

6-10-08



Michele Evans/Alex
06/10/2008 03:44 PM

To "Jackie Henderson" <Jackie.Henderson@alexandriava.gov>,
Valerie Brown/Alex
cc
bcc

Subject Fw: GSA grant application opportunity

I already sent it to bernie and karen
Faroll Hamer

----- Original Message -----

From: Faroll Hamer
Sent: 06/10/2008 03:38 PM EDT
To: alexvamayor@aol.com; timothylovain@aol.com; council@krupicka.com; councilmangaines@aol.com; delpepper@aol.com; paulcsmedberg@aol.com; Justin Wilson
Cc: Jim Hartmann; Mark Jinks; Michele Evans; litvin@alexecon.org; landrum@alexecon.org; Richard Josephson
Subject: GSA grant application opportunity

Dear Mayor and Councilmembers:

Please find attached a grant memo, application and solicitation. I will introduce the grant tonight during the City Manager's oral presentation. If you would like more time to study it, we can put on the docket for this Saturday, June 14. If you are okay with giving it the nod tonight, that will give staff more time to work out the agreement with Arlington.

I couldn't get it to you any earlier, as the grant was published on June 6, and the deadline is June 20.

It's a grant that deserves your careful attention, as it is very much in harmony with both our economic and environmental sustainability goals, and furthers our attempts to attract knowledge-worker federal office uses to the City.

Yours,
Faroll



GSA grant memo to Council.doc grant application with Arlington.2.doc GSA solicitation for grant applications.doc

Faroll Hamer
Director, Planning and Zoning
301 King Street
City of Alexandria, VA 22314
703-838-4666
Faroll.Hamer@alexandriava.gov

City of Alexandria, Virginia

MEMORANDUM

DATE: JUNE 11, 2008

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER

SUBJECT: CONSIDERATION OF AN APPLICATION JOINTLY WITH ARLINGTON COUNTY FOR A GRANT AWARD FROM THE GENERAL SERVICES ADMINISTRATION FOR ENVISIONING THE FUTURE FEDERAL WORKPLACE IN THE WASHINGTON, DC REGION

ISSUE: Request to join Arlington County in an application for a grant award from the General Services Administration for Envisioning the Future Federal Workplace in the Washington, DC Region.

SCHEDULE: The grant was published on June 6, 2008. The deadline for submittal of applications is June 20, 2008.

RECOMMENDATION: That City Council:

- (1) Authorize the staff to work with Arlington Economic Development in submitting a grant proposal
- (2) Authorize the City Manager to prepare a cooperative agreement between Arlington and Alexandria if the grant is awarded

BACKGROUND: The General Services Administration (GSA), Public Building Service (PBS), will award competitive grants for coordination, planning and research efforts that explore fundamental questions related to the form, location and design of federal offices over the next 10 to 50 years in the National Capital Region.

DISCUSSION: As the largest employer in the Washington metro area, the federal government has a significant effect on regional development. The communities of Arlington and Alexandria are currently home to some 57,000 federal workers housed in more than 23 million square feet of office space. In addition to federally occupied space, government contractors occupy a similar amount of office space, which combined with federal leases, represents approximately 30 percent of the office market in these two jurisdictions.

The government's site and development decisions have an impact upon regional economic, environmental and employment resources. The long-term needs of the federal

government and the larger Washington region are closely intertwined. The government is seeking to make its facilities siting and development decisions in ways that support both long-term federal and regional needs and encourage meaningful regional coordination among key stakeholders.

Through this competitive grant opportunity, GSA seeks to facilitate the research and coordination efforts that would help regional stakeholders better understand:

- How long-term federal facility needs may be met in concert with long-range transportation, housing, employment, telework opportunities, sustainability, and socio-economic goals and trends
- Range of risks and opportunities affecting federal facility siting and development decisions,
- Long-range planning and coordination needed to meet related regional challenges

Specific issues include Cost of Business/Living, Infrastructure, Telework, Energy, Security, Transportation, Infill/Adaptive Reuse, Sustainable land use, and Workforce.

