



TOWN OF PINEDALE WYOMING

March 2, 2020

210 W Pine Street Wyoming Business Council Business Committed Grant Opportunity

Dear Interested Business,

The Town of Pinedale is pleased that our community is considered a good place for investment by new and existing businesses. These organizations recognize the growth opportunity that abounds in Pinedale. There is no greater place to live, work, and play than Pinedale, Wyoming. Overall, the Town and surrounding community is experiencing progress on many exciting projects including fiber-optic cable in the business corridor, improved health care facilities, airport facilities and operations, business readiness projects including the Events and Infrastructure project, and many others. These projects are possible thanks to strong support from local, state, and federal entities and have laid a great foundation for further economic diversification to the local economy. The Town of Pinedale continues to seek ways to further develop our local economy and bring long lasting, quality jobs to our town.

The vacant lot at 210 W Pine Street provides an opportunity to further diversify our local businesses. The Town of Pinedale is seeking a quality partner to pursue a Wyoming Business Council Business Committed Grant. 210 W Pine Street is located in the heart of downtown Pinedale, where the old Town Hall used to stand and now provides a vacant prepared lot whose locations provides an outstanding site to bring a new and exciting business to Pinedale's downtown area. The goal is to partner with a business capable of diversifying and improving our local economy while adding new, well compensated jobs. This packet is the first step in identifying a qualified business partner. The Mayor and Town Council will first select several finalists from among applicants for further discussions, from which one will be selected to partner with the Town. If selected, your business will be invited to work side by side with the Town of Pinedale to pursue a Wyoming Business Council Grant.

The following documents include the process and details behind the Town's efforts in selecting a quality business partner. Also included is the Letter of Interest (LOI). Please complete and submit the LOI to the Town Clerk by 5:00 p.m. March 16, 2020 for consideration. We thank you for your interest in this opportunity and are excited about the prospects this project will bring to our community. Should you have any questions, please reach out to Abram Pearce at (307) 367-4136.

Respectfully,

Mayor Matt Murdock
Town of Pinedale

Attachments:

Attachment: Letter of Interest Form



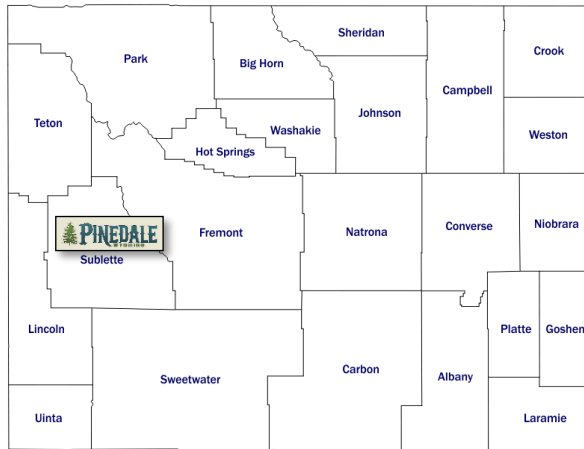
TOWN OF PINEDALE WYOMING

210 W Pine Street Wyoming Business Council Town of Pinedale Letter of Interest Form

The Town of Pinedale is seeking interest in economic development partners utilizing the vacant lot at 210 W Pine Street in Pinedale, Wyoming. The Town currently owns the vacant lot. The goal of the project is to attract a strong business partner that promotes healthy economic development of the Town of Pinedale and further strengthen our local economy. The selected partner has the opportunity to build their business on 210 W Pine Street by partnering with the Town of Pinedale in developing an application to the Wyoming Business Council. This Letter of Interest Form is the first step in informing the Town of your business’s interest in this opportunity. All Letters of Interest will be reviewed by the Pinedale Town Council based on the impacts each business can have on the health of the local economy and alignment with the goals and objectives of the State of Wyoming Business Ready Community Grant and Loan Program. Upon reviewing the Letters of Interest, the Town Council will select up to three (3) applicants to complete and submit a more in-depth proposal to the Town of Pinedale.

Pinedale, Wyoming Information

Pinedale is in Western Wyoming nestled between the Wind River Mountains and the Wyoming Range in Sublette County. The town is located approximately 100 miles north of north of Rocksprings along US Highway 191 and 77 miles south of Jackson. The Town of Pinedale boasts a high quality of life functioning as an educational, commercial, and social center for a large service area of outlying rural communities and ranches. The Town also serves as a principal recreational gateway to the Wind River Mountain Range, Bridger and Gros Ventre Wilderness areas, the Continental Divide Trail, and Wyoming’s Continental Divide Snowmobile Trail. Residents and visitors



can view abundant wildlife; access the surrounding 1,300 lakes, national forests, and mountains; and enjoy innumerable year-round outdoor activities such as camping, fishing, hunting, golfing, cross country and downhill skiing, snowmobiling, hiking, boating, and photography. Clean air and water, open spaces, accessible public lands, private property, local parks, a network of pathways, and dramatic beauty are a few of the features that attract people to the Town. Pinedale is also near several large natural gas fields, including the Pinedale Anticline and Jonah Field, which provides a number of oil & gas jobs as well as the benefit of significant mineral tax revenue.

