



COPPERAS COVE ECONOMIC DEVELOPMENT CORPORATION LAND USE MASTER PLAN REQUEST FOR PROPOSAL (RFP)

INTRODUCTION

The Copperas Cove Economic Development Corporation (CCEDC) is soliciting proposals for the purpose of updating land use around a major medical development in Copperas Cove, Texas. In February of 2026, the VA announced the award of a 250,000 square foot multi-disciplinary clinic to be constructed in The Narrows Business Park at 252 RG III Blvd. in Copperas Cove, Texas. The purpose of the planning document and resulting land use plan is to provide guidance and vision for the future development of approximately 152 acres surrounding this development.

Copperas Cove, Texas is a community of 42,000 located in Coryell County, Texas. Located in Central Texas along IH-14 the city is adjacent to Fort Hood (Home of III Corps and 1st Cavalry Division) and an important part of the Central Texas Council of Governments and the nearly 600,000 residents that call Central Texas home. The announced VA clinic in Copperas Cove is the catalyst for future growth for quality jobs supporting our veteran population which exceeds 225,000 in Central Texas. The Copperas Cove location will allow over 120,000 veterans to receive needed healthcare in less than a 30-minute drive.

The City of Copperas Cove and Copperas Cove EDC have a variety of motivations associated with updating the land use plan around this facility. These discussions are summarized in a variety of items outlined below:

- Our veteran population continues to grow in Central Texas. The VA PACT ACT of 2020 funded the development of this needed facility. Upon completion the facility will house 27 specialty clinics being able to provide virtually all services up to and including outpatient surgery. Patient stays will still need to be coordinated through Darnall Army Hospital or the VA Hospitals in Central Texas (Temple area) 529 new jobs are forecast in this facility with up to 800 patient visits per day.

- Controlling haphazard, leap-frog development beyond the area's current development area is an important goal.
- Creating a plan that provides a sound, defensible basis for guiding the future development of the area surrounding the VA Clinic.
- Providing a basis for economic development planning and direction.
- Establishing a foundation for reviewing and update of current development regulations and on-going review and update of the City of Copperas Cove's mapping and Comprehensive Plan components as it pertains to the 152 acres outlined in this study.
- Providing a strategic action plan for carrying out the goals, objectives, and initiatives established in this plan.

GUIDELINES AND REQUIREMENTS FOR PROPOSAL SUBMISSION

In furtherance of its intent to begin the process of updating the current land use plan within the area described, the CCEDC is hereby soliciting proposals from professional planning consulting firms and planning entities to conduct the scope of work as suggested by the Copperas Cove EDC (CCEDC) and provided as Exhibit A to this RFP.

GUIDELINES AND REQUIREMENTS FOR SUBMISSION

General Information

1. The Land Use Master Plan should address the components of this RFP and the current zoning and Future Land Use Plan (FLUP) for the City of Copperas Cove, Texas as it pertains to the land in this study and in addition to providing the suggested scope of work as outlined in Exhibit A. GIS copies of the current zoning and FLUP are available online at the City of Copperas Cove and a summary map included with this RFP.
2. It is expected that an initial draft of the Land Use Master Plan, including document text and supporting mapping, will be completed within six (6) months of the contract being awarded. The final version of the Land Use Master Plan will be completed within nine (9) months.
3. The CCEDC will provide a copy of the current zoning map of the City and any other background information it has readily available that may be pertinent to development to the Land Use Master Plan. This may include the history of building permit activity; subdivisions approved and platted after the time that the digital base mapping was compiled; information regarding development plans that have been discussed with the city and/or the CCEDC are currently being proposed within or adjacent to the tracts of land under review; and information related to public services, etc.
4. The CCEDC will provide suitable locations for holding public meetings and workshops.