The workplan for the grant would address all the topics listed in the RFP. Each of these topics is relevant to long-term comprehensive planning addressed by both communities. This research will provide a comprehensive review of the issues faced by GSA in retaining or building quality office space. In addition to providing substantive data and information regarding the pertinent issues, the final report will recommend a series of actions that could be taken by local and federal governments to improve the workplace options for GSA over the next five years. The final analysis will also address potential policies that could affect the long-term viability of Arlington and Alexandria as locations for federal facilities.

PLANNING CONTEXT: This work complements the recommendations of the report, “Responding to BRAC-Economic Recovery Strategy, Recommendations for the City of Alexandria,” and to the subsequent grant awarded from the DoD Office of Economic Adjustment in 2007 to fund a BRAC coordinator position. It is also aligned with the City’s economic and environmental sustainability goals.

The city has pioneered the concept of **Federal Friendly Zones (FFZs)** that support the long-term integration of the federal government into the city fabric built around the central idea that people want to live, work and play in their community. Alexandria is preparing to aggressively court GSA and federal agencies to look at Alexandria as a preferred location and the city. This grant and report will provide the research and data to help further define the long-term recovery strategy and target industries.

FISCAL IMPACT: A grant in the amount of \$90,000 is requested. This would cover personnel and other direct costs attributable to the scope of work. Work conducted by current staff of the localities will be contributed as in-kind match to leverage the grant. The preliminary estimate of the value of the in-kind contribution is \$30,000 (roughly 480 hours of senior staff), roughly forty percent from Alexandria and sixty percent from Arlington.

STAFF:

Faroll Hamer, Director, Department of Planning and Zoning

Stuart Litvin, Executive Director, Alexandria Economic Development Partnership

Stephanie Landrum, Deputy Director, Alexandria Economic Development Partnership

Rich Josephson, Deputy Director, Department of Planning and Zoning

1. EXECUTIVE SUMMARY

The communities of Arlington and Alexandria, Virginia are currently home to some 57,000 federal workers housed in more than 23 million square feet of office space. Federal facilities range in size from the Pentagon, at 6 million square feet, to small leaseholds of only a few thousand square feet. The federal government is a fundamental part of their economies, both directly and indirectly. In addition to federally occupied space, government contractors occupy a similar amount of office space, which combined with federal leases, represents approximately 30 percent of the office market in these two jurisdictions.

Both communities have been partners with the federal government since the inception of the National Capital. Alexandria pre-dated the formation of the Capital city and Arlington was originally part of the 10 mile square that formed the District of Columbia. Some 17 percent of the land in Arlington remains in federal ownership. The federal government's presence in Arlington and Alexandria is substantial and inextricable.

There are some challenges however. The attacks of 9/11 caused the federal government to adopt building security standards that are virtually impossible to meet in an urban environment. The BRAC actions of September 2005 caused the Department of Defense to vacate nearly all leased space in Arlington and Alexandria resulting in the eventual movement of some 25,000 DOD employees out of these communities and into locations on military bases generally not served by transit and costing far more than projected. This loss of a lease option, coupled with the near impossibility of obtaining owned space, severely limits future GSA options for housing agencies in Arlington and Alexandria.

Yet, a sizeable portion of the federal labor force lives in Arlington and Alexandria. As the federal labor force ages and retires, many of the replacement workers will be recruited from the huge base of highly educated 24-35 year-olds living in these communities who are unwilling to consider employment locations that are not served by Metro. Both the current and potential future federal labor force is more concentrated in Arlington and Alexandria than in any other communities in the region.

High amenity communities are desirable for office tenants, both government and private sector, making cost an obstacle for future federal leasing. The best located space is transit accessible and leasing policies that consider cost alone could result in federal workspace locations in only the least desirable locations. This not only complicates recruiting, but lowers efficiency and retention.

Arlington and Alexandria have as economic development goals the recruitment and retention of "high value federal tenants" – those that bring tax paying contractors and high wage employees. Both want to maintain a strong base of federal agencies. But, factors such as security, cost, labor and transit availability, and sustainability interact in a way that is complex and currently unclear to both the communities and to GSA in terms of long run implications. This proposed study should clarify the issues, provide data on the trends, and project the implications of a variety of actions and policy options for both the localities and the federal government.