The Town celebrates its unique Western flair through annual festivals such as the Green River Rendezvous, Wind River Mountain Festival, and other events. Amenities include well-funded schools, high speed internet, a large general aviation airport, a quality library, and a vibrant arts and humanities culture. Attractions such as the Pinedale Aquatic Center, the Museum of the Mountain Man, and a public golf course improve the quality of life. Pinedale has a thriving senior population with access to living facilities and an activity center. Outdoor enthusiasts enjoy easy access to hunting, fishing, camping, hiking, skiing, snowmobiling, and numerous sporting opportunities. The Town is very livable with everything residents need within a few-block radius. A supportive community with its traditional, rural culture guides the development of the Town.

Business Committed Grant Information

Goal of State of Wyoming Business Ready Community Grant and Loan Program

The purpose of the program is to promote economic development at the city, town and county levels in order to improve economic health and a stronger state economy.

Guiding Principles of the Business Ready Community Grant and Loan Program:

- Support to Wyoming's communities that are diverse in size, resources and economies.
- Focus Business Ready Community funding on projects that will lead to sustainability of the program and local economic development efforts.
- Support projects that will help people, families and communities thrive.
- Increase the capacity of community and economic development partnerships and cooperative efforts between the private and public sectors recognizing that each has its own responsibilities.
- Support and encourage communities that develop innovative responses to their economic challenges through a flexible review and recommendation process.

Business Committed Project Information

A Business Committed Project is a project in which an applicant has a business committed to start-up, expand, locate or retain jobs in the community. The applicant must demonstrate that new primary jobs will be created or retained by the business and that the new jobs will be created at or above the county mean and/or median wages and/or improve community and economic capacity. In addition to assisting a particular business, a Business Committed Project may also fulfill the purpose of a Community Readiness Project. The maximum grant amount is \$3,000,000. Funding in excess of the maximum grant amount may be applied for as a BRC loan.

Related Median Wage Requirements

Median Wage for Retail Sales: \$14.26/hr.

Median Wage for All Occupations: \$21.79/hr.

Revenue Recapture

Revenue recapture will be part of the requirements for this application. Structure and manner of which recapture revenue recapture is completed will be expected at later stages of the application if your company is selected to submit a full application.

Additional Resources

Additional information regarding the State of Wyoming Business Ready Community Grant and Loan Program can be accessed online at www.wyomingbusiness.org

Included online are program rules, business plan requirements etc. If selected through the Letter of Interest process, your business will have the opportunity to develop a proposal to the Pinedale Town Council for final selection. (*see date below*) Required material for that proposal will reflect the requirements of the WBC.

