

Notice of Interest Application Packet

For

Private Interests

2009

Umatilla Army Depot Reuse Authority
(UMADRA)

Comprised of: • Confederated Tribe of the Umatilla Indian Reservation
• Port of Morrow • Port of Umatilla • Morrow County • Umatilla County

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UMATILLA ARMY DEPOT REUSE AUTHORITY (UMADRA) REQUEST FOR NOTICES OF INTEREST (NOI) FOR PRIVATE INTERESTS

I. General Information

The transfer or disposal of federal property is primarily performed by the General Services Administration (GSA) pursuant to the Federal Property and Administrative Services Act of 1949 (FPASA). The Defense Base Realignment and Closure (BRAC) Act directs the GSA to delegate its statutory authority to the Department of Defense (DOD) with respect to BRAC installations, and DOD has, in turn, delegated this authority to the various military services.

The first step in the property transfer process begins when the military service in possession of a BRAC property notifies other DOD branches that property has become available. If no DOD branch requires the property, it is deemed “excess” and a notice of its availability is sent to all other federal agencies. If no federal agency pursues acquisition within the specified time frame or if DOD exercises residual authority to deny the request for transfer, the property is determined to be “surplus” and the disposal process begins by recognizing a Local Redevelopment Authority (LRA).

An LRA is any authority established by a State or local government and recognized by the Secretary of Defense as the entity responsible for developing the redevelopment plan with respect to an installation that is being closed under the BRAC process. Briefly, upon the conclusion of the federal screening process, an LRA conducts outreach efforts and then designs a comprehensive plan for reuse of BRAC property, culminating in a redevelopment plan.

The redevelopment plan is not binding upon DOD; indeed, DOD is ultimately responsible for preparing an environmental impact analysis under the National Environmental Policy Act (NEPA), in which it must examine all reasonable disposal alternatives, and make its own disposal decisions. However, DOD is statutorily obligated to give the LRA’s redevelopment plan considerable weight in making its own disposal determinations.

Federal law requires that homeless assistance providers be given prime consideration for any surplus federal lands or property. Viable Notices of Interest (NOIs) from homeless assistance providers that receive approval of their sponsoring federal agency, the Department of Housing and Urban Development (HUD), require that the Army convey properties without consideration. Public benefit transfers allow for the conveyance of property at a discount for specified public purposes. Various federal agencies oversee these programs and are authorized to approve a public agency’s application for acquisition under them. Public agencies include state and local government and non-profit organizations that serve the public. Viable NOIs that are approved by their appropriate sponsoring federal agency may have properties transferred at a significant discount, even 100 percent discount. LRA’s are encouraged to work with the public benefit transfer agencies and must consider any expression of interest, although they are not required to include it in a redevelopment plan.

In addition to the public benefit transfer, DOD may dispose of BRAC property via public auction or through a negotiated sale with a single purchaser. The DOD uses local appraisers to determine fair market value in a given area.

In rural areas, where lost jobs impact the local economy, DOD may transfer real property and personal property located at a military installation to be closed to the local redevelopment authority (LRA) for

consideration at or below the fair market value of the property transferred or without consideration. Called an economic development conveyance (EDC), the LRA must use the proceeds from future sales or leases of the acquired property to support economic redevelopment at the former installation.

II. Specific Information

- The specific name for the LRA at the Umatilla Chemical Depot (UMCD) is the Umatilla Army Depot Reuse Authority (UMADRA).
- Representatives from Morrow and Umatilla Counties and Ports, from the Confederated Tribes of the Umatilla Indian Reservation (CTUIR), and two State of Oregon representatives (in an ex-officio capacity) constitute the Board of UMADRA.
- UMADRA is tasked with developing a total site plan by performing engineering studies and gathering information on use of site by homeless assistance providers, public agencies, and business interests.
- A properly completed NOI is a legal document and requires the LRA to consider it, but it does not bind them to accept it.
- Your tour was merely an overview. You may request a more complete tour and inspection of property and/or buildings by contacting Kim Swentik at 541-922-9339 or by email at ks@missionumatilla.com. She will make arrangements.

III. Required Elements of the Notice of Interest Submission

Each submission should include:

- A signed cover letter summarizing the application (see below)
- A complete NOI application form
- Supporting documentation (see Section 6 list)

The LRA reserves the right to request additional information or documentation to fully evaluate your application.

