

**GEORGIA STATE CLEARINGHOUSE MEMORANDUM  
EXECUTIVE ORDER 12372 REVIEW PROCESS**

TO: MS. HALEY FLEMING  
ATLANTA REGIONAL COMMISSION  
40 COURTLAND STREET, NE  
ATLANTA, GA 30303

FROM: Barbara Jackson  
Georgia State Clearinghouse

DATE: 1/16/2007

SUBJECT: Executive Order 12372 Review

APPLICANT: McPherson Planning Local Redevelopment Authority

PROJECT: Community Economic Adjustment Planning Assistance: Fort McPherson-BRAC  
- 2007 OEA Grant Request

CFDA NO.: 12.607

STATE ID: GA070116001

**IMPORTANT! REVIEW COMMENTS DUE BY OR BEFORE: 2/6/2007**

A copy of the Standard Federal Application package, Environmental Information, or Direct Federal Development project is enclosed for your review and comment. Your review should focus on the projects compatibility with those state or regional goals, policies, plans, fiscal resources, criteria for Developments of Regional Impact (DRI), environmental impacts, or inconsistencies with federal executive orders, acts and/or rules and regulations with which your agency is concerned. Negative environmental impacts or provision for protection of the environment and possible duplication of the proposed project with programs presently in place should be pointed out.

Any major points of conflict identified by you during the review process immediately should be brought to the attention of the Administrator, Georgia State Clearinghouse. The Administrator will attempt to mediate these concerns prior to completing the review of the project. The Clearinghouse telephone number is (404) 656-3855.

Please have your comments typed (or hand-printed) and dated on the enclosed Form SC-3. An additional sheet may be used if additional space is needed. Your comments will be summarized in a single state position or a composite that reflects both the state and regional recommendations and be returned to the applicant/sponr. They in turn will forward a copy to the federal agency if necessary.

Form SC-2  
May 2004

**GEORGIA STATE CLEARINGHOUSE MEMORANDUM  
EXECUTIVE ORDER 12372 REVIEW PROCESS**

TO: Barbara Jackson  
Georgia State Clearinghouse  
270 Washington Street, SW, Eighth Floor  
Atlanta, Georgia 30334

FROM: MS. HALEY FLEMING  
ATLANTA REGIONAL COMMISSION

SUBJECT: Executive Order 12372 Review

APPLICANT: McPherson Planning Local Redevelopment Authority

PROJECT: Community Economic Adjustment Planning Assistance: Fort McPherson-  
BRAC - 2007 OEA Grant Request

STATE ID: GA070116001

FEDERAL ID:

DATE:

- ☐ This notice is considered to be consistent with those state or regional goals, policies, plans, fiscal resources, criteria for developments of regional impact, environmental impacts, federal executive orders, acts and/or rules and regulations with which this organization is concerned.

This notice is not consistent with:

- ☐ The goals, plans, policies, or fiscal resources with which this organization is concerned. (Line through inappropriate word or words and prepare a statement that explains the rationale for the inconsistency. Additional pages may be used for outlining the inconsistencies).
- ☐ The criteria for developments of regional impact, federal executive orders, acts and/or rules and regulations administered by your agency. Negative environmental impacts or provision for protection of the environment should be pointed out. (Additional pages may be used for outlining the inconsistencies).
- ☐ This notice does not impact upon the activities of the organization.

# APPLICATION FOR FEDERAL ASSISTANCE

OMB Approval No. 0348-0043

<b>1. TYPE OF SUBMISSION:</b> Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction Preapplication <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		<b>2. DATE SUBMITTED</b>	Applicant Identifier <b>616209222</b>
		<b>3. DATE RECEIVED BY STATE</b>	State Application Identifier
		<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>	Federal Identifier

  

