

**THIS IS A DRAFT AND WILL BE REPLACED BY THE FINAL, SIGNED ORDINANCE OR  
RESOLUTION ADOPTED BY CITY COUNCIL.**

**ORDINANCE**

**APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH BLAIR WILDLIFE CONSULTING, LLC, TO SUPPORT THE DEVELOPMENT SERVICES DEPARTMENT IN THE OPERATION AND ADMINISTRATION OF THE SOUTHERN EDWARDS PLATEAU HABITAT CONSERVATION PLAN FOR AN INITIAL ANNUAL AMOUNT OF \$340,000.00, WITH FIVE ADDITIONAL ONE YEAR RENEWALS, FOR A TOTAL AMOUNT NOT TO EXCEED \$2,040,000.00 OVER THE TERM OF THE AGREEMENT. FUNDING FOR THE FIRST YEAR IS AVAILABLE FROM THE SOUTHERN EDWARDS PLATEAU HABITAT CONSERVATION PLAN FUND APPROVED IN THE FY2025 BUDGET. FUNDING FOR SUBSEQUENT YEARS IS CONTINGENT UPON CITY COUNCIL APPROVAL OF THE ANNUAL BUDGET.**

\* \* \* \* \*

**WHEREAS**, the Southern Edwards Plateau Habitat Conservation Plan (SEP-HCP) is a voluntary program to achieve rapid compliance with the Endangered Species Act and this agreement will support the operation, administration, management, and coordination of the SEP-HCP, as these services are required to remain in compliance with the joint incidental take permit issued to Bexar County and the City of San Antonio by the United States Fish and Wildlife Service.; and

**WHEREAS**, the City issued a Request for Qualifications (RFQ) for a SEP-HCP Biologist (RFQ 24-152, 6100018481) on November 27, 2024, with a submission deadline on January 13, 2025, and the RFQ was advertised in the HartBeat, TVSA channel, the City's Bidding & Contracting Opportunities website, the San Antonio e-Procurement System and an email notification was released to a list of potential Respondents, with one proposal received and deemed responsive for evaluation.; and

**WHEREAS**, the evaluation committee consisted of representatives from the City Manager's Office, Development Services Department and the Bexar County Parks Department, and the Finance Department, Procurement Division assisted by ensuring compliance with City procurement policies and procedures; and

**WHEREAS**, this contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts to be reviewed by a Goal Setting Committee (GSC) to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority and woman-owned business participation under the contract; and

**WHEREAS**, the proposal was evaluated based on the firm's experience, background, and qualifications; proposed plan; price; the Small Business Enterprises (SBE); Minority and or Women Business Enterprise (M/WBE); the Local Preference Program and the Veteran-Owned Small Business Preference Program, with additional categories of consideration included references and financial qualifications and after committee review and evaluation, Blair Wildlife Consulting, LLC was recommended for award by the evaluation committee based on consensus scoring with a post-

solicitation briefing to the Audit and Accountability Committee on February 28<sup>th</sup>, 2025; **NOW THEREFORE,**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** The City Manager or designee is authorized to execute a Professional Services Agreement with Blair Wildlife Consulting, LLC, for an annual amount of \$340,000.00, with five additional one-year renewals and a total amount not-to-exceed \$2,040,000.00, and a copy is attached as Attachment I.

**SECTION 2.** Funding in the amount of \$340,000.00 for this ordinance is available in Fund 29105001, Cost Center 2912010001 and General Ledger 5201040 as part of the Fiscal Year 2025 Adopted Budget approved by City Council.

**SECTION 3.** Additional funding is contingent upon City Council approval of the Fiscal Year 2026 and subsequent budgets that fall within the contract terms of this ordinance.

**SECTION 4.** Payment in the amount up to \$2,040,000.00 is authorized to Blair Wildlife Consulting, LLC and should be encumbered with a purchase order.

**SECTION 5.** The financial allocations in this Ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific Cost Centers, WBS Elements, Internal Orders, General Ledger Accounts, and Fund Numbers as necessary to carry out the purpose of this Ordinance.

**SECTION 6.** This Ordinance shall be effective immediately upon passage by eight affirmative votes; otherwise it shall be effective on the tenth day after passage hereof.

**PASSED and APPROVED** this \_\_\_ day of \_\_\_\_, 2025.

**M A Y O R**  
**Ron Nirenberg**

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Debbie Racca-Sittre, City Clerk**

\_\_\_\_\_  
**Andrew Segovia, City Attorney**