This section outlines the required information that must be part of an NOI. Applicants should submit one (1) original and five (5) copies of the entire NOI packet, excluding the Supporting Documentation/ Appendices listed under section 6 in the Notice of Interest Application for Business and Private Entities. Only one complete set of supporting documentation is required.

NOIs may be submitted clipped or in binders but should not be bound in such a way that they cannot be disassembled. Please page number all submissions and use tabs and headings to separate sections.

UMADRA doesn't expect complete details in the Notice of Interest (NOI) at this time. If your organization is interested in some buildings, land, or personal property, you may simply:

- describe what you want
- tell how you plan to use it
- describe the need
- roughly estimate funding and schedules over five years
- give the required information about your organization
- tell how your plan fits into the community (economic development, environmental protection, community acceptance, etc.)

NOI Executive Summary

Attach a cover letter to the outside of your Notice of Interest. In your cover letter:

1. Briefly describe your organization, your goals and major accomplishments, and your sources of financing.
2. Briefly describe the population you will serve, and the property(ies) or building(s) you seek, and summarize your proposed uses of them.
3. Suggest what, if any, impact you may have upon the economy and the environment of Morrow and Umatilla Counties, including number of potential jobs.
4. If the Notice of Interest is made by an individual, it shall be signed with the full name of the applicant, and his or her address shall be given. If it is made by a partnership, it shall be signed with the partnership name and by an authorized general partner and the full name and address of each general partner shall be given. If it is made by a joint venture, it shall be signed with the full name and address of each partner thereof. If it is submitted by a corporation, it shall be signed by the president and secretary in the corporate name.

NOIs must be submitted no later than 5 p.m. PST on November 23, 2009. The original and all copies must be submitted in person or via postal mail or delivery. Faxed or electronic copies will not be accepted. NOIs received after the deadline will not be considered.

Notices of Interest should be submitted to:

Kim Swentik
Executive Administrator
Dana Mission Support Team
PO Box 1059 / 500 Willamette Ave
Umatilla, OR 97882

Resources and Web Links

Base Redevelopment and Realignment Manual

- Chapter 5 – Real Property Disposal
- Chapter 6 – Personal Property Disposal

<http://www.hqda.army.mil/acsim/brac/BRRM.pdf>

Dana Mission Support Team web site

- Updates on redevelopment progress
- Upcoming meetings
- Questions & Answers (coming soon)
- Contact information

www.MissionUmatilla.com

Base Realignment and Closure: Transfer and Disposal of Military Property

- Overview of the BRAC process

<http://www.fas.org/sgp/crs/natsec/R40476.pdf>

Strategies for Success

- Work in coalition to maximize chances of success
- Broad alliances: business/Chamber of Commerce, city/county government, school board/PTA, public/private social service agencies, faith-based community, state legislators, members of Congress
- Be aware of hidden costs and pitfalls
 - Environmental remediation
 - Zoning laws
 - Land use laws
 - Maintenance / interim leases
- Build flexibility and longevity into budgets, timelines, commitments and goals
- Keep your eyes on the prize!

Umatilla Army Depot Reuse Authority
(UMADRA)

NOTICE OF INTEREST
APPLICATION FOR PRIVATE INTERESTS

1. Organizational Profile

Legal Name of Organization: _____

Street Address: _____

City / County / State / Zip: _____

Phone Number / Fax Number: _____

Name/Title of Contact Person: _____

Name/Title of person(s)
authorized to complete
purchase and/or execute any
lease agreements. _____

Type of Entity:
(state, political sub-division of state,
private non-profit, tax exempt) _____

NOTE:

The LRA may require submittal of additional information if determined to be reasonably necessary to evaluate the NOI application.

The LRA will not release to the public any information regarding the capacity of the business to carry out its program or its financial plan, without the consent of the business concerned, unless such release is authorized under Federal law and under the law of the State and communities in which the installation concerned is located. The identity of the business may be disclosed.

2. Proposed Program

Describe the proposed use of the property or building, the need for the proposed program, and the time required to commence the proposed program.

Type your response in the box below. (The box will expand to accommodate all text.)

Provide the following:

- a. The need to expand existing facilities
- b. Identify any anticipated expansion of services that may result from improvement of facilities for the proposed program, as applicable
- c. Identify whether the need for the proposed program is a result of the requirement to meet or comply with established state standards
- d. Include statement that applicant does not currently possess real estate suitable for the proposed program

Type your response in the box below. (The box will expand to accommodate all text.)

