



## ARLINGTON COUNTY, VIRGINIA

### County Board Agenda Item Meeting of April 16, 2011

**DATE:** March 25, 2011

**SUBJECT:** Authorization and appropriation of Department of Defense, Office of Economic Adjustment (OEA) grant funds for Arlington Economic Development (AED).

#### **C. M. RECOMMENDATIONS:**

1. Authorize the County Manager to accept \$213,496 in grant funds from the United States Department of Defense, Office of Economic Adjustment.
2. Appropriate in FY 2011, \$213,496 in federal grant fund revenue (101.374900) to Arlington Economic Development (AED) (101.71001) to respond to the Department of Defense's Base Realignment and Closure (BRAC) 2005 decisions.
3. Re-authorize 2.0 FTEs (Full Time, Grant-Funded) positions.

**ISSUES:** County Board action is required to appropriate additional grant funds. No issues have been identified.

**SUMMARY:** Arlington County and Arlington Economic Development have been awarded a grant of \$213,496 from the Department of Defense Community Planning Assistance Funds to carry out a community economic adjustment program in Arlington. This is a grant extension. Specifically, these funds will support the salaries, benefits and support of a BRAC Coordinator (12 months, March 1, 2011 – February 28, 2012) and BRAC Project Assistant (7 months, March 1, 2011 – September 15, 2012) that will work directly with the community impacts of the decisions the Base Realignment and Closure (BRAC) Commission made in 2005.

**BACKGROUND:** The County Board authorized the County Manager to submit a grant application on July 8, 2006 to contend with the impacts that the BRAC decisions had on Arlington County. This is a continuation grant to mitigate the economic impacts to Arlington.

**DISCUSSION:** Grant funds will support staff that have been working since FY 2007 and will continue to support their work. The result of BRAC actions will be the relocation or closing of

County Manager:

*BMD/kma*

County Attorney:

*MNC*

*[Signature]*

Staff: Andrea Morris, AED

25.

agencies operating from nearly 4 million square feet of leased office space in Arlington. BRAC could also impact nearly 17,000 defense jobs -- making Arlington the community most affected by BRAC in the United States.

With 24,000 defense personnel, contractors, and consultants scheduled to leave the area (about two-fifths of these people are slated to move outside of Virginia), it is in Arlington's interest to retain as many of these professional and high-tech personnel within the county as possible. The existence of the Transition Center will enable Arlington to strengthen its response to BRAC actions and effectively manage the impacts to the County.

These positions will address the daily information needs of Crystal City businesses, workers, contractors and visitors. They will also coordinate BRAC related matters among County Departments, consultants, Virginia Governor's Office, Virginia Economic Development Partnership, State and Local workforce development agencies and community representatives. The BRAC Coordinator will direct a comprehensive work plan that identifies and prioritizes specific projects and tasks required to implement the BRAC initiatives. The BRAC project assistant will continue to conduct an analysis of telework in the region to provide guidance on the potential of opening a site in Arlington.

**FISCAL IMPACT:** No additional net tax support is required to support the OEA grants in the FY 2011 operating budget. The local match is appropriated in Arlington Economic Development's FY 2011 Adopted Budget. Funding relating to expenditures in FY 2012 will be included for carryover as part of the FY 2011 closeout process.

	<b>Federal</b>	<b>Local Match</b>
Salaries	\$151,328	\$73,798
Benefits	\$54,474	\$25,567
Support (Travel, Equipment, Supplies & Contractual)	\$7,694	
<b>Total</b>	<b>\$213,496</b>	<b>\$99,365</b>

FAIN: HQ00051110015  
OEA Locator: CL0615-11-04  
Leased Space – Arlington County, VA

Ms. Barbara Donellan  
County Manager  
Arlington County  
2100 Clarendon Boulevard  
Arlington, VA 22201-5447

Dear Ms. Donellan:

I am pleased to inform you that I have approved the request for \$213,496 of Department of Defense Community Planning Assistance Funds to carry out a community economic adjustment program at in Arlington County. If the provisions of the attached Agreement are acceptable, please sign the document online.

