

REQUEST FOR PROPOSALS

FOR

Bellefontaine Corridor Special Taxing District Cost-Benefit Analysis & Implementation Strategy

Issued by the St. Louis Economic Development Partnership

Proposals Due By:

November 6, 2026, at 3:00 PM CT

St. Louis Economic Development Partnership

ATTN: Sarah Kroner

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Introduction

St. Louis Economic Development Partnership (STL Partnership), in partnership with St. Louis County, requests proposals from qualified firms to conduct a comprehensive cost benefit analysis, feasibility study, boundary analysis, and implementation roadmap for a potential special taxing district (e.g. Tax Increment Financing (TIF), Port Improvement District (PID), Community Improvement District (CID), Special Business District (SBD), and/or Transportation Development District (TDD)) along Bellefontaine Road between Spanish Pond Road and Trampe Avenue in the Spanish Lake community in unincorporated St. Louis County, Missouri (the “Project”). This Project is funded by a grant from the St. Louis County Port Authority.

The selected consultant(s) will deliver the technical, financial, legal, and community engagement components required to evaluate formation of the district and prepare the region for a future community education and implementation campaign. A viable taxing district will need to be implementable within a reasonable time frame and generate enough revenue over an initial three-to-four-year period to fund:

1. Key priorities identified in the Spanish Lake Small Area Study (See: <https://www.spanishlake2050.com/>);
2. Professional services to manage the district in compliance with all applicable laws and ordinances; and
3. Dedicated personnel to implement and oversee programs and projects that support those key priorities.

These priorities may include:

- Planning and design for corridor improvements (e.g. transit, lighting, utilities, landscaping)
- Coordinated branding and marketing (e.g. promoting opportunities in Spanish Lake, signage, wayfinding)
- Public amenity enhancements (e.g. art, bus stop improvements, entertainment and recreational installations)
- Improved security
- Corridor maintenance and augmented cleanup activities
- Dedicated fundraising and grant writing support for the corridor
- Professional services to support the district’s compliance requirements
- Other services, as needed

Scope of Services

The Partnership seeks one or more qualified consultants to deliver the following services for the Project (collectively, the “Services”):

Legal & Governance Analysis

- Review Missouri statutes governing special taxing district formation (e.g. TIF, PID, CID, SBD, TDD) and how those statutes might impact the successful formation of a district.
- Draft 1 or 2 recommended district formation scenarios and governance structures.
- Identify legal requirements, procedural steps, and petition or campaign processes needed for district creation.
- Provide analysis of compliance, risks, and feasibility of each governance scenario.

Economic & Financial Modeling

- Revenue projections for multiple district types, considering assessed value, sales tax, and alternative revenue mechanisms.
- Cost-benefit analysis including assumed administrative costs, service delivery expenses, and clear financial pro forma comparing projected annual revenue potential (between \$250,000–\$500,000).
- Return-on-investment modeling for various boundary configurations.

Stakeholder Engagement & Community Education

- Manage a communications strategy that includes the facilitation of a public meeting, focus group or survey development and distribution that will test the viability of a special taxing district.
- Provide materials and sessions that ensure an inclusive, transparent process accessible to Spanish Lake residents, businesses, and community organizations.

Implementation Roadmap

- Recommended district type(s)
- Legally vetted strategy for district formation.
- Governance structure and administrative requirements.
- Strategies for launching a district formation campaign.
- Detailed implementation timeline with legal, administrative, and engagement milestones.

Final Report & Presentation

Comprehensive final report integrating all analyses with:

- Findings from legal, financial, boundary, and engagement analyses
- Recommended district formation strategy.
- Documentation of stakeholder engagement
- Presentation to STL Partnership, community partners, and public stakeholders
- A launch-ready foundation for potential district formation and investment mobilization

PLEASE NOTE: The Partnership will consider proposals from firms able to provide expertise in some or all of the service areas identified above, and the Partnership reserves the right to select multiple firms. As a result, all interested firms are encouraged to submit proposals, even if a particular firm is not able or interested to provide the entire scope of services.