3. Building or Property Necessary to Carry out Program

- a. Provide a narrative description of requested facilities, land, buildings, improvements, easements, and related equipment. (Describe by building number and include an illustrative map).
- b. Are you requesting a deed transfer or would you agree to the Redevelopment Authority owning the property and building and leasing such properties to you?
- c. Indicate what land use and zoning requirements or entitlements are necessary to implement the Proposed Program in and around the buildings and property requested.
- d. Indicate whether existing buildings will be used, and describe any new construction or rehabilitation that is anticipated as necessary for program implementation on the requested property.

Type your response in the box below. (The box will expand to accommodate all text.)

4. Organizational Capacity

Describe your past performance and experience in operating programs similar to those proposed.

Type your response in the box below. (The box will expand to accommodate all text.)

5. Financial Plan

Information in this section will not be released to the public without the written consent of the applicant.

Prepare and attach a financial plan for the specific building, property and/or program requested which shall include:

- a. A development proforma that identifies estimated costs associated with ensuring that buildings and property can be used for the proposed program. These costs shall include the cost of any needed construction to comply with local building codes, ADA requirements, and to bring properties into conformance with design standards envisioned in the Reuse Plan. Show the costs of any proposed improvement and costs associated with securing needed utility services. Soft costs such as architectural/ engineering services, survey work, title services, legal services and government permit fees shall also be identified. In addition, any financing costs for said improvements shall be identified. A schedule for completion and financing of all improvements shall be provided.
- b. A five (5) year projected operating cash-flow analysis for the program which shall include: annual gross income (with sources of all income and revenue producing operations for the program identified), a complete breakdown of expenses.
- c. A detailed statement of the source of anticipated funding to establish the program operations, including a statement that funds are currently available for expenditure to carry out the proposed program. If the proposed program contemplates major development costs and funds are not currently available, identify plans and sources of funds to carry out the proposed program and development.
- d. Indicate whether the applicant is receiving federal, state or local grants or subsidies for programs they provide. If so, what percentage of total organization revenues rely on these grants?

6. Supporting Documentation/Appendices

In addition to the sections described above, provide the following documents:

- a. A copy of the legal authority permitting the persons listed in the Organizational Profile section to complete this transaction
- b. If applicant is a private not-for-profit entity, attach a copy of the IRS recognition of its Section 501(c)(3) exemption status
- c. A copy of the document showing statutory or legal authority under which the application is authorized by law to acquire and hold title to property or to lease property
- d. A copy of current constitution/charter/by-laws or Articles of Incorporation as appropriate
- e. An illustrative map indicating the requested buildings/property
- f. The organization's operating budgets for the previous full year and current fiscal year
- g. A copy of the most recently audited financial statement
- h. A list of your Board of Directors with affiliations and contact information
- i. A resolution from the Board of Directors approving the submission of the NOI package

Partial Listing of Buildings Located at UMCD

Bldg No.	Description	SQ FT	Yr Built	Notes
00001	Headquarters	10,861	1942	
00002	Fire Station	10,842	1941	
00003	Communication Equipment	594	1942	
00004	Services Division	21,994	1942	Available after mustard, but facility function needed through closure
00005	Vehicle Maintenance, Office, Storage	19,300	1942	Structural Survey Scheduled. Facility has vehicle wash station south of facility. Wash water runs onto the ground.
00006	Gas Station	410	1942	
00007	Carpenter's Shop	4,300	1942	
00008	Pest Control Facility	1,567	1942	
00009	HVAC Shop And Storage	1,567	1942	
00010	Decontamination Vehicle Storage	6,748	1942	Structural survey scheduled
00011	Offices	30,660	1942	Structural survey scheduled
00012	Storage Building	80	1953	
00014	Electrical Substation	756	1942	
00015	Housing	4,370	1941	Facility may not meet current building codes for housing assistance
00016	Housing	4,370	1955	Facility may not meet current building codes for housing assistance
00017	Warehouse	13,591	1942	
00018	Offices	13,641	1942	Structural survey scheduled
00019	Warehouse	12,120	1942	
00022	Storage Building	120	1960	
00023	Storage Building	308	1941	
00024	Utility Building	409	1941	
00025	Utility Building	311	1941	
00026	Scale House	139	1941	
00027	Battery Shop	1,800	1988	
00028	Utility Building	1,034	1942	
00029	Storage Building	2,000		
00030	Dunnage Shop, Simnet	15,787	1942	
00031	Offices	18,000	1942	
00032	Offices	9,094	1942	
00033	Offices	8,509	1962	
00034	Housing	6,162	1950	Facility may not meet current building codes for housing assistance
00035	Housing	1,240	1941	Facility may not meet current building codes for housing assistance
00036	Dining Facility	5,383	1943	Facility may not meet current building codes for housing assistance

