

STATE OF WASHINGTON
Department of Archaeology and Historic Preservation
SOLE SOURCE POSTING

The Department of Archaeology and Historic Preservation (DAHP) intends to award a sole source contract to the Washington Trust for Historic Preservation to provide services for the management and administration of the WA State Main Street program.

The Washington Trust for Historic Preservation is the only statewide non-profit organization dedicated solely to historic preservation. It is the entity that first developed the program before it was transferred to the state of Washington. The Department of Archaeology and Historic Preservation does not have the staff capacity to support the program and therefore uses the Trust as the arm of DAHP to conduct the management and administration. This ranges from coordinating the tax credit program with the Department of Revenue, providing technical assistance on historic preservation standards, general historic preservation expertise, small business assistance, board training, historic preservation architectural guidance, marketing, etc.

The contract will be issued on or about July 1, 2023. The period of performance will be from July 1, 2023 through June 30, 2024. The dollar value is estimated at \$590,000.00.

Historic preservation non-profits organizations or businesses contemplating the above requirements are required to submit capability statements detailing their ability to meet the state's requirements by June 15, 2023. The following information should be included in the capability statements:

- Previous experience managing a statewide Main Street coordinating program in partnership with the Department and the national Main Street Center, a subsidiary of the National Trust for Historic Preservation.
- Staff who have received direct training from the National Main Street Center regarding the Main Street Approach.
- Recognized leadership and experience with historic preservation as an economic development tool.
- Extensive experience providing technical assistance and facilitating strategic plans in order to assist accredited and affiliated downtown organizations with the Main Street Approach's transformation strategies.
- Extensive experience with integrating the Four Points of Main Street's transformation strategy, including economic vitality, design, organization, and promotion.
- Experience managing the statewide business and occupancy tax credit incentive program, including collaborating with the Department of Revenue.
- Experience facilitating the review process for certifying communities pursuant to RCW 43.360.
- Staff that meet professional federal historic preservation standards.

In the absence of other qualified sources, it is the state's intent to make a sole source award of the contract.

To submit capability statements or for questions, contact:

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