Proposal Content

Proposals must include, at a minimum, the following information:

1. Executive Summary. Provide a concise summary (maximum two pages) of the proposed approach, key recommendations, and anticipated outcomes of the Project.
2. Experience of Company and Personnel. Provide a detailed description of the firm's experience in providing similar services, including relevant experience with Missouri special taxing districts or similar economic development financing structures. Include the type and number of clients served, as well as the size, scope, and nature of the projects involved. Identify any prior experience working with the Partnership or similar organizations. Detail any experience in legal analysis, financial modeling, GIS, and community engagement. Provide contact information and relevant experience (including resumes) of the designated project manager(s) who will be overseeing the Services.
3. Technical Approach, Availability, and Timeline. Provide a detailed description of the firm's approach to provide the Services. Specifically, include details related to the following: (1) boundary analysis methodology, (2) revenue modeling approach, (3) legal and governance assessment framework, and (4) stakeholder engagement plan. Include a detailed project schedule outlining the proposed work plan and sequencing of tasks. Confirm the consultant's availability to perform the Services and provide a realistic timeline aligning with the Services anticipated.
4. Participation of Under-represented Groups. Provide a description of the firm's approach to participation of under-represented groups in providing the Services and how that would inform work on the Project.
5. Proposed Fees/Expenses. Proposals shall clearly state all fees and expenses to be charged for the performance of the Services:
 - a. It is anticipated that a maximum not to exceed amount will be established for the Services.
 - b. If based on an hourly rate, provide the hourly rates (with any applicable nonprofit discounted rate) to be charged for each individual to be assigned to this engagement.
 - c. Provide an explanation if fees will be calculated on any other basis. Itemize the type of expenses (other than fees) for which your firm would seek reimbursement.

- d. Provide a line-item budget for the Project.

Selection Criteria

Proposals submitted will be reviewed by the Partnership's staff for completeness and qualifications. Selection of a consultant will be made on the basis of the following criteria:

1. Executive summary quality;
2. Qualifications, expertise, and experience of the firm and personnel;
3. Technical approach, availability, and timeline to provide the Services, which shall include (A) the clarity and feasibility of the proposed technical approach, (B) the practicality and viability of the proposed timeline, and (C) the quality of the proposed engagement and communication strategies;
4. Approach to participation of under-represented groups;
5. Cost, including the appropriateness of the proposed budget; and
6. Responsiveness of the firm to the RFP categories.

The Partnership actively encourages submission of proposals from disadvantaged business enterprises and companies owned by minorities, women, immigrants, and veterans. The Partnership does not discriminate on the basis of race, color, religion, creed, sex, sexual orientation, gender identity, age, ancestry, national origin, disability, or veteran status in consideration of this award. Equal Opportunity Employer.

Terms and Conditions

The following terms and conditions apply to all proposals:

1. The Partnership reserves the right to reject any and all proposals submitted; to select one or more responding parties; to void this RFP and the review process and/or terminate negotiations at any time; to select separate responding parties for various components of the scope of services; and to select a final party/parties from among the proposals received in response to this RFP. Additionally, any and all RFP project elements, requirements and schedules are subject to change and modification. The Partnership also reserves the unqualified right to modify, suspend, or terminate at its sole discretion any and all aspects of this RFP process, to obtain further information from any and all responding parties, and to waive any defects as to form or content of the RFP or any responses by any party.
2. This RFP does not commit the Partnership to award a contract, defray any costs incurred

in the preparation of a response to this RFP, or contract for any services. All submitted responses to this RFP become the property of the Partnership as public records. All proposals may be subject to public review, on request, unless exempted as discussed elsewhere in this RFP.

3. By accepting this RFP and/or submitting a proposal in response thereto, each responding party agrees for itself, its successors and assigns, to hold the Partnership and its affiliated entities, St. Louis County, the City of St. Louis, and all of their various agents, commissioners, directors, consultants, attorneys, officers and employees harmless from and against any and all claims and demands of whatever nature or type, which any such responding company, its representatives, agents, contractors, successors or assigns may have against any of them as a result of issuing this RFP, revising this RFP, conducting the selection process and subsequent negotiations, making a final recommendation, selecting a responding party/parties or negotiating or executing an agreement incorporating the commitments of the selected responding party.
4. By submitting responses, each responding party acknowledges having read this RFP in its entirety and agrees to all terms and conditions set out in this RFP.
5. Responses shall be open and valid for a period of ninety (90) days from the RFP due date.

Submission of Proposals

To be considered, proposals must be received no later than **Friday, November 6, 2026, at 3:00 PM CT. Proposals received after the deadline identified above will not be considered.**

Schedule

RFP Newspaper Advertisement	October 15, 2026
Questions Submitted by	October 23, 2026
Questions Answered	October 28, 2026
Submission of Proposals by	November 6, 2026

Questions about this RFP should be sent by email to Sarah Kroner at Skroner@stlpartnership.com. Any answers to questions will be provided to all interested parties and released as an addendum to this RFP on the Partnership's website, <https://stlpartnership.com/rfp-rfq/>, after the date indicated above.

Electronic proposals should be sent by email in PDF to Skroner@stlpartnership.com.