INFORMATIONAL MEETING

RFP

GIS MAPPING SERVICES: BROWNFIELDS

December 11th, 2024

COMMUNITY REDEVELOPMENT AGENCY
YOUR VISION, YOUR VOICE

CONTACT INFORMATION

City of Memphis & Shelby County Community Redevelopment Agency
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Website: https://cramemphis.org or https://cramemphis.org/brownfields/

CRA

The City of Memphis and Shelby County Community Redevelopment Agency (CRA) was established to be a catalyst for the restoration of communities through removing blight and facilitating development of affordable housing. The CRA serves as a joint agency of Shelby County and the City of Memphis and has existed in its current form since 2017. Our community-based approach to the redevelopment of neighborhoods relies on Tax Increment Financing (TIF) as an important and strategic tool for implementing the goals of the agency.

- Quasi-governmental, unit of local government
- Organizational Structure:
  - Board consisting of 7 members, 3 appointed by County Mayor, 3 appointed by City Mayor, 1 appointed jointly.
  - President
  - CFO
  - Directors
  - Community Builders & Development Specialists & Housing Repair Program

GRANT OVERVIEW

The grant implementation period started July 1, 2023 and ends approximately on September 30, 2027.

EPA Grant & Awardees

- $1,000,000 Brownfield Coalition Assessment Grant
  - Cooperative Agreement Awarded to CRA
  - Assessment grants provide funding for a grant recipient to inventory, characterize, assess, conduct a range of planning activities, develop site-specific cleanup plans, and conduct community engagement related to brownfield sites.
- Grantees

  Lead: CRA

  Non-lead Partners:

  Soulsville Foundation
  Klondike Smokey City Community Development Corporation
  Binghampton Development Corporation

What is a Brownfield?

As defined by the United States Environmental Protection Agency (EPA):

A brownfield is a property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. Many commercial, industrial and even some residential properties may be environmentally contaminated due to past uses at the site.

Inventory & Site Prioritization

Site selection, inventory preparation, and determination of assessment needs within target areas proposed in CRA's workplan;

Chelsea Ave & 2nd Street

Community Outreach

Informs and educates residents and helps build consensus around priorities of grant activities.

- Community Liaisons
- Environmental Justice Curriculum
- Community Involvement Plan

Environmental Site Assessments

Phase 1 ESA

Book report style with historical information

Phase 2 ESA

Soil, Soil Gas, Water Sampling, laboratory analysis

Remediation Plans

Will prescribe how a site can be made less harmful to human health

Examples: Soil replacement, concrete/asphalt caps, vapor barriers

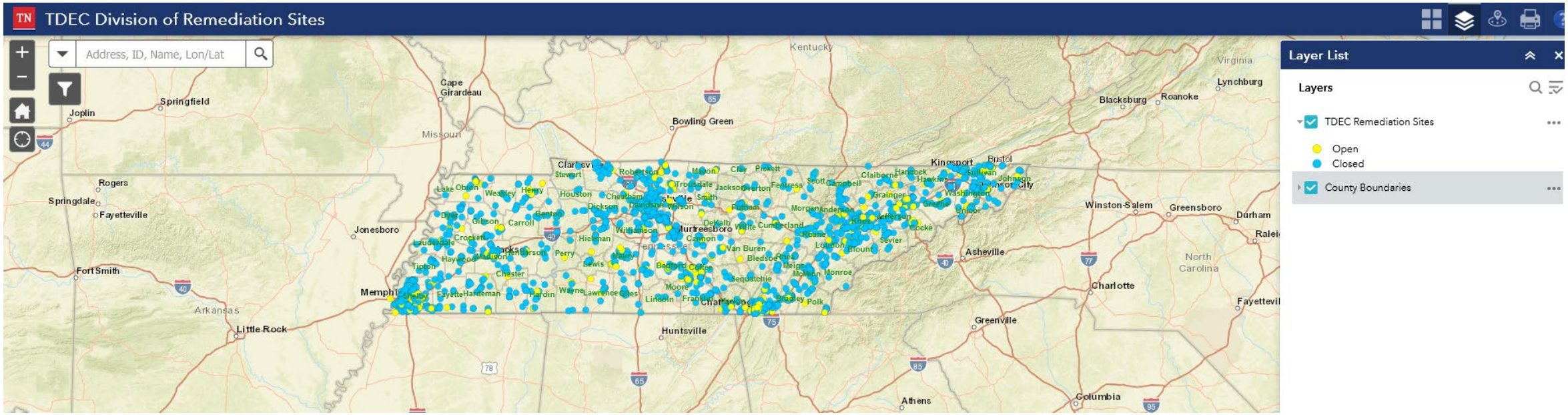
Sanborn Map
Chelsea Ave & 2nd Street

VOAP Enrollment & Reporting

State of TN Program for Brownfields

Creates a legal record of how land can be used in future. Example: Restrictions on whether a site can be Residential. Also assists in creating the plan of how to remediate/cleanup if possible.

https://tdeconline.tn.gov/dor/



Memphis Brownfield Coalition

- Group of community stakeholders that convened in summer 2022 to apply for EPA Brownfield Grants.

- Steering Committee
  - Guides the implementation of the Assessment Coalition grant. Takes input and discussion from advisory council, filters for prioritization, and votes on how to proceed. Makes recommendations for all related CRA action.

- Advisory Council
  - Serves as community outreach, information sharing, and space for discussion around grant activities.
  - Hosts quarterly meetings open to the public

Question & Answer

SCOPE

OVERVIEW

CRA is hiring for a GIS professional to assist the grant management team in managing Brownfield site data & visually representing this data. Site data was collected during the application process, and we will continue to collect more site data over the course of the grant.

