



City of Chula Vista

Staff Report

File#: 14-0078, **Item#:** 3.

RESOLUTION NO. 2014-038 OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA (1) TRANSFERRING \$50,000 FROM THE OTHER EXPENSES BUDGET CATEGORY TO THE SUPPLIES & SERVICES CATEGORY WITHIN THE ENERGY CONSERVATION FUND, AND (2) APPROVING A \$148,240 AGREEMENT BETWEEN THE CITY AND THE CALIFORNIA CENTER FOR SUSTAINABLE ENERGY (CCSE) FOR PROFESSIONAL SERVICES TO PROVIDE ASSISTANCE IN IMPLEMENTING THE GOALS AND OBJECTIVES OF THE CITY'S SUSTAINABLE COMMUNITIES PROGRAM (SCP) (4/5 VOTE REQUIRED)

RECOMMENDED ACTION

Council adopt the resolution.

SUMMARY

Staff has prepared a two-party agreement for professional services with the California Center for Sustainable Energy, to assist in implementing the City's Sustainable Communities Program (SCP). The purpose of the agreement is to perform a variety of tasks such as training, permit tracking, and customer support that will promote energy efficiency and reduced green house gas emissions as part of the planning and building process.

The cost for the proposed work is \$148,240. This cost is an eligible expense under the Local Government Partnership funding source and will be fully reimbursed.

ENVIRONMENTAL REVIEW

The Development Services Director has reviewed the proposed agreement for compliance with the California Environmental Quality Act (CEQA) and has determined that the project is exempt, pursuant to Section 15061(b)(3) of the State CEQA Guidelines. Thus, no further environmental review is required.

BOARD/COMMISSION RECOMMENDATION

Not applicable.

DISCUSSION

The City is part of a Local Government Partnership (LGP) with SDG&E to promote energy efficiency in Chula Vista. As part of our Local Government Partnership, the City of Chula Vista established the Sustainable Communities Program in 2009, to investigate and update existing programs, guidelines and regulations to reflect the advances that have been made in both green building and energy conservation for buildings as well as community- and project-level site planning considerations. Because technologies and standards are constantly evolving, the City's SCP also emphasizes ongoing education and support for staff, developers and permit applicants.

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The City entered into an agreement with SDGE for the 2013-14 LGP funding cycle, with certain goals and objectives for its Sustainable Communities Program.

Request for Proposal

In early January, staff issued a Request for Proposal for assistance in implementing the goals and objectives of the Sustainable Communities Program. Although sixty six (66) firms downloaded a copy of the RFP through the City's Planet Bids link, only three (3) teams submitted a response by the deadline.

After review and consideration of the submitted proposals by a five-person selection committee, the Development Services Department selected the California Center for Sustainable Energy (CCSE) team's proposal as best meeting the needs of the City of Chula Vista's Sustainable Communities Program. The team is made up of staff from CCSE, as well as Brummit Energy Associates, Lynne Mitschke and Zinner Consultants.

Qualifications

The CCSE team is well-qualified, with over fifteen years' experience delivering technical assistance and program support to public sector clients and engaging residents and businesses in energy-saving activities. The team is familiar with SDGE's Local Partnership goals as well as the City's Sustainable Communities goals, having worked with the City on several sustainable energy initiatives, such as the development of Property Assessed Clean Energy (PACE) financing, staff training, and outreach to building owners on performance programs and technologies.

Scope of Work

The following summarizes the proposed scope of work to be performed by the CCSE team, in accordance with the Local Government Partnership Agreement:

- Training of staff, developers and permit applicants on energy codes
- Tracking and Reporting results of energy efficiency efforts
- Customer Support at the Planning and Building Counter
- Analysis of cost effectiveness of new Reach Code(s)
- Promotion of City's efforts and SDGE's programs

Cost

The cost for the proposed scope of work is \$148,420. See Attachment B for more detail. The funds for the Sustainable Communities Program have been appropriated; however, a budget

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amendment is requested to move \$50,000 from the Other Expense category to the Supplies and Services category of the Energy Conservation Fund, adding to the existing amount of \$100,000 to cover the cost of this contract.

Since the contract is over \$50,000, award of the contract must be approved by the City Council.

DECISION-MAKER CONFLICT

Staff has reviewed the decision contemplated by this action and has determined that it is not site-specific and consequently, the 500-foot rule found in California Code of Regulations section 18704.2 (a)(1), is not applicable to this decision. Staff is not independently aware, and has not been informed by any Council member, of any other fact that may constitute a basis for a decision maker conflict of interest in this matter.

LINK TO STRATEGIC GOALS

The City's Strategic Plan has five major goals: Operational Excellence, Economic Vitality, Healthy Community, Strong and Secure Neighborhoods and a Connected Community. Implementation of the Sustainable Communities Program (SCP) supports the Healthy Community goal, as the SCP seeks to promote energy efficiency and reduce green house gas emissions by infusing sustainable practices into the planning and building process.

CURRENT YEAR FISCAL IMPACT

There is no net impact to the Energy Conservation Fund resulting from the proposed change. There are sufficient savings in the Other Expenses category to transfer to the Supplies and Services category for the contract costs. These funds were originally intended to reimburse the General Fund and Development Services Fund staff for time spent working on this grant. However, due to a vacancy and other priority projects, staff has not worked on this grant as planned.

The 2013/14 Sustainable Communities Program funds are provided through the Local Government Partnership with SDG&E; staff has confirmed that the proposed work is an eligible expense under the Partnership Agreement.

ONGOING FISCAL IMPACT

There is no net fiscal impact to the Energy Conservation Fund. The contract with California Center for Sustainable Energy is needed to fulfill grant goals, which have been difficult to meet as a result of staffing changes. The impact of the reduction in staff time reimbursements to the Development Services Fund and General Fund will be evaluated as part of the development of the fiscal year 2014/15 budget process.

As noted above, all costs are covered under the City's Local Government Partnership.