5. Proposals must be submitted to the **Copperas Cove EDC , 207 South 3rd Street St, Suite 200 Copperas Cove, Texas 76522; Attention: Fred Welch, Executive Director not later than 10:00 a.m. CDT on Monday, June 22, 2026.**

Instructions to Respondents

Four (4) copies of the proposal responses must be submitted bound as a single document. This document should contain the following information:

1. An executive summary of not more than 2 pages (which may be in the form of a cover letter) that provides an executive summary of the respondents' approach to the work, prior experience, and an explanation of why the respondents should be selected.
2. Any further description of, deviation from, or suggested additions to the Scope of Services being suggested by the CCEDC as provided for in Exhibit A.
3. Resumes of not more than one page for each of the project managers and the supporting professional staff that will constitute the respondents project team. The RFP response must provide a statement committing that person to management of the work.
4. A detailed timetable for completion of the work based on a start date that assumes work to begin 60 calendar days after the due date of the proposal submission as stipulated herein. This timetable should reflect the anticipated completion dates for the major work components and phases of the project and completion of the final report.
5. Information comprising of no more than five (5) examples which summarizes project examples of similar type, size, and/or scope. In addition, the respondent should submit a minimum of one (1) copy of a complete Land Use Master Plan or equivalent plan document that is a representative example of work performed for another city or non-private entity within the last five years (Note: As specified above, four(4) copies of the bound proposal document must be submitted but only one copy of this document is required to be included with the submission.)
6. Information comprising of not more than 2 pages which describes the history and background of the respondent entity.
7. References from three municipalities or non-private entities where similar work was performed provide the name of the municipality or non-private entity, the name of the party that represented the municipality or non-private entity during the conduct of the work, and their phone number. At least one of these references should represent a project for which the proposed project manager for this assignment was responsible.
8. Please provide a firm cost for this work with a breakout by section for each scope of work as outlined in this proposal, estimated costs for travel and incidentals.
9. Copperas Cove EDC reserves the right to accept or reject all or any portion of proposals until a contract is executed by all parties.

REVIEW PROCEDURE

Responses to the RFP will be evaluated by a joint committee of the CCEDC Board and key city planning staff. The CCEDC may elect to conduct interviews in person or by telephone. The proposals will be evaluated based on the criteria listed below.

1. Understanding of the project and the overall character of the community.
2. Technical approach to the work and the manner in which the suggested scope of services is addressed.
3. Proposed work schedule.
4. Qualifications of the respondent firm, the project manager, and the supporting members of the project team.
5. Experience with similar sized communities and/or similar sized projects.
6. References.

RIGHTS AND DISCLAIMERS

1. This RFP does not commit the Copperas Cove Economic Development Corporation to award a contract for the project or to pay costs incurred by any respondent in its preparation of a response to this RFP.
2. The CCEDC reserves the right to cancel, withdraw, or amend this RFP at any time and for any reason.
3. CCEDC reserves the right to waive any irregularities or informalities as the EDC may deem fit in with the conduct of this process.
4. The CCEDC may seek clarification regarding a proposal at any time.
5. The CCEDC assumes no responsibility for liability for the accuracy of any information set forth herein, or other documents or materials provided for use in developing a proposal response. The respondent assumes all liability in the use of such information in development of its proposal.

QUESTIONS & INFORMATION

Respondents may direct questions to Fred Welch, Executive Director, either by mail at 207 South 3rd Street, Suite 200 Copperas Cove, Texas 76522 by phone at (254) 547-7874 or by email at fwelch@coveedc.com. Copies of the RFP may be viewed and reprinted from the CCEDC's website at <https://coveedc.com/business/projects-rfps>.

EXHIBIT A

SUGGESTED SCOPE OF SERVICES

COPPERAS COVE EDC – LAND USE MASTER PLAN

The following suggested Scope of Services will be completed for the Land Use Master Plan

Task 1 Project Kick off

This may be virtual or in person via Teams.

- Introduction of key consultant staff and key stakeholders
- Timeline for completion of each task
- Development of single point of contact for consultants and EDC

Task 2 Site Inventory and Analysis

The consultant will examine available zoning and proposed land uses and develop certain other data concerning physical characteristics of land surrounding the VA Clinic.