3. DESCRIPTION OF PROPOSED WORK

a. Focus of Work

i. Key Topics

This proposed work plan would address all the topic areas listed in the RFP: costs; energy; infill development; infrastructure; security; sustainability; telework; transportation and workforce. Each of these topics is relevant to long term comprehensive planning addressed by both communities.

Cost of Business/Cost of Living - The applicants regularly track costs in a variety of ways including housing costs, commercial office rents, resident incomes, taxes, etc. These constitute the competitive position of each community within the region and nationally. Reflective of each community's cost profile is also the array and quality of local services they provide. In the aggregate, these profiles represent the resident composition of the communities as well as the value provided to GSA tenants/occupants.

Energy - Both Arlington and Alexandria are regional and national leaders in energy conservation. We are members of the U.S. Green Building Council; Local Governments for Sustainability; and are a Charter Signatory of the Cool Counties Climate Stabilization Declaration. In addition, combined we have some 18 Energy Star rated office buildings and 6 with LEED Certification. Arlington requires LEED certification of all new construction and substantial rehabilitation. Moreover, as national leaders in transit-oriented development, we have some of the highest levels of transit ridership and connectivity of workplaces to transit in the nation and the highest in the region outside of the District itself. Arlington has applied for designation of Crystal City as a LEED Neighborhood and Alexandria has initiated a Green Buildings Initiative and a new EcoCity Environmental Action Plan.

Infill/Adaptive Reuse – Both communities have been substantially developed, Alexandria pre-dating the formation of the Nation's Capital. Almost all development is redevelopment, infill, or adaptive reuse. This does present some challenges to GSA in relation to modifications of the built environment for security or energy conservation or the creation of spaces to meet specific facility requirements. New building development is somewhat constrained, although Arlington's plans accommodate an additional 20 million square feet of new office space and 12 million square feet in Alexandria. There are opportunities in both communities, but only if there is planning and cooperation between the local and federal governments.

Security – The security environment is somewhat problematic right now. DOD standards have resulted in BRAC actions that will result in the removal of some 25,000 federal workers from the communities; which also in most cases removes them from transit accessible workplaces. ISC standards are anti-urban in nature, requiring building hardening or setbacks that are difficult or impossible to achieve in high density transit-served environments. Yet, it is in the interest of GSA to offer desirable, accessible and safe workplaces to their clients. Given that blast resistance is only one aspect of security, what

other options, e.g. surveillance, detection, and superior response, might compensate for less blast resistant buildings?

Sustainability – It is difficult to imagine any two communities that are more fiscally and environmentally sustainable. This could be to GSA's advantage, although decisions to remove the federal workforce from transit-served environments, such as the last round of BRAC, ultimately reduces regional sustainability and may result in higher, not lower costs. Reconciliation of cost, quality, and sustainability is needed as part of an overall real estate strategy.

Telework – GSA's pilot telework projects have focused on alleviating the need for suburban commuters to travel to more centrally located workplaces in DC, Arlington and Alexandria. However, telework centers in these central communities may also be a solution to reduce attrition of the federal workforce living in the inner suburbs and resistant to commuting to more suburban workplaces or to workplaces that are moving outside a reasonable commuter-shed such as Ft. Meade or Ft. Belvoir.

Transportation and Infrastructure – The density of transportation options for workers is greatest inside the beltway and degrades rapidly with distance from the center of the region. The density of infrastructure in the far suburbs will never approach that of Arlington and Alexandria. This infrastructure has strategic value to the federal government.