Bldg No.	Description	SQ FT	Yr Built	Notes
00037	Utility Building	1,537	1961	Vehicle is stored inside to keep warm during the winter.
00038	Mwr Facility	360	1969	
00041	Storage Building	113	1972	
00042	Offices	4,000	1976	
00045	Entry Control Facility	64	1982	
00051	Housing	2,983	1941	Facility may not meet current building codes for housing assistance
00053	Housing	23,332	1941	Facility may not meet current building codes for housing assistance
00054	Offices	5,433	1951	
00055	Offices	1,794	1941	
00056	Entry Control Facility	72	1942	
00057	Offices	594	1995	
00058	Utility Building	392	1942	
00062	Mwr Facility	10,097	1993	
00063	Riding Stables	1,320	1948	Facility is structurally unsound
00070	Garage	935	1942	
00071	Mwr Facility	1,800	1944	
00072	Garage	254	1942	
00073	Garage	576	1941	
00074	Storage Building	484	1941	
00076	Entry Control Facility	84	1953	
00077	Storage Building	22,200	1975	
00082	Storage Building	100	1960	
00083	Storage Building	80	1982	
00084	Storage Building	25	1982	Facility was split into two sections and is used for storage north of Bldg.17.
00084A	Storage Building	20	1982	Facility was split into two sections and is used for storage north of Bldg.17.
00101	Storage Building	12,000	1942	Block Construction, biological hazard
00102	Storage Building	12,000	1942	BRAC Map shows building in use but there is nothing in the facility. Wood construction, aluminum siding, holes in roof, wooden dock breaking
00103	Storage Building	12,000	1942	Aluminum siding,
00105	Storage Building	30,700	1942	Wooden structure, concrete dock breaking, biological hazard
00106	Storage Building	30,000	1942	Holes in roof, dock cracking, siding off
00107	Storage Building	30,000	1942	Holes in roof, siding off, siding off
00108	Storage Building	12,000	1942	Similar to 105
00109	Storage Building	12,000	1942	Similar to 105
00110	Storage Building	12,000	1942	Similar to 105
00111	Storage Building	12,000	1942	Similar to 105

Bldg No.	Description	SQ FT	Yr Built	Notes
00112	Storage Building	12,000	1942	Similar to 105
00113	Storage Building	12,350	1942	Similar to 105
00114	Storage Building	30,000	1942	Similar to 105
00115	Vehicle Maintenance	18,120	1942	
00116	Storage Building	14,400	1942	
00117	Storage Building	12,350	1942	Similar to 105
00118	Storage Building	12,350	1942	Similar to 105
00119	Storage Building	12,000	1942	Similar to 105
00120	Storage Building	12,000	1942	Similar to 105
00121	Storage Building	12,000	1942	Similar to 105
00122	Storage Building	12,000	1942	Similar to 105
00123	Storage Building	12,000	1942	Similar to 105
00124	Storage Building	12,000	1942	Similar to 105
00125	Storage Building	12,000	1942	Similar to 105
00126	Storage Building	12,000	1942	Similar to 105
00127	Storage Building	12,350	1942	Similar to 105
00128	Storage Building	12,350	1942	Similar to 105
00129	Storage Building	12,000	1942	Similar to 105
00130	Storage Building	18,120	1942	Similar to 105
00131	Vehicle Maintenance	18,120	1942	
00133	Utility Building	455	1942	
00135	Utility Building	433	1948	
00137	Storage Building	158	1956	
00154	Rest Room	252	1968	
00155	Utility Building	252	1968	
00160	Utility Building	354	1952	
00161	Utility Building	272	1952	
00200	Storage Building	86,400	1942	
00201	Vehicle Maintenance	86,400	1942	
00202	Warehouse	86,400	1942	
00203	Storage Building	86,400	1942	
00204	Storage Building	86,400	1942	
00205	Storage Building	86,400	1942	BRAC Map shows building in use but there is nothing in the facility.
00208	Rest Room	725	1959	Used by WGI for receiving office
00211	Firing Range Office	256	1985	
00328	Utility Building	168	1953	
00346	Scale House	796	1941	
00401	Storage Building	11,227	1941	
00402	Storage Building	11,227	1941	
00403	Storage Building	11,227	1941	

