

AGENDA ITEM #6

MEETING: Community Health, Environment, & Culture Committee

DATE: January 19, 2021

DEPARTMENT: Office of Sustainability

DEPARTMENT HEAD: Douglas R. Melnick, AICP, ISSP-SA, CNU-A

COUNCIL DISTRICTS IMPACTED: All

SUBJECT:

A briefing on an agreement between the City of San Antonio and esd limited d.b.a esd & Associates for the EVSA (Electric Vehicles San Antonio) Public Outreach & Education Campaign.

SUMMARY:

The Office of Sustainability will seek Council approval of an agreement with esd limited, dba esd & Associates, to provide professional services to continue the City of San Antonio's established EVSA electric vehicle outreach and education campaign. The contract amount is \$30,000.00 for the first year, with two one-year renewal options, for a total of \$90,000.00 for three years of activities. The initiative is part of the Clean Air Educational Outreach project funded at 80% through the Congestion Mitigation and Air Quality Improvement (CMAQ) – Clean Air Program. City Council approved entering into the CMAQ agreement by Ordinance 2021-04-29-0290 on April 29, 2021. This is a one-time expenditure in the amount of \$90,000.00, if all option years are exercised, payable to esd limited, dba esd & Associates. Funds are available from the CMAQ Grant, managed by TxDOT, and the General Fund.

BACKGROUND INFORMATION:

The EVSA electric vehicle outreach and education program was established in 2018 by the Office of Sustainability to support EV drivers, showcase emerging technology and highlight clean transportation choices in order to address ground-level ozone and polluting emissions that exacerbate the effects of climate change. Community and municipal adoptions of electric vehicles is a mitigation strategy in both the Ozone Attainment Master Plan and the SA Climate Ready, Climate Action and Adaptation Plan. Phase one of EVSA included establishment of the brand, development of social media engagement, and creation of electric transportation FAQ “one-pagers” in English and Spanish. In the intervening years, the number of electric vehicles registered in the CPS Energy service territory has increased from 4,400 in June 2020 to over 7,000 in October 2021. In December 2018, the AAMPO issued a call for projects for the FY 2020-2023 Congestion Mitigation and Air Quality (CMAQ) Improvement Program funding. CMAQ funding is a federal funding source allocated by formula to Metropolitan Planning Organizations (MPO) designated as non-attainment for ozone, with a population greater than 200,000. CMAQ is a reimbursable

program and all federal and state rules apply. The Office of Sustainability worked with the Public Works Department, which was then known as Transportation & Capital Improvements, to submit an application for funding and the program was awarded. City Council approved entering into the CMAQ agreement by Ordinance 2021-04-29-0290 on April 29, 2021. Matching funds are available from the FY 2022 Public Works and Transportation Department General Fund budgets.

The Finance Department, on behalf of the Office of Sustainability, released a Request for Qualifications (RFQ) to select a firm to conduct the EVSA Public Outreach and Education Campaign.

On June 4, 2021, the City released the RFQ which was advertised in the San Antonio Express-News, 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. The City received three (3) proposals on July 7, 2021. All proposal were deemed eligible for evaluation.

On August 25, 2021, the proposals were reviewed by the evaluation committee which included representatives from the City of San Antonio Office of Sustainability, Mayor's Office, San Antonio Solid Waste Management Department and CPS Energy. Proposals were evaluated and scored on criteria which included: Experience, Background, and Qualifications (50 points); Proposed Plan (50 points). At the initial evaluation committee meeting the proposals were scored and the committee recommended esd & Associates for award.

Due diligence conducted for the respondents to the above solicitation included a search of federal and state debarment lists, prohibited political contributions, conflicts of interest, delinquent City/County taxes, outstanding payments to the City, payment of state franchise fees as well as a search of the internet for pertinent business information. No material findings were noted that would prevent the City from awarding to the selected vendor.

Since the RFQ was issued according to Federal Government Grant requirements, the recommended awards are an exception to the Local Preference Program and the Veteran-Owned Small Business Preference Program. Moreover, the Small Business Economic Advocacy Program requirements did not apply.

ISSUE:

The Agreement with esd & Associates is for one (1) year with two (2) one (1) year renewal options. If funding for the entire agreement is not appropriated at the time this Agreement is entered into, City retains the right to terminate this Agreement at the expiration of each of City's budget periods, and any subsequent contract period is subject to and contingent upon such appropriation.

ALTERNATIVES:

City Council can choose not to approve the agreement between the City of San Antonio and esd & Associates at this time. A decision not to approve the agreement will negatively impact SA

Climate Ready CAAP implementation actions and will slow the momentum of the established EVSA program.

FISCAL IMPACT:

This is a one-time expenditure in the amount of \$90,000.00, if all renewal options are exercised, payable to esd limited, dba esd & Associates. Funds are available within the FY 2022 Adopted Budget from the TXDOT Grant and the Public Works and Transportation Department General Fund budgets.

RECOMMENDATION:

Staff requests recommendation to send to full council for consideration.

This contract is procured by means of Request for Qualifications and the Contracts Disclosure Form is attached.