



CITY OF ST. MARYS

418 OSBORNE STREET
ST. MARYS, GEORGIA 31558

COMMUNITY DEVELOPMENT DEPARTMENT
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St. Marys Airport Impact & Compatibility Assessment Request For Proposals | 2017 Airport RFP

March 15, 2017

Background

In 2015 the City of St. Marys launched a Master Plan project, with supporting funds from the Office of Economic Adjustment (OEA), to further the objectives of the recently completed Camden Kings Bay Joint Land Use Study (JLUS) and provide a foundation for future and compatible growth for the City of St. Marys.

After an extensive procurement process, the City of St. Marys selected the Ecological Planning Group, (EPG) LLC, out of Savannah, GA to complete St. Marys' first Master Plan. The One St. Marys Master Plan process is on schedule for completion and is currently in the process of drafting the final document, including an update of the City's zoning ordinance.

During the Master Plan process, the City of St. Marys was made aware by federal and state partners that the St. Marys airport could be closed, as recommended in the Kings Bay JLUS, under legislative language included in the 2017 National Defense Authorization Act. The airport, located less than a half-mile from the boundaries of Kings Bay Submarine Base, is a major incompatible use area that was not reviewed or changed as part of the One St. Marys Master Plan process. The President signed the National Defense Authorization Act for Fiscal Year 2017 into law on December 23, 2016 and under Section 2829D the airport relocation procedures are authorized.

The City of St. Marys, with the recent passage of NDAA, is seeking assistance from OEA/DOD in redevelopment of its airport site, which will be 'repurposed' upon closure, under easement restrictions referenced below:

The city of St. Marys, for consideration as provided for in this section, grants to the United States, under the administrative jurisdiction of the Secretary, a restrictive use easement in the real property used for the St. Marys Airport, as determined acceptable by the Secretary, under such terms and conditions as the Secretary considers necessary to protect the interests of the United States and prohibiting the future use of such property for all aviation-related purposes and any other purposes deemed by the Secretary to be incompatible with the operations, functions, and missions of Naval Submarine Base, Kings Bay, Georgia.

The existing airport site is approximately 283 acres in size and lies just south of the Kings Bay Naval Submarine Base, a large facility that, combined with some on-site contamination, will temper the redevelopment potential for the site as it pertains to residential uses. In redeveloping this large property, the City is focused on uses that can generate both jobs and tax revenue with industrial and potentially commercial uses representing target opportunities. Additional opportunities could be found in key local and regional institutional uses, open space, and perhaps residential on some portion of the property. To this end, the City is seeking independent market guidance as to the highest and best use of the 283-acre site and the optimal mix of land uses within the property.

This planning effort will include a detailed market analysis, offering recommendations to help maximize opportunities for success, while minimizing potential pitfalls, offering and a roadmap for the airport site, including

zoning and assessment for Georgia Ready for Accelerated Development status, providing the City of St. Marys and Kings Bay Submarine Base a more secure and productive future.

Purpose & Scope

Task 1: Project Launch: In this initial portion of the engagement, the consultant team will meet with the City to:

- a) confirm goals and project understanding;
- b) Set project timeline; and
- c) Identify key issues that are relevant to our research and analysis process.

Representatives of the consultant team will then visit the subject site and place it in the physical context of the market, understanding how it relates to demand sources and competitive supply, and assessing its strengths and challenges for the land uses being examined.

Task 2: Site & Market Assessment: The consultant team will perform a market assessment that includes research and analysis identifying the following:

1. What uses are most viable considering the restrictive easements placed upon the site by the NDAA, which are compatible with the 2014 Kings Bay JLUS and offer redevelopment alternatives aligned with contemporary coastal market dynamics?
2. Local, regional and global market audiences.
3. Site drivers, such as transportation, communication, economic and environmental dynamics.
4. Depth of market driving real estate demands of product range.
5. Land uses, zoning and compatibility plan.
6. Amenities, design elements and conditions for success.
7. Target industries, firms and audiences.
8. Site assessment for Georgia Ready for Accelerated Development status.

Task 3: Conclusions & Recommendations

The consultant will attend one Public Meeting and a meeting with the City Council to review the key conclusions from the market analysis as well as recommendations for future development, which will be provided in an exhibit package suitable for internal and third-party review.

Task 4: Project Coordination

The consultant will coordinate site and market analysis with the ongoing work being conducted as part of the St. Marys Visioning and Master Plan project. This will include coordination with the Master Plan Steering Committee (up to 2 meetings), a presentation to City Council, as well as facilitation of two public meetings. Based on the feedback received at these meetings, the consultant will develop recommendations for inclusion in the Master Plan. In addition, the Consultant team will work to come up with zoning and development recommendations for inclusion in the New Zoning Ordinance, Georgia Ready for Accelerated Development status and any future development agreements for the site.

Timeline

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|--------------------|--|
| June 1, 2017: | Project Launch Meeting with City Representatives |
| June 15, 2017: | Site Visit |
| July 1, 2017: | Site & Market Assessment Research |
| August 1, 2017: | Site & Market Assessment Findings Meeting |
| September 1, 2017: | Conclusions and Recommendations Draft |
| September 1, 2017: | Public Meeting on Draft |
| October 1, 2017: | Presentation to Council of Report |

Proposal Format & Requirements

- A. Please place one (1) original, four (4) hard copies and one (1) electronic copy of your RFP in a sealed envelope and clearly label in the lower left corner "Request for Proposals for Professional Services."
- B. The proposed fee structure of the proposal shall be placed in a separate sealed envelope that shall be opened as part of the final element of the review process.
- C. Qualifications should be prepared simply and economically, providing a straight forward concise description of provider capabilities to satisfy the requirements of the request. Emphasis should be on completeness and clarity of content.
- D. An authorized representative of the firm must provide a cover sheet with a signature.
- E. Any questions concerning the City's RFP process must be directed by email to Jeff Adams at jeff.adams@stmarysga.gov
- F. The RFP must include a completed U.S. Standard Form 330.
- G. The RFP must include evidence that the firm maintains the following minimum insurance:
 - 1. Workers' compensation and employer's liability in amounts required by law;
 - 2. Commercial general liability with limits of liability not less than \$2,000,000;
 - 3. Automobile liability insurance with limits of liability not less than \$2,000,000; and,
 - 4. Professional Liability with limits of liability not less than \$2,000,000
- H. **The RFP must be submitted to:**

The City of St. Marys
Attn: Jeff Adams
418 Osborne Street
St. Marys, GA, 31558

No later than Midnight, April 1, 2017.

Compensation

- A. The City will negotiate a price which it determines is fair and reasonable with the selected firm. If the City is unable to negotiate a satisfactory contract with the firm selected, negotiations with that firm will terminate and the City may select another firm.
- B. Payment by the City of St. Marys for the services will only be made after an itemized billing statement is submitted and approved by the appropriate City representative. Payment shall be made on a monthly basis, thirty (30) days after receipt of such billing statement.

Consultant Selection

Submission of any RFP will be evaluated on the following criteria:

- A. Experience with similar assignments. Previous experience of the firm and the key project team members with similar assignments.
- B. Project Team. Professional strength and breadth of experience of the project team, both individually and collectively.
- C. Strength and Clarity of Approach. Understanding of preparing guideline documents, ability to provide suggestions to enhance and focus the scope of work, the ability to organize and to complete the work in a timely manner.
- D. Overall Proposal Presentation. Overall quality of the package, including clarity of written text, completeness and depth of supporting materials, general organization and graphic presentation quality.

- E. Technical Resources. The proposer has the technical resources to provide services and submit the required reports.
- F. Military Community. The proposer has previous experience with military community.
- G. Insurance. The proposer's insurance coverage is acceptable.
- H. Proposed Fee Structure.
- I. References: A minimum of three (3) references required.

RFP Questions & Responses

The City will interview two to three firms.

- A. The City reserves the right to reject any and all proposals, and to waive minor irregularities in any proposal.
- B. The City reserves the right to request clarification of information submitted, and to request additional information from any firm.
- C. All questions submitted prior and during to the pre-response conference will be published to all registered firms. All questions shall be emailed to: jeff.adams@stmarysga.gov
- D. If the successful firm does not execute a contract within thirty (30) days after the selection of the RFP, the City reserves the right to award the contract to the next most qualified firm.
- E. Any RFP may be withdrawn up to the date and time set above for deadline of proposals. Any RFP submitted must be valid for 90 days. This period may be extended upon mutual agreement of both parties.
- F. The City shall not be responsible for any costs incurred by the firm in preparing, submitting or presenting its RFP.
- G. The City encourages minority and women-owned firms to submit qualifications consistent with the City's policy to insure that minority and women-owned firms are afforded the maximum practicable opportunity to compete for and obtain public contracts for services.
- H. Compliance with St. Marys, State of Georgia and Federal Laws and Permit Requirements: The selected firm shall comply with all applicable rules, regulations (health, fire, environmental, safety, etc.), ordinances, laws and permitting requirements of the City, the State of Georgia, and the Federal Government now in force or hereafter adopted.
- I. Licenses, Permits and Taxes: The selected firm shall secure, at its expense, all licenses and permits applicable to the proposal. The firm shall also be solely responsible for payment of any and all taxes, permits, licenses and fees.
- J. Assignment and Subcontracting: The successful firm may not sell, subcontract, assign or otherwise transfer its interest in the project without the prior written approval of the City. The project team may consist of other firms with specific tasks.
- K. Indemnification: The successful firm agrees to indemnify and hold harmless the City, its agents, assigns and employees from and against all claims, demands, liabilities, suits, judgments and decrees, losses and costs of expenses of any kind or nature whatsoever, including intellectual property, causing injuries or death to any person or persons or damage to any property or property interest arising directly or indirectly from the submission and/or acceptance and/or construction of the hereunder by the firm or its employees, agents, associates or subcontractors however such injuries or death or damage to property may be caused.
- L. Staff Members: Please identify the project team and staff members that will be leading the project; list qualifications of the Team members.
- M. The project will be utilizing Federal and Local funds. Applicant shall have familiarity with, and have the ability to comply with, all Federal Funding requirements for Federal Grants.
- N. A minimum of three (3) references required.

Additional Information & Conditions

Supporting National Defense Authorization Act Language:

SEC. 2829D. CLOSURE OF ST. MARYS AIRPORT.

(a) **RELEASE OF RESTRICTIONS.**-Subject to subsection (b), the United States, acting through the Administrator of the Federal Aviation Administration, shall release the city of St. Marys, Georgia, from all restrictions, conditions, and limitations on the use, encumbrance, conveyance, and closure of the St. Marys Airport, to the extent such restrictions, conditions, and limitations are enforceable by the Administrator.

(b) **REQUIREMENTS FOR RELEASE OF RESTRICTIONS.**-The Administrator shall execute the release under subsection (a) once all of the following occurs:

(1) The Secretary of the Navy transfers to the Georgia Department of Transportation the amounts described in subsection (c) and requires as an enforceable condition on such transfer that all funds transferred shall be used only for airport development (as defined in section 47102 of title 49, United States Code) of a general aviation airport in Georgia, consistent with planning efforts conducted by the Administrator and the Georgia Department of Transportation.

