

BID WALKTHROUGH

RFP: Economic Development Projects

June 23, 2025

Welcome, the meeting will begin shortly.



ANTIOCH ECONOMIC DEVELOPMENT DEPARTMENT



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AGENDA

▶	Key Dates	01
▶	About Antioch	02
▶	Economic Opportunity	03
▶	Program Description	04

▶	Who should apply	05
▶	Scope of services	06
▶	Application, submission, evaluation, and award processes	07
▶	Q&A	08

Please ask questions during Q&A

KEY DATES

RFP Open for Bids

June 16, 2025

01



Bid Walkthrough

June 23, 2025

02



RFP Response Deadline

July 16, 2025 at 4pm PST

04



Deadline for Questions

June 30, 2025 at 4pm PST

03



ABOUT ANTIOCH

▶ **Second largest city in Contra Costa**

115,000+ residents, 36,400 households

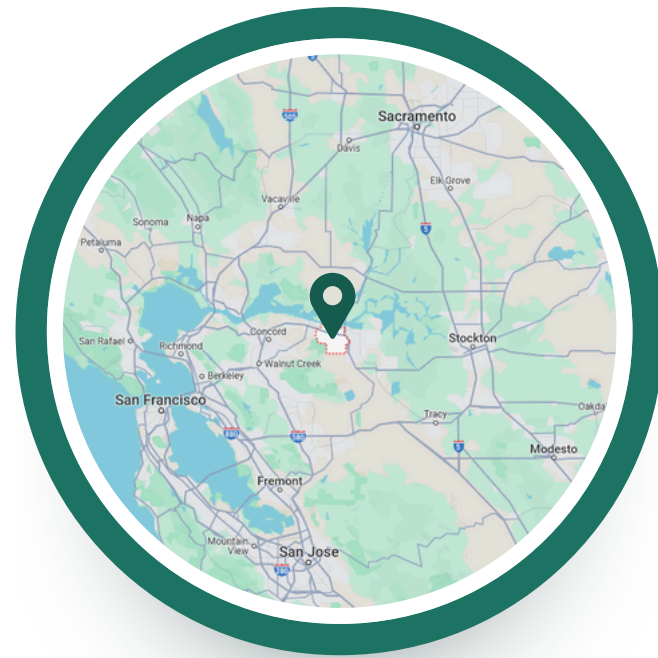
▶ **Home to industrious professionals**

\$90,709 average household income. 26% of residents have Bachelors, Graduate, Doctoral, or Professional degrees

▶ **Popular for diversity, open space, market rate housing, water recreation, and schools**



ECONOMIC OPPORTUNITY



Strategic Location

Attractive hub for businesses looking to expand



Range of Industries

Including retail, healthcare, manufacturing, tech



Growing Workforce

Talented current and future workforce that does not want to commute



Corridors

Including Downtown, Western Focus Area, Lone Tree, Buchanan Crossings

PROGRAM DESCRIPTION

▶ Up to 3 awards of \$20k each

Awardees will enter into contractor agreements with the City

▶ Design and implement projects that result in tangible improvements to Antioch's economic ecosystem

Projects should aim to achieve **at least 2** of these outcomes

▶ Measure Key Performance Indicators

Such as foot traffic, customer engagement, retail sales, number of businesses assisted, launches of new programs, activation of underutilized commercial spaces, job creation or retention, workforce training outcomes, community participation, etc.

▶ Report on Outcomes

Quarterly progress reports, final outcomes report

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1. **Increased Economic Activity** – Boost foot traffic, sales, or commercial occupancy rates in key corridors.
 2. **Business Retention or Expansion** – Provide support or services that result in business stabilization, retention, or physical/operational growth.
 3. **Entrepreneurial Development** – Foster new business creation, especially among underserved populations or within underutilized areas.
 4. **Commercial Corridor Revitalization** – Visibly enhance underperforming areas (e.g., vacant storefront activations, façade improvements, pop-ups).
 5. **Job Creation or Workforce Upskilling** – Generate new employment opportunities or improve job readiness among residents.
 6. **Community Engagement** – Increase stakeholder participation, visibility of small businesses, or community pride in economic corridors.