Standard Form (SF) 270, “Request for Advance or Reimbursement” is used to request Grant funds. The first request for payment may be submitted electronically once you have signed the Agreement. Subsequent payment requests will be approved for disbursement contingent upon acceptance of the interim performance reports. The SF 425, “Federal Financial Report” is used to report final outlays and obligations for the entire Grant period and must be submitted to close out the Grant.

This Grant has been assigned the Federal Award Identifier Number (FAIN) HQ00051110015. Please use this number for reporting subaward and executive compensation information into the Federal Funding Accountability and Transparency Act (FFATA) Subaward Reporting System (FSRS) as required. Further information on this requirement may be found in Attachment C of the Agreement. Please use the OEA locator on all OEA correspondence.

You may direct questions regarding this award to your OEA Project Manager, Ms. Cyrena Eitler, at (703) 604-5139 or [cyrena.eitler@wso.whs.mil](mailto:cyrena.eitler@wso.whs.mil). We look forward to working with you.

Sincerely,

Patrick O'Brien 3/17/2011 4:58:35 PM  
Patrick J. O'Brien  
Director  
Office of Economic Adjustment

Attachment:  
As stated

cc:  
Mr. Terry Holzheimer

BRAC GRANT STATUS REPORT  
FOR THE OFFICE OF ECONOMIC ADJUSTMENT  
Grant #CL0615-10-03  
1 July, 2010 to 31 December, 2010

**PURPOSE:** The following summary provides the Office of Economic Adjustment an update of BRAC-related tasks accomplished from July 1, 2010 through December 31, 2010 for Arlington County, VA.

**BACKGROUND:** The Office of Economic Adjustment provided Arlington County grant funds to assist it with BRAC transition. These funds were designated to continue supporting a BRAC coordinator and a BRAC Project Assistant and to develop an interactive website. Based on the agreement associated with the transmittal of these funds, Arlington County will provide quarterly progress updates.

The use of the term, "BTTF #," refers to the BRAC Transition Task Force and the number of their strategic recommendation as documented. For more information refer to *BRAC Transition Task Force, Strategic Recommendations*. The objectives are summarized in Attachment 1.

**DISCUSSION:**

Monitor BRAC Progress

- Attended ADC Annual Conference in San Francisco
- Attended the BRAC 133 Town Hall held by Congressman Moran
- Facilitated a meeting with JB Myer-Henderson Hall, the Pentagon, Arlington Cemetery, VDOT, Fox Croft Heights Neighborhood, and Arlington County to discuss impending infrastructure and road changes
- Held 2<sup>nd</sup> BRAC Career Fair
- Continuing the assessment of alternative work options, including telework, in region as potential mitigation to BRAC affects. Attending hearings and participating in Telework Exchange town halls (BTTF #15, 34)
- Updated affected communities around Army National Guard Readiness Center and the Navy Annex on the status of defense activities (BTTF #20, 21)
- Monitoring and assessing the leasing activity in affected buildings and in the region to inform planning process. Paying close attention to AT/FP hearings (BTTF #19)
- Provided BRAC property owners updated leasing and agency relocation information (BTTF#19)
- Continuing dialogue with BRAC Chief, Col Clarence Turner of ACSIM regarding relocation timelines, lease activity, and data request; Col Turner facilitated a meeting between me and OAA (Office of the Administrative Assistant to the Sec of the Army) to obtain lease data—still waiting for response from OAA (BTTF #12, 19, 34)
- Continuing discussions with WHS regarding alternative work options, meeting space needs, move timelines, and lease activity (BTTF #5, 15, 19, 34)
- Monitoring task completion of objectives for four functional managers. Working with County offices to refine and adapt tasks and timelines of objectives not under the control of AED personnel; participating in meetings as required (BTTF #33)