<b>5. APPLICANT INFORMATION</b> Legal Name: <b>McPherson Planning Local Redevelopment Authority</b> Address (give city, county, State, and zip code): <b>86 Pryor Street, SW, Suite 300          Atlanta, GA, 30303-3131</b>		Organizational Unit:  Name and telephone number of person to be contacted on matters involving this application (give area code) <b>Mr. Jack Cherry Sprott          404-614-8333</b>																						
<b>6. EMPLOYER IDENTIFICATION NUMBER (EIN):</b> <div style="border: 1px solid black; padding: 2px; display: inline-block;">             2 0 — 3 9 4 3 1 3 5           </div>	<b>7. TYPE OF APPLICANT: (enter appropriate letter in box)</b> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">             A. State              B. County              C. Municipal              D. Township              E. Interstate              F. Intermunicipal              G. Special District           </div> <div style="width: 45%;">             H. Independent School Dist.              I. State Controlled Institution of Higher Learning              J. Private University              K. Indian Tribe              L. Individual              M. Profit Organization              N. Other (Specify) <u>Not-for-profit</u> </div> </div> <div style="text-align: right; margin-top: -20px;"> <div style="border: 1px solid black; padding: 2px; display: inline-block;">N</div> </div>																							
<b>8. TYPE OF APPLICATION:</b> <div style="display: flex; justify-content: space-around;"> <input checked="" type="checkbox"/> New             <input type="checkbox"/> Continuation             <input type="checkbox"/> Revision           </div> If Revision, enter appropriate letter(s) in box(es) <span style="border: 1px solid black; padding: 2px 10px;"> </span> <span style="border: 1px solid black; padding: 2px 10px;"> </span> A. Increase Award    B. Decrease Award    C. Increase Duration D. Decrease Duration    Other(specify): _____		<b>9. NAME OF FEDERAL AGENCY:</b> <div style="font-size: 1.5em; font-weight: bold;">OEA</div>																						
<b>10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:</b> <div style="border: 1px solid black; padding: 2px; display: inline-block;">             1 2 — 6 0 7           </div> TITLE: Community Economic Adjustment Planning Assistance		<b>11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:</b> <div style="font-size: 1.2em;">Fort McPherson</div>																						
<b>12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):</b> <div style="font-size: 1.2em;">Cities</div>																								
<b>13. PROPOSED PROJECT</b>	<b>14. CONGRESSIONAL DISTRICTS OF:</b>																							
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:15%;">Start Date</td> <td style="width:15%;">Ending Date</td> </tr> <tr> <td>1/1/07</td> <td>12/31/07</td> </tr> </table>	Start Date	Ending Date	1/1/07	12/31/07	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;">a. Applicant</td> <td style="width:50%;">b. Project</td> </tr> <tr> <td style="text-align: center;">13</td> <td style="text-align: center;">13</td> </tr> </table>			a. Applicant	b. Project	13	13													
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13	13																							
<b>15. ESTIMATED FUNDING:</b>		<b>16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?</b>																						
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:20%;">a. Federal</td> <td style="width:20%;">\$</td> <td style="width:20%; text-align: right;">911,104<sup>00</sup></td> </tr> <tr> <td>b. Applicant</td> <td>\$</td> <td style="text-align: right;">101,089<sup>00</sup></td> </tr> <tr> <td>c. State</td> <td>\$</td> <td style="text-align: right;">0<sup>00</sup></td> </tr> <tr> <td>d. Local</td> <td>\$</td> <td style="text-align: right;">0<sup>00</sup></td> </tr> <tr> <td>e. Other</td> <td>\$</td> <td style="text-align: right;">0<sup>00</sup></td> </tr> <tr> <td>f. Program Income</td> <td>\$</td> <td style="text-align: right;">0<sup>00</sup></td> </tr> <tr> <td>g. TOTAL</td> <td>\$</td> <td style="text-align: right;">1,012,193<sup>00</sup></td> </tr> </table>		a. Federal	\$	911,104 <sup>00</sup>	b. Applicant	\$	101,089 <sup>00</sup>	c. State	\$	0 <sup>00</sup>	d. Local	\$	0 <sup>00</sup>	e. Other	\$	0 <sup>00</sup>	f. Program Income	\$	0 <sup>00</sup>	g. TOTAL	\$	1,012,193 <sup>00</sup>	a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE <u>01/05/07</u> b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
a. Federal	\$	911,104 <sup>00</sup>																						
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g. TOTAL	\$	1,012,193 <sup>00</sup>																						
<b>18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.</b>		<b>17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?</b> <input type="checkbox"/> Yes If "Yes," attach an explanation. <input checked="" type="checkbox"/> No																						
		<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:35%;">a. Type Name of Authorized Representative</td> <td style="width:35%;">b. Title</td> <td style="width:30%;">c. Telephone Number</td> </tr> <tr> <td colspan="2">d. Signature of Authorized Representative</td> <td>e. Date Signed</td> </tr> </table>		a. Type Name of Authorized Representative	b. Title	c. Telephone Number	d. Signature of Authorized Representative		e. Date Signed															
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d. Signature of Authorized Representative		e. Date Signed																						

**BUDGET INFORMATION - Non-Construction Programs**

SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. 12.607	Community Economic Adjustment Planning Assistance	\$	\$	\$ 911,104.00	\$ 101,089.00	\$ 1,012,193.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 0.00	\$ 0.00	\$ 911,104.00	\$ 101,089.00	\$ 1,012,193.00
SECTION B - BUDGET CATEGORIES						
Object Class Categories		GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
		(1) Federal	(2) Non-Federal	(3)	(4)	
a. Personnel		\$ 155,988.00	\$ 17,332.00	\$	\$	\$ 173,320.00
b. Fringe Benefits		62,395.00	6,932.00			69,327.00
c. Travel		8,000.00	800.00			8,800.00
d. Equipment		5,000.00	500.00			5,500.00
e. Supplies		0.00	0.00			0.00
f. Contractual		580,500.00	64,500.00			645,000.00
g. Construction		0.00	0.00			0.00
h. Other		99,221.00	11,025.00			110,246.00
i. Total Direct Charges (sum of 6a-6h)		911,104.00	101,089.00	0.00	0.00	1,012,193.00
j. Indirect Charges		0.00	0.00			0.00
k. TOTALS (sum of 6i and 6j)		\$ 911,104.00	\$ 101,089.00	\$ 0.00	\$ 0.00	\$ 1,012,193.00
7. Program Income		\$ 0.00	\$ 0.00	\$	\$	\$ 0.00

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Standard Form 424A (Rev. 7-97)  
Prescribed by OMB Circular A-102

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. Community Economic Adjustment Planning Assistance	\$ 101,089.00	\$ 0.00	\$ 0.00	\$ 101,089.00	
9.				0.00	
10.				0.00	
11.				0.00	
12. TOTAL (sum of lines 8-11)	\$ 101,089.00	\$ 0.00	\$ 0.00	\$ 101,089.00	
SECTION D - FORECASTED CASH NEEDS					
Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
13. Federal	\$ 0.00	\$	\$	\$	
14. Non-Federal	0.00				
15. TOTAL (sum of lines 13 and 14)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (Years)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16. Community Economic Adjustment Planning Assistance	\$	\$	\$	\$	
17.					
18.					
19.					
20. TOTAL (sum of lines 16-19)	\$	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges:	22. Indirect Charges:				
23. Remarks:					

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McPherson Planning Local Redevelopment Authority  
86 Pryor Street, SW, Suite 300  
Atlanta, Georgia 30303

2007 OEA Grant Request

## **INTRODUCTION**

Effective November 9, 2005, the Base Closure and Realignment Commission voted to close Fort McPherson, a 488-acre installation located in southwest Atlanta.

