



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 40

Agenda Date: April 6, 2023

In Control: City Council A Session

DEPARTMENT: Office of Sustainability

DEPARTMENT HEAD: Douglas Melnick

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Ratification of a professional services agreement with the Rocky Mountain Institute (RMI)

SUMMARY:

Ordinance approving a ratification of a professional services agreement with the Rocky Mountain Institute (RMI) in an amount up to \$115,000 to provide continued technical support for the city's current on-site municipal solar energy procurement. In addition to solar procurement support, the initial contract in the amount of \$49,500 also included technical services assisting with identifying funding and other opportunities for advancing climate and energy priorities, supporting climate resilience activities, providing technical assistance regarding utility resource planning, and was funded by the FY 2023 Energy Efficiency Fund Adopted Budget.

BACKGROUND INFORMATION:

The Rocky Mountain Institute is a nonpartisan not-for-profit organization with a specialty in energy, climate, and resilience. The Office of Sustainability entered into a contract with Rocky Mountain Institute (RMI) in October 2021 in the amount of \$49,500 to provide technical support for the city's on-site municipal solar energy procurement, assisting with identifying funding and other opportunities for advancing climate and energy priorities, supporting climate resilience activities, and providing technical assistance regarding utility resource planning.

Due to the timing and technical support needs related to completing City's Municipal On-site Solar Procurement, an exception from the City's formal solicitation process was requested and granted for a professional services agreement with RMI in the amount of an additional \$65,500 in FY23. During their FY23 PSA, RMI has assisted the Office of Sustainability with a considerable amount of additional technical support time for the city's on-site municipal solar request for proposal (RFP) process. The On-site Municipal Solar RFP was issued on August 22, 2022. This RFP is a 2-phased process and is a first of its kind for the city and due to the specific technical complexity and nature of on-site solar energy generation, additional time is needed for RMI to assist OS and Finance in completing this RFP. The additional funds will be utilized by RMI to conduct a thorough economic and technical review and analysis of the respondents' best and final offers (BAFOs) and assist with contract negotiations with successful respondents.

ISSUE:

The approval of this ratification of a professional services agreement with Rocky Mountain Institute (RMI) to provide technical support to the Office of Sustainability will allow the advancement of the City's SA Climate Ready municipal objectives.

ALTERNATIVES:

Should this ordinance not be approved the city will not have the necessary technical support services to properly review and evaluate the city's on-site municipal solar energy procurement proposals.

FISCAL IMPACT:

This ordinance approves a ratification of a professional services agreement with the Rocky Mountain Institute (RMI) in an amount up to \$115,000. Funding for this contract is available through the FY 2023 Energy Efficiency Fund Adopted Budget.

RECOMMENDATION:

Staff recommends approving a ratification of a professional services agreement with the Rocky Mountain Institute (RMI) in an amount up to \$115,000.