- Participating in meetings with regional OEA BRAC Coordinators, DoL BRAC workforce, regional businesses, and local government to build connections between BRAC activities and share responsibilities; continuing work with Congressional leaders and their staff to outline legislative priorities for Arlington BRAC activities (BTTF#12)
- Participating in meetings with local receiving installations (Ft. Belvoir, Army National Guard Readiness Center, Quantico, Ft. Meade) and coordinated with non-local bases to monitor progress toward full implantation of the 2005 BRAC law and to ensure that Arlington is abreast of activities and preparing accordingly (#34)
- Participating in Northern Virginia BRAC Coordinator meetings; meetings are rotated monthly between the affected jurisdictions and are used to highlight progress, challenges, and to build consensus on regional matters. (#33, #34)
- Actively engaged in partnerships with BRAC-affected agencies to monitor movement activity and to manage service delivery content by BRAC Transition Center staff (BTTF #1, #12, #33)
- Using the Excel database delineating each affected agency by relocation installation to communicate with the development community and other affected parties. The database includes the projected date of relocation completions, the status of the receiving installation's Environment Assessment or Impact Study, the status of construction projects on the receiving installation, the address of the affected agency, lease expiration (where available), the number of affected employees (where available), and the industry of the affected agency (BTTF #34)
- Published the Arlington BRAC Newsletter to maintain communication with stakeholders on the progress of the BRAC project. The Newsletter is published monthly (BTTF #20)
- Communicating with VNDIA staff to update on activities in the region; collaborating with local jurisdictions to share BRAC plans, information, challenges, etc
- Collaborating with Mike Coleman regarding Arlington and Northern Virginia BRAC needs for the new the administration; hosted the Arlington General Assembly members to discuss the BRAC project
- New website under construction. Populating pages and testing links. The site will allow better communication, information dissemination, and interactivity with our audiences (BTTF #20, #21, #22)

#### Grants (BTTF #23)

- Submitted quarterly VNDIA report in accordance with requirements
- Submitted quarterly reports for OEA 1 and 3 grants
- Assisting with DoL application due January 2011
- Prepared amendments for OEA grants 1 and 3
- Amendment approved for OEA grant 3; still waiting to hear about grant 1

#### Monitor Military BRAC Events (BTTF #34)

- Continuing conversations with Pentagon, Army, AF, Navy reps and affected agencies to gather information about job movements and workforce relocation decisions and facility disposition

- Continuing to attend Ft. Belvoir/Fairfax County, Mark Center/Alexandria, and Quantico GMC working meetings regarding respective construction and transportation progress; Construction at all facilities is remains on track. Several agencies we are supporting initiated relocation activities—DISA, MDA, NGB, HRC, IMCOM
- Monitoring legislative activities at state and federal level regarding BRAC funding, stimulus funding and local impacts; making inquiries about potential funding opportunities for Arlington
- Consulting with BRAC representatives at receiving installations outside commuting area on anticipated labor moves and workforce needs, construction progress and timelines
- Maintaining a “construction progress report” for Arlington County Board and the County Manager’s Office
- Continuing to monitor and participate in Alexandria meetings regarding preparations at the Mark Center for effect on movement timelines and briefing County management accordingly
- Monitoring Quantico, Bethesda, Ft. Meade, Andrews, Fort Sam, Redstone Arsenal, Lackland AFB, Aberdeen, and Fort Knox activities and attending meetings and corresponding with respective leadership as appropriate
- Continuing to schedule brown bag discussions with affected agency representatives in Arlington and the region to exchange information and share the services of the BRAC Transition Center

#### Monitor Federal Office Requirements (BTTF #10, #19)

- Held a Real Estate Symposium to discuss potential changes to office requirements resulting from security standard mandates
- Met with DoD Facilities Investment Team to discuss Arlington development and future DoD space needs
- Monitoring GSA requests for leased space for DoD and other federal activities in Arlington and NOVA
- Monitoring availability of commercial space in region that meets force protection standards and Arlington’s capacity to meet protection requirements
- Monitoring Pentagon Force Protection Agency activities
- Discussing force protection requirements and challenges to the Arlington market with Commonwealth BRAC Coordinator to determine course of action
- Still in discussions with Army leadership to secure list of activities remaining in leased space in Arlington to ensure sites meet federal office requirements; COL Turner ‘introduced’ me via email to Ms. Gem Loranger, Chief of Staff at OAA after ADC conference, no response to date
- Reviewing AT/FP policy papers for standards for urban communities. Hosting meetings conducted my Congressman Moran to set a framework for legislation to mitigate the 2014 AT/FP mandate. Attended the Public Buildings Hearing in May

BRAC Transition Strategic Recommendations

Problem Statement

BRAC 2005 will relocate approximately 13,000 workers from Crystal City emptying about 3.2 million square feet. This relocation will create serious impact to the economic health and vitality unless space is re-tenanted with a strategic mix of retail, residence and business.