Workforce - The regional population of 24-35 year olds, those needed to replace the retiring federal baby boom workforce, live in Arlington and Alexandria and not in the far suburbs. These are also the highest educated portion of the workforce (see *Benchmarking the Creative Class*, attached). Trends in workforce location, and workplace location, should be of significant concern to GSA.

ii. Geography

This proposal covers the communities of Arlington and Alexandria within the Washington, DC Metropolitan Area. Although a geographically small area, it has critical importance to GSA since combined, these communities have a population of 320,000, an employed workforce of 193,000; and an employment base of 314,000. Further, they contain some 23 million square feet of federal facilities including the Pentagon and the Patent & Trademark Office. They employ 42,500 federal workers directly and an even greater number of workers engaged in federal contract work (see the *Federal Presence in the Urban Village*, attached). Federal procurement in Arlington and Alexandria exceeds \$8 billion annually, some 15 percent of the entire region.

iii. Planning Timeframe

This proposed scope of work would cover issues from both short-term and long-term perspectives. Some issues are critical in the short-term, e.g.

security, BRAC; etc. and others over a longer range such as regional growth patterns.

b. Planned Process

i. How the Work will be Accomplished

The work would be conducted by two or more temporary staff retained for the purpose of completing this work. Most likely they would be recent graduates of planning schools or current planning students. The focus groups would be handled by a professional facilitator. The work would be coordinated by the principal researchers (below). The planning and economic development staff from both Arlington and Alexandria would also be involved to provide information and to conduct portions of the needed research. Only the researchers retained for this study would be charged to GSA, all other staff time would be an in-kind contribution.

ii. Key Individuals

The Principal researchers responsible for project coordination and management are Terry Holzheimer and Farroll Hamer. Holzheimer is the Director of Arlington Economic Development and Hamer is the Director of Planning and Zoning for the City of Alexandria. They will serve as the management team for the project, coordinating the research and the assignment of staff. Biographies of each are attached.

iii. Milestones

The project will officially commence once a grant is awarded, accepted and appropriated by the Arlington County Board (September if awarded at the end of July), and staff is retained. The project would be completed in May, 2009. A project flow chart is attached.

iv. Products and Deliverables

The final deliverable will be a report. The proposed process features a series of focus groups around the topics described in 3.a.i. above. These focus groups will be supported by and supplemented by data collection. The analysis will be directed at short term actions and long term policies recommended for both GSA and the two constituent communities. The final report could be considered both an action plan and a policy proposal.

c. Goals of this Work

The research will provide a comprehensive review of the issues faced by GSA in retaining or building quality office space for the conduct of federal business. The normal planning concerns of supply, quality and cost will be considered in the light of local government plans covering the next 20 years. Short term concerns related to current federal practices and policies will also be considered as they affect the office leasing environment. In addition to providing substantive data and information regarding the pertinent issues, the

final report will recommend a series of actions that could be taken by local and federal governments to improve the workplace options for GSA over the next five years. The final analysis will also address potential policies that could affect the long term viability of Arlington and Alexandria as locations for federal facilities.

A key tenant of the study is understanding the demographics and changing lifestyles demands that will impact both the federal and private workforce. People want to live, work and play in their community; creating the environment that supports federal agency mission, affordable housing, and amenities will be critical to ensuring the vitality of the workforce and communities. As the federal government workforce retires over the next 5-20 years, attracting the younger employee that is growing up in the Web 2.0 world, will require a very different approach.

4. FUNDING REQUEST

a. SF-424a is attached.

b. Grant Amount

A grant in the amount of \$90,000 is requested. This would cover personnel and other direct costs attributable to the scope of work. The projected budget is as follows:

Personnel	\$ 80,000 (approximately 1,600 hours)
Direct expenses	\$ 2,500
Graphics/printing	\$ 7,500

c. Other Funds

Work conducted by current staff of the localities will be contributed as an in-kind match or leverage to the grant. The preliminary estimate of the value of the in-kind contribution is \$30,000 (roughly 480 hours by senior staff).

