



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: {{item.number}}

Agenda Date: September 12, 2024

In Control: City Council A Session

DEPARTMENT: Economic Development Department

DEPARTMENT HEAD: Brenda Hicks-Sorensen

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Economic Impact Analysis

SUMMARY:

This ordinance authorizes a contract with Steven R. Nivin Ph.D., LLC in an amount not to exceed \$48,000.00 annually for a total cost up to \$240,000.00 for the period upon award by City Council through September 30, 2027, with two additional, one-year renewals at the City's option. This contract will perform periodic economic analyzes to determine the potential impact of economic development projects, such as, but not limited to, revising international strategy analysis focusing on key global markets and cost-benefit analysis for various initiatives which will help staff make recommendations to City Council to ensure the most efficient utilization of City resources. Funding in the amount of \$48,000.00 is included in General Fund FY 2025 Proposed Budget. Funding for future years is contingent upon City Council approval of the annual budget.

BACKGROUND INFORMATION:

The City of San Antonio periodically requires economic analysis to be performed to determine the potential impact of economic development projects, and to conduct cost-benefit analyzes for

various initiatives. These analyzes inform staff recommendations and City Council policies and are vital in ensuring the most efficient utilization of City resources. The City is also responsible for submitting economic and financial document to various local, state and federal agencies. Such documents include, but are not limited to, the City's Annual Financial Report, the Budget transmittal letter and the City Bond documents. These reports often include economic section that require research and analysis on the state of the economy in San Antonio. Staff has historically utilized internal resources to compile and update pertinent sections.

Prior to 2020, the City requested outside consultants to perform economic impact analysis on a year-to-year or one-time service basis. In 2020, the City sought to enter into a multi-year agreement with consultants to provide staff the flexibility to outsource these functions to those with more expertise and develop long-term strategic planning. In June 2024, the initial multi-year agreement ended.

The City issued a Request for Proposals (RFP) for "Economic Impact Analysis" (RFP 24-079, 6100017837) on April 5, 2024, with a submission deadline of May 6, 2024. The RFP was advertised in Hart Beat, TVSA Channel, the City's Bidding and Contracting Opportunities website, the San Antonio e-Procurement System (SAePS), and an email notification was released to a list of potential respondents. One response was received and was deemed responsive for evaluation.

The evaluation committee consisted of representatives from EDD, Neighborhood & Housing Services and Convention and Sports Facilities Departments. The Finance Department, Procurement Division assisted by ensuring compliance with City procurement policies and procedures. The proposal was evaluated based on the firm's experience, background and qualifications; proposed plan; price; the Small Business Economic Development Advocacy Program, the Local Preference Program, and the Veteran-Owned Small Business Preference Program. Additional categories of consideration included references and financial qualifications.

The evaluation committee met on June 3, 2024, to discuss and score the sole respondent's proposal that was received. After committee review and evaluation, Steven R. Nivin Ph.D., LLC, the incumbent vendor/consultant, was recommended for award by the evaluation committee based on consensus scoring.

The initial term of the agreement will be for the period upon award by City Council through September 30, 2027. Two additional, one-year renewals at the City's option will also be authorized by this ordinance.

ISSUE:

This contract will provide various forms of economic analyzes to inform staff recommendations and City Council. Steven R. Nivin Ph.D., LLC will, when applicable or requested by City staff, focus on various regional economic development issues, creative economy development, the economics of arts and culture, economic inequality, complexity/network economics, public policy analysis and environmental economics. At the request and direction of City staff, Steven R. Nivin Ph.D., LLC will provide the following services:

1. Update the international strategic plan
2. Create and review cost-benefit analyzes and economic impact analyzes as requested for EDD and other City departments
3. Evaluate impact of economic development projects.
4. Evaluate economic sections of the City Annual Financial Report, the Budget Transmittal Letter, and City Bond documents.
5. Conduct Tax Increment Reinvestment Zone feasibility studies.
6. Evaluate impact of events as requested by the Convention and Visitors Bureau, the Convention and Sports Facilities Department, and other City departments.
7. Conduct other similar and related tasks as needed including, but not limited to, data analyzes, production of reports, GIS analyzes, etc.
8. Brief City Council, City staff, and other City-sponsored entities on research and analysis completed.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee applied the Small Business Enterprise (SBE) Prime Contract Program with five (5) evaluation preference points, and the Minority and/or Women-Owned Business Enterprise (M/WBE) Prime Contract Program with five (5) evaluation preference points. Steven R. Nivin Ph.D., LLC was not eligible to receive any available points.

The Local Preference Program and the Veteran-Owned Small Business Preference Program were applicable to this solicitation; however, since only one response was deemed eligible for evaluation, the programs were not scored. Rather, the evaluation committee reviewed and scored the proposal via consensus evaluation.

ALTERNATIVES:

Should this contract not be approved, EDD would be without a consultant and will have to consider other means of conducting revising international strategy analysis focusing on key global markets and cost-benefit analysis for various initiatives. This could negatively impact San Antonio's efforts to provide timely cost-benefit analysis and long-term strategic international economic planning efforts.

FISCAL IMPACT:

This ordinance authorizes a contract with Steven R. Nivin Ph.D., LLC in an amount not to exceed \$48,000.00 annually for a total cost of up to \$240,000.00 for the period upon award by City Council through September 30, 2027, with two additional, one-year renewals at the City's option. Funding in the amount of \$48,000.00 is included in General Fund FY 2025 Proposed Budget. Funding for future years is contingent upon City Council approval of the annual budget.

RECOMMENDATION:

Staff recommends approval of this ordinance.

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