## **REGIONAL IMPACT**

According to information provided by the Garrison Commander and the Fort McPherson Base Closure Fact Sheet, Fort McPherson/Fort Gillem Garrison's total TDA authorizations are 199 soldiers and 419 DA civilians. The Garrison provided direct support services covering 54 Georgia counties and 43 counties in Tennessee. Additionally, Fort McPherson has area support responsibilities under AR-5-9 that extend across eight states. The Garrison also supported 745 Units for the 43<sup>rd</sup> ECS and the 81<sup>st</sup> RRC and 17 Georgia Army National Guard Units. The US Army Forces Command (FORSCOM) is the Army component of the Joint Forces Command (JFCOM) and is the Army's largest major command. FORSCOM consists of more than 760,000 Active Army, U. S. Army Reserve and Army National Guard soldiers. FORSCOM trains, mobilizes, deploys and sustains combat ready forces capable of responding rapidly to crises worldwide. Third U. S. Army, in its role as Army Central Command (ARCENT), is the Army component of the U.S. Central Command with Joint command responsibility for Southwest Asia and the Horn of Africa.

Fort McPherson is the seventh largest employer in Atlanta. An economic impact report published annually by the Fort McPherson Public Affairs Office in 2004 lists 1,329 active duty, 878 Army Reserve, and 2,064 civilians that work at Fort McPherson. Considering Army Retirees, family members, and retirees from other services – Fort McPherson and Fort Gillem affect over 136,000 people. The total active duty payroll for Fort McPherson as of 2004 was \$106.8 million.

The City of East Point that borders Fort McPherson has a low per capita income and suffers high unemployment rates. The unemployment rate for the City of East Point was 8.7% as compared to a national average of 5.1% in 2004. It was predicted that the loss of Fort McPherson would result in an estimated negative impact of \$592.8 million to this already economically depressed, predominately minority community.

## NEED AND APPROACH

The citizens of Atlanta presented the strongest case possible to retain Fort McPherson. With the decision to close, the "McPherson Planning Local Redevelopment Authority, Inc. (a nonprofit corporation) was formed (1) to reduce the burdens of government and promote the public welfare by assuming of behalf of the Cities of Atlanta and East Point, Fulton County, Georgia the responsibility and authority for planning the reuse and economic development of the real estate and other assets presently comprising Fort McPherson, Georgia; (2) to investigate the needs of the stakeholder communities and serve on behalf of the stakeholders as the sole point of contact regarding base reuse planning with the DoD's Office of Economic Adjustment ("OEA") and the Department of the Army; (3) to work with the OEA, the Department of the Army, the State of Georgia, other state and local authorities, and other interested parties on all aspects of reuse planning; (4) to participate in the screening of any public benefit conveyance proposals by governmental bodies; (5) to provide a mechanism for receiving input and suggestions from affected communities and stakeholders; including as to environmental concerns; (6) to determine the financial feasibility of the reuse plan, including identifying potential funding sources for the implementation of the reuse plan; (7) to prepare a comprehensive land use plan and obtain any necessary approvals of the reuse plan or elements of the plan by all necessary government entities; (8) to communicate the approved reuse plan to the Department of the Army, the State of Georgia, the OEA, and the United States Department of Housing and Urban Development; (9) to solicit, obtain, manage, invest, and expend funding from the OEA and other public and private sources for the base reuse planning process; and (10) to engage in all other activities supportive of or incident to the foregoing purposes.

The planning process is well underway. A final report on Visioning and Economic Analysis was prepared by our consultants and delivered to the MPLRA on December 11. This report and all associated data will be absorbed by our Board members and subcommittees and then passed on to the selected consultant for the second and final phase – Outreach and preparation of a Comprehensive Land Use Plan. Specific activities have been planned for 2007 as follows:

First Quarter:	Select a consultant for Phase II – Outreach and Plan Establish timeline for LRA/U. S. Army collaboration Engage outside counsel – privatization and early transfer Investigate early transfer/ESCA related agreements Develop public information and engagement strategy Improve existing website Hold public meetings One and Two Conduct ten or more smaller "charrette" meetings Make site visits to other base closure locations
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Participate in the Restoration Advisory Board  
Engage consultant to support/facilitate homeless coalition  
Evaluate/screen homeless/state/local submissions  
Engage Preservation Architect (tentative)  
Early interface with potential sponsoring federal agencies  
Determine need for further environmental assessments  
Prepare preliminary land use alternatives  
Prepare preliminary transfer and financing strategies

Second Quarter: Continue public relations and engagement  
Hold public meeting number Three  
Conduct 5 or more additional "charrette" meetings  
Determine MPLRA interests in personal property  
Complete homeless provider screening  
Determine homeless provider component/plan  
Prepare legally binding agreement with homeless  
Determine State/local PBC component  
Prepare alternative plans  
Select preferred land use plan  
Implement disposal/transfer/financial strategy  
Acquire real estate appraisal of property (tentative)  
Complete final Master Comprehensive Land Use Plan  
Prepare and submit application to HUD  
Continue LRA/U. S. Army collaboration

Third Quarter: Continue LRA/U. S. Army collaboration  
Conduct environmental assessments (tentative)  
Approval/disapproval of Reuse Plan/application  
Implementation of Reuse Plan  
Adoption of plan into City Comprehensive Plan  
Begin zoning process and hearings  
Begin preparation of Design Guidelines  
Coordinate with City on Tax Allocation District  
Prepare/coordinate PBC/EDC applications (tentative)  
Coordinate with developers/contractors/grantees  
Pursue EDA and other infrastructure grants  
Meet with Congressional Delegation/Staff

Fourth Quarter: Continue LRA/U. S. Army collaboration  
Continue implementation of reuse plan  
Continue planning and zoning request/meetings  
Prepare Design Guidelines  
Complete PBC/EDC applications (tentative)  
Secure financing commitments for implementation  
Complete early transfer/ESCA agreements (tentative)  
Pursue interim leasing of available property