1. PRIOR EXPERIENCE

a. The Grantee

The Grantee would be Arlington County which would prepare a cooperative agreement with the City of Alexandria for the purposes of this study. Both organizations are local governments formed under the laws of the Commonwealth of Virginia and both receive millions of dollars in federal grants annually. The principal organization for managing the grant would be Arlington Economic Development (AED), an agency of county government. This agency works closely with the Arlington Planning Division and with the Arlington Employment Center on a variety of joint projects. AED currently manages federal grants from the Office of Economic Assistance (\$1,100,000) and the Economic Development Administration (\$500,000) as well as a joint state grant with Alexandria for the development and operation of a BRAC Transition Center

(\$475,000). Arlington and Alexandria also jointly manage a number of workforce development grants from both the federal and state departments of labor.

b. Similar Work

AED has conducted a variety of research and policy studies using the techniques proposed. Included among the attachments are several relevant studies:

1. "The Federal Presence in the Urban Village: the Economic Impact of Federal Facilities in Arlington, Virginia."
2. "The Homeland Security Industry and its Impact on the Arlington, Virginia Economy."
3. "Brainpower: a snapshot of the physical and social science research industries and occupations in Arlington, Virginia and the Washington D.C. Metropolitan Area."
4. "Fostering Emerging Technologies Sectors in Arlington, Virginia: an Economic Development Strategy for Knowledge Creation and Innovation."
5. "Benchmarking the Creative Class in Arlington, Virginia."

d. Key Individuals

The project manager and principal contact will be Terry Holzheimer. He serves full time as the Director of Economic Development for Arlington County, Virginia and has previously held similar professional positions in Loudoun County, VA and Dade County, FL as well as the National League of Cities and a number of planning and real estate consulting firms. Dr. Holzheimer is also a member of the adjunct faculty at Virginia Tech where he teaches *The Urban Economy and Public Policy* and *Economic Analysis Methods* and also lectures on other elements of economic development and paying for growth.

Dr. Holzheimer received his Ph.D. in Public Policy with a specialization in regional development from George Mason University. He studied Urban and Regional Planning at the University of Miami and has a B.A in Economics from the University of Florida. He is currently the Chair of the Divisions Council of the American Planning Association and is a member of the College of Fellows of the American Institute of Certified Planners.

The co-principal researcher from Alexandria is Faroll Hamer, the City's Director of Planning and Zoning. Previously, Ms. Hamer was interim director of the Maryland-National Capital Park and Planning Commission's (M-NCPPC) Montgomery County Planning Department. Prior to that, from 1987 to 2005, she had been with M-NCPPC's Prince George's County Planning Department, serving as Chief of Development Review, supervisor of the Urban Design Section, and as a planner in the Urban Design Section.

Ms. Hamer holds a Master of Arts Degree in Landscape Architecture from

Morgan State University (Baltimore, MD), and a Bachelor of Arts Degree in English from Smith College (Northampton, MA).

6. REFERENCES

Mr. Frank Shafroth, Chief of Staff, Congressman James Moran
202-225-4376

Dr. Heike Mayer, Assistant Professor, Urban Affairs & Planning, Virginia Tech
703-706-8111

Dr. Roger Stough, Professor, School of Public Policy, George Mason University
703-993-2280

Mr. Deke Smith, Director BuildingSMARTAlliance, National Institute of Building Science

Grant Opportunity

United States General Services Administration, Public Buildings Service Solicitation for Applications for Regional Federal Site Study(ies)

Envisioning the Future of the Federal Workplace in the Washington Region

The General Services Administration's (GSA), Public Building Service (PBS) seeks to cultivate innovative regional coordination, design, and planning practices for accommodating federal offices in the Washington region over the next half-century. Decisions about the form, nature, and location of federal work will have a tremendous influence on the long-term social, economic, environmental, and cultural health of the region. Developing an urban planning vision for how to locate and develop federal work places will require close collaboration with both public and private stakeholders. The federal government seeks to encourage this effective regional coordination and plan intelligently, guided by mutual regional concerns such as sustainability, energy consumption, transportation infrastructure, security, new technologies, including those that facilitate telework opportunities, as well as the changing regional economics of land, housing, and workforce issues.

In order to promote a guiding vision for the future of federal work in the Washington region, the General Services Administration's (GSA), Public Building Service (PBS) will award competitive grants in the range of \$50,000 to \$500,000 for coordination, planning, and research efforts that explore fundamental questions related to the form, location, and design of federal offices over the next 10 to 50 years in the National Capital Region. The maximum aggregate value of the grants is \$500,000.

