

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

**ORDINANCE**

**AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH SYRA HEALTH CORPORATION FOR EVALUATION SERVICES FOR THE SAN ANTONIO METROPOLITAN HEALTH DISTRICT'S HEALTHY NEIGHBORHOODS PROGRAM IN AN AMOUNT UP TO \$55,000.00 FOR A TERM ENDING SEPTEMBER 29, 2024, WITH THE OPTION TO RENEW FOR FOUR, ONE-YEAR TERMS FOR A TOTAL AMOUNT OF \$275,000.00, INCLUSIVE OF RENEWALS.**

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**WHEREAS**, the Healthy Neighborhoods program began in 2012 as an innovative place-based childhood obesity prevention project utilizing Community Health Workers (CHWs) and the Asset Based Community Development framework; and

**WHEREAS**, CHWs serve as health educators, connectors, and community organizers who empower residents to become active voices of the community; and

**WHEREAS**, in 2018 the Healthy Neighborhoods program was awarded the REACH grant to improve health, prevent chronic diseases and reduce health disparities among certain racial and ethnic populations; and

**WHEREAS**, since then, the Healthy Neighborhoods program has built on its strengths, expanded the geographic scope of the program's vision, and incorporated policy, systems, and environmental level interventions to improve community health; and

**WHEREAS**, in September 2023, the Healthy Neighborhoods program was awarded the REACH grant for a second, five-year funding period; and

**WHEREAS**, through this new round of funding, the Healthy Neighborhoods program will collaborate with the San Antonio Metropolitan Health District's (Metro Health) Office of Health Equity, and Policy and Civic Engagement (PaCE) Office to expand current place-based public health strategies related to nutrition, physical activity, early care and education, and adult vaccinations to organize for community change and focus on addressing health disparities in priority populations; and

**WHEREAS**, the Finance Department on behalf of Metro Health released a Request for Proposals (RFP) on June 28, 2023, to select a vendor to provide consultation services to support a program evaluation on Metro Health efforts for improving health, preventing chronic diseases and reducing health disparities among certain racial and ethnic populations; and

**WHEREAS**, the RFP was advertised in the Hart Beat, TVSA channel, the City’s Bidding & Contracting Opportunities website, the San Antonio eProcurement System (SAePS), and an email notification was released to a list of potential Respondents and closed on August 4, 2023; and

**WHEREAS**, a total of two (2) proposals were received in response to the RFP and both were deemed eligible for review; and

**WHEREAS**, on August 15, 2023, the proposals were reviewed by the evaluation committee which included representatives from Metro Health; and

**WHEREAS**, the proposals were evaluated on Experience, Background, and Qualifications, Proposed Plan, Price, the Local Preference Program and the Veteran-Owned Small Business Preference Program; and

**WHEREAS**, at the initial evaluation meeting, the committee recommended an interview with the top ranked respondent; and

**WHEREAS**, the interview and final evaluation were completed on August 31, 2023; and

**WHEREAS**, after committee review and evaluation, Syra Health Corporation was recommended for award by the evaluation committee; and

**WHEREAS**, Syra Health Corporation will provide consultation services to support a program evaluation on Metro Health’s efforts in improving health, preventing chronic diseases and reducing health disparities among certain racial and ethnic populations; **NOW THEREFORE:**

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

**SECTION 1.** The City Manager or designee, or the Director of the San Antonio Metropolitan Health District or designee, is authorized to execute an Agreement with Syra Health Corporation for evaluation services for the San Antonio Metropolitan Health District’s Healthy Neighborhoods program in an amount up to \$55,000.00 for a term ending September 29, 2024, with the option to renew for four, one-year terms for a total amount of \$275,000.00, inclusive of renewals. A copy of the agreement is attached hereto and incorporated herein for all purposes as **Attachment I**.

**SECTION 2.** Current funding is available from General Ledger 5201040, Internal Order Number 136000000979 and Fund 220163169 entitled “REACH FY24”, for a total amount up to \$55,000.00. Payment not to exceed the budgeted amount is authorized to Syra Health Corporation upon issuance of a purchase order.

**SECTION 3.** This Ordinance ratifies and authorizes the City Manager or designee to execute an amendment in the following circumstances: (A) an increase in contract funding in an amount not exceeding (a) twenty-five percent (25%) of the total amount of this contract or (b) \$25,000.00, whichever is lesser amount; provided, however, that the cumulative total of all amendments increasing funding and executed without City Council approval pursuant to this subsection during the term of this contract shall not exceed the foregoing amount; (B) no cost extensions up to two years; (C) budget adjustments authorized by the funding agency so long as the total dollar amount

of the budget remains unchanged; (D) modifications to the Scope of Work due to the adjustment described in subsection (A) of this Section or for any other reason, so long as the terms of the amendment are reasonably within the parameters set forth in the original Scope of Work; and (E) changes in state or federal regulations mandated by the funding agency.

**SECTION 4.** 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 SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, and SAP GL Accounts as necessary to carry out the purpose of this Ordinance.

**SECTION 5.** This Ordinance is effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.

**PASSED AND APPROVED this \_\_\_\_ day November 2023.**

**M A Y O R**  
Ron Nirenberg

**ATTEST:**

**APPROVED AS TO FORM:**

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Debbie Racca-Sittre, City Clerk

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Andrew Segovia, City Attorney