## **AUTHORITY BOARD OF DIRECTORS**

The affairs of the McPherson Planning Local Redevelopment Authority are managed by a Board of Directors consisting of eleven (11) members, of whom seven (8) are appointed by the Mayor of the City of Atlanta and of whom three (3), the Mayor of the City of Atlanta, the Mayor of the City of East Point, and the Chairman of the Fulton County Commission serve *ex officio*. The Chair of the Board presides at all meetings of the Board of Directors. He/she is responsible for providing leadership and ensuring the implementation of all policy decisions of the Board of Directors. He/she is the primary officer in charge of asset management and is responsible for coordinating the Board's efforts in the areas of strategic planning and public relations. The Chair also serves as an *ex officio* member of all Standing Committees. Currently, the Chair of the Board jointly holds the office of Chief Executive Officer. Other officers of the Board are Treasurer and Secretary.

## **ADVISORY COMMITTEES**

The MPLRA Bylaws establish three advisory committees: (1) the Healthy Community and Quality of Life Subcommittee, (2) the Reuse and Design Subcommittee, and (3) the Finance and Economic Development Subcommittee. All actions taken by these committees shall be in an advisory capacity only. Individuals serving on these committees should possess knowledge and experience in their assigned areas.

## **AUTHORITY STAFF**

The McPherson Planning LRA Staff consists of an executive director and executive assistant to support and conduct the operations of the Authority. The two full-time professional and clerical staff are salaried employees of the MPLRA. Anticipated salaries and benefits are detailed in the budget. Listed below is a summary of the duties associated with each position.

### **Executive Director**

The executive director is hired by the McPherson Planning Local Redevelopment Authority ("the Authority"). He/she reports directly to the chairman of the Authority. The executive director oversees and directs the planning, economic development and reuse of the former Fort McPherson and administers the business and activities of the Authority. The executive director is responsible for carrying out the policies, plans, and directives of the Authority. He/she serves as the liaison between the Authority, its committees, and the Department of Defense, the Army, and other federal, state and local agencies. He/she oversees all financial and budgetary matters and has primary responsibility for ensuring regulatory and grant compliance. He/she recommends and implements

Authority personnel policies and is responsible for hiring, supervising, developing, disciplining and discharging staff. He/she directs and supervises all employees and contractual workers. He/she meets regularly with public officials, community representatives, tenants, media, and the general public to communicate the activities of the Authority. He/she performs other duties as directed by the chairman.

#### **Executive Assistant**

The executive assistant reports to the executive director. He/she is responsible for office functions. He/she performs special projects as directed by the executive director; coordinates Authority meetings and ensures timely delivery of information to all members; prepares minutes of all meetings; provides support on personnel, procurement, and budget matters and prepares legal correspondence. He/she assists in the preparation of contracts, memorandums of understanding, leases, and licenses. Prepares letters and special correspondence for the executive director. He/she assists in the organization and coordination of special functions. He/she maintains confidential files and assists the executive director in confidential matters. He/she maintains the Authority's files and official records; drafts routine correspondence; prepares and updates lists; prepares meeting materials; prepares and maintains records; performs general office duties; performs receptionist duties; assists incoming callers, and performs other duties as directed by the executive director.

**MCPHERSON PLANNING LOCAL REDEVELOPMENT AUTHORITY**  
**2007 OEA GRANT - LOCAL BUDGET BREAKDOWN**

	<u>OEA</u>	<u>LOCAL</u>	<u>Total</u>
<b><u>Personnel</u></b>			
Executive Director	\$123,228	\$13,692	\$136,920
Executive Assistant	\$ 32,760	\$ 3,640	\$ 36,400
<b>Subtotal</b>	<b>\$155,988</b>	<b>\$17,332</b>	<b>\$173,320</b>
<b><u>Benefits (40%)</u></b>			
Executive Director	\$ 49,291	\$ 5,476	\$ 54,767
Executive Assistant	\$ 13,104	\$ 1,456	\$ 14,560
<b>Subtotal</b>	<b>\$ 62,395</b>	<b>\$ 6,932</b>	<b>\$ 69,327</b>
<b><u>Travel</u></b>			
Staff Travel	\$ 8,000	\$ 800	\$ 8,800
<b>Subtotal</b>	<b>\$ 8,000</b>	<b>\$ 800</b>	<b>\$ 8,800</b>
<b><u>Equipment</u></b>			
Computer Hardware/Software	\$ 5,000	\$ 500	\$ 5,500
<b>Subtotal</b>	<b>\$ 5,000</b>	<b>\$ 500</b>	<b>\$ 5,500</b>
<b><u>Contractual</u></b>			
Outreach/Reuse Consultant	\$490,500	\$ 54,500	\$545,000
Legal	\$ 90,000	\$ 10,000	\$100,000
<b>Subtotal</b>	<b>\$580,500</b>	<b>\$ 64,500</b>	<b>\$645,000</b>
<b><u>Construction</u></b>			
Construction	\$ 0	\$ 0	\$ 0
<b>Subtotal</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b><u>Other</u></b>			
Shared Office Reimbursement to ADA	\$ 94,271	\$10,475	\$104,746
Auditing	\$ 4,500	\$ 500	\$ 5,000
Dues and Registrations	\$ 450	\$ 50	\$ 500
<b>Subtotal</b>	<b>\$ 99,221</b>	<b>\$ 11,025</b>	<b>\$110,246</b>
<b>TOTAL</b>	<b>\$ 911,104</b>	<b>\$101,089</b>	<b>\$ 1,012,193</b>

McPherson Planning Local Redevelopment Authority  
2007 OEA Grant Request  
Budget Worksheet – Explanatory Notes

OVERVIEW

The 2006 OEA Grant in the overall amount of \$912,072 has funded the operations of a responsible and responsive local redevelopment authority that has exhibited its intention to meet all of its obligations in a timely manner. Over the next 12 months, the MPLRA will continue to research and investigate the needs of the stakeholder communities, prepare a comprehensive land use plan and work in partnership with the Army on a transfer and implementation strategy that will benefit all parties.

