

September 14, 2020

## BID REQUEST

**Agency Description:** Texoma Council of Governments (TCOG) is a voluntary association of local governments in Cooke, Fannin, and Grayson Counties that works directly with citizens and local jurisdictions to improve and advance economic vitality and quality of life in Texoma. In collaboration with our public and private sector partners, TCOG delivers various programs and services designed to support the health, welfare, and future of our citizens, our communities, and the region as a whole.

To this end, TCOG employees work hand-in-hand with elected officials and community leaders to develop sustainable and economically viable community and regional development solutions. This includes serving as the Economic Development District for Texoma (EDD), a designation awarded by the U.S. Department of Commerce Economic Development Administration, working to engage the region in comprehensive economic development planning to strategize for growth in our area.

**Project:** TCOG is working with EDA and CARES to create a disaster mitigation plan for businesses in the Texoma region (Cooke, Fannin, Grayson counties). This project will create a short- and long-term economic development plan to increase economic resiliency and recovery from disaster, specifically addressing the economic impacts of the coronavirus pandemic. It will be based on the regional Comprehensive Economic Development Strategy (CEDS), and result from a process conducted over approximately twenty-four months, spanning July 1, 2020 through June 30, 2022.

### Process:

- I. **PHASE 1: ORGANIZE RESOURCES** Effective planning efforts result in practical and useful plans, but written plans are only one element in the process. The planning process is as important as the plan itself. A successful planning process organizes resources by encouraging cooperation and bringing together a cross-section of business owners, local employers, concerned citizens and other stakeholders to reach consensus on how to achieve a desired outcome or resolve a community issue. Applying a community-wide approach and including multiple perspectives adds validity. Those involved gain a better understanding of the problem and have input on needed solutions and actions. The result is a common set of community values and widespread support for directing financial, technical, and human resources to an agreed upon action.
  - To create a comprehensive region-wide approach this project will ensure:
  - An open (virtual) public involvement process to encourage community participation. This includes hosting posted virtual public meetings to provide easier accessibility.
  - Review and incorporation of existing local and regional plans, studies, reports, technical information, and other research.
  - Support and information from other government programs and agencies such as the Economic Development Administration (EDA), US Bureau of Labor Statistics, US Census Bureau, US Department of Commerce, Small Business Administration, and others.
- II. **PHASE 2: IDENTIFY ECONOMIC ASSETS AND VULNERABILITY** An inventory of current assets and economic drivers will define the region's vulnerability. Economic assets and drivers include demographics, major employers, workforce characteristics, tourism, economic growth

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patterns and critical infrastructure. A worst-case scenario will be utilized to identify the vulnerability of identified assets.

- III. **PHASE 3: STRATEGIES** Based on the worst-case scenario, a series of strategies will be developed to mitigate economic impact and build resiliency. Oftentimes economic recovery resources are limited, so a list of possible funding sources will be included to assist in the implementation of identified strategies. Technical assistance will be offered to communities and businesses, utilizing the strategies and funding sources that have been identified.
- IV. **PHASE 4: DEVELOPMENT** Plan development will include and build on the data gathered in the previous phases, as well as the current Comprehensive Economic Development Strategy (CEDS). It will provide a series of goals and objectives identified in conjunction with community and subject matter experts. Data from the economic asset identification and vulnerability analysis will be used to develop a worst-case scenario. This scenario will be utilized to test the effectiveness of the newly developed strategies.
- V. **PHASE 5: PLAN COMPLETION AND MAINTENANCE** Subject matter experts in both the economic development and emergency management fields will review the draft plan. The posting of the plan on the TCOG website will allow for public review and comment prior to plan finalization and project closeout.
- VI. **PHASE 6: INITIAL IMPLEMENTATION** It is expected that some strategies identified in the plan will move to initial implementation during the project period.

**Schedule and Deliverables:** It is expected that the project will take approximately 20 months to complete, with work commencing upon contract award. The process should include some in-person (virtual) meetings, as well as occasional conference calls and community surveys.

**Instructions:** Please submit credentials, a simple scope of work, timeline and fee estimate (not to exceed \$125,000.00) to Molly Guard, GIS & Planning Program Manager, [mguard@texoma.cog.tx.us](mailto:mguard@texoma.cog.tx.us), no later than October 5, 2020. For questions, call (903) 813-3527.