This grant opportunity is derived from Public Law 110-161, which gives GSA the authority to make these competitive grants to institutions of higher education, nonprofit organizations, commercial organizations, and state or local governments as well as to qualified individuals.

Grant proposals will be evaluated by a panel consisting of GSA officials and GSA Design Excellence Peers, who are nationally recognized private sector experts in the field of urban planning and design. Successful grantees will be notified in July 2008.

Background and Purpose:

Pursuant to Public Law 110-161, the General Services Administration (GSA), Public Buildings Service (PBS) has the authority to award competitive grants of up to \$500,000 to entities which may help to coordinate long-term siting of Federal building and employment in the National Capital Region with state and local governments, the commercial sector, and other major stakeholders in the region.

As the largest employer in the Washington metro area, the federal government has a significant affect on regional development. The government's site and

development decisions have a significant impact upon regional economic, environmental, and employment resources. In turn, these factors affect the ability of federal agencies to meet their mission needs, impact the desirability to do both government and commercial business, and affect how attractive the region is to live for current and future residents.

In short, the long-term needs of the federal government and the larger Washington region are closely intertwined. It is in the government's interests, therefore, to make its facilities siting and development decisions over the next 10 to 50 years in ways that support both long term federal and regional needs and encourage meaningful regional coordination among key stakeholders.

To this end, GSA is seeking to encourage better understanding and coordination among state and local governments, the commercial sector, and other major stakeholders in the region about federal facilities siting decisions and long term regional needs and trends.

Through this competitive grant opportunity, GSA seeks to facilitate the research and coordination efforts that would help regional stakeholders better understand

- how long-term federal facility needs may be met in concert with long range regional transportation, housing, employment, telework opportunities, sustainability, and socio-economic goals and trends;
- the range of risks and opportunities affecting federal facility siting and development decisions; and
- the long-range planning and coordination needed to meet related regional challenges.

The envisioned grants may be for the purposes of

- a) directly assisting in the coordination of long-term federal workplace siting decisions with regional stakeholders;
- b) providing the research needed to better inform such coordination; or
- c) a combination of the above purposes.

GSA Background

GSA is an independent agency of the United States government, established in 1949 to help manage and support the basic functioning of federal agencies. GSA's Public Building Service (PBS) is responsible for the design, construction, management, leasing, and acquisition of workplaces for federal agency clients who work in office buildings, courthouses, and other federal facilities. PBS is the largest public real estate organization in the country, with an inventory of over 340 million square feet of workspace for 1.1 million federal employees in 2,100 American communities. PBS' mission is to provide superior workplaces for federal customer agencies at good economies to the American taxpayer.

Known Issues and Questions for Consideration

In considering long term regional development trends and how they should influence federal site development decisions in the region, GSA is interested in the following issues, among others:

Cost of Business/Living	Infrastructure	Telework
Energy	Security	Transportation
Infill/Adaptive Reuse	Sustainable land use	Workforce

The following illustrates some of the government's specific interests in these areas:

Cost of Business/Cost of Living. The region has relatively high land, development, commuting, and housing costs that affect government facility development, as well as the government's ability to attract and retain a high quality workforce. How should the federal government consider long range development costs in its planning of long term facility site decisions? How might regional planning or facility planning better respond to the need to attract and retain high a quality workforce in this high cost area? What can federal and regional stakeholders do to meet workforce needs in ways that address federal and regional planning goals?

Energy. The federal government is under strict mandates to reduce the carbon footprint of its facilities (inc. the *Energy Policy Act of 2005* (P.L. 109-58), *Energy Independence and Security Act of 2007* (P.L. 110-140), and *Executive Order 13423*). Beyond energy usage within individual buildings, how might federal site selection decisions support government efforts to reduce the carbon footprint associated with the use of its buildings – including commutes by employees and constituents?

Infill/Adaptive Reuse. Maximizing use of existing infrastructure and existing buildings supports a broad range of federal sustainability, historic preservation, and efficiency goals, but it also presents challenges in light of large federal needs, high development costs, and stringent security requirements. How might the federal government and regional stakeholders identify new opportunities to promote efficient adaptive reuse and infill development that meets federal needs and promotes regional goals?