When we were first estimating our budget for 2006, it was assumed that we would hire a single consultant to deliver a land use plan from start to finish. Under that assumption, we anticipated that payments would be front-loaded and the funds would all but expended by the end of 2006. As it turns out, the MPLRA Board decided to break up the consulting component into two separate RFP's – a Phase I and Phase II. As a result, our contractual expenditures have been delayed and the Phase II portion of our work will not begin until 2007.

Regarding personnel, we had anticipated hiring a Property Coordinator to manage equipment and personal property, inventory buildings and property, and coordinate with the military regarding the turnover of buildings and personal property. By April of 2006, it became apparent that the previously unknown characteristics of the personal property inventory and the timing for drawdown of military operations eliminated the need for this position. As a result, an allocation of \$33,074 for salary and benefits was not used in 2006.

Finally, in the area of legal costs, our arrangement with the City and the Atlanta Development Authority postponed the need for legal services relevant to organizational and housekeeping items. As a result, our allocation of \$22,500 was not used. However, we anticipate the need for outside counsel for 2007 to address the privatization and early transfer initiatives that we intend to pursue in partnership with the Army and have included a request for the full \$100,000 allocation for legal assistance in our 2007 request.

As a consequence, by the end of 2006, we anticipate spending an estimated \$511,000 on all grant-related expenditures of which 90% or \$460,000 are federal funds. Our original federal fund allotment was \$820,863 including the assumptions described above. The residual federal amount left in the grant is approximately \$360,574. We have included this amount in our overall request for 2007 funding. Our 2007 request is for \$1,012,193 (\$911,104 in federal dollars).

*The applicant will comply with procurement standards in CFR 32, Part 33 Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments Subpart A, General, Section 33.36 Procurement.*

## **ADMINISTRATIVE PERSONNEL**

Staff positions are:

### **Executive Director**

The executive director (\$136,920 total - \$123,228 OEA funds) reports directly to the chairman of the Authority. The executive director oversees and directs the planning for the reuse of the former Fort McPherson and administers the business and activities of the Authority. The executive director is responsible for carrying out the policies, plans, and directives of the Authority. He/she serves as the liaison between the Authority, its committees, and the Department of Defense, the Army, and other federal, state and local agencies. He/she oversees all financial and budgetary matters and has primary responsibility for ensuring regulatory and grant compliance. He/she recommends and implements Authority personnel policies and is responsible for hiring, supervising, developing, disciplining and discharging staff. He/she directly supervises the business manager, property coordinator, and executive assistant and other staff as necessary. He/she meets regularly with public officials, community representatives, tenants, media, and the general public to communicate the activities of the Authority. He/she performs other duties as directed by the chairman.

### **Executive Assistant**

The executive assistant (\$36,400 total - \$32,760 OEA funds) reports to the executive director. He/she is responsible for office functions. He/she performs special projects as directed by the executive director; coordinates Authority meetings and ensures timely delivery of information to all members; prepares minutes of all meetings; provides support on personnel, procurement, and budget matters and prepares legal correspondence. He/she assists in the preparation of contracts, memorandums of understanding, leases, and licenses. Prepares letters and special correspondence for the executive director. He/she assists in the organization and coordination of special functions. He/she maintains confidential files and assists the executive director in confidential matters. He/she maintains the Authority's files and official records; drafts routine correspondence; prepares and updates lists; prepares meeting materials; prepares and maintains records; performs general office duties; performs receptionist duties; assists incoming callers, and performs other duties as directed by the executive director.

## BENEFITS

Benefits for the executive director (\$54,767 total - \$49,291 OEA funds) and executive assistant (\$14,560 total - \$13,104 OEA funds) were estimated at 40% of base salaries and are equivalent to benefits provided to the sponsoring Atlanta Development Authority. Benefits include FICA, workers compensation insurance, estimated unemployment expenses, health, life, dental, and retirement contributions. These benefits are provided through the City of Atlanta or the Atlanta Development Authority.

## TRAVEL

Travel expenses (\$8,800 total - \$8,000 OEA funds) include all travel by two staff members, as necessary. Included in these costs are transportation and hotel expenses for site visits, business travel, ADC meetings, local travel, conferences and other necessary travel.

## EQUIPMENT

Use of some equipment will be provided by the ADA under the shared office agreement. Cost for computer hardware and software (\$5,500 total - \$5,000 OEA funds) covers two employees.

## CONTRACTUAL

These total costs of \$545,000 (\$490,500 OEA funds) were estimated with guidance from ADA, OEA and individual bids from the private sector and are contingent upon responses to a request for proposals for reuse planning. This budget assumes that a planning consultant for Phase II will be hired in early January and will produce a final reuse plan for submission to DoD and HUD. The individual tasks have been extracted from the RFP document and included in the Scope of Work attachment. The current bids for a Phase II contract have a median cost of approximately \$400,000 (\$360,000 federal funds). Another \$145,000 (\$130,500 OEA funds) has been estimated to cover professional consulting to support a convening entity for homeless providers.

Legal costs of \$100,000 (\$90,000 OEA funds) were also included in contractual services. Legal services include early transfer agreements, preparation of transfer and legally binding agreements, contracts, and legal advice to the LRA regarding personnel and contractual issues.

## CONSTRUCTION

No construction is anticipated.