- Utilizing available online resources (aerial imagery, parcel data, topography, etc.)
- Reports and plans for the VA Clinic that may inform the planning process.
- Site and inventory analysis
 - Existing land use, zoning
 - Relationships of adjoining tracts to the development
 - Topography and other factors that might affect recommendations
 - Arterial and road analysis around the tract
 - Walkability and possible pedestrian trails
 - Regulatory and jurisdictional analysis
 - Site reconnaissance based on assessments found in the above
 - Digitizing this data for use as a base map,

Task 3 Program Assessment and Preliminary Market Analysis

Through conversations with appropriate City and EDC staff and community representatives, the Consultant will review and analyze the current state of the various facilities that might support the residential and economic base around the proposed land and its benefit to the City of Copperas Cove. This review and analysis are intended to

give the Consultant an understanding of the nature, condition, and needs of key community facilities such as walkable areas, open space, pedestrian and traffic control, infrastructure and the road network. In addition to the city and regional parties responsible for various community facilities and infrastructure, this would include developments such as:

- Integration of the proposed VA clinic
- Hotel/conference center opportunities
- Assisted living facility
- Residential (duplexes, townhomes, quads, tiny homes)
- City hall or other government facilities
- Retail
- Walking trails/interconnected open spaces
- Integration of traffic from IH-14 and Business 190 to the area of the study

It should be noted that this task is intended to be a compilation of the Consultant's conclusions and recommendations resulting from the conversations with the professional staff of the various entities/city departments noted above. *It is not intended that the Consultant engage in work of a detailed nature to provide more definitive engineering or architectural analyses or information.*

Task 4 Preliminary Land Use Master Plan Draft Report

Understand the variables that might be considered in development around the VA Clinic and develop a Preliminary Land Use Master Plan that includes:

- Specific land uses that include conceptual buildings and parking areas
- Street networks (both public and private)
- Off-site connections
- V.A. Clinic
- Utility information (if available)
- Open spaces (detention, greenways/walking trails, waterways, steep slopes, etc.)

Task 5 Final Land Use Master Plan

Based on input from Task 4, prepare Final Land Use Master Plan. The plan should be color rendered and superimposed on an aerial photo and will include the following:

- Final land uses that include conceptual buildings and parking areas to convey build out potential (square feet of retail, number of residential units, etc.)

- Street networks (both public and private)
- Off-site connections
- V.A. Clinic (utilize site plan provided by client)
- Open space networks
- Site data table that includes parcel acreages, building square footages, residential unit counts
- Utility information (if available)

Task 6 – Workshop/ Plan Adoption

Attend and present in person the Final Land Use Master Plan at a public workshop. Review feedback from the public workshop with EDC staff and modify Final Land Use Master Plan, as necessary.

Presentation of the final report (in person or virtually) to the EDC, City Council and City Staff (assumes 1 meeting). The final version of this report will be incorporated into the Future Land Use Plan for the City of Copperas Cove, Texas.

Task 7 – Vision Book / Placemaking Guide

Prepare a graphically driven, 8.5 x 11” Vision Book that can be utilized for marketing the property to potential developers / investors. Vision Book may include the following:

- Subject site location map with key surrounding land uses highlighted
- Final Land Use Master Plan
- Renderings to further convey design intent
- Inspiration images to further convey design intent
- Utility information (if available)
- Other economic development information Client may wish to include.

MEETINGS

Not including any visits to the City of Copperas Cove associated with data collection, field review of various areas of the City, or other visits or meeting by the Consultant’s staff that the Consultant may deem necessary for conducting the work, the Consultant’s project manager will conduct or be present at meetings as follows:

- A. Project Kick off, Meeting with city staff and others early in the process to gather information and insights on development trends, constraints, infrastructure support, and other land use issues. These can be virtual.

- B. One workshop with the EDC staff and City staff to review the draft report. This workshop will serve as a forum on the fundamentals used to develop the master land use plan around the project area and also provide an opportunity to discuss land use planning issues and to receive feedback on the preliminary Land Use in the project area defined in the RFP This can be virtual.
- C. One workshop with the public to present the final plan. This should be in person.
- D. Attendance and presentation at the Public Hearing to adjust zoning and or the Future Land use Plan. In person or virtual.

Area under consideration