Mission Statement

Re-tenant Crystal City with a new vibrant community of retail, residence and business; take this unique opportunity to redevelop Crystal City into a new 24-hour urban destination of walkable, transit-oriented, mixed-use, culturally-enhanced activities. Strive to retain as many BRAC-affected workers as possible in Arlington.

Objectives

POC

- |   |                        |
|---|------------------------|
| 1) Establish BRAC Transition Center **  | Andrea                 |
| 2) Develop Arlington Conference Center  | Terry                  |
| 3) Expand transit options **  | Alex, DOT              |
| 4) Implement infrastructure improvements (WiFi, VRE extension)  | Alex                   |
| 5) Develop secure meeting space   | Terry, Andrea          |
| 6) Develop arts and cultural infrastructure **  | BID, Parks & Rec, CPHD |
| 7) Improve permit process for tenant occupancy and building construction                                  | Alex, CPHD-zoning      |
| 8) Develop vision for Crystal City; create development policies to support Crystal City transformation ** | Alex, CPHD             |
| 9) Implement policies to streamline redevelopment **  | Alex, CPHD             |
| 10) Incorporate ISC standards-compliant facilities for non-DoD federal agencies                           | Cindy                  |
| 11) Provide business services to BRAC-affected businesses   | Adam                   |
| 12) Conduct research to assess needs of BRAC-affected workers and businesses **                           | Sandy/Andrea           |

13) Develop and offer career resources, services, training to assist BRAC-affected workers with finding alternate employment options **	Sandy/Andrea
14) Facilitate transportability of security clearances **	Andrea
15) Facilitate telecommuting opportunities **	Terry, Andrea
16) Adopt appropriate business incentive strategies	BIG
17) Maintain Crystal City price/location advantage. Structure incentives	Alex, BIG
18) Incorporate BID strategies and programs **	Alex, BID
19) Forecast office, residential, retail demand for Crystal City **	Cindy, Alex
20) Develop a comprehensive communication plan. Use media strategically to disseminate to citizens, businesses, public. Inform and coordinate input for CC planning process. Develop messages for re-tenanting efforts **	Karen, Andrea
21) Develop mechanisms to disseminate real-time information **	Karen, Andrea
22) Communicate to workers/business owners of various cultural and ethnic backgrounds **	Karen, Andrea
23) ID POC in lieu of LRA; Coordinate state and federal assistance. OEA Grant, VNDIA Grant **	Terry, Cindy, Andrea
24) Develop legislative and regulatory strategy for funds. Ensure Congress provides supplemental appropriations.	Terry, Andrea
25) State appropriations for DoD Research	Terry
26) Advocate for DoD to adopt ISC standards for leased space	Terry
27) Maintain federal per diem rates to allow Crystal City hotels to benefit	Terry
28) Increase general aviation service at National Airport to benefit businesses	Terry
29) Develop comprehensive marketing plan to identify opportunities in Crystal City. Incorporate traditional and alternative media vehicles and public relations. Provide opportunities for impacted businesses to leverage resources such as co-op marketing and advertising. Develop Crystal City branding	Karen, Andrea

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|--|-----------|
| 30) Develop design principles (gateways, streetscape, wayfinding, business signs)            | Alex, BID |
| 31) Recruit large tenants; shift to balance between government and private sector tenants    | BIG       |
| 32) Monitor, manage and evaluate BRAC transition **  | Andrea    |
| 33) Develop workplan for each objective **<br>Develop measures of success for each objective | Andrea    |
| 34) Develop a range of potential DoD scenarios; track BRAC receiving sites **                | Andrea    |

\*\* These items are directly supported by the OEA Grant. However, the BRAC Coordinator monitors progress on all of the above items as part of Arlington's total strategy for BRAC transition.