

MEMORANDUM

To: CMAP Board

From: Stephane Phifer, Interim Deputy of Finance

Date: April 1, 2024

Subject: Authorization to enter into a contract with Energy + Environmental Economics (E3) as a result of RFP 297 for Comprehensive Climate Action Plan Technical Assistance for a term up to 24-months with three, one-year renewal options in an amount not to exceed \$440,000

Action Requested: Approval

Purpose

The Chicago Metropolitan Agency for Planning (CMAP) is seeking to enter into a contract with a consultant to augment existing CMAP staff capacity and provide expertise in the areas of greenhouse gas (GHG) emissions quantification and benefits analyses, equitable engagement of impacted communities, communications and outreach, and policy development.

Background

The Chicago Metropolitan Agency for Planning (CMAP), in partnership with the Metropolitan Mayors Caucus (MMC), is participating in Phase 1 planning work related to the U.S. Environmental Protection Agency (USEPA) Climate Pollution Reduction Grant (CPRG) program funds granted to MMC. Phase 1 involves three major deliverables:

- Priority Climate Action Plan (PCAP) – led by MMC, due March 1, 2024;
- Comprehensive Climate Action Plan (CCAP or Plan) – led by CMAP, due July 28, 2025; and
- Status Report – led by CMAP, due May 2027.

This contract focuses on the CCAP deliverable of Phase 1 of the CPRG program with continued support to advance portions of the Status Report deliverable contingent on options for contract renewal. The Comprehensive Climate Action Plan for the Chicago Metropolitan Statistical Area (MSA) will identify solutions to allow the region to meet net-zero greenhouse gas emissions by 2050. CMAP is seeking a consultant or team of consultants to augment existing CMAP staff capacity and provide expertise in the areas of greenhouse gas (GHG) emissions quantification and benefits analyses, equitable engagement of impacted communities, communications and outreach, and policy development.

Review Process

A Request for Proposals (RFP) was circulated and posted on the CMAP website on February 7, 2024. CMAP hosted a non-mandatory, virtual pre-bid meeting on February 14 to provide an overview of the RFP and answer consultant questions. There were 23 attendees in the pre-bid meeting, representing 17 unique consulting firms. On March 6, CMAP received nine proposals from the following teams:

- Blue Strike Environmental and Terracon
- Buro Happold, Sam Schwartz, and Muse Community & Design
- Energy + Environmental Economics (E3) and Muse Community & Design
- Ernst Young and K.O. Strategies
- Guidehouse and Rise Strategy Group
- ICF and Metro Strategies
- KPMG and Rasor Marketing Communications
- MMG Earth
- Sustainability Solutions Group (SSG), Teska Associates, Egret & Ox

Proposals were reviewed by CMAP staff, who scored each proposal independently. The criteria for selection included the following:

1. The demonstrated record of experience in providing the professional services identified in the scope of services of both the Consultant and identified staff. As part of this analysis, the team considered prior project performance on CMAP contracts.
2. The demonstrated understanding of the scope of services the Consultant firm(s) described in the submitted project approach.
3. The quality and relevance of the examples of similar work.
4. The Consultant's integration of ON TO 2050's core values into the proposal.
5. Cost to CMAP, including consideration of all project costs and per-hour costs.

Following consideration of the nine proposals, the evaluation panel determined that Blue Strike Environmental and MMG Earth submitted incomplete proposals with an outdated price proposal form.

Table 1 below shows the average score of each firm that submitted a response to the RFP.

Table 1 Average team scores for all proposals

<i>Criteria</i>	<i>Max Score</i>	<i>Blue Strike Environmental</i>	<i>Buro Happold</i>	<i>E3</i>	<i>Ernst Young</i>
1. Experience	30	20	24	25	20
2. Project approach	30	21	24	25	19
3. Project examples	20	13	17	18	12
4. Core values	10	9	8	8	6
5. Cost to CMAP	10	7 (incorrect form)	8 (\$399,855)	8 (\$399,540)	6 (\$399,997)
Bonus: DBE/MBE/WBE/VBE	1	0	0	0	0
Total	101	70	80	84	62

<i>Criteria</i>	<i>Max Score</i>	<i>Guidehouse</i>	<i>ICF</i>	<i>KPMG</i>	<i>MMG Earth</i>	<i>SSG</i>
1. Experience	30	19	24	21	6	25
2. Project approach	30	21	25	22	6	23
3. Project examples	20	15	17	14	3	17
4. Core values	10	8	7	8	7	7
5. Cost to CMAP	10	7 (\$400,000)	7 (\$399,973)	7 (\$399,771)	4 (incorrect form)	7 (\$358,780)
Bonus: DBE/MBE/WBE/VBE	1	0	0	0	1	0
Total	101	70	81	72	27	79

Recommendation for Contractor Selection

The evaluation panel determined that E3 represented the strongest experience, project team, understanding, and cost-effectiveness to execute the work.

The project team identified by E3 has strong qualifications and significant experience in developing climate action plans and decarbonization studies as well as leading meaningful community engagement. The approach proposed by E3 resonated strongly with the evaluation team and showed a high level of project understanding and familiarity with the CPRG program. The evaluation panel believes the team is well-equipped to help CMAP evaluate and select the right modeling tools to use in the development of the CCAP as well as future efforts. The approach to communications and engagement was innovative and demonstrated a process for building in feedback loops to inform the plan development process. E3 also demonstrated a strong understanding of the decarbonization brief optional task and the value of this work to inform policy development and communications.

ICF, Buro Happold, and SSG all offered strong teams and a deep understanding of climate action planning and the CPRG program. Staff appreciated their experience working with other metropolitan planning organizations, regions, and large cities to develop actionable plans to reduce GHG emissions. Overall, all teams had a strong approach to engagement and the quantification tasks. While the evaluation panel was impressed by these teams, E3's application

was ultimately determined to be more closely aligned to the needs of the project.

Blue Strike Environmental, Ernst Young, Guidehouse, and KPMG demonstrated less experience with similar projects and the evaluation panel was less confident in the teams' approaches to the engagement and quantification tasks. However, staff appreciated the strong communications approach and experience proposed by Ernst Young, Guidehouse, and KPMG as well as the technical expertise of the Blue Strike team. MMG Earth centered equity in their proposal yet demonstrated little experience with similar projects and did not propose a detailed approach consistent with the project's needs and goals. While all are remarkable and reputable firms, this project requires more knowledge and experience in conducting multi-jurisdictional climate action plans and meaningful engagement of impacted communities.

The evaluation panel concluded that E3's excellent understanding of the CCAP project, significant relevant experience of the team, dedicated involvement of key staff in the project team, as well as their cost-effective proposal makes their application the strongest received. E3's streamlined approach and knowledgeable team of efforts will ensure CMAP not only delivers on the requirements of the CPRG program but meets the high standard of equitable and inclusive planning that we strive for in the region.

The evaluation panel recommends entering into a contract with E3 for a term of up to 24-months, with three one-year renewal options in an amount not to exceed \$400,000, being the price proposal rounded to the nearest thousand. The board authorization request includes an additional 10% increase for a total authorization of \$440,000. Support for this project will be provided by IDOT UWP funds and Climate Pollution Reduction Grant (CPRG) funds.

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