WHO SHOULD APPLY



Location

Antioch-based organizations



Expertise

Organizations with a background in economic development who are able to advance Antioch's economic development interests



Community Benefit

Make the case for how the presence of your organization will benefit Antioch and advance city goals



Ability to Perform Scope

Provide documentation such as Business Plan and Expense Report

SCOPE OF SERVICES

“The What”

01

Advance current economic development strategies

02

Demonstrate history of similar work in Antioch

03

Demonstrate nonprofit status

04

Show how the City of Antioch will prosper with your firm

“The How”

05

Submit reports, invoices, and documentation in a timely manner

06

Maintain an active business license

07

Maintain communication with City and attend regular check ins

08

Follow terms of contract



TOOLS & RESOURCES

- Economic Development Strategic Plan
- General Plan and Specific Plans
- Antioch Prospector - find zoning and land use
- Innovate Antioch - find local economic data

www.antiochca.gov/economic-development

Economic Development Department

Business Data

Innovate Antioch

Innovate Antioch contains all you need to know about Antioch's community, workforce, and available properties. Use the [Innovate Antioch tool here](#)

Use the Innovate Antioch tool here

or click a sub-menu below to get started.

- [Property Search](#): Available industrial and commercial sites and buildings.
- [Community Summary](#): Our interactive infographic illustrates key data about Antioch.
- [Demographic & Talent Search](#): We've got talent! Get demographic, labor force and consumer spending information.
- [Business Reports](#): Explore industry clusters, find major employers and discover your competitors or customers.

Zoning and Land Use

Our Planning Division provides tools to help businesses navigate zoning and land use inquiries.

- [Zoning Map](#): Click the "layers" button in the upper right to see local zoning and amenities.
- [Project Pipeline](#): Check the status of current development projects.
- [Specific Plans](#): Review the planning documents that guide development in specific parts of Antioch including Downtown, East Eighteenth Street, East Lone Tree, and Hillcrest Station.
- **Quarterly Sales Tax Reports**
[Sales tax reports](#) for the City of Antioch can be found here.
- **Major Employers (coming soon)**

NEXT STEPS



Application

Submission

Evaluation

Award

APPLICATION

Checklist

- Signed cover letter
- Project name
- Respondent name, contact person, address, phone number, fax number, email address
- Willingness to comply with RFP procedures

Elements to Include

- Description of how Scope of Services will be met (how you plan on conducting the proposed economic development project)
- Team Qualifications and Experience
- Reporting (outcomes, outputs, deliverables)
- Budget
- Timeline
- References



SUBMISSION

In Person

- 3 copies of proposal
- 1 USB flash drive with proposal
- Mark clearly on the outside: "SEALED PROPOSALS FOR – RFP ECONOMIC DEVELOPMENT PROJECTS – DO NOT OPEN WITH REGULAR MAIL."

Deliver to:
200 H St, Antioch CA 94509

Online

- PDF Titled "RFP ECONOMIC DEVELOPMENT PROJECTS"
- Email to bsweet@antiochca.gov



EVALUATION

Best Value includes cost, as well as:

- **Qualifications** (ex: training, experience, creativity, references, past performance) - should complement City weaknesses
- **Feasibility** (methodology, reasonableness) - should propose reasonable use
- **Land use** - projects should take into account the land use and expansion capabilities designated by the Planning Department
- Willingness to abide by **Contractor Agreement** Example (shown in Exhibit 2) - initial term of Agreement will be determined by proposals submitted



AWARD

Process

- Staff will notify respondent(s) who will be considered for further evaluation and negotiation
- Interviews may be conducted
- If awarded, official Contractor Agreement will follow. No proposals are binding until the Agreement is signed by all parties

**Contractor Agreement example
is in Exhibit 2 of the RFP.**



QUESTIONS

Phone

925-779-6168

Email

bsweet@antiochca.gov

Website

www.antiochca.gov/rfps

Location

200 H St, Antioch CA 94509

**Call or email with any additional questions by
4pm on June 30.**

