

CITY COUNCIL MEMORANDUM

AGENDA ITEM

Fort Hood Joint Land Use Study (JLUS)

ORIGINATING DEPARTMENT

Support Services

BACKGROUND INFORMATION

The Joint Land Use Study (JLUS) is a tool funded and used by the Department of Defense (DoD) to evaluate the synergy between civilian communities and adjacent military installations located in the United States. Key considerations are the compatibility of civilian land use and development activities and encroachment concerns that may negatively impact air and ground operations, training, testing and power projection missions conducted on military installations.

Selected civilian communities serve as JLUS sponsors. Sponsors coordinate with DoD's Office of Economic Adjustment (OEA) to secure approval of a JLUS application and federal grant funding. Sponsors also recruit and select a contractor to perform the JLUS.

OEA is DoD's executive agent for JLUS applications and provides 90% of the grant funds. Sponsors are required to provide a 10% match in funds and/or staff support, manage the grant, and submit required reports.

DISCUSSION/CONCLUSION

Fort Hood is the only Army installation with a warfighting corps or division headquarters that does not have a completed JLUS. Fort Hood's Garrison Commander self-nominated in 2014 and Headquarters, Department of the Army and DoD subsequently concurred.

OEA received the Fort Hood JLUS application on August 21, 2015 and subsequently approved it. The City of Killeen is the Fort Hood JLUS sponsor. The city manager is the Authorizing Official. The Executive Director, Support Services is the Grant POC and project officer. The Financial Analyst - Grants in the Finance Department will provide accounting support. Additional staff support will be provided by the Public Information, Information Technology, Support Services, and Planning & Development departments. Heart of Texas Defense Alliance (HOTDA) will also provide expertise and administrative support as required.

Staff identified three JLUS goals; (1) Identify and mitigate incompatible land use and development activity and encroachment issues that may impact training, operations, testing and power projection missions at Fort Hood; (2) Enhance regional collaboration and set conditions for a potential Base Realignment and Closure Commission (BRAC); and (3) Inform the update to the City of Killeen strategic plan - Vision 2030 v2.0.

Staff published a request for proposal (RFP) on August 9, 2015. Purpose was to identify a contractor to perform the Fort Hood JLUS. Evaluation criteria are listed below.

- ✓Qualifications, references and experience on similar projects (30%);
- ✓Ability to accomplish study tasks in a timely manner (15%);

- ✓Proposed project methodology, organization, management and milestones (20%);
- ✓Familiarity with relevant state, regional and local planning and development laws, policies, regulations, plans and procedures (15%);
- ✓Familiarity with relevant military plans, policies, regulations, studies, and documents and military operations and missions (15%); and,
- ✓Estimated project cost (5%).

Staff received and evaluated three responses and recommends selection of Benchmark CMR, Inc. as the best value. Key factors are listed below.

- ✓Benchmark has recent and relevant experience in generating JLUS's at Army installations.
- ✓Benchmark produced the JLUS for Fort Bragg, North Carolina in 2003 and 2009. The ability to achieve synergy with the Fort Bragg JLUS is a positive as these communities host two of the three corps headquarters located at enduring Army installations in the United States.
- ✓Benchmark's core team includes Mr. Mike Lynch, formerly the Director of Plans, Training, Mobilization and Security at Fort Bragg, North Carolina during the 2009 JLUS. Mr. Lynch's experience and expertise will be value added to the Fort Hood JLUS, especially his familiarity with the HQDA staff and the Army's Sustainable Range Program.
- ✓Benchmark's team also includes White and Smith, subject matter experts in land use law and environmental planning, and Marstel-Day, subject matter experts in land use and encroachment issues, especially in Texas.
- ✓OEA approved a JLUS contract budget of \$250,000.00. The high bid was \$612,435.00. Benchmark's bid was \$255,860.00. The low bid was \$222,000.00

Benchmark will begin in November 2015 and complete the Fort Hood JLUS in 13-months.

FISCAL IMPACT

OEA approved the proposed Fort Hood JLUS budget in the amount of \$292,236.25. OEA will provide \$262,050.00 of this amount on a reimbursable basis. The City of Killeen will provide in-kind staff support, approximately \$30,186.25.

RECOMMENDATION

Staff recommends that the City Manager be authorized to sign a professional services contract with Benchmark CMR, Inc. for the conduct of the Fort Hood JLUS, and that he is authorized to execute any and all change orders within the amounts set by state and local law.