Security. The federal government has a significant responsibility to develop and manage its properties as safe workplaces, which manage risk to the government's workforce and its mission. How can the government balance the need for enhanced facility security, which often drives larger sites outside of densely developed areas, with the need to responsibly develop sites within existing transportation and services infrastructure? How can government site selection decisions meet these security needs without driving sprawl

development? What long-range regional trends and development patterns should influence this decision-making?

Sustainability. The government is committed to the sustainable use of limited energy, land, water, and materials resources. How might federal development decisions further this commitment and bolster similar efforts at the regional level? How might the government both respond in the short term to known opportunities and also anticipate long-range trends or opportunities that are not readily apparent?

Telework. The government is committed to increasing the number of teleworkers. Does the region have the technological infrastructure capable of supporting large numbers of teleworkers? What are the trends in private sector industry regarding telework? What are the projected workplace trends that may or may not support telework in the region?

Transportation & Infrastructure. The greater Washington region, and the Northeast Corridor, may be well positioned for efficient land use and sustainable growth over the next few decades, but there are concerns that aging infrastructure might limit long term economic growth and competitiveness. There are additional and growing concerns about how commuting patterns place time and cost constraints on regional households and how this impacts the workforce. How might the region coordinate infrastructure planning to meet long term needs? How should federal facility development decisions impact and be influenced by regional plans for transportation and other infrastructure investment that may be many years down the road? At the same time, are there known trends or planned actions that government decision makers should respond to in the short term? How should transportation and infrastructure factors influence government decisions in light of workplace efficiency and continuance of operations?

Workforce Issues. The government has a broad interest in bringing employment opportunity to all areas of the region, in helping to give federal agencies access to a diverse range of skilled talent for federal jobs, and in providing “best in class” workplaces that promote employee recruitment and retention. What are the long-range workforce trends in the region and what areas, if any, have not sufficiently gained from available employment opportunities? How should federal site decisions help to provide employment opportunity to all communities in the region? What are the best employers in the region doing to promote workforce recruitment and retention and how should federal site selection and development decisions be informed by their efforts?

Scope of Government’s Interest

The government is interested in encouraging better understanding and coordination related to regional development trends and opportunities over the next 10 – 50 years. Effective coordination or analysis may require a broad geographic focus on the National Capital Region and its place in the larger Washington Metropolitan area along the Northeast Corridor or “megaregion.” At the same time, the government has more immediate interest in encouraging effective coordination and well-informed site development decisions over the next 5 to 10 years, and such analysis may focus on a much smaller geographic areas that represent acute challenges or special opportunities.

Due to the breadth and complexity of regional development issues, the government will consider a broad range of grant proposals that deal with different issues, geography, and timeframes:

Issues - The government will consider comprehensive proposals that address the complete range of regional development issues, trends, and stakeholders in the region. The government also will consider more focused proposals that address a key subset of these issues.

Geography - The government will consider proposals that focus on the larger Washington region (or “mega region”) or key sub-regions that may present special challenges or opportunities. However, all studies must include the National Capital Region in the geographical areas of study.

Planning Horizon – Where appropriate for proposed coordination issues and geographic focus, the government also will consider proposals that address planning and coordination horizons of different lengths, from long range (50-year) views to shorter term (5 to 20 year) views.

Regarding the above, the government may choose to fund multiple proposals that take very different approaches to these issues, if such proposals meet the government’s interests.

Eligible Applicants

Eligible applicants may be institutions of higher education, nonprofit organizations, commercial organizations, state or local governments, or individuals with experience in the analysis or coordination of the planning issues described above. Joint ventures between any of these types of entities are welcome.