## OTHER

### **Shared Office Reimbursement to ADA**

The MPLRA is occupying downtown space in the offices of the Atlanta Development Authority. It was determined that a shared space and services arrangement was the most cost efficient method of securing office space, services, equipment, and supplies. A separate document, "Fort McPherson Redevelopment 2006 Office Expense Budget – ADA Proposed Office Cost Reimbursement" has been attached. An annual cost of \$104,746 (\$94,271 OEA funding) has been estimated for rent and services for 12 months. Other office expenses include computer maintenance, support, office supplies, cleaning, pest control, elevator, HVAC, general liability insurance, copiers, postage, telephone, administrative support, receptionist and accounting services. The arrangement has allowed the MPLRA to eliminate the position of Business Manager and Receptionist. No surcharges have been added to this estimate. Percentage charges are based on ADA costs. Any reduction in costs to the ADA will be passed on to the MPLRA. All charges to the MPLRA will be itemized and invoiced for proper record-keeping and auditing.

### **Auditing**

This cost (\$5,000 total - \$4,500 OEA funds) is based on annual audits conducted at other facilities.

### **Dues and registrations**

This estimate (\$500 total - \$450 OEA funds) assumes membership in the Association of Defense Communities (ADC) for the executive director.

McPherson Planning Local Redevelopment Authority  
86 Pryor Street, SW, Suite 300  
Atlanta, Georgia 30303

2007 OEA Grant Request

**Scope of Work**

A general scope of work will include the obligation to: (1) to reduce the burdens of government and promote the public welfare by assuming of behalf of the Cities of Atlanta and East Point, Fulton County, Georgia the responsibility and authority for planning the reuse and economic development of the real estate and other assets presently comprising Fort McPherson, Georgia; (2) to serve on behalf of the stakeholders as the sole point of contact regarding base reuse planning with the DoD's Office of Economic Adjustment ("OEA") and the Department of the Army; (3) to work with the OEA, the Department of the Army, the State of Georgia, other state and local authorities, and other interested parties on all aspects of reuse planning; (4) to participate in the screening of any public benefit conveyance proposals by governmental bodies; (5) to provide a mechanism for receiving input and suggestions from affected communities and stakeholders; including as to environmental concerns; (6) to determine the financial feasibility of the reuse plan, including identifying potential funding sources for the implementation of the reuse plan; (7) to obtain any necessary approvals of the reuse plan or elements of the plan by all necessary government entities; (8) to communicate the approved reuse plan to the Department of the Army, the State of Georgia, the OEA, and the United States Department of Housing and Urban Development; (9) to solicit, obtain, manage, invest, and expend funding from the OEA and other public and private sources for the base reuse planning process; and (10) to engage in all other activities supportive of or incident to the foregoing purposes.

A more specific scope of work more closely related to investigation of the needs of the stakeholder communities and a consultant-generated comprehensive land use study would:

1. Create and implement a public participation process to ensure public input throughout the planning effort. The outreach program could include, but not be limited to, community workshops, study sessions, public hearings, active websites, and a variety of forums and outreach mechanisms to engage community members and stakeholders in the development and preparation of the Reuse Plan and related efforts. The outreach process should both educate the community and generate input from the community about the desired direction of base reuse. Develop methods to solicit community participation and create effective methods whereby MPLRA and staff can communicate technical information to the public. These tasks will be documented through meeting notices, meeting



summaries and other written communications. Responses and acknowledgement of public comments will be addressed in the study reports.

2. Coordinate the successful consideration of homeless interests in Fort McPherson and formulate an agreement with the homeless representatives in regard to inclusion in the Reuse Plan. Interact with homeless representatives in evaluating surplus property and providing information on the condition of the property, hosting site visits and other activities. Coordinate participation by representatives of the homeless in forums or discussions of homeless needs.
3. Coordinate the successful consideration of state and local interests for reasonable inclusion in the Reuse Plan. Interaction with state and local interests in evaluating surplus property and providing information on the condition of the property, hosting site visits and other activities. Coordinate participation by state and local interests in forums or discussions of proposed uses. Notices of interest from parties potentially eligible to receive public benefit conveyances are not required to be incorporated into the Reuse Plan, but they must be considered.
4. Apply visioning principles/ideas and reconcile and apply all or a portion of economic analysis data from Phase One for the identification of balanced, economically and environmentally feasible land uses for the reuse and redevelopment of Fort McPherson. Reflect community development objectives and the range of community facilities. Balance homeless needs and state/local screening requests with other development objectives. Detail the location and general parameters for land use, buildings, and facilities. Consider the financial aspects of base redevelopment based on general land use patterns in order to assure that the project will be sustainable. Analyze new data and existing data and plans prepared for Phase One. Analyze environmental, physical and inventory data provided by the Military Department. Examine and analyze Military Department data for condition and redevelopment potential of existing buildings, personal property, utilities, roads, site access, and natural and historic features such as water geology, endangered species, floodplains, wetlands, hazardous waste sites, and historic and archeological considerations. Identify environmental issues and establish a baseline. As necessary, advise the MPLRA in regard to the need to conduct independent analysis of environmental issues that may have a critical effect on redevelopment. Draft management and mitigation plans. Create a GIS-based data recording, management and analysis system compatible with City of Atlanta GIS systems.
5. Prepare a comprehensive land use plan (Reuse Plan) for Fort McPherson that will include, at a minimum, three or more practical land use alternatives, strategic plans for development phasing; infrastructure plans, utility plans, fiscal and financial feasibility plans, proposed zoning plans, and disposition plans. The Reuse Plan will be used as a basis for the preparation by the Military Department of environmental assessments and

