

## **Request for Proposal: Killeen Innovation District**

The Fort Hood Regional Economic Development Corporation (FHRED) is seeking a professional consultant to develop and facilitate the Master Planning process that will guide FHRED and partner entities in the development of an innovation ecosystem in Killeen, TX. FHRED represents a collaboration between the Greater Killeen Chamber of Commerce, Texas A&M University-Central Texas, City of Killeen, Heart of Texas Defense Alliance, Central Texas College, Workforce Solutions of Central Texas, Fort Hood and the private sector. These organizations, collectively referred to as the Working Group, are focused on developing an Innovation District that will include a University Research Park at Texas A&M University-Central Texas, Downtown Killeen and other community elements.

This proposal is to engage a team that specializes in the planning, design and implementation of innovation ecosystems, including research parks, innovation districts and related projects, to assist the Working Group. The parties for the initial contract for services will be the Fort Hood Regional Economic Development Corporation and the provider of planning services.

### **Background**

In 2009, Texas A&M University-Central Texas (A&M Central Texas) became a stand-alone, upper-level university and part of the Texas A&M System. Today it exists on a 672-acre campus and consists of three buildings covering 305,000 square feet.

There is considerable room for growth, and the intent is to utilize some of the vacant space for the development of a University Research Park (URP). The university is already heavily engaged in research, and the creation of a URP, supported by an Innovation District, will accelerate and magnify that research capability and economic development.

A campus Master Plan completed in 2011 was predicated on the university's growth to follow that of a traditional university. New opportunities have emerged due to technology advancement, industry needs and community opportunities. The Texas A&M University System will revise the campus Master Plan to include a Research Park, and a Master Plan for the future Research Park itself will also be necessary.

This placemaking project will require the development of a multi-step plan. Steps may be implemented concurrently.

### **Geographic Focus**

For the purpose of this proposal, the planning area will consist of the Killeen-Temple-Fort Hood MSA.

### **Scope of Work**

The goal is to prepare a detailed implementation strategy, leveraging community assets and partnerships, that will lead to the development of a vibrant, robust innovation ecosystem in Killeen.

For the last three years, local leadership has been in dialogue, investigating, and visiting other communities of innovation, and are now prepared to embark on a journey that will provide a unique and customized approach to develop an innovation ecosystem in the region. The focus of this work will be in developing the three areas described in The Brookings Report, “The Rise of Innovation Districts: A New Geography of Innovation in America.”

- First is the support of existing, and the recruitment of new, Innovation Drivers. This begins with cultivating existing and expanding opportunities at A&M Central Texas, as well as targeting start-ups, entrepreneurs and existing firms focused on developing cutting-edge technologies, products and services.
- Second is the support and development of Innovation Cultivators. These are the companies, organizations and groups that support the growth of individuals, and firms and their ideas. These include incubators, accelerators, educators, workforce developers, shared workspaces and others needed to advance specific skill sets for the innovation-driven economy.
- Third is to support and, where necessary, initiate Neighborhood-Building Amenities to provide important services so that talent can be developed and retained. The community must possess qualities that entice talent and entrepreneurs to live and work there. If the community does not offer unique experiences and amenities, it will not appeal to prospective residents, particularly knowledge workers. Basic neighborhood building amenities include unique venues, startup funding, expanded bandwidth and a robust downtown.

Funding for the project will be provided by a grant from the Office of Local Defense Community Cooperation, and matching funds from Texas A&M University-Central Texas and the Greater Killeen Chamber of Commerce. The project will be broken into two phases and the proposal should reflect this. Phase one should focus on the creation of a University Research Park and phase two should focus on the creation of an Innovation District to support the park.

### **Deliverables/Content**

The final product will include a detailed description of each task and contain:

- A description of the firm’s process for completing the Scope of Work including a plan as to how the work will be accomplished;
- A specific timeline for executing the work and completing development of the project;
- A project budget organized by type of activity proposed;
- A list of key staff who will be engaged in the project including names, office locations, length of tenure with the firm, and their level of experience;
- A description of other firms the respondent will use to supplement its efforts;
- Examples of projects of similar scope and intent developed by the proposing firm; and,
- A list of references familiar with the proposing firm’s work.

### **Selection Process**

The GKCC 14 Forward Vice President of Economic Development, acting in consultation with the Working Group, will evaluate the proposals and select a firm based on the following criteria:

- The firm’s description of how they propose to carry out the scope of work;

- The timeline for completion;
- The fees proposed;
- Key staff to be involved with the project;
- Demonstrated experience with projects of a similar nature; and,
- Demonstrated acquaintance with the region, Fort Hood, economic development, municipal government, and public education.

## **Project Schedule**

The planning process should be completed within 6-12 months and consist of an initial phase for familiarization, community input, analysis and surveying and a final phase for analysis, development of recommendations, and final development of the report.

## **Project Timeline**

- Request for Proposals sent July 8
- Proposals due by August 5
- Firm selected by August 20
- Project commencement September 1

## **Responses**

Proposals may be submitted via email, postal mail or in person. Proposals may be submitted via email to [brian@killeenchamber.com](mailto:brian@killeenchamber.com). Hard copies can be mailed to Brian O'Connor, 14 Forward VP of Economic Development, Greater Killeen Chamber of Commerce, P.O. Box 548, Killeen, TX 76540-0548, or submitted in person to the Greater Killeen Chamber of Commerce at 1 Santa Fe Plaza, Killeen, TX 76541.

## **Terms and Conditions**

The award of the contract may be contingent on the availability of funds. Depending on responses, it may be necessary for selected firms to conduct a virtual interview. FHRED reserves the right to obtain and consider information from other sources about a bidding firm, such as the firm's capability and performance under other contracts.

## **Proposal Submission Due Date**

Proposals must be received in hand or via email by 5 pm Central on Thursday, August 5.