Application Requirements

Applicants who wish to be considered for these competitive grants must submit a grant proposal that includes the following elements:

1. **Executive Summary.** This should be a one (1) page description of the proposed work for which the grantee is requesting funding.
2. **SF-424 Facesheet.** As referenced in OMB Circulars A-102 and A-110, all applicants must complete and submit the standard form 424 with their application.
3. **Description of Proposed Work.** This should be a one (1) to five (5) page description of the proposal, to include the following:
 - a. **Focus of Work**
 - i. Key topics to be addressed.
 - ii. Geographic area of consideration
 - iii. Regional planning timeframe to be considered
 - b. **Planned Process**
 - i. Briefly describe how the proposed work would be accomplished
 - ii. List key individuals and entities to be directly involved with the work and outline their role.
 - iii. List key milestones and associated schedule
 - iv. Describe any final product, report, or deliverable, if any, that would be produced through this work and a proposed schedule.
 - c. **Goals of this Work**
 - i. Describe how the work would support the federal government's interests in effectively meeting the long-term development needs of federal agencies in the area, as described previously in this announcement. Describe how the work might be used by the government.
 - ii. Describe how the work would help to address long term planning interests of regional stakeholders, including state/local governments, transportation providers, commercial, and other stakeholders. Describe how these stakeholders could make effective use of this work.
4. **Funding Request.**
 - a. **SF-424a (Budget Information - Non-Construction).** As referenced in Circulars A-102 and A-110, all applicants must complete and submit the standard form 424a with their application.
 - b. List the amount of grant funding being requested from GSA.
 - c. Describe any other funds or resources that would be used to leverage the requested funding.
 - d. Read and comply with the "Standards for Financial Management Systems" (OMB Circular A-110.21)
5. **Prior experience.**
 - a. Briefly describe the requesting entity, its organizational mission, and history.

- b. Describe any similar work that the organization has completed in the past five years and how that experience suggests the ability to accomplish the proposed work. Work samples may be included in the application package.
 - c. Describe the experience of the key individuals who would lead this work for the requesting entity.
6. **References.** Please list at least three (3) persons outside of the requesting entity who the government may contact as a reference for the entity's past performance.

Note: If you have any questions regarding this grant opportunity, please contact Frank Giblin at frank.giblin@gsa.gov or at 202-501-1856.

Applications Due

Applications must be received by 5pm on June 20, 2008.

Please submit all grant proposals to the following location:

Frank Giblin
1800 F Street, NW
Room 3341
Washington, DC 20405

Grants will be announced by July 31, 2008.

Selection Process

Grant proposals will be reviewed and evaluated by a Grant Review Panel, consisting of GSA officials and private sector Design Excellence Peers, who are nationally-recognized practitioners and educators in urban planning and design.

During the review process, members of the Grant Review Panel may contact applicants to request further information.

GSA is not soliciting positions on policy issues pending before Congress, the executive branch, or other domestic bodies and will not fund grant proposals of a partisan political nature. However, projects that lead to policy recommendations for governments, international organizations, or nongovernmental organizations are welcome and indeed encouraged, although such recommendations will be those of the grantee and not GSA.

Evaluation Criteria

GSA will give preference to those proposals that it believes would best promote the purpose stated in Public Law 110-161 to encourage better understanding and

coordination among state and local governments, the commercial sector, and other major stakeholders in the region about federal facilities siting decisions and long term regional needs and trends, as described above.

Additionally, important factors for consideration of the grant proposals will include assessment of the following:

- The potential for effective use by relevant stakeholders, including the federal and regional governments, the private sector, and other key regional decision makers;
- The potential to advance regional understanding or coordination in a new or creative way;
- The ability of the requesting organization to deliver their proposed work effort;
- How the proposed grant funding would be leveraged by other investments or efforts, to maximize its effect; and
- How the proposed work supports GSA's mission and goals of leveraging the buying power of the federal government to acquire best value for taxpayers and our federal customers to deliver superior workplaces.

Finally, GSA will consider the totality of submitted proposals and award grants based, in part, on how the collective body of work proposed by all the grantees would best advance the goals expressed in this grant opportunity.

Modification June 4, 2008

In appropriate circumstances, GSA reserves the right to partially fund proposals/applications under this announcement by funding discrete activities, portions, or phases of proposed projects. If GSA decides to partially fund a proposal/application, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal/application, or portion(s) thereof, was evaluated and selected for award, and that maintains the integrity of the competition and selection process.