



# City of San Antonio

## Agenda Memorandum

### File Number:

---

**Agenda Item Number:** 33

**Agenda Date:** March 21, 2024

**In Control:** City Council A Session

---

**DEPARTMENT:** Office of Sustainability

**DEPARTMENT HEAD:** Douglas Melnick

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Ordinance authorizing an agreement with WSP USA, Inc. to provide professional services to assist with the development of a Regional Climate Plan and an update to the SA Climate Ready Plan in the amount of \$626,000.00. Funding for this initiative is from an EPA Climate Pollution Reduction Grant in the amount of \$1,000,000.00 [David McCary, Assistant City Manager; Douglas Melnick, Chief Sustainability Officer, Office of Sustainability]

**SUMMARY:**

Ordinance authorizing an agreement with WSP USA, Inc. to provide professional services to assist with, in collaboration with the Alamo Area Council of Governments (ACOG), the development of a Regional a Regional Climate Plan, as well as an update to the SA Climate Ready Plan in the amount of \$626,000.00. This Professional Services Agreement will be for an annual amount up to \$208,666.00 for a term ending March 31, 2025, with the option to renew for two, one-year terms, for a cumulative amount up to \$626,000.00. Funding for this initiative will be fully funded through a U.S. EPA Climate Pollution Reduction Grant in the amount of \$1,000,000.00. To fulfill the deliverables of the US EPA Climate Pollution Reduction Grant (CPRG), the City of San Antonio solicited proposals from qualified respondents for regional climate pollution reduction planning and the development of an Alamo Area Comprehensive Climate Action Plan to include an update to the City of San Antonio's Climate Action and Adaptation Plan (CAAP) with quantifiable emissions reduction strategies, a regional greenhouse gas (GHG) inventory and prioritized

strategies for the 13-county Alamo Area Council of Governments (AACOG) jurisdiction, a Low Income Disadvantaged Community (LIDAC) Benefits Analysis, a Workforce Development Analysis, identification of intersectional funding opportunities, and strategic community and sector engagement.

## **BACKGROUND INFORMATION:**

As part of the Inflation Reduction Act, the Climate Pollution Reduction Grant (CPRG) program is providing significant resources to state, territory, local, and tribal governments to develop ambitious regional climate action and air pollution reduction plans and to implement measures from those plans. Administered by the U.S Environmental Protection Agency (EPA), the CPRG is a two-phase program – with \$250 million in non-competitive planning grants, followed by \$4.6 billion of competitive implementation grants.

The City of San Antonio (COSA) submitted a Notice of Intent to Participate for the Alamo Area San Antonio-New Braunfels Metropolitan Statistical Area (MSA) on April 27, 2023, with letters of support from AACOG, CPS Energy, Alamo Area Metropolitan Planning Organization (AAMPO), San Antonio Water System (SAWS), San Antonio River Authority (SARA), and VIA Metropolitan Transit. The full application package was submitted on May 25, 2023, and notice of award in the amount of \$1 million was received on August 31, 2023. COSA, led by the Office of Sustainability, collaborated with AACOG to develop the phase I Priority Climate Action Plan (PCAP), and the partnership will continue for development of the phase II Comprehensive Climate Action Plan (CCAP). The PCAP was completed and submitted to the EPA on March 1, 2024. Submittal of a PCAP is a requirement of applying for a competitive implementation grant.

The phase II CCAP initiative is anticipated to last through mid-2025 and will include an update to the City of San Antonio's Climate Action and Adaptation Plan (CAAP) with quantifiable emissions reduction strategies; a regional greenhouse gas (GHG) inventory and prioritized strategies for the 13-county Alamo Area Council of Governments (AACOG) jurisdiction; a Low Income Disadvantaged Community (LIDAC) Benefits Analysis; a Workforce Development Analysis, identification of intersectional funding opportunities, and strategic community and sector engagement. Stakeholder and community engagement will continue to be core to the process of developing the CCAP across the entire region. COSA OS and AACOG will leverage their deep, local community connections and varied programs to identify those leaders and engage underserved communities, such as elderly, disabled, low income, BIPOC, and linguistically isolated.

The Finance Department on behalf of the Office of Sustainability released a Request for Proposals (RFP) on October 20, 2023, seeking proposals for a qualified vendor to provide the deliverables in the scope of the SA Climate Action Planning Services for the City of San Antonio. 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. Responses were due on December 4, 2023, and a total of five (5) firms responded to the RFP and deemed eligible for review. On January 26, 2024, the responses were discussed and evaluated by the evaluation committee which included representatives from the San Antonio Office of Sustainability, CPS Energy, Diversity, Equity, Inclusion, Accessibility

Office, WRI/SA Climate Ready Advisory Committee, and AACOG. The Finance Department, Procurement Division, assisted by ensuring compliance with City procurement policies and procedures. The proposals were evaluated and scored on Experience, Background, and Qualifications, Proposed Plan, and the Price. After initial review and evaluation, the top two respondents were selected for interviews.

On February 8, 2024, interviews were conducted, and the respondents were again scored by the Evaluation Committee based on the aforementioned criteria. Individual scores were submitted, and aggregate scores were presented. After a recommendation for award was agreed upon by the evaluation committee, and the Price scores were revealed. WSP USA Inc., the highest-ranking firm, was recommended for award by the evaluation committee.

## **ISSUE:**

To fulfill the deliverables of the US EPA Climate Pollution Reduction Grant, the City of San Antonio solicited proposals from qualified respondents for regional climate pollution reduction planning and the development of an Alamo Area Comprehensive Climate Action Plan to include an update to the City of San Antonio's Climate Action and Adaptation Plan (CAAP) with quantifiable emissions reduction strategies, a regional greenhouse gas (GHG) inventory and prioritized strategies for the 13-county Alamo Area Council of Governments (AACOG) jurisdiction, a Low Income Disadvantaged Community (LIDAC) Benefits Analysis, a Workforce Development Analysis, identification of intersectional funding opportunities, and strategic community and sector engagement.

SBEDA waived. The Small Business Economic development Advocacy (SBEDA) Program cannot be applied on projects funded through the EPA's Pollution Reduction Grants Program.

The Local Preference Program was not applicable to this contract, as grant does not expressly mandate or encourage geographic preference.

The Veteran-Owned Small Business Preference Program was not applicable to this contract, as grant does not expressly mandate or encourage a VOSB preference.

## **ALTERNATIVES:**

City Council could choose not to approve the ordinance and agreement with WSP USA Inc. which would delay the City's ability to deliver the requirements of the US EPA Climate Pollution Reduction Grant.

## **FISCAL IMPACT:**

Ordinance authorizes the execution of an agreement with WSP USA Inc. for Climate Action Planning Services for the City of San Antonio for the Office of Sustainability in an annual amount up to \$208,666.00 for a term ending March 31, 2025, with the option to renew for two, one-year terms, for a cumulative amount up to \$626,000.00 Funding is available in the EPA Climate Pollution Reduction Grant (CPRG) FY 2024 budget.

**RECOMMENDATION:**

Staff recommends approval of an Ordinance approving an agreement with WSP USA Inc. for development of the Alamo Area Comprehensive Climate Action Plan as a deliverable of the US EPA Climate Pollution Reduction Grant.

This contract was procured by means of a Request for Proposals and a Contract Disclosure Form is attached.