



# City of Killeen

## Legislation Details (With Text)

**File #:** PH-15-056A    **Version:** 1    **Name:** Fort Hood Force Reduction Assessment  
**Type:** Resolution/Public Hearing    **Status:** Passed  
**File created:** 10/16/2015    **In control:** City Council  
**On agenda:** 11/24/2015    **Final action:** 11/24/2015  
**Title:** Consider a memorandum/resolution authorizing a professional services contract in support of the Fort Hood Force Reduction Assessment.  
**Sponsors:** Support Services Department  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Council Memorandum, 2. Letter of Agreement

Date	Ver.	Action By	Action	Result
11/24/2015	1	City Council	Approved	Pass
11/17/2015	1	City Council Workshop		

Consider a memorandum/resolution authorizing a professional services contract in support of the Fort Hood Force Reduction Assessment.

### AGENDA ITEM

#### Fort Hood Force Reduction Assessment

#### ORIGINATING DEPARTMENT

#### Support Services

#### BACKGROUND INFORMATION

The Department of Defense (DoD) recently announced personnel cuts across the military including a reduction of 3,300 soldiers at Fort Hood. DoD's Office of Economic Adjustment (OEA) then informed the City of Killeen that it could request a federal grant to conduct a comprehensive assessment of the impact of this force reduction, specifically in the areas of retail, housing, education, employment, small business, and defense suppliers.

As with the Joint Land Use Study (JLUS), DoD selects civilian communities to serve as force reduction assessment sponsors. Sponsors coordinate with OEA to secure application approval and grant funding. Sponsors also recruit, select, and manage contract support to perform these assessments. Unlike the JLUS, sponsors are not required to provide a match. OEA provides 100% of force reduction assessment grant funding.

#### DISCUSSION/CONCLUSION

Staff prepared the Fort Hood Force Reduction Assessment application and submitted it on August 17, 2015. OEA subsequently approved it. The City of Killeen is the sponsor; the City Manager is the authorizing official; and the Executive Director of Support Services is the grant point of contact and project officer.

Although this assessment is separate from the JLUS, staff will synchronize the contract support of both efforts and ensure regional collaboration. Heart of Texas Defense Alliance (HOTDA) will also assist by providing expertise and administrative support as desired.

City staff evaluated professional services options and recommends Mr. Rick Gibbs be hired to conduct this assessment. Mr. Gibbs retired from active duty in the United States Army in 2013 at the rank of Brigadier General and now resides in Harker Heights. He has both the experience and expertise required to conduct this assessment.

Mr. Gibbs would begin work on November 11, 2015, and complete the assessment no later than July 31, 2016. Information in the assessment will be compiled into a written report for locally-elected officials and community stakeholders and include recommendations for addressing and mitigating identified community and regional impacts. Staff will provide Mr. Gibbs an office in city hall (Room #331), computer and phone support, and city network access.

#### **FISCAL IMPACT**

OEA approved a budget of \$148,400.00 for the conduct of this assessment. A maximum of \$80,000.00 is allocated for contractor support, specifically monetary compensation and approved expenses. Funds will be available in the Force Reduction Grant fund account numbers 251-2035-415-41-10 and 251-2035-415-44-20.

#### **RECOMMENDATION**

Staff recommends that the City Manager be authorized to sign a professional services agreement with Mr. Rick Gibbs for the conduct of the Fort Hood Force Reduction Assessment during the period November 2015 to July 2016, and that he is authorized to execute any and all change orders within the amounts set by state and local law.