Bldg No.	Description	SQ FT	Yr Built	Notes
00404	Storage Building	11,227	1941	
00405	Storage Building	11,227	1941	
00406	Storage Building	11,227	1941	
00407	Storage Building	11,227	1941	
00408	Storage Building	11,227	1941	
00409	Storage Building	11,227	1941	
00410	Storage Building	11,227	1941	
00411	Storage Building	11,227	1941	
00412	Storage Building	11,227	1941	
00413	Storage Building	11,227	1941	
00414	Storage Building	11,227	1941	
00415	Ammo Surveillance Bldg	4,640	1942	Block construction, biological hazard
00416	Heat Plant	240	1942	Brick construction, contains boiler
00417	Ammo Renovation Bldg	11,766	1953	Brick and concrete construction, biological hazard
00418	Rest Room	308	1952	Metal construction, boiler room
00419	Laundry	5,548	1942	Facility is structurally unsound per Public Works Director
00420	Breakroom	2,360	1953	Facility is structurally unsound per Public Works Director
00421	Storage Building	864	1942	
00422	Storage Building	864	1942	
00423	Storage Building	864	1942	
00424	Storage Building	864	1942	
00425	Storage Building	864	1942	
00426	Storage Building	864	1942	
00427	Storage Building	864	1942	
00431	Ammo Renovation Bldg	10,824	1953	
00433	Heat Plant	1,860	1942	
00434	Ammo Renovation Bldg	10,824	1953	
00442	Black Powder Storage	70	1942	
00447	Utility Building	544	1941	
00449	Utility Building	80	1972	
00450	Storage Building	18,000	1984	
00455	Utility Building	64	1962	
00457	Entry Control Facility	600	1962	
00478	Utility Building	128	1954	
00482	Explosive Storage	100	1953	Support bldg for 417
00483	Explosive Storage	100	1953	Support bldg for 417
00484	Ammo Renovation Bldg	100	1953	Support bldg for 417
00485	Explosive Storage	100	1953	Support bldg for 417
00486	Heat Plant	2,475	1954	

Bldg No.	Description	SQ FT	Yr Built	Notes
00488	Explosive Storage	100	1953	
00489		3,906	1963	
00490	Explosive Storage	100	1953	
00493	Ammo Renovation Bldg	9,456	1953	Concrete building with metal siding, biological hazard
00494	Storage Building	100	1953	Metal construction
00495	Air Plant	256	1953	Biological hazard
00605	Storage Building	539	1950	
00606	Rest Room	72	1952	
00608	Ammo Renovation Bldg	18,400	1955	
00609	Explosive Storage	126	1955	
00610	Ammo Renovation Bldg	513	1955	
00611	Storage Building	400	1955	
00612	Heat Plant	624	1955	
00613	Utility Building	286	1955	
00614	Ammo Renovation Bldg	16,500	1958	
00615	Ammo Renovation Bldg	703	1958	
00616	Explosive Storage	143	1958	
00617	Heat Plant	355	1958	
00619	Breakroom	1,056	1959	
00621	Utility Building	392	1961	
00622	Breakroom	1,280	1961	
00624	Breakroom	520	1962	
00652	Utility Building	168	1985	
00653	Power Plant Bldg	192	1953	
00654	Ammo Renovation Bldg	6,000	1985	
00655	Laundry	21,240	1997	
00656	Laboratory	2,353	1980	
00659	Storage Building	46,800	1978	
00660	Entry Control Facility	3,599	1979	
00665	Utility Building	260	1999	
00667	Utility Building	247	2000	
00697	Entry Control Facility	169	1979	
00701	Safety Shelter	51	1943	Multiple shelters on the site
00801	Loading Pier	179	1941	Piers used to off-load munitions from railcars. – Multiple piers on the site.
00913	Igloo	2,147	1941	There are 1001 Igloos on the site.

