

VILLAGE OF ROSCOE TAX INCREMENT FINANCING REQUEST FOR PROPOSALS

INTRODUCTION

The Village of Roscoe, Illinois, is located in northern Winnebago County and is part of the Greater Rockford metropolitan area. The Village of Roscoe is situated on Illinois Route 251 between South Beloit and Machesney Park, and has a population of 11,500. While the Village has seen modest growth as a suburb of Rockford, lack of sufficient access to utilities and other infrastructure, antiquated development patterns, the need for structure rehabilitation, problems with water drainage and pockets of EAV stagnation have all contributed to slowing of economic activity in some key areas of the Village. The Village hopes to stimulate economic growth and revitalize old industrial and commercial areas, and incentivize new development on tracts that have, so far, not been able to successfully attract development due to the limitations listed above. The only active TIF district in the Village is a small district created 15 years ago to assist in the recruitment of AAE Industries to a site that required environmental remediation.

PROPOSALS TO BE CONSIDERED

The Village is hereby requesting proposals from qualified consultants to develop a new TIF district(s). The selected firm will work with Village staff to determine the boundaries of

the district(s). The Village envisions the TIF district(s) encompassing much of the land currently zoned and/or used for industrial and commercial purposes, as well as including selected peripheral areas that have resisted development due to site, access, or financial constraints. A map of the Village with a colored overlay showing possible tracts for inclusion in a TIF district is attached for reference. After determining the proposed district's boundary, the selected consultant will evaluate the district(s) for eligibility, adjust the boundaries as appropriate, conduct any necessary studies, and create a redevelopment plan based on sound financial analysis and market realities.

As part of the TIF creation process, the selected firm will assist Village staff in coordinating all necessary public engagement activities and all public meetings, including those with other local taxing bodies. Some of this may be done in a hybrid or remote meeting format, but the most important meetings must be undertaken in person. This includes meetings with the local Joint Review Board.

The Village is interested in an expedited project timeline with an anticipated TIF district completion date late in the second quarter of 2027. Project costs should reflect this aggressive timeline and be commensurately competitive.

CONTENTS OF PROPOSAL

Responses must include a detailed explanation of the proposed services, budget, and project timeline. Proposals must also contain a description of the respondent's experience with similar clients. Respondents should highlight TIF districts they have

worked on that are similar in scope, with goals and conditions similar to those in the Village of Roscoe, Illinois. Proposals should also highlight the personnel who would work to provide consultancy services, with their respective levels of experience identified, with resumes provided. The Village prefers that legal services for the consultancy be combined/bundled together.

SUBMISSION OF PROPOSAL

Submissions must be received no later than Tuesday, November 24, 2026, at 4:00 PM. Proposals may be delivered in person or sent via mail with a tracking service. All submissions must be in sealed envelopes that include the following information on the outside cover:

Village Clerk, Village of Roscoe
10631 Main Street
Roscoe, IL 61073
ENCLOSED: Response to RFP – Roscoe TIF Consultancy

AWARDING CONTRACTS

Proposals shall be reviewed for experience, previous work history, references, insurance, bonds, subcontractors, and compatibility with the Village's community and economic development goals. The Village, at its sole discretion, shall decide after a review of all proposals, which respondent, if any, is successful. All bidding and award procedures undertaken by the Village regarding this project shall be consistent with the Village's adopted procurement procedures. Submitted proposals shall remain valid for 60 days after opening the proposals.

RESPONDENT RESPONSIBILITY

Respondents should perform their own due diligence on the Village of Roscoe. Each respondent shall be fully acquainted with conditions relating to the scope of work, any current government regulations pertaining to the work, and restrictions associated with acceptable execution of requested work. Failure or omission of the respondent to acquaint themselves with conditions shall in no way relieve them of any obligation with respect to their proposal or subsequent contract.

FEDERAL, STATE, AND LOCAL REPORTING COMPLIANCE

The respondent shall provide financial and programmatic information as required by the Village of Roscoe to comply with all Federal, State, and local law reporting requirements. The respondent shall also adhere to all applicable Federal, State, and local regulations.

CONTACT INFORMATION

The primary contact person for this project is listed below:
Scot Wrighton, Interim Village Administrator
villageadministrator@roscoeil.gov