



## Bear River Association of Governments

Box Elder County | Cache County | Rich County

170 N Main, Logan, UT 84321 • 35 E 100 S, Brigham City, UT 84302

Phone: 435.752.7242 • Fax: 435.752.6962 • Web: [brag.utah.gov](http://brag.utah.gov)

# Request for Proposals (RFP)

## Land Development and Site Suitability Study for Agricultural-Based Industrial & Food Processing Facilities

### 1. Purpose & Background

Bear River Association of Governments is seeking qualified consulting firms to conduct a **Site Suitability Study** to identify and evaluate optimal locations for **agricultural-based industrial processing and value-add food processing facilities** within Box Elder, Cache, and Rich Counties in northern Utah. The study must prioritize:

- **Interstate/state highway connectivity**
- **Access to freight rail**
- **Adequate industrial utilities and infrastructure capacity**
- **Land use compatibility and development readiness**

This request also includes **market analysis, economic and fiscal impact modeling**, and an evaluation of potential **funding and financing mechanisms** to support site improvements and accelerate development.

### 2. Project Objectives

The selected consultant will:

1. **Identify and rank suitable industrial sites**, emphasizing freight rail and interstate/highway access.
2. **Assess market demand** for agricultural processing and food manufacturing within the region.
3. Conduct **economic and fiscal impact analysis** of potential development scenarios.
4. Evaluate **funding and financing pathways** to support infrastructure upgrades, site preparation, rail extensions, and utility improvements.
5. Deliver a **prioritized shortlist** and actionable **implementation strategy** for public/private investment.

### 3. Scope of Work

#### Task 1. Project Management & Engagement

- **Kickoff meeting** to confirm goals, success metrics, data sources, GIS standards, and schedule.
- **Stakeholder engagement plan**: include producers, railroads, MPO/UDOT or state DOT freight planners, utilities, industrial brokers, workforce boards, environmental agencies, and adjacent communities.
- **Steering Team**: monthly progress check-ins; two public-facing touchpoints (open house/briefings) if requested.



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### Task 2. Data Assembly, Baseline Conditions, and Market Assessment

In addition to GIS layers and baseline conditions, the consultant must prepare a **regional market analysis** including:

- **GIS base layers:** parcels, ownership, zoning/overlays, comp plan, rail lines, sidings/spurs, intermodal yards, interstate & truck routes, bridges/clearances, floodplains (FEMA), wetlands (NWI), soils (NRCS), hydrology, contours, critical habitat, brownfields, utilities (as available by owner/utility), broadband, substations, gas pressure zones, water and wastewater plant capacity and main sizes, industrial parks
- Target subsector demand (e.g., dairy, milling, produce packing, meat processing, specialty foods, fermentation, pet food)
- Input supply chain mapping (raw commodities, energy needs, water/wastewater loads)
- Competitor and peer-region analysis
- Regional labor market and workforce competitiveness
- Trends in industrial food production, automation, cold-chain logistics, and export markets

Deliverable: **Market Assessment Memorandum** with recommended target industries.

### Task 3. Site Identification & Screening

Define and apply **minimum thresholds** (filter 1) and **preferred attributes** (filter 2). At a minimum, include:

#### Minimum Thresholds (Pass/Fail):

- **Freight Rail:** On-site rail or within [e.g.  $\leq 1$  mile] with demonstrated **spur feasibility** and cooperative railroad (letter of interest if possible); adequate turning radii/bridge clearances.
- **Interstate/Highway:** Within [e.g.  $\leq 3$  miles] of interstate interchange or designated heavy truck route; adequate turning radii/bridge clearances.
- **Parcel Size & Configuration:** [e.g., 50–200+ acres contiguous] with expansion potential; suitable geometry for rail siding(s), truck courts, and buffer zones.
- **Zoning/Entitlements:** Industrial or feasibly rezoned within 18–24 months; compatible with noise/odor profiles typical of ag processing.
- **Utilities Access:** Feasible to serve water, wastewater, power, natural gas, broadband at required capacities within project horizon.

#### Preferred Attributes (Weighted):

- Two-sided rail access or proximity to intermodal/transload [e.g.  $\leq 3$  miles].



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- Redundant power feeds; substation proximity; 3-phase distribution; renewable interconnect potential.
- Water availability (MGD) and waste strength capacity (BOD/TSS limits, pretreatment options).
- Natural gas pressure/volume for process loads and boilers.
- **Cold-chain** adjacency (cold storage, blast freeze, cross-dock).
- **Workforce**: commute-shed, wage competitiveness, training/up-skill partners (universities, tech colleges).
- **Environmental**: limited wetlands/floodplain impacts; manageable topography; minimal sensitive receptors; air permit feasibility.
- **Community compatibility**: buffers to residential, schools, recreation; heavy truck routing that avoids town centers.
- **Development readiness**: willing sellers, site control paths, prior due diligence (Phase I ESA, cultural, geotech), and minimal title encumbrances.
- **Digital infrastructure**: fiber availability and reliability.

