



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

Request for Proposals (RFP)

Professional Economic Development Consulting Services

1. Purpose & Background

Bear River Association of Governments (BRAG) is seeking qualified consulting firms to provide professional economic development and redevelopment consulting services. The selected consultant must demonstrate expertise in Community Reinvestment Areas (CRAs), Tax Increment Financing (TIF), feasibility analysis, cost-benefit analysis, and statutory reporting.

The consultant will assist BRAG and its member jurisdictions in advancing economic development initiatives and must be capable of supporting projects from feasibility through implementation and ongoing administration.

2. General Scope of Services

The selected consultant will assist BRAG with services including, but not limited to:

- Cost-benefit analyses for redevelopment projects
- Feasibility studies for proposed developments and project areas
- Creation and analysis of Community Reinvestment Areas (CRAs)
- Project area planning, implementation, and ongoing management
- Revenue and expense forecasting
- Tax increment financing (TIF) analysis
- Preparation of statutory annual reports
- Real estate evaluation and market analysis
- Demographic and economic data analysis
- General economic development advisory services

The consultant will work closely with BRAG staff, member jurisdictions, stakeholders, and partners to support strategic decision-making and ensure compliance with applicable laws and regulations.

The consultant must also demonstrate the ability to clearly present technical information to elected officials, professional staff, and members of the public.

The consultant is expected to serve as an ongoing advisor to BRAG and its member jurisdictions on redevelopment strategy, project structuring, and implementation.



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

BRAG reserves the right to reject any or all proposals, to waive informalities or irregularities in the proposals received, and to accept the proposal deemed to be in the best interest of the organization. BRAG may request additional information or conduct interviews with respondents prior to final selection.

3. Term of Agreement

BRAG anticipates entering into a three (3) year agreement with the selected consultant. Services will be provided on an as-needed, task-order basis. The consultant shall serve at the discretion of BRAG.

4. Compensation

Compensation for services will be based on a negotiated agreement between BRAG and the selected consultant.

Proposals must include:

- A detailed fee proposal
- Hourly billing rates for all personnel assigned
- Any reimbursable expenses (if applicable)
- Optional alternative pricing structures (if available)
- Description of billing practices

BRAG reserves the right to negotiate final terms and pricing.

5. Qualifications of Consultant

BRAG seeks a consultant with demonstrated expertise in economic development and redevelopment, particularly within the context of Utah.

Desired qualifications include:

- Strong working knowledge of Community Reinvestment Area (CRA) statutes and applicable legislation
- Proven experience in:
 - Creating and managing tax increment project areas
 - Conducting cost-benefit and feasibility studies
 - Revenue and expenditure forecasting
 - Preparing statutory CRA annual reports
 - CRA administrative processes
 - Real estate evaluation and financial analysis
 - Demographic and economic trend analysis
 - Implementation of project area plans and budgets
- Experience working with public agencies, municipalities, or redevelopment agencies



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

- Strong communication and stakeholder engagement skills

6. Proposal Information

Proposals must include:

1. Firm name, address, and contact information
2. Description of firm size, structure, and staffing
3. Firm history and relevant experience
4. Qualifications of key personnel
5. Minimum of four (4) references
6. Disclosure of conflicts of interest
7. Any additional relevant information
8. Detailed fee proposal

7. Selection Criteria

Proposals will be evaluated based on the following criteria (total of 100 points):

Criterion	Points
Cost	10
Utah CRA/TIF Knowledge	30
Relevant Experience	30
Technical Expertise	20
Communication & Responsiveness	10

8. Submission Instructions

Proposals must be submitted electronically in PDF format to:

Shawn Milne

Director of Community & Economic Development

ShawnM@BRAG.Utah.gov

Deadline: Thursday, May 14, 2026 at 5:00 PM

Questions must be submitted via email only (no calls or texts) no later than:



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

Thursday, May 14, 2026 at 10:00 AM

Late submissions will not be accepted.

9. Procurement Schedule

- RFP Issuance: May 7, 2026
- Deadline for Inquiries: May 14, 2026 – 10:00 AM
- Proposal Submission Deadline: May 14, 2026 – 5:00 PM
- Notice of Final Selection: May 22, 2026