

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: ROBERT SPRINKLE, DEPUTY DIRECTOR - TRAFFIC  
ENGINEERING TRANSPORTATION AND PUBLIC WORKS  
SUBJECT: AUTHORITY TO ISSUE DESIGN-BUILD REQUEST FOR  
PROPOSALS FOR ENERGY CONSERVATION AND EFFICIENCY  
IMPROVEMENTS

AGENDA ACTION: MOTION

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RECOMMENDATION

It is recommended by the Transportation and Public Works Department that the Council, by motion, approve the use of the Design-Build procurement method as in the best interest of the City and authorize issuance of a Request for Proposals for energy conservation and efficiency improvements. This project aligns with the City's climate action goals by incorporating solar photovoltaic systems, battery storage, and energy efficiency upgrades at municipal facilities, in line with the City's commitment to sustainability and resilience.

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EXECUTIVE SUMMARY

In support of Santa Rosa's Climate Emergency Resolution and ongoing efforts to meet greenhouse gas reduction goals, the City seeks to upgrade municipal facilities by installing solar photovoltaic (PV) systems, battery storage, and other energy-saving measures. The Design-Build procurement process will expedite project delivery by combining design and construction phases and ensuring projects align with the City's sustainability goals as outlined in the Climate Action Subcommittee initiatives. The selected contractor will complete the project at no upfront cost to the City, with project costs recovered through energy savings or alternative funding mechanisms, including grants.

BACKGROUND

The City of Santa Rosa, through its Climate Action Subcommittee, has adopted several policies aimed at addressing climate change, such as the Zero Waste Master Plan and the shift to using renewable energy through EverGreen for municipal accounts. These measures are part of the City's broader goal to reduce local greenhouse gas emissions and enhance energy resilience.

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This project will align with the Municipal Climate Action Plan, which outlines strategies for improving energy efficiency and renewable energy deployment at municipal facilities. The proposed improvements are part of the City's effort to support its Climate Vulnerability and Adaptation strategies.

The City has developed several guiding documents, including the "City-Wide Energy Efficiency, Renewables, and Microgrid Feasibility Study" and the "MSCN Business Plan," to identify opportunities for energy savings and resilience. The City aims to install solar PV systems, battery storage, and other energy-saving upgrades at several municipal facilities.

The City seeks a partner to design, install, and maintain these systems at no upfront cost, with costs recovered through energy savings or external funding. The Design-Build method will expedite project delivery by allowing the design and construction phases to overlap, ensuring the timely expenditure of grant funds and project completion.

#### PRIOR CITY COUNCIL REVIEW

In January 2014, the City Council adopted Ordinance 4021, establishing regulations for Design-Build contracts. Additionally, the Council has adopted several climate-related resolutions, including the Climate Emergency Resolution on January 14, 2020, and the transition to renewable energy sources like EverGreen for municipal facilities.

On November 29, 2022, the City Council, by motion, directed the Transportation and Public Works Department to pursue solar and Microgrid options for the Municipal Service Center North complex.

#### ANALYSIS

The Design-Build method is an alternative contracting process where a single contractor both designs and builds the project. This approach expedites project delivery and allows the City to capitalize on energy savings sooner while meeting grant funding deadlines. The selected contractor will also be responsible for securing additional funding through grants or alternative mechanisms. The contractor will focus on:

1. Solar PV system installation
2. Battery storage installation
3. Energy efficiency upgrades, including lighting, HVAC, and automation
4. Financial modeling and grant acquisition to fund the project
5. Ongoing performance monitoring and reporting
6. Compliance with all regulatory requirements

The Request for Proposals (RFP) process will follow Section 3-60 of the City of Santa Rosa Municipal Code. A Selection Committee will evaluate proposals based on criteria

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such as technical expertise, innovation, and alignment with the City's sustainability goals. The committee will recommend the most qualified Design-Build firm to the Council at a later date for final approval.

FISCAL IMPACT

Funding for this project is anticipated to come from a combination of energy savings and external grants. A journal ledger account will be established upon the award of additional grant funding, and no upfront cost will be incurred by the City.

ENVIRONMENTAL IMPACT

This action is not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378 in that the issuing of an RFP would not result in a physical change in the environment. This action is part of a broader initiative to implement energy conservation measures with minimal environmental disruption. Should the Council decide to award a Design-Build contract for the proposed improvements, environmental review will be conducted in accordance with CEQA and alignment with the City's Climate Action Plan and sustainability goals prior to award of the contract.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

None.

PRESENTER

Douglas Williams, Facilities Maintenance and Operations Coordinator  
Robert Sprinkle, Deputy Director – Traffic Engineering