

LEGAL NOTICE

VILLAGE OF ORWELL, OHIO

REQUEST FOR PROPOSALS (RFP)

Community Development Advisory and Support Services

The Village of Orwell, Ashtabula County, Ohio, is requesting proposals from qualified individuals or firms to provide professional Community Development Advisory and Support Services in accordance with Ohio Revised Code Section 735.05.

The selected consultant will provide professional services to support the Village in areas including, but not limited to: community and economic development strategy, public relations and communications planning, grant identification and writing (including experience with Appalachian Regional Commission (ARC) and Ohio legislative funding programs), project management advisory services, and government affairs coordination.

The anticipated contract term is one (1) year, with the option for renewal at the discretion of the Village. The Village intends to enter into a professional services agreement with a consultant demonstrating experience working with Ohio local governments and public-sector funding programs.

Proposals shall include qualifications, relevant experience, references, identification of a principal point of contact, proposed scope of services, and a detailed cost proposal.

Proposal Deadline: Proposals must be received no later than March 23, 2026, at 11:59 a.m. EST.

Submission Information:

Proposals shall be submitted to:

Village of Orwell
Attn: Village Manager

179 West Main St,
Orwell, Ohio 44076

Copies of the full Request for Proposals may be obtained at 179 W. Main St, Orwell during regular business hours. Requests can also be made via email to villagemanager@orwellvillage.org.

The Village of Orwell reserves the right to reject any or all proposals, to request additional information or clarification, to modify the scope of services prior to award, and to negotiate terms with the selected consultant. The Village further reserves the right to waive informalities or irregularities in the proposal process in the best interest of the Village.