



CITY OF BANNING STAFF REPORT

TO: CITY COUNCIL

FROM: Robert Fisher, Acting City Manager

PREPARED BY: Carla Young, Business Support Manager
Art Vela, Director of Public Works

MEETING DATE: May 13, 2025

SUBJECT: Consideration of Resolution 2025-55, Awarding a Professional Services Agreement to Tetra Tech, Inc. for CARB Accredited Verification Services - GHG Emissions Report in the Amount of \$27,500 Over Five Years

RECOMMENDATION:

Adopt Resolution 2025-55.

BACKGROUND:

The City of Banning Electric Utility (BEU) is mandated to file an annual Greenhouse Gas (GHG) emissions report to the California Air Resources Board (CARB) quantifying how many metric tons of Carbon Dioxide (CO₂) emissions BEU was responsible for putting on the California electric grid. This report is filed per the Regulations for Mandatory Reporting of GHG emissions in the California Code of Regulations, Title 17, Division 3, Chapter 1, Subchapter 10, Article 2, Subarticle 4, Sections 95130 – 95133 (“the Regulations”).

CARB will allow utilities to utilize the same GHG verifier for a maximum of six years. In compliance with the City of Banning's Purchasing Policy B-30, BEU, with the assistance of purchasing, completed the Request for Proposal (RFP) process and received two qualified bids. In accordance with B-30, Tetra Tech was chosen to initiate a contract with a term of three years and the option to renew for two additional one-year terms.

JUSTIFICATION:

Per California State Regulations, BEU must have its annual GHG report audited by a third-party verifier who is registered with CARB. BEU must have its GHG report verified by August 12th annually, or be subject to penalties of up to \$2,000 per day.

FISCAL IMPACT:

The GHG Accredited Verification Services will have an initial three-year term in an amount of \$16,500 with up to two additional one-year terms at \$5,500 annually upon satisfactory performance. The fiscal impact will be a not-to-exceed amount of \$27,500 over five (5) years.

ALTERNATIVES:

Do not approved Resolution 2025-55 and provide alternate direction to staff.

BUDGETED?:

Yes

CONTRACT/AGREEMENT:

Yes

ATTACHMENTS:

1. [Resolution 2025-55, Tetra Tech Inc GHG.docx](#)
2. [C01154 Tetra Tech - Carb Accredited Verification Svcs.pdf](#)