the current 2025 session, (2) incorporating identified procedural efficiencies, (3) emphasize ways to support the development of affordable housing, (4) revision of the Road Design standards, (5) revision of the Fire Protection Standards, and (6) steering committee recommendations.

The Director of the LC Planning Department will provide hands-on guidance for this project and will assist the selected consultant in creating a steering committee to help ensure the participation of public and private stakeholders. Although some work can be done remotely, the selected consultant must be able to meet the Director in-person at the Courthouse in Libby, MT regularly throughout the course of the project, and must be able to attend public meetings in Libby, Troy, and Eureka, MT.

Copies of the detailed Request for Proposals (RFP), including a description of the services to be provided by respondents, the minimum content of responses, and the factors to be used to evaluate the responses, can be obtained by contacting: [lcplanning@libby.org](mailto:lcplanning@libby.org), 406-283-2309.

Responses to this RFP will be received by the Lincoln County Planning Department at 512 California Ave., Libby, MT or [lcplanning@libby.org](mailto:lcplanning@libby.org) until March 21<sup>st</sup> @ 5pm.

Lincoln County reserves the right to reject any or all proposals and to waive any formality and technicality.