the property transfer process; a document for guiding future development efforts; and a justification and foundation for enactment of local zoning ordinances and land use regulations. Define the opportunities and constraints in regard to individual buildings, equipment, and facilities; infrastructure, environmental, legal, regulatory, location and context. As a part of the Reuse Plan, prepare an alternative concepts plan that envisions new alternatives based upon the visioning, analysis and conceptualization of the visioning and outreach process. Define alternatives in programmatic and graphic terms. The alternatives should be comprehensive. Phasing components should be defined. Alternative plans should show land use, circulation, open space and community facilities at a scale of 1"= 400'. A study model of the primary study areas will be prepared in order to communicate alternative concepts. Prepare preliminary development cost estimates for each alternative for required improvements. Prepare a comprehensive assessment matrix to evaluate alternative concepts. Establish overall community driven criteria for assessing alternatives. The assessment matrix will consider job creation opportunities, community needs, development implications phasing opportunities and requirements, environmental implications, transportation, economic/fiscal analysis, administrative implications and other items. Prepare a comprehensive assessment of the alternatives including planning, human resource, design, economic, environmental, phasing and administrative factors. Prepare a summary memorandum and exhibits that describe the preliminary draft strategic reuse plan based upon the assessment of alternatives and input from the MPLRA and stakeholders. Prepare a draft strategic reuse plan and documentation that will meet the requirements of the NEPA and EIS process and will describe the proposed goals, intent, uses and requirements for the zoning process. The plan should include, but not be limited to: (1) a summary of job creation opportunities by type; (2) a land use plan with alternatives; (3) a transportation and circulation plan; (4) a public improvements plan addressing open spaces; (5) planning level cost estimates; and (6) an urban design plan addressing the relationship of the on-base reuse strategy to the neighboring communities. Deliverable products include: (1) technical memorandum summarizing alternative reuse development scenarios in graphic and written form; (2) study model illustrating alternatives; (3) assessment matrix and technical memorandum that identify assessment criteria and summarize the results of assessments; (4) preliminary report summarizing the preliminary draft strategic reuse plan; (5) draft strategic reuse plan report in written and graphic form; (6) and a final strategic reuse plan report for the reuse and redevelopment of Fort McPherson.

Other Scope of Work activities include (1) establishing a timeline for LRA/U. S. Army collaboration; (2) investigating early transfer/ESCA agreements; (3) site

visits to other base closure locations; (4) evaluating/screening homeless/state/local submissions and preparation of a legally binding agreement; (5) interfacing with sponsoring federal agencies; (6) determining interests in personal property; (7) implementing a disposal/transfer/financial strategy; (8) appraisal of the real property; (9) preparation and submittal of the HUD application; (10) additional environmental assessments; (11) coordination with the City of Atlanta on the Comprehensive Plan, zoning, design guidelines, and TAD; (12) PBC/EDC applications; (13) and preparation of early transfer/ESCA agreements.

## **REQUEST FOR PROPOSALS HOMELESS COALITION CONSULTANT**

### **BACKGROUND**

As required by the Base Closure Community Redevelopment and Homeless Assistance Act of 1994, as amended (the Redevelopment Act) and its implementing regulations, the McPherson Planning Local Redevelopment Authority (the "LRA") for Fort McPherson solicited Notices of Interest ("NOI's") from homeless services providers, for real property determined to be surplus by the Department of Defense at Fort McPherson in Atlanta, Georgia. A listing of surplus property at Fort McPherson was published by the Department of the Army in the Federal Register on May 9, 2006.

Homeless service providers and other interested parties were given the opportunity to submit NOI's to the MPLRA no later than 5 p.m. on Monday, September 25, 2006. Notices of interest for homeless assistance may be submitted by any State or local government agency or private nonprofit organization that provides or propose to provide services to homeless persons and/or families residing in Fulton County and all municipalities located within Fulton County.

Two separate workshops were held at the offices of the MPLRA during August and September of 2006 and included an overview of the base redevelopment planning process, a tour of the installation, information on any land use constraints known at the time, and information on the NOI process.

Notices of Interest from homeless service providers must include at least the following: (1) a description of the homeless assistance program that the homeless service provider proposes to carry out at Fort McPherson; (2) a description of the need for the program; (3) a description of the extent to which the program is or will be coordinated with other homeless assistance programs in the communities in the vicinity of Fort McPherson; (4) information about the physical requirements necessary to carry out the program, including a description of the buildings and property at Fort McPherson that are necessary in order to carry out the program; (5) a description of the financial plan, the organizational structure and capacity, prior experience, and qualifications of the organization to carry out the program; and (6) an assessment of the time required to commence carrying out the program.

Twenty Notices of Interest were received by the MPLRA on or prior to September 25<sup>th</sup>, 2006. The Healthy Community and Quality of Life Advisory Committee (a subcommittee of the MPLRA) was tasked with analyzing homeless interests and making recommendations to the MPLRA on the homeless provider component.

Case studies in other base closure communities have taught us that homeless providers requesting Public Benefit Conveyances must select their own leadership and organize themselves in order to "speak with one voice" and have the capacity to enter into a legally binding agreement with the LRA. It is understood that all participants will not be

successful in their request for property. In order for the McPherson Planning LRA to successfully screen these requests and make planning decisions, it is critical that the twenty Atlanta homeless providers seeking PBC's (the "Coalition") organize, communicate and work with each other. The purpose of requesting a consultant is to provide the necessary guidance, facilitation and administrative support to the participants, on behalf of the LRA, for this activity in order to meet critical deadlines.

