

City Of San Diego
EECBG Ad-Hoc Committee Meeting
City Administration Building
12th Floor, Council Committee Room
Friday, July 24th, 2009
8:30 a.m. – 12:15 p.m.

MEETING SUMMARY

Committee Attendees

Donna Frye
Dave Jarrell
Scott Anders
Landry Watson
Jeanne Fricot
Ed Smith, Jr.
Bill Powers
Risa Baron
Micah Mitrosky
Gregory Stevens
Lisa Briggs

Absent

Paul Hannam
Scott Maloni

Speakers

Tom Blair
Bill Monsen
Grace Lowenberg

Public Speakers

Crickett Bradburn
Glenn Brandenburg
Michael Huls
Marv Lyons
Chuck Brands
Erica Johnson
Linda Flournoy
Doug Donovan

Item No. 1 – Introductions

Donna Frye called the meeting to order and gave each committee member the opportunity to introduce themselves briefly, stating their name and some background information.

Item No. 2 – Non-Agenda Public Comment

Crickett Bradburn – Ms. Bradburn mentioned how important it is to create jobs with livable wages and believes that the city should be asking those questions of companies.

Item No. 4 – Committee Comment

Ed Smith, Jr. – Mr. Smith stated that Council Member Young is concerned about the eighty percent to twenty percent split.

Jeanne Fricot – Ms. Fricot stated that Councilmember Gloria is also concerned with the split.

Item No. 3 – Approval of the Meeting Minutes for the July 2nd, July 10th, and July 17th meetings.

Item No. 7 – The next meeting will be held on Friday, July 31st, 2009 from 8:30 a.m. to 12:00 noon.

Donna Frye announced that the applications are due today, July 24th, at 5 p.m., and that she intends to have the concept selections completed at the next meeting. At this point the meeting date was changed to August 3rd, and it was changed later and agreed upon to be **MONDAY, AUGUST 10th**. It is at that meeting that the minutes will be approved.

Item No. 5 – Discussion of Evaluation and Selection Process

Item No. 6 – Discussion of the City's Request For Proposals (RFP) Process

Regarding the document "A Comprehensive Approach to a Sustainable Future," Landry Watson noted that she cleared up the numbers on the first page of the document. On the second page of the document, water conservation was given its own section and energy efficiency and conservation were combined to make one section. The third page contained no changes.

Regarding the document "EECBG Project Criteria: Selection Threshold Project Attributes," Bill Monsen states that the first page lays out threshold attributes. He also mentions how attributes like the ability to meet city contracting requirements should not be scoring categories but instead must be thresholds.

Glen Brandenburg stated his confusion about the document and asked the committee to be clearer regarding what will actually be evaluated at the concept level.

Linda Flournoy also had some concern and suggested making the only threshold attribute, the ability to fall within the EECBG guidelines.

Risa Baron clarified the process stating that after receiving concepts, the committee will choose some for more detail and the RFP process will not happen until after the City submits its EECS to the Department of Energy.

Donna Frye suggested a reworking of the document and titled it "EECBG Selection Criteria: Threshold Concepts Attributes." The four criteria left on the document include:

1. Falls within the [EECBG guidelines](#).
2. Meets requirements set out in [City's notice of availability of funds](#).
3. Minimum amount of \$250,000 of EECBG Funds.
4. Project/Program can be completed within 18 months or less.

Ed Smith, Jr. motioned to adopt the "EECBG Selection Criteria: Threshold Concepts Attributes." Micah Mitrosky seconded the motion and it passed unanimously.

A discussion of the dates and deadlines during the scoring process took place with the following results: Anita Pyle will receive all applications by 5 p.m. on July 24th; she will then get all of the applications to the committee members by July 27th. Meanwhile Gregory Stevens and Bill Monsen will work together to create a spreadsheet that already has data and works as a calculator for the scoring process and get that to the committee members. The committee will then score the projects and return them to Bill Monsen by Monday, August 3rd. Mr. Monsen will then compile the resulting scores and create a summary with the total scores to give back to the committee members by August 5th. The results will also be posted online, giving only the name of the applicant, the project title, and the overall score for the project by the seven major criteria groups. There will not be an appeal process, but the public is welcome to come and be heard regarding the discussion of selection by the committee.

There was discussion regarding posting each submission, but the consensus of the committee was that applicant's had not known their applications would be published and there were issues of proprietary information at stake.

Further discussion of the RFP process was put off until the next meeting.