The intention is to create both a database of brownfield sites and a public facing interactive web map that showcases the sites and work performed under the grant.

Envisioned Workflow

Grant Project Manager and the GIS professional work as partners.

- The consultant will be lead on most assigned tasks and the CRA may assist in completion of the task. Alternately, there may be a few tasks where the CRA is the lead but requires assistance from the consultant to complete a task.

- Conversational and team style of work where consultant provides services and technical assistance to progress through the scheduled grant activities in an efficient manner. Ideally, the CRA is engaged and involved while the consultant provides services and technical assistance to progress through the inventory & mapping activities in an efficient manner.

- To build capacity among CRA staff, the selected consultant will be expected to possess a certain level of expertise in utilizing ESRI software as well as a willingness to teach data and story mapping techniques.
  - CRA has 3 staff members with proficiency in GIS.

Tasks

DATA INTAKE & ORGANIZATION

Collaborating with CRA to establish a spreadsheet format for compiling brownfield site data to create an inventory list. The consultant will also establish data criteria for effective mapping and incorporate them in the spreadsheet as well as work with the CRA grant team to receive new site data over the course of the grant and add to the inventory spreadsheet.

DATA SOURCE INTEGRATION

The consultant selected should use data within the bounds of Shelby County with the priority of data collection and mapping of target areas of the grant. The list below contains the following data sources that could be utilized and incorporated into the overall inventory listing effort: TDEC DOR & UST sites, EPA ACRES data including Superfund sites, Shelby County & City of Memphis land use, Health Department hazardous sites, Memphis Brownfield Coalition site submissions, additional data Sources as identified over the course of the grant.

Tasks cont.

WEB APPLICATION DEVELOPMENT

The list below includes a sample of the required services that will assist the CRA & Grant Management Team in creating an accessible public facing interactive map.

- Develop an interactive map that visually compiles the data, allowing users to explore various aspects of brownfield sites and the brownfield inventory.
- Design an intuitive and user-friendly interface that enables easy navigation and interaction with the map and its data layers.
- Use advanced data visualization techniques to effectively present complex data.
- Conduct comprehensive testing of the web application to ensure functionality, data accuracy and user experience quality.
- Deploy the web application in a suitable web environment. Provide ongoing maintenance and updates over the course of the grant.

STORY MAPPING

The consultant selected will be responsible for developing an interactive story map to be utilized by the public for the purposes of telling the story of brownfields, grant activities, and redevelopment opportunities. Content for story mapping such as photos, copy, and research to be developed collaboratively with the CRA, MBC, & GMT.

Meetings

Plan for:

- KickOff meeting, a few startup check-ins, and then regularly scheduled check-ins bi-monthly (every 2 months) for updates on data, inventory & mapping service needs.

Community Engagement

Plan for:

- Attending Advisory Council meetings twice a year, probably March & December.
  - Attendance requirements will vary dependent on whether there are significant increases in inventory data to share and/or community engagement needs.

- Occasionally joining at CRA Grant Management Team meetings for TDEC coordination, EPA progress updates, and community focus groups.

Deliverables

A fully functional web map application featuring sites identified through the grant and MBC Inventory submission process.

- Sites mapped that are assessed through the grant should include notation or attribute table with links to CRA supplied fact sheets.
- Web application and underlying data should be created and stored in a method that is initiated within the CRA ESRI account or transferable to CRA at the end of the grant period.

Story map website that can be utilized by the public and is linked in our final report to the EPA.

DATA AND CONTENT OWNERSHIP

The CRA and the awarded Service Provider will acknowledge that work performed under this agreement is funded by the EPA. Ownership of the data generated through performance of grant activities and associated contracted services shall be hosted by, and remain property of the CRA and their assigns. The CRA and the awarded Service Provider acknowledge EPA's right to access information and data generated in the performance of the Services for the CRA.

Question & Answer

Proposal Instructions

PROPOSALS DUE: January 7th, 2025 by 4:00 PM CST

PLEASE Read the EPA Terms & Conditions attached to our Cooperative Agreement

Equal Business Opportunity Program
- CRA Goals are 40% MWBE / 10% SBE LOSB

SUBMISSION/FORMS CHECKLIST
Packet should be around 15 Pages

- [ ] Response (Cover Letter, Org Chart, Narrative, Team Member Expertise)
- [ ] Fee Schedule
- [ ] Exceptions or Objections
- [ ] General Information
- [ ] References
- [ ] Equal Business Opportunity Program & Certificate(s)
- [ ] Certificate of Non-discrimination
- [ ] Signature Page

Evaluation Criteria	Maximum Points
Overall quality of Proposer's Qualifications • *Capacity, skill, and experience of firm's GIS project team to perform the work and provide the services required (30)* • *Experience with community engagement (10)* • *Experience with federal grants, data collection, and utilization of web portals for data entry (10)* • *Experience & commitment to CRA's envisioned workflow (10)*	60
Fee Schedule	35
M / W / SBE	5
TOTAL POTENTIAL POINTS	**100**

Invoices & Payment Policies

Generally, the CRA pays via check 30-60 days after an invoice has been processed. We are pursuing an ACH function/direct deposit.

CRA needs to be billed promptly due to our auditing processes. Preferably no later than 60 days after work has occurred.

There is a push in all departments to get invoices for work prior to June 30th processed by July 30th.

Sample Service Agreement

- The CRA intends to hire one firm/consultant.
- Please have your firm's general counsel review the sample agreement. There may be some minor tweaks made when it comes to finalizing a contract, but this is our boilerplate service agreement utilizing task orders.
- Insurance requirements are listed in service agreement.
  - If your firm doesn't currently carry these levels, no need to panic. Adjustments can be made once we have awarded contracts. Certificate will also carry CRA as additional insured.
- As exhibits to a service agreement, CRA will need a W-9, COI, Forms from proposal, and M/W/SBE Certificates (as applicable).

Exceptions & Objections

On a separate sheet in your proposal packet, indicate any exceptions to the general terms and conditions of the RFP, to insurance requirements or any other requirements listed in the RFP.

If no exceptions are indicated, it will be understood that no exceptions to these documents will be considered after the award, or if applicable, during negotiations.

Timeline

It is expected that the professional service agreement will be executed by January 31st, 2025.

- RFP Issued: December 2nd, 2024
- Informational Meeting: December 11th, 2024, 10:00am CST
- Questions Due: December 23rd, 2024, 4:00pm CST
- Proposals Due: January 7th, 2025, 4:00pm CST
- Notification of Consideration: January 15th, 2025

Question & Answer

EXAMPLES & ADDITIONAL INFORMATION

EXAMPLES OF BROWNFIELD INVENTORY & MAPPING

Rural Desert Southwest Brownfields Coalition

https://rdsbc.org/about/interactive-web-map/

https://bit.ly/4hUXBTx

City of Oskaloosa, Iowa

https://bit.ly/4fWEWEO

State of Indiana Department of Environmental Management

https://www.arcgis.com/apps/mapviewer/index.html?layers=fb5bb28e6d674140ac98c5668632ac46

https://www.in.gov/ifa/brownfields/files/1.8.24-MS.pdf

TDEC Department of Remediation

https://tdeconline.tn.gov/dor/

Southbend Coalition (Example of broken links, disconnected services)

https://southbend.maps.arcgis.com/apps/MapSeries/index.html?appid=551cbb49ce6e4b7192e8ba758284024e

CRA Brownfield Inventory Spreadsheet (Draft)

EPA Brownfield Grant Parcel List Inventory Data.xlsx

CRA Uptown Properties for Redevelopment

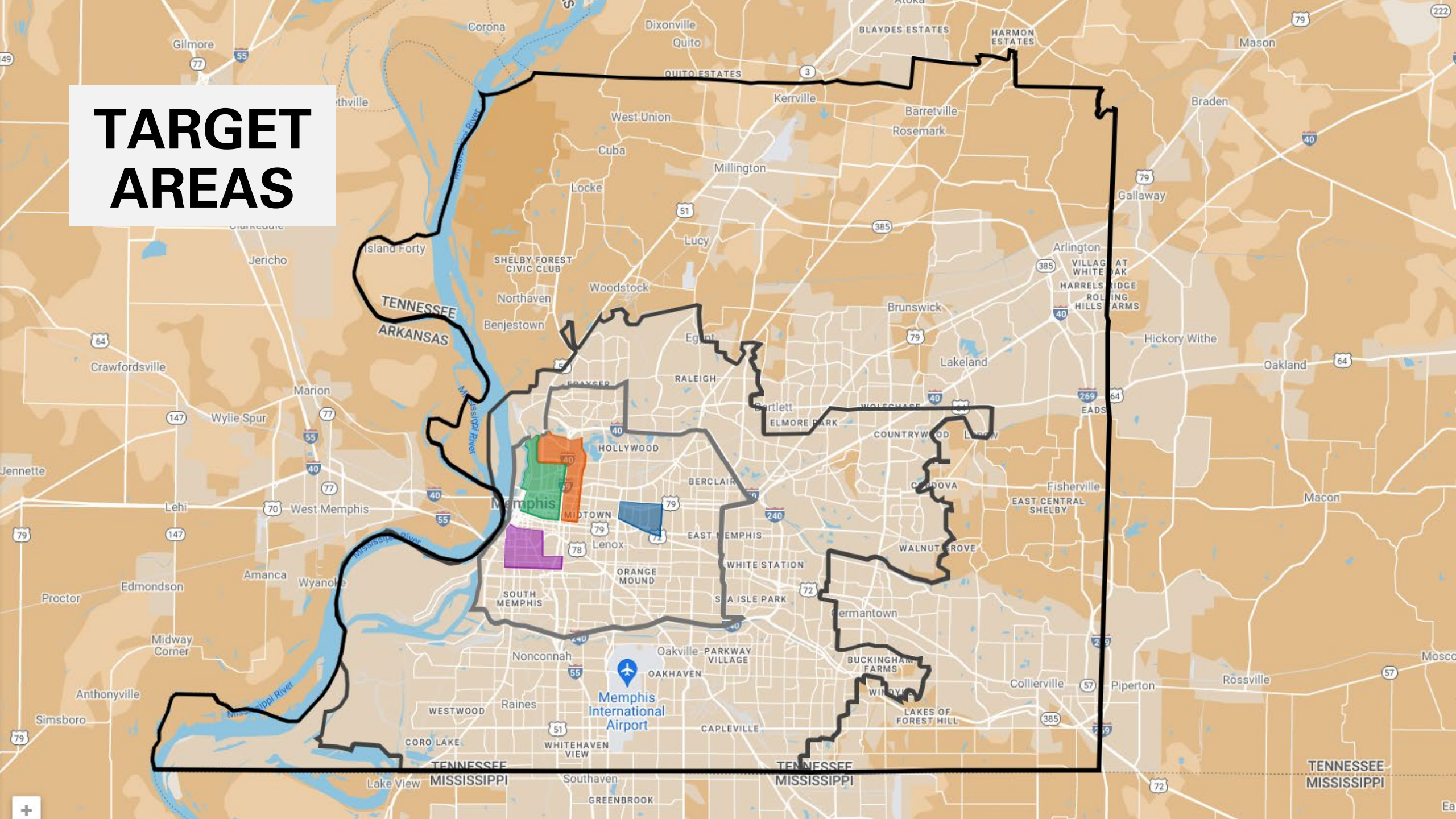
https://memphiscra.maps.arcgis.com/apps/instant/basic/index.html?appid=aee0cb3de3ae4229b0bd448c568fa9f1