Deliverable: **Longlist map** and table of all candidates with pass/fail outcomes and notes.

### Task 4. Detailed Evaluation of Top Sites

For **Top 3–7 sites**, complete:

- **Conceptual site layouts** (rail siding/spur geometry, building pads, truck circulation, employee parking, buffers, stormwater).
- **Capacity checks**:
  - **Water**: peak and average MGD, redundancy, fire flow.
  - **Wastewater**: load, pretreatment needs, interceptor capacity, POTW capacity and NPDES constraints.
  - **Power**: available kVA/MVA, proximity to substation/feeder upgrades, reliability.
  - **Gas**: pressure/volume at property line or main extension.
  - **Broadband**: fiber providers, redundancy.
- **Transportation**:
  - **Rail feasibility memo** (railroad contact, switch frequency, car spots, clearances, grades, constructability, order-of-magnitude rail spur costs).
  - **Highway access memo** (turning templates, queueing, ITS/wayfinding needs, bridge/weight restrictions, estimated improvements for access road/intersection).
- **Environmental & geotech**: constraints mapping, estimated permitting paths (local/state/federal), timeline/risks, reconnaissance-level geotech (desktop), cultural/historic screen, noise/odor dispersion considerations.
- **Order-of-magnitude costs** for off-site and on-site improvements; **phasing plan** (near/mid/long-term).



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- **Risk register** per site (title, permitting, funding, schedule, stakeholder risk).
- **Net developable acreage** and **site-readiness score**.
- Capture data necessary to support **economic and fiscal impact modeling** such as:
  - Job creation potential
  - Average wages by subsector
  - Capital investment ranges
  - Utility consumption and revenue impacts
  - Taxable value and tax structure

### Task 5. Economic & Fiscal Impact Analysis

The consultant will conduct a **scenario-based impact analysis** for the top shortlisted sites:

#### Economic Impact

- Employment impacts (direct, indirect, induced)
- Output/Value-added impacts
- Household income effects
- Estimates of construction-phase and operations-phase impacts

*(Standard input-output modeling software such as IMPLAN, REMI, or RIMS-II is acceptable.)*

#### Fiscal Impact

- Local and state tax revenue projections
- Utility revenue projections (water, wastewater, power, natural gas)
- Long-term public service costs
- Return-on-investment (ROI) considerations for public infrastructure

Deliverable: **Economic & Fiscal Impact Report**, with comparative tables by site.

### Task 6. Funding & Financing Mechanisms Evaluation

The consultant shall identify, evaluate, and recommend **funding and financing tools** to support site development, including but not limited to:

#### Local / Regional Tools

- Tax increment financing (TIF)
- Industrial revenue bonds (IRB)
- Local infrastructure districts



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- Special assessment areas
- Impact fee utilization
- Land value capture options
- Local revolving loan funds

### State Programs

- State rail assistance grants
- Industrial infrastructure upgrade programs
- Workforce training incentives
- Production tax credits (if applicable)
- Rural development programs

### Federal Programs

- **USDA programs** (Business & Industry loan guarantees, Rural Development grants)
- **Economic Development Administration (EDA)** Public Works grants
- **FRA / USDOT** freight rail grants
- **EPA** brownfield funding
- **DOE** industrial energy efficiency funding
- **Infrastructure Investment and Jobs Act (IIJA)** relevant programs

### Private / Public-Private Mechanisms

- Developer partnerships
- Anchor tenant financing
- Utility-led infrastructure cost-sharing
- Long-term rail access agreements
- Capital stack development strategies

Deliverable: **Funding & Financing Strategy Report** with recommended sequencing and potential grant timelines.

## Task 7. Implementation Roadmap

Expanded to include:

- Scoring matrix roll-up and Top 3–5 shortlist.
- Public/private investment plan: sequencing with preliminary budgets, candidate funding sources (federal/state rail and freight programs, EDA, USDA, DOT, energy grants), and potential incentive structures.



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- Permitting timeline and critical path by site.
- Marketing one-pagers (per shortlisted site) with data highlights and rail/highway advantages.