### **SCOPE OF WORK**

A consultant would be hired to guide, facilitate, administer, and coordinate, on behalf of the LRA, the organization and deliberation of the Homeless Provider Coalition. Specific tasks would include:

1. Review, analyze and evaluate the notices of interest received from homeless providers identified as the "Homeless Provider Coalition".
2. Create a timeline with milestones to complete the Scope of Work in advance of the MPLRA's June 22, 2007 deadline.
3. Establish and apply evaluation criteria to the homeless provider proposals.
4. Advise the LRA and Coalition on the relative effectiveness, capacity and potential of each organization.
5. Review and analyze the community's Consolidated Plan and the Regional Commission on Homelessness' 10 Year Blueprint to End Homelessness.
6. Report and advise the Coalition and the LRA on the identified gaps in the community's continuum of care.
7. Provide recommendations to the Coalition and the LRA on addressing these gaps through the use of surplus property at Fort McPherson or other solutions.
8. Establish a process to engage, assess and select homeless project(s) for inclusion within the overall redevelopment plan or other solutions.
9. Facilitate and coordinate all meetings between the LRA, and the Coalition, together or separately.
10. Provide technical assistance to the LRA and the Coalition on homeless issues.
11. Assist the Homeless Coalition in establishing a viable organization and leadership with the capacity to speak with one voice and enter into a legally binding agreement with the LRA.
12. Assist the LRA and Coalition in the preparation and submission of an application to HUD.
13. Provide follow-up support throughout the application period.
14. Assist the Coalition in reaching consensus on an acceptable agreement with the LRA that addresses the needs of the community in regard to the Continuum of Care and the 10 Year Blueprint to End Homelessness.
15. Provide all administrative support for the Coalition in regard to this project including event scheduling, meeting coordination, recording and distribution of minutes, facilitation, printing and copying etc.

STATE OF GEORGIA

COUNTY OF FULTON

LICENSE AND SERVICES AGREEMENT

THIS AGREEMENT, dated this 1<sup>st</sup> day of January 2007 by and between the McPherson Planning Local Redevelopment Authority, Inc., a body corporate and politic, duly created and existing by and under the Constitution and laws of the State of Georgia (hereinafter called the "Authority") and the Atlanta Development Authority, a body corporate and politic, duly created and existing by and under the Constitution and laws of the State of Georgia (hereinafter called the "ADA").

WITNESSETH:

In consideration of the mutual covenants and promises hereinafter set forth, the Authority and the ADA hereto covenant and agree with each other as follows:

1. License. Subject to the terms of a grant from the Office of Economic Adjustment, the ADA hereby grants a non-exclusive license unto the Authority for the limited purposes and on the terms stated herein on Exhibit "A" for the shared usage of Suite 300 and/or Suite 200 (if and to the extent improved) located at 86 Pryor Street, Atlanta, Georgia. Authority has a non-exclusive license to use the space as general office space for one to three employees. This license includes the services provided to the Authority by the ADA stated herein in Exhibit "A" to which services include, but are not limited to: ADP payroll setup; background checks for two employees; computer maintenance, server access, and support; typical office expenses, supplies; maintenance services, elevator services; utilities; liability insurance; use of copiers, postage meter; fax; postage, express delivery and telephone expenses, all on the same terms as are available to the ADA. This license also includes the following personnel services provided to the Authority by the ADA stated herein in Exhibit "A": receptionist shared support (12.50% shared usage) and accountant shared support (30% shared usage). The above Services will be provided at a monthly rate of \$6,773.00 beginning January 1, 2007 through December 31, 2007 due on the first day of each month. In consideration for goods and services shown herein on Exhibit "A" and provided to the Authority, the Authority shall reimburse the ADA upon receipt of a monthly invoice
2. Term. This License and Service Agreement will terminate on December 31, 2007, unless terminated earlier by the ADA or the Authority.
3. Termination. This license may be terminated by either party at any time upon written notice. No expiration or termination of this License shall relieve either party of any of its liabilities or obligations under this License.

4. Rental Fee. In addition to the foregoing fee for services, Authority agrees to pay to ADA a monthly rental payment of \$1,955.83 due on the first day of each month beginning January 1, 2007. In consideration for goods and services shown herein on Exhibit "A" and provided to the Authority, the Authority shall reimburse the ADA upon receipt of a monthly invoice.

IN WITNESS WHEREOF the undersigned have hereunto set their hands and seals as of the date and year first above written.

MCPHERSON PLANNING  
LOCAL REDEVELOPMENT AUTHORITY

\_\_\_\_\_  
Jack C. Sprott, Executive Director

\_\_\_\_\_  
Date

ATLANTA DEVELOPMENT AUTHORITY

\_\_\_\_\_  
Lawrence Gerlach, Chief Financial Officer

\_\_\_\_\_  
Date

## **EXHIBIT "A"**

### **McPherson Redevelopment 2007 Office Expense Budget** **ADA Office Cost Reimbursement**

The following cost structure is based on the ADA 2007/2008 annual budget.

**Office Rent** – Includes space, furniture, use of board and conference rooms and reception area.

- 1/1/07 through 12/31/07 \$23,470  
(7,985 sqft X \$26.72 per sqft. x 11%)

**Total Rent** **\$23,470**

**Other Office Expenses -**

- Computer maint, support. (12.5%) 8,388
- Office expense - office supplies, etc. (12.5%) 9,825
- Office maint. – Cleaning, pest control, elevator and HVAC (12.5%) 9,723
- Office general liability Insurance (12.5%) 3,125
- Office equip. - Copiers\*, postage meter, fax (12.5%) 5,400
- Postage, express delivery (12.5%) 1,425
- Telephone expense (12.5%) 7,012

**Total Office Expenses** **\$44,898**

\*Color copy jobs over 500 pages will be charged an additional \$.10 per copy plus cost of any special order paper.

**Shared Salaries and Benefit Costs**

- Receptionist Shared between 8 groups (12.50%) \$12,755

**Total Shared Salaries and Benefits** **\$12,755**

**Accounting Cost** – Acct. 30% **\$23,623**

**Total 2007 Proposed Cost Reimbursement** **\$104,746**

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