210 W Pine Street Information

Location of Parcel: Parcel Located in Pinedale downtown area, on US HWY 191

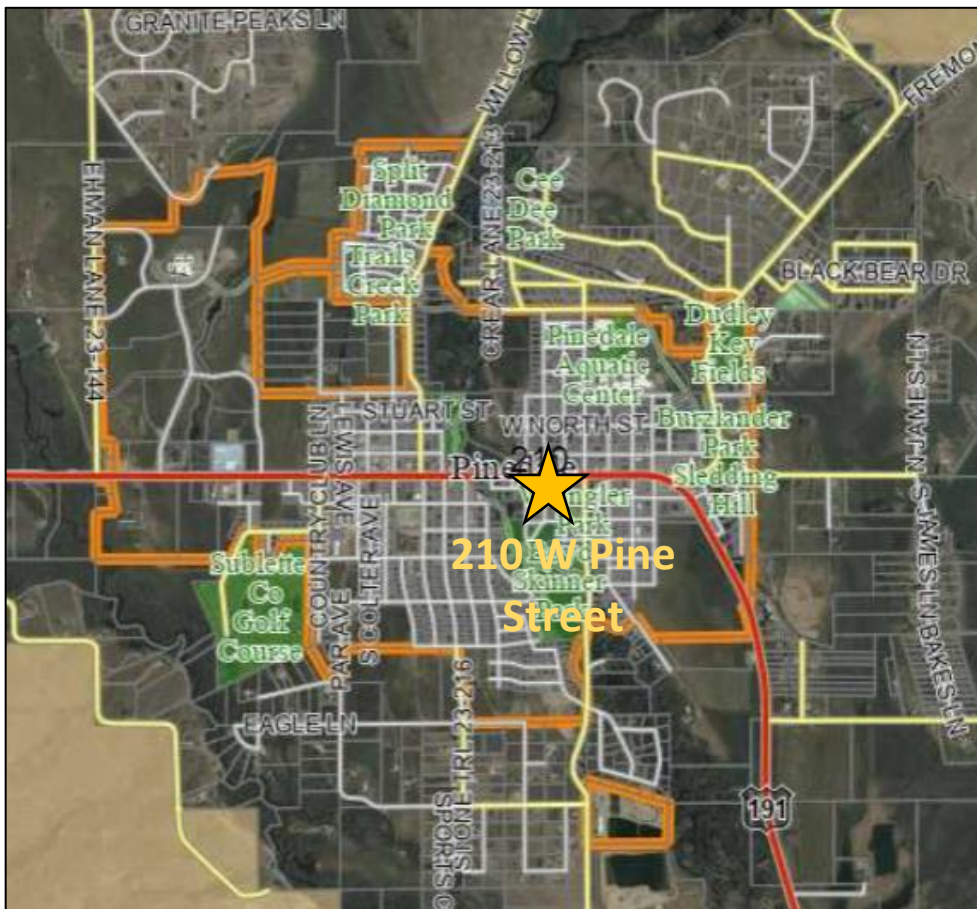
Size of Parcel: 0.29 Acres

Zoning: C-1

The C-1 District is intended for the purpose of grouping those retail, commercial, institutional and office uses necessary for a central business district serving a major trade area larger than a segment of the community.

Utilities Available:

- Town of Pinedale Municipal Water
- Town of Pinedale Municipal Sewer
- Natural Gas
- Electricity



Letter of Interest (LOI)

Purpose: The Letter of Interest is for the Town to understand the potential interest in the project as well as prospective business partners. The Letter of Interest acts as an initial resume for business owners to present in a concise document their business idea and its benefit to the Town Council. The Town Council will have the opportunity to review the Letter's of Interest and select a field of businesses they feel best align with the goals of the project to formally submit a proposal for further consideration.

Please note, that if selected, the follow up proposal will require a detailed business plan by April 8, 2020.

Requirements of LOI:

A complete submission will include both a cover letter and the one-page LOI (included with this packet). No other documentation will be reviewed as part of this portion of the selection process. The LOI Form should be completed with the following information:

Preliminary Grant Request: Indicate the approximate funding request you anticipate for your business.

1. Company Overview

Include General Company Overview Information Including:

- **Name:** Name of Business (and DBA)
- **Location:** Where is your company currently located
- **Opportunity:** Indicate general business opportunity (i.e. retail sales, service, etc.)
- **Use of Grant Proceeds:** How do you intend to utilize grant funds?
 - *Example – Construction of 4,000 sf retail space, 1,000 sf office space, and 1,000 sf storage/shipping*
- **Company Funding Status:** Start-up raising capital, existing business fully funded, etc.
- **Website:** If applicable please include company website

2. Company Highlights

Include a description of your business, its concept, idea, expansion etc.

3. Benefits

a) To the Town

Please indicate the benefits your business will bring specifically to the Town of Pinedale

b) To the Community

Please indicate the benefits your business will bring to the entire community, its amenities, economy, etc.

4. Financial Benefits

At a minimum, application should include anticipated jobs retained and approximate wage scales as well as overall jobs created and approximate wages.

Letter of Interest (LOI) Continued

The following schedule outlines the timelines and deadlines as the Grant Application process continues.

Grant Application Timeline and Deadlines

Applicant Selection	
Letter of Interest Due	March 16, 2020
Selection of Finalists	March 23, 2020
Issuance of RFP to Finalists	March 24, 2020
Proposals Due	April 8, 2020
Interviews/Selection	April 13, 2020
Grant Application	
Business Plan Pre-submission to WBC Regional Director	May 1, 2020
Grant Pre-submission to WBC Regional Director	May 15, 2020
Final Grant Submission to WBC	May 29, 2020

The Town of Pinedale reserves the right to not enter any arrangement any applicant and retains the right to reject any and all applications for any reason(s) and at any time throughout the process at its sole discretion.

LETTER OF INTEREST FORM (LOI)

Preliminary Grant Request \$_____

1. COMPANY OVERVIEW

Name:

Location:

Opportunity:

Use of Grant Proceeds:

Company Funding Status:

Website:

2. COMPANY HIGHLIGHTS

3. BENEFITS

4. FINANCIAL BENEFITS

A. To the Town:

B. To the Community: