

**Southern
Edwards Plateau
Habitat
Conservation
Plan - Biologist**

City Council – Item 18

April 3, 2025



Overview



- SEP HCP is looking for a U.S. Fish and Wildlife (USFW) certified biologist or environmental company
 - Experience in implementing Habitat Conservation Plans to support Southern Edwards Plateau Habitat Conservation Plan (administered by DSD)
 - Operation
 - Administration
 - Management and
 - Coordination
- In 2016, USFW issued a joint 30-year incidental take permit between the City and Bexar County
- Current contract awarded by County
 - Expired on February 28, 2025
 - City will take over the contract as agreed with the County

Solicitation Type

- Request for Qualifications (RFQ)

Proposed Term

- 1 year with 5, 1-year options

Estimated Value

- \$340,000 annually
- \$2,040,000 total

Funding Source

- SEP-HCP Fund - \$340,000

Current Contract Status

- Expired 2/28/2025

Due Diligence



Number of vendors notified:	169
Number of vendors at pre-submittal conference:	2
Number of responses received:	1
Results of Minimum Requirements Review	No Material Findings
Results of Due Diligence Review	No Material Findings

- Finance and Auditor Departments – Due Diligence Results

Timeline

Nov. 27, 2024

- RFQ for the SEP-HCP biologist contract released

Jan. 13, 2025

- 1 proposal received

Feb. 10, 2025

- Evaluation committee selected biologist

Feb. 28, 2025

- Post solicitation briefing to audit committee



Staff Recommendation

- Staff agrees with the evaluation committee and recommends approval of selected certified biologist



THANK YOU!
Michael Shannon, PE, CBO

Director