Target Areas & Priority Sites

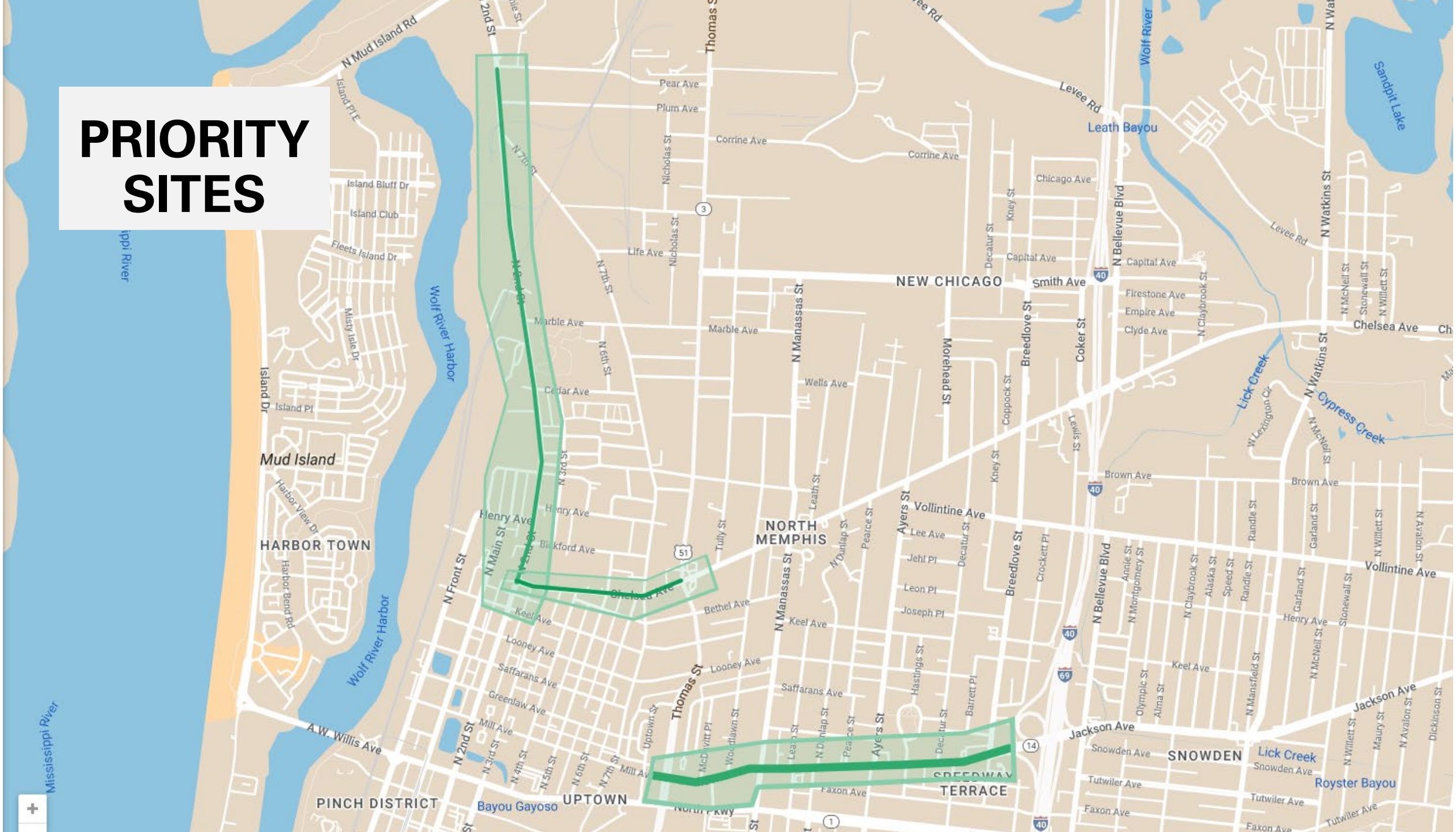
Target Area Map

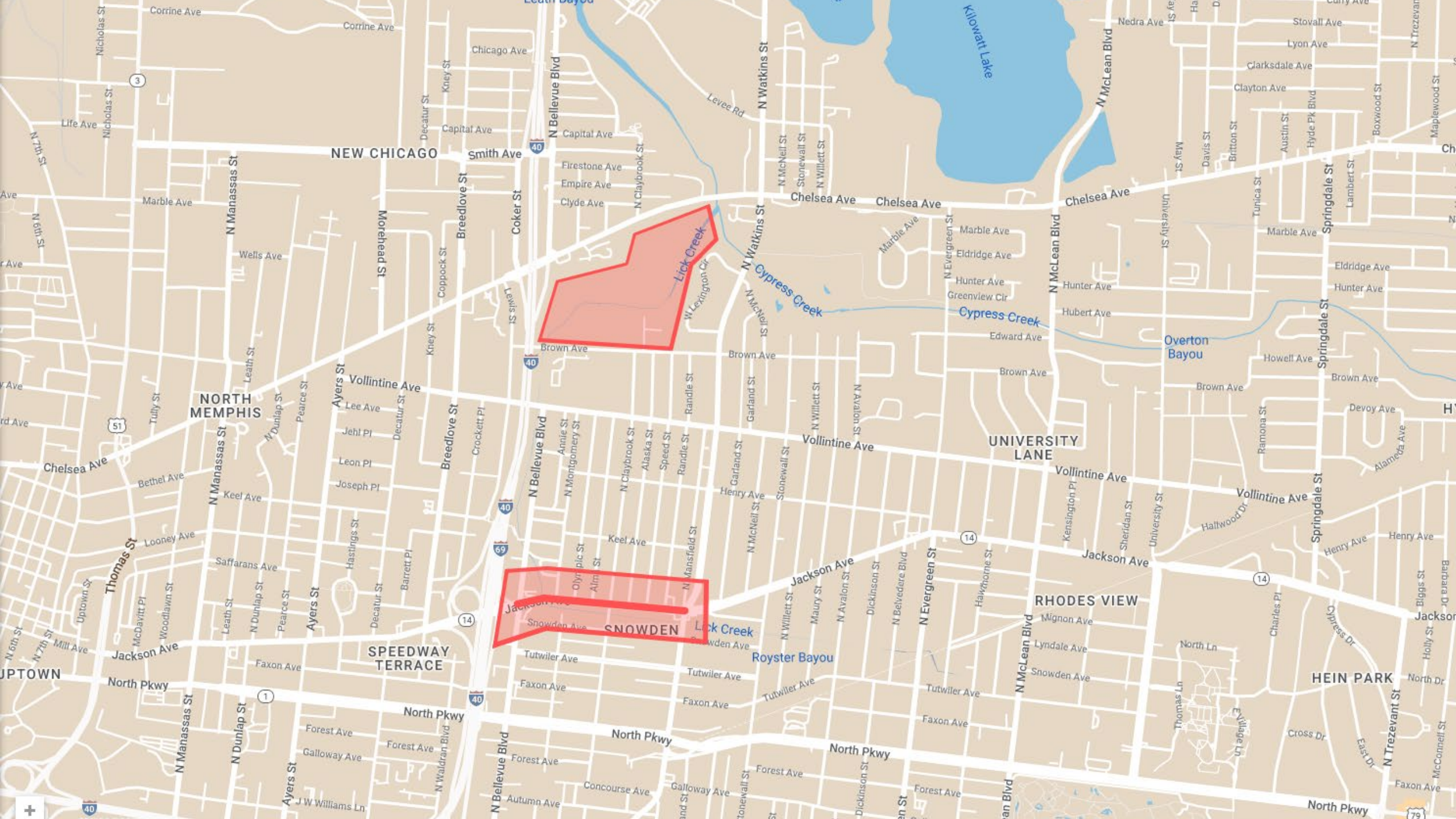
Priority Site Map

TARGET AREAS

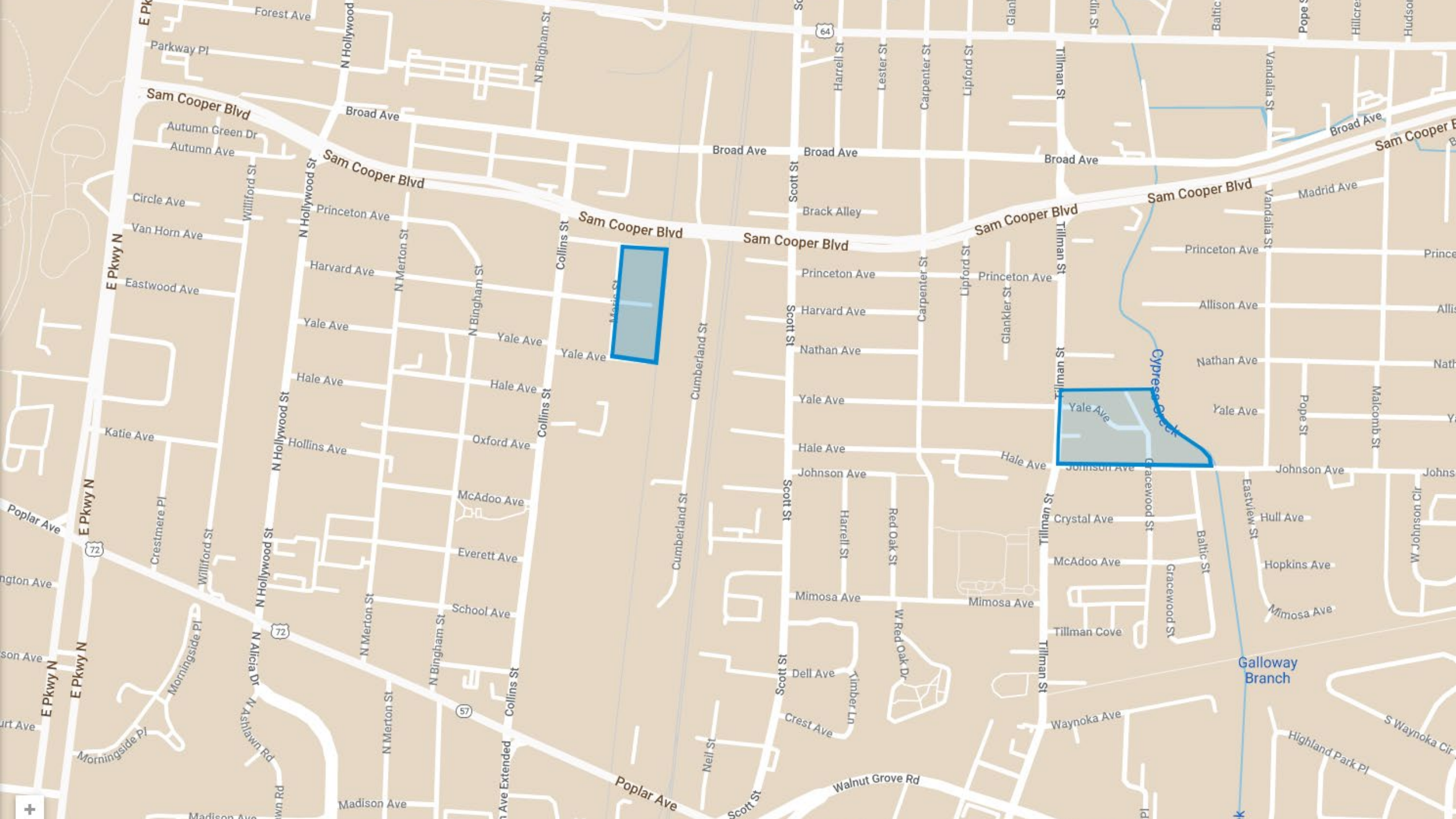


PRIORITY SITES

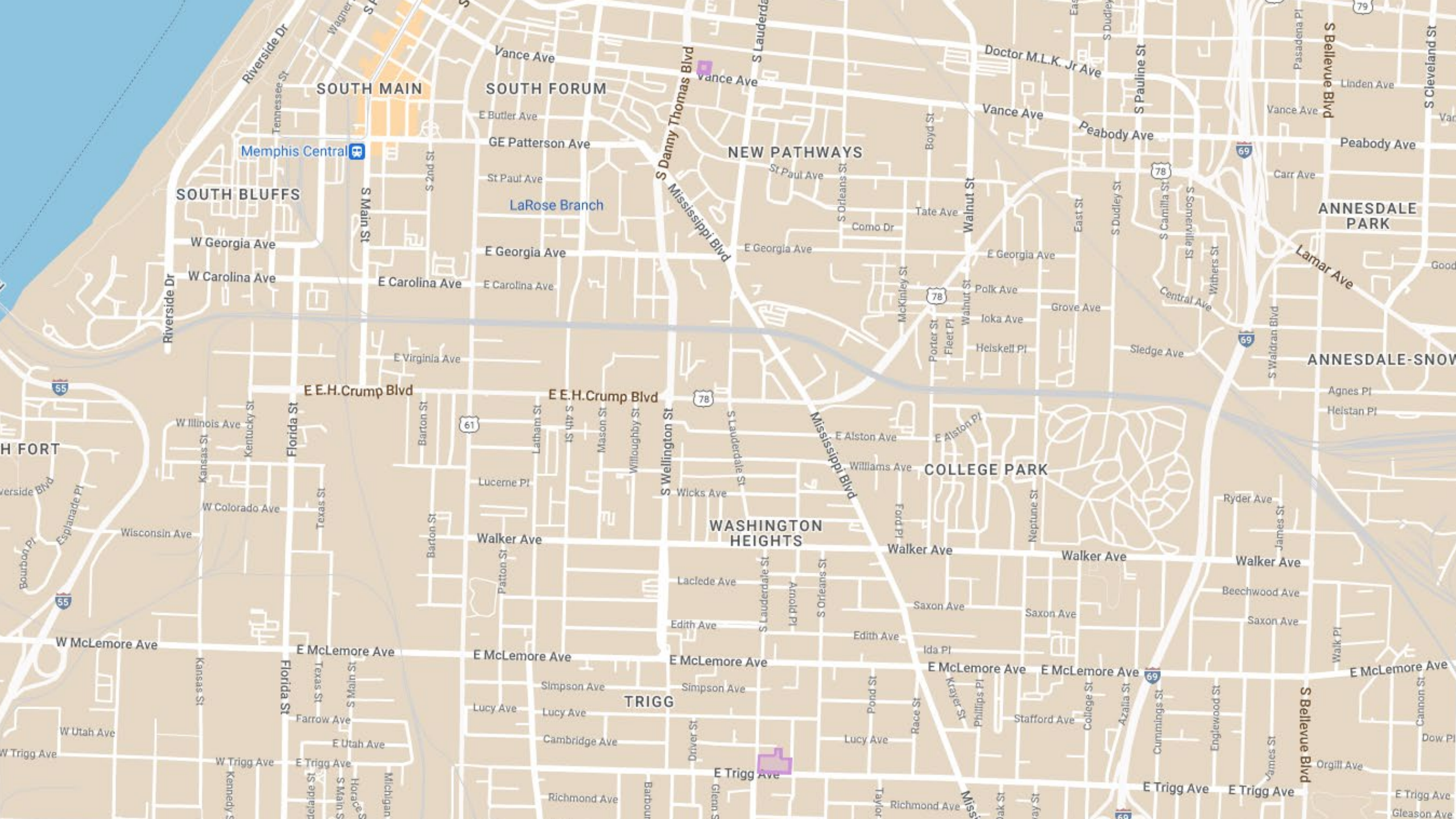




Kilowatt Lake
NEW CHICAGO
NORTH MEMPHIS
UNIVERSITY LANE
RHODES VIEW
SNOWDEN
SPEEDWAY TERRACE
HEIN PARK
UPTOWN
Lick Creek
Cypress Creek
Overton Bayou
Royster Bayou
Chelsea Ave
Vollintine Ave
Jackson Ave
North Pkwy
Smith Ave
Brown Ave
Henry Ave
Keel Ave
Tutwiler Ave
Faxon Ave
Forest Ave
Galloway Ave
Corrine Ave
Chicago Ave
Capital Ave
Firestone Ave
Empire Ave
Clyde Ave
Marble Ave
Wells Ave
Lee Ave
Jehl Pl
Leon Pl
Joseph Pl
Bethel Ave
Looney Ave
Saffarans Ave
Mill Ave
Snowden Ave
Concourse Ave
Autumn Ave
Eldridge Ave
Hunter Ave
Greenview Cir
Hubert Ave
Edward Ave
Howell Ave
Devoy Ave
Mignon Ave
Lyndale Ave
Hallwood Dr
Cross Dr
Levee Rd
Nedra Ave
Stovall Ave
Lyon Ave
Clarksdale Ave
Clayton Ave
Life Ave
Nicholas St
N 7th St
N 6th St
N Manassas St
Morehead St
Breedlove St
Coker St
N Bellevue Blvd
N Watkins St
N McLean Blvd
N Evergreen St
Springdale St
Thomas St
Ayers St
Lewis St
Coppock St
Kney St
Decatur St
Crockett Pl
Randle St
Garland St
Stonewall St
N Willett St
N Avalon St
N Montgomery St
Annie St
Alaska St
Speed St
Alameda Ave
Ramona St
Kensington Pl
Sheridan St
University St
Hawthorne St
Maury St
Dickinson St
N Belvedere Blvd
Hastings St
Barrett Pl
Uptown St
McDavitt Pl
Woodlawn St
Leath St
Tully St
Pearce St
N Dunlap St
N Waldran Blvd
N Claybrook St
N McNeil St
N Evergreen St
Lambert St
Boxwood St
Maplewood St
Austin St
Hyde Pk Blvd
Tunica St
Davis St
Britton St
May St
Cypress Dr
Charles Pl
Holly St
Biggs St
Barbara Dr
North Ln
North Dr
Thomas Ln
E Village Ln
East Dr
N Trezevant St
McConnell St
J W Williams Ln



Forest Ave
Parkway Pl
Sam Cooper Blvd
Broad Ave
Autumn Green Dr
Autumn Ave
Circle Ave
Van Horn Ave
Eastwood Ave
Princeton Ave
Harvard Ave
Yale Ave
Hale Ave
Katie Ave
Hollins Ave
Oxford Ave
McAdoo Ave
Everett Ave
School Ave
Poplar Ave
Madison Ave
Brack Alley
Nathan Ave
Johnson Ave
Mimosa Ave
Dell Ave
Crest Ave
Walnut Grove Rd
Crystal Ave
Tillman Cove
Waynoka Ave
Allison Ave
Madrid Ave
Hull Ave
Hopkins Ave
Highland Park Pl
S Waynoka Cir
Cypress Creek
Galloway Branch
E Pkwy N
N Hollywood St
N Bingham St
N Merton St
Williford St
Collins St
Cumberland St
Scott St
Harrell St
Lester St
Carpenter St
Lipford St
Tillman St
Glankler St
Red Oak St
W Red Oak Dr
Timber Ln
Neil St
Gracewood St
Baltic St
Eastview St
Pope St
Malcomb St
Vandalia St
W Johnson Cir
Crestmere Pl
Morningside Pl
N Alicia Dr
N Ashlawn Rd
Madison Ave
Ave Extended
64
72
57


SOUTH MAIN
SOUTH FORUM
NEW PATHWAYS
SOUTH BLUFFS
ANNESDALE PARK
ANNESDALE-SNOW
COLLEGE PARK
WASHINGTON HEIGHTS
TRIGG
H FORT
Memphis Central
LaRose Branch
Riverside Dr
Tennessee St
S Main St
S 2nd St
Vance Ave
GE Patterson Ave
E Butler Ave
St Paul Ave
S Danny Thomas Blvd
Mississippi Blvd
S Lauderdale St
Doctor M.L.K. Jr Ave
S Pauline St
Peabody Ave
Linden Ave
S Bellevue Blvd
S Cleveland St
Pasadena Pl
Carr Ave
Lamar Ave
Tate Ave
Como Dr
E Georgia Ave
W Georgia Ave
W Carolina Ave
E Carolina Ave
S Orleans St
Boyd St
Walnut St
East St
S Dudley St
S Camilla St
S Somerville St
Withers St
Central Ave
McKinley St
Porter St
Fleet Pl
Polk Ave
Ioka Ave
Grove Ave
Helskell Pl
Sledge Ave
S Waldran Blvd
E Virginia Ave
E E.H.Crump Blvd
Barton St
Latham St
S 4th St
Mason St
Willoughby St
S Wellington St
Lucerne Pl
W Illinois Ave
Kentucky St
Kansas St
Florida St
Texas St
W Colorado Ave
Wisconsin Ave
Esplanade Pl
Bourbon Pl
Walker Ave
Patton St
S Wicks Ave
E Alston Ave
Williams Ave
Ford Pl
Neptune St
Ryder Ave
James St
Beechwood Ave
Saxon Ave
Laclede Ave
Arnold Pl
Edith Ave
Ida Pl
W McLemore Ave
E McLemore Ave
Simpson Ave
Lucy Ave
Cambridge Ave
Driver St
Pond St
Race St
Phillips Pl
Stafford Ave
College St
Azalia St
Cummings St
Englewood St
Walk Pl
Cannon St
Farrow Ave
W Utah Ave
E Utah Ave
W Trigg Ave
E Trigg Ave
Richmond Ave
Orgill Ave
Agnes Pl
Helstan Pl
Dow Pl
Gleason Ave
55
61
69
78
79

Want to submit a potential Brownfield site to the Coalition?