(2) The city of St. Marys, for consideration as provided for in this section, grants to the United States, under the administrative jurisdiction of the Secretary, a restrictive use easement in the real property used for the St. Marys Airport, as determined acceptable by the Secretary, under such terms and conditions as the Secretary considers necessary to protect the interests of the United States and prohibiting the future use of such property for all aviation-related purposes and any other purposes deemed by the Secretary to be incompatible with the operations, functions, and missions of Naval Submarine Base, Kings Bay, Georgia.

(3) The Secretary obtains an appraisal to determine the fair market value of the real property used for the St. Marys Airport in the manner described in subsection (c)(1).

(4) The Administrator fulfills the obligations under the National Environmental Policy Act of 1969 (42 U.S.C. 4321 et seq.) in connection with the release under subsection (a). In carrying out such obligations-

(A) the Administrator shall not assume or consider any potential or proposed future redevelopment of the current St. Marys airport property;

(B) any potential new general aviation airport in Georgia shall be deemed to be not connected with the release noted in subsection (a) nor the closure of St. Marys Airport; and

(C) any environmental review under the National Environmental Policy Act of 1969 (42 U.S.C. 4321 et seq.) for a potential general aviation airport in Georgia shall be considered through an environmental review process separate and apart from the environmental review made a condition of release by this section.

(c) **TRANSFER OF AMOUNTS DESCRIBED.**-The amounts described in this subsection are the following:

(1) An amount equal to the fair market value of the real property of the St. Marys Airport, as determined by the Secretary and concurred in by the Administrator, based on an appraisal report and title documentation that-

(A) is prepared or adopted by the Secretary, and concurred in by the Administrator, not more than 180 days prior to the transfer described in subsection (b)(1); and

(B) meets all requirements of Federal law and the appraisal and documentation standards applicable to the acquisition and disposal of real property interests of the United States.

(2) An amount equal to the unamortized portion of any Federal development grants (including grants available under a State block grant program established pursuant to section 47128 of title 49, United States Code), other than used for the acquisition of land, paid to the city of St. Marys for use as the St. Marys Airport.

(3) An amount equal to the airport revenues remaining in the airport account for the St. Marys Airport as of the date of the enactment of this Act and as otherwise due to or received by the city of St. Marys after such date of enactment pursuant to sections 47107(b) and 47133 of title 49, United States Code.

(d) **AUTHORIZATION FOR TRANSFER OF FUNDS.**- Using funds available to the Department of the Navy for operation and maintenance, the Secretary may pay the amounts described in subsection (c) to the Georgia Department of Transportation, conditioned as described in subsection (b)(1).

(e) **ADDITIONAL REQUIREMENTS.**-

(1) SURVEY.-The exact acreage and legal description of St. Marys Airport shall be determined by a survey satisfactory to the Secretary and concurred in by the Administrator.

(2) PLANNING OF GENERAL AVIATION AIRPORT.-Any planning effort for the development of a new general aviation airport in southeast Georgia using the amounts described in subsection (c) shall be conducted in coordination with the Secretary, and shall ensure that any such airport does not encroach on the operations, functions, and missions of Naval Submarine Base, Kings Bay, Georgia.

(f) RULE OF CONSTRUCTION.-Nothing in this section may be construed to limit the applicability of-

(1) the requirements and processes under section 46319 of title 49, United States Code;

(2) the requirements and processes under part 157 of title 14, Code of Federal Regulations; or

(3) the public notice requirements under section 47107(h)(2) of title 49, United States Code.

