

Lincoln Trail Area Development District
Expanded RFP
Fort Knox Growth Management Plan (Capstone)

PROJECT DESCRIPTION –

The Lincoln Trail Area Development District (LTADD) is seeking a highly qualified firm to develop the “Capstone Document and Action Plan”, which will be the document that will provide the impacted region with a road map and implementation instrument that may be used by all public sector entities at the local, regional and state level as they address policy responses to the community impacts resulting from military mission growth at Fort Knox. Preparation of this document and plan will include an extensive examination of the past impact analysis documents as well as a very involved interview process with stakeholders. The primary focus area for this document and plan will be the core impact counties to include Hardin, Meade and Bullitt; however, additional information should also include adjacent counties with “carryover” impacts. These areas include the counties of Breckinridge, Grayson, Larue, Marion, Nelson and Washington.

The completion of the Capstone is essential because it will be used to further prioritize needs and identify available resources as the region moves forward. Nine analyses have been completed and should form the basis for the Capstone development process:

- Regional Economic Impact Analysis
- Housing Needs Analysis
- Regional Highway Capacity Analysis
- Medical and Health Needs Analysis
- City of Radcliff Economic Accelerator
- Fort Knox JLUS Update
- Regional Economic Impact Analysis Update
- Regional K-12 Educational Needs Analysis
- Hardin County Visioning Project
- Hardin County Governance & Service Delivery /Phase II

PROJECT SCHEDULE –

The duration of the above-mentioned activities will begin on November 1, 2011 and will continue until June 30, 2012. There is the possibility that the work activity may be renewed beyond the above ending date contingent upon grant funds.. However, the successful completion of all services within this time period will be an important factor in the evaluation of the consultant’s work.

EVALUATION FACTORS -

1. Relative experience with similar projects of respondent personnel assigned to project team. (10 points)
2. Capacity to comply with project schedule. (10 points)
3. Past record of performance on projects of similar scope and complexity. (10 points)
4. Project approach to accomplish the scope of the project. (10 points)
5. Proximity to study area – to facilitate access to impacted area and efficient exchange of information with local units of governments / LTADD. (2 points)

SPECIAL INSTRUCTIONS –

The LTADD reserves the option to modify the selected consultant's agreement to include any necessary related services for this project. The firm will, at that time, be pre-qualified by in the required area: Strategic Assessment / Planning; Visioning Processes and Development; Experience with Federal / Military Community Environment.

SCOPE

The selected consultant upon completion of a formal agreement with the LTADD, on behalf of the One Knox Policy Council (OKPC), will conduct an initial planning meeting with members of the OKPC and the OKPC Executive Director.

1. Project Study Area - The primary emphasis of the analysis will be the core, 'impact' County of Hardin. There may be some 'carryover' impacts with adjacent impact counties, but it is anticipated that impact would be for those counties to duplicate the effort.
2. Expanded Scope –
 1. Facilitate initial planning conference to spell out the groundwork for subsequent components and lay out the process to examine all existing analysis.
 2. Examine all relevant studies and analysis that have been conducted in the area and region related to BRAC and Transformation. Additionally, examine efforts in similar communities that have experienced military related growth.
 3. Present options to regional leaders & decision makers in a series of meetings that will address specific areas such as transportation, land use, social services, governance and economic development. Must include a presentation of findings, development of possible goals / objectives and implementation means to achieve the goals.

4. Will coordinate with LTADD and regional leaders & decision makers to review the completed Capstone Plan Strategies and prepare for final observations and input prior to completion of the final report.
5. Roll-up input and guidance from all sessions and prepare a Final Report and a PowerPoint as deliverables. This document will serve as a guideline for the region as it addresses the ongoing Transformation and resultant impacts.

PRODUCT

The consultant will supply Hardin County with a dynamic “Capstone Document and Action Plan”, which will provide the Fort Knox region with a road map and implementation instrument to be used by all public sector entities at the local, regional and state levels.

PREQUALIFICATION REQUIREMENTS

Strategic Assessment / Planning
Visioning Processes and Development
Experience with Federal / Military Community Environment.

SUBMISSION

Qualified firms/entities should submit electronic letters of interest and electronic proposals to the Lincoln Trail Area Development District at 'wendell@ltadd.org' by 4:30 p.m. EDT on November 9, 2011.