- Funding and financing pathways
- Grant eligibility and timelines
- Public investment sequencing
- Private sector partnership structures
- Phased site-readiness actions
- Marketing strategy and messaging
- Critical path schedule to reach “shovel ready” status

### Task 8. Final Deliverables

1. Project Management Plan & Engagement Plan
2. Data Inventory & Baseline Memorandum
3. Site Longlist (map + table) with Screening Results
4. Top Sites Comparative Analysis (memos, concept plans, costs)
5. Scoring Matrix & Prioritized Shortlist
6. Implementation Roadmap (funding, phasing, permitting)
7. Final Report, GIS Package, CAD/PDF Concept Plans, Cost Workbooks,
8. Presentation Deck
9. Public-facing Marketing Sheets for Shortlisted Sites
10. **Draft report, GIS package** (file geodatabase + layer files + metadata), **concept plans (PDF/CAD), cost models (Excel)**, scoring matrix, engagement summary.
11. **Final report** (accessible PDF), **executive summary**, and **presentation deck**.
12. Up to **5 briefings** (e.g., Council/Commission, EDC board, community).
13. **Market Assessment Memorandum**
14. **Economic & Fiscal Impact Report**
15. **Funding & Financing Strategy Report**
16. **Integrated Implementation Roadmap**
17. **Site Prioritization Matrix** incorporating above factors

## 4. Schedule

- RFP Issued: Friday, 20 March 2026
- Questions Due: Monday, 30 March 2026
- Proposals Due: Wednesday, 1 April 2026



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- Interviews (If Held): Friday, 3 April 2026
- Notice of Intent to Award: Monday, 6 April 2026
- Project Kickoff: Friday, 10 April 2026
- Draft Deliverables: Wednesday, 10 June 2026
- Final Deliverables: Wednesday, 17 June 2026

### 5. Budget & Contract

- Budget Range (Not-to-Exceed): \$150,000.00
- Contract Type: Lump Sum.
- Invoicing: Upon completion; Net-30.

### 6. Proposal Requirements

Limit proposals to **10 pages** excluding front matter, tabs, resumes, and forms.

**A. Cover Letter**

**B. Understanding & Approach** (including methodology for rail & interstate/state highway prioritization)

**C. Work Plan & Schedule** (tasks, milestones, QA/QC, risk management)

**D. Team & Qualifications** (key staff roles, rail engineering, freight planning, industrial utilities, environmental permitting)

**E. Relevant Experience** (3–5 comparable projects; include outcomes and client contacts)

**F. Project Management & Engagement Plan** (stakeholders, industry outreach)

**G. Data & GIS Standards** (metadata, projections, deliverable formats)

**H. Proposed Budget** (by task and labor category; hours and rates; reimbursables)

**I. Exceptions to Terms & Conditions**

**J. Required Forms** (certifications, insurance, DBE/MBE/WBE participation, conflicts)

### 7. Evaluation Criteria

Criterion	Points
Understanding & Approach	20
Rail & Highway Access Methodology	20
Utilities & Environmental Expertise	10
Market Analysis & Economic Modeling Approach	20
Funding & Financing Expertise	20



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Relevant Experience	20
Team Qualifications	10
Cost Proposal & Value	20
Engagement & Communication Plan	10

### 8. Data Ownership & Deliverable Standards

- All work products, data, and models are the property of BRAG.
- GIS in **ESRI File Geodatabase**, projected to NAD 1983 StatePlane Utah North FIPS 4301 (US Feet); include metadata.
- CAD in **DWG/DXF** (version AutoCAD Civil 3D 2018 or newer, .dwg format preferred; PDFs with layers where feasible).
- Cost models in **Excel** with assumptions tabs if applicable.
- Accessibility: Final PDFs conform to **WCAG 2.1 AA** where practical.

### 9. Compliance & Policies

- **Insurance:** CGL \$2,000,000.00; Auto \$1,000,000.00; Professional Liability \$1,000,000.00; Workers' Comp \$1,000,000.00; Cyber Liability \$1,000,000.00
- **Non-Discrimination & EEO; DBE/MBE/WBE** goal of 10% (or documented best effort).
- **Conflicts of Interest** disclosure.
- **Confidentiality & Records Retention** Utah Code § 63A-12-101 et seq.
- If federal funds used: **2 CFR 200** compliance, **Build America, Buy America** (if applicable), and applicable **NEPA** requirements for any federally-funded follow-on design/construct activities.

### 10. Questions & Addenda

Questions must be submitted in writing to the Point of Contact by Monday, 30 March 2026. Addenda will be posted at <https://brag.utah.gov/community-economic-development> by Friday, 27 March at 6:00PM. Proposers are responsible for checking for addenda.

### 11. Submission Instructions

- **Electronic submissions** (PDF) to: [ShawnM@BRAG.Utah.gov](mailto:ShawnM@BRAG.Utah.gov)
- **File naming:** "RFP-AgriPort-[FirmName].pdf"
- **Page size & format:** 8.5x11; up to 11x17 allowed for exhibits (folded).



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- **Hard copies** (elective): 5 originals to BRAG, 170 North Main St., Suite 224, Logan UT 84321, received by deadline.
- **Late submissions will not be accepted.**

## **12. Attachments**

- **A.** Study Area Map
- **B.** Available GIS Layers List
- **C.** Sample Agreement & Insurance Requirements
- **D.** Proposal Forms (signature, certifications)