



# City of San Antonio

## Agenda Memorandum

**File Number:**  
**{{item.tracking\_number}}**

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**Agenda Item Number:** 9

**Agenda Date:** September 12, 2023

**In Control:** Audit Committee

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**DEPARTMENT:** Office of Sustainability

**DEPARTMENT HEAD:** Douglas Melnick

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Post-Solicitation High Profile Briefing for the On-Site Municipal Solar

**SUMMARY:**

The Office of Sustainability will present a post-solicitation briefing for a qualified solar photovoltaic (PV) provider to design, engineer, build, operate, maintain, and decommission a turn-key installation of multiple rooftop and parking canopy solar PV projects at selected municipal facilities. This briefing will allow an opportunity for input from Committee members.

**BACKGROUND INFORMATION:**

In 2019, the City of San Antonio (COSA) adopted SA Climate Ready, its first Climate Action & Adaptation Plan (CAAP). In the CAAP, COSA maps out an equitable pathway to achieving net carbon neutrality by 2050, prioritizing clean air, public health, water quality, water conservation, good jobs, transportation options, clean and secure energy, and emergency preparedness. SA Climate Ready identifies the reduction of building energy consumption as a driver for achieving

our community's climate goals, noting that 48% of San Antonio's GHG emissions come from buildings and over half of that energy use (27%) is attributed to commercial and industrial buildings specifically. To reach the goal of carbon neutrality by 2050, emissions contributed by the building energy sector must be reduced 41% by 2030 and 74% by 2040. The production and procurement of renewable energy will be a key strategy to meeting this goal.

In August 2022, COSA released the On-Site Municipal Solar Request for Proposals (RFP), soliciting proposals from qualified solar photovoltaic (PV) providers to design, engineer, build, operate, maintain, and decommission a turn-key installation of multiple rooftop and parking canopy solar PV projects at the select municipal facilities. These installations would be connected behind the meter and would achieve multiple COSA goals, including:

- Advancing COSA's CAAP by investing in visible solar projects locally for city facilities; seeking a market-driven response to drive optimal project size, terms, and price;
- Achieving greater economies of scale and streamlining solar procurement through an aggregated procurement across multiple potential facilities compared to individual facility planning; and
- Developing third-party projects where neither CPS Energy nor CoSA would be responsible for operations and maintenance of the solar projects.

On October 17, 2022, five proposals were received and deemed responsive to move forward for full proposal evaluation. The evaluation[LS(1)] committee representatives were David McCary, Assistant City Manager, City Manager's Office; Douglas Melnick, Chief Sustainability Officer, Office of Sustainability; Homer Garcia, Director, Parks & Recreation Department; Russell Huff, Assistant Director, Finance Department; Kathy Donellan, Assistant Director, San Antonio Public Library; Golda Obinzu, Energy Manager, Office of Sustainability; and Steve Southers, Environmental Manager, Aviation Department.

The evaluation committee met to review and discuss all five responses on November 9, 2022. The committee recommended interviews and requested for Best and Final Offers (BAFO) from the top 3 ranked firms. Best and Final Offers were requested and responses were received in December 2022. The committee reconvened to review the BAFO responses and held interviews on January 5 & 6, 2023. Final evaluation and scoring was later held on August 14, 2023. The committee recommended awarding the contract to the highest-ranked respondent.

This item is scheduled for Council consideration in October 2023

**ISSUE:**

For briefing purposes only

**FISCAL IMPACT:**

For briefing purposes only

**ALTERNATIVES:**

For briefing purposes only

**RECOMMENDATION:**

Staff recommends approval to proceed with scheduling one contract for City Council consideration to provide the Office of Sustainability with an On-Site Municipal Solar provider with an estimated initial value of \$30,000,000 for a 25 year term.