2014 Camden Kings Bay Joint Land Use Guidance

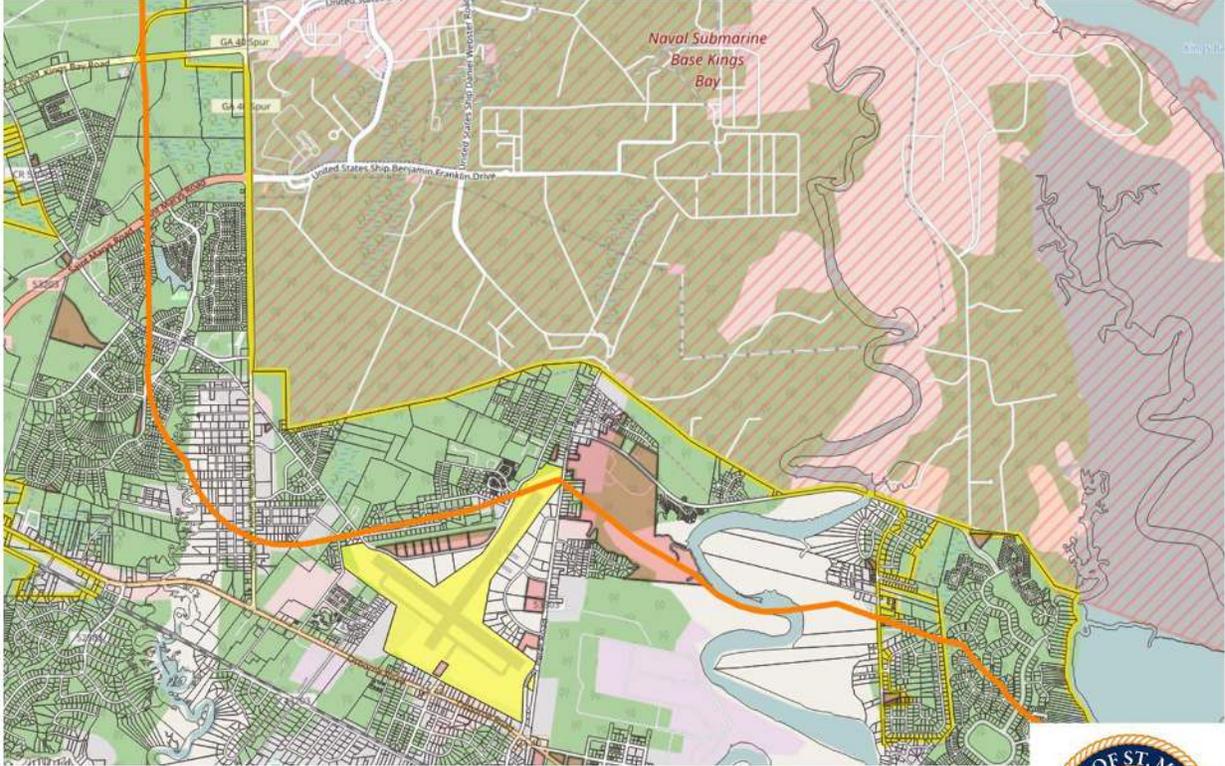
B-1. Relocate the airport to a new location, close all airport functions at its current location and redevelop the airport property in accordance with a master plan and coordinated zoning to provide for a mix of residential development and industrial park expansion. Include building height restrictions compatible with DOD AT/FP line of sight limitations.

B-2. If immediate relocation of the airport is not possible, implement phased closure/relocation of the airport. Immediately restrict the use of runway 04-22 to emergency use only, and operate the airport at limited capacity with runway 13-31 as the primary runway. Maintain airport facilities and infrastructure in safe and secure condition with procedural measures, such as local police department patrols, regular inspections of the airport perimeter by the FBO, and regular safety coordination meetings involving airport management, local officials, and SUBASE Kings Bay representatives. At the earliest opportunity, relocate the airport and redevelop the property for compatible use.

B-3. Extend the existing environmental approval (Environmental Assessment) for airport relocation, which is set to expire in 2014.

B-4. City of St. Marys should work cooperatively with SUBASE Kings Bay, and associated agencies to jointly, and with technical assistance from DOD OEA, accomplish closure/relocation of the airport, including coordination with GDOT and FAA to research financial mechanisms in order to relieve obligations from the City's previous use of FAA grant funds.

Map of Airport Area



-  Airport Site
-  3,000' Military Notification Area

Airport Impact Assessment Compatibility Study

February 2017