Brownfield Contact Form

Fields marked with an * are required

Your Name / Organization / Agency *

Email Address *

Address of Site for Consideration *

Message (e.g. historic land use, upcoming development, any assessments or cleanup completed previously) *

Submit

Submit Potential Brownfield Sites for Consideration and Inventory

https://cramemphis.org/brownfields/

Upcoming Advisory Council

For reference – upcoming advisory council meeting that you can join virtually.

December 19th 1:00pm CST

Join with Google Meet

Meeting link

meet.google.com/fpd-zfqx-top

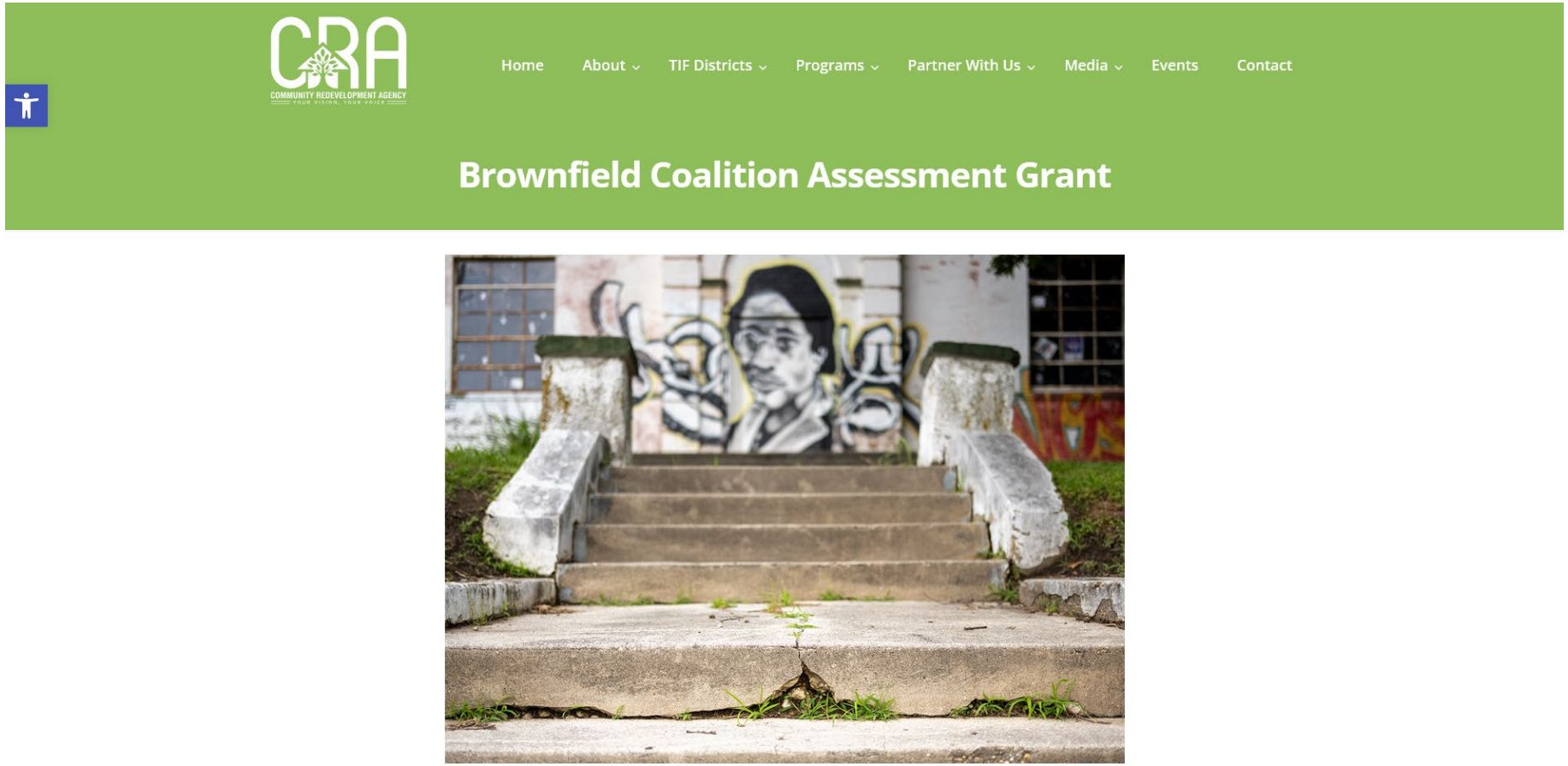
ACRES

Assessment Cleanup and Redevelopment Exchange System

EPA Data Portal

- Collects information on parcels and sites where EPA funding is spent.
  - Historical use, assessment activity and findings, remediation efforts, engineering/institutional controls, future development, leveraged funds.
- Houses quarterly reports of grant activities and expenditures.

Grant Workplan & Other Docs



Final
Question & Answer

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