

Staff Report

FY 2020-21 Year End Sustainability Report

June 8, 2021

This report provides a mid-year update of the FY2020-21 activities and accomplishments related to the Sustainability Advisory Services contract between the City of Ames and Iowa State University.

BACKGROUND:

On July 1, 2010, the City entered a contract with Iowa State University to utilize the services of its fulltime Director of Sustainability. The contract covers a maximum of 480 hours annually (or no more than 25 percent of the Director of Sustainability's time). The Initial Scope of Services focused on the reduction of electric consumption. As additional opportunities and needs have been identified related to sustainability, the Scope of Services has expanded and diversified. During FY 2019-20, in keeping with the Council's direction, the Scope of Services targets the following priority areas related to energy consumption reduction, as well as producing a Greenhouse Gas Inventory and Climate Action Planning:

- 1) Continue to work with Public Works Department and Water and Pollution Control Department on reuse and diversion programs related to the waste stream, including – but not limited to – the exploration of a composting and food waste program.

- 2) Continue to support and strengthen the Smart Business Challenge through outreach and recruitment of participants, oversight of Challenge interns, and marketing of outcomes and accomplishments of Challenge participants.

- 3) Continue to represent the City at events that educate residents about ongoing City sustainability efforts, rebates, and waste reduction opportunities.

- 4) Coordinate Rummage RAMPage at the Ames Intermodal Facility in partnership with the Resource Recovery Plant, Public Relations, CyRide, and Iowa State University, to address concerns that usable housewares and furniture are being needlessly discarded and hard-to-process materials are being sent to the Resource Recovery Plant.

5) Serve as a City contact with consultants to complete a Greenhouse Gas (GHG) Inventory and assist in the completion and presentation of the GHG Inventory to the City Council. Plan a key role in selecting consultants for a Climate Action Plan. Help lead the committee of City employees in collaboration with the selected consultant to complete and present the Climate Action Plan to the City Council.

PROGRESS ON SCOPE OF SERVICES:

1. ***Continue to work with Public Works Department and Water and Pollution Control Department on reuse and diversion programs related to the waste stream, including – but not limited to – the exploration of a composting and food waste program.***

Year End FY2020-21 accomplishments include the following for Priority Area #1:

- Monitored progress and collect feedback from participants in the City of Ames FWD (Food Waste Diversion) pilot program. To date, nearly 17 tons of food waste have been collected since the program's beginning.
- With increased and consistent participation, the decision has been made to offer the FWD program as an ongoing, no-cost service for City of Ames residents. This drop-off service is now available 24 hours, year-round.
- Due to the popularity of the program and ongoing new interest, additional supplies are on order to meet demand for composting start-up kits (bucket, lid and compostable bags).

Collaboration partners: Public Works – Bill Schmitt, Mark Peebler, and Lorrie Hanson, and Public Relations Officer – Susan Gwiasda.

2. ***Continue to support and strengthen the Smart Business Challenge through outreach and recruitment of participants, oversight of Challenge interns, and marketing of outcomes and accomplishments of Challenge participants.***

Year End FY2020-21 accomplishments include the following for Priority Area #2:

- Continued recruitment of additional businesses and certification and recertification of current businesses for the Smart Business Challenge. To date, with the addition of six new businesses this year (and the loss of one member: +39), 37 businesses are participating in the Challenge. New businesses joining include Back Alley House Plants, Danfoss; Hastings, Gartin, Boettger, LLP; Lockwood Café, The Salon; and Z.W. Mercantile. Current certifications in the Challenge include three bronze, nine silver, five gold and 11 platinum – including

the addition of two new certifications this spring, The Salon (silver) and Danfoss (gold).

- Completed additional recertifications for businesses being certified for at least three years. Two businesses completed recertification since the mid-year report, The Loft and Duck Worth Wearing – both recertifying at the platinum level, for a total of four businesses completing recertification this year.
- Hosted the 2021 Smart Business Challenge Recognition Event January 21, from 11:30 am to 1 pm, via Zoom. Lunches, provided by Platinum-certified Smart Business Challenge member, Wheatsfield Cooperative, were delivered to businesses and attendees joining the event. Two re-certified platinum businesses were recognized at this year's event, Morning Bell Coffee Roasters and McFarland Clinic. Ms. Robin Bostrom, Business Specialist with the Iowa Economic Development Authority's Iowa Downtown Resource Center and Main Street Iowa Program, served as this year's keynote speaker. Links to recordings of this year's event and keynote address are available on the [Smart Business Challenge website](#).

Collaboration partners: Electric Services – Don Kom and Kayley Lain; Media Production Services – Bill Gebhart, Kate Barbaglia and Alisha Abner; Public Relations – Susan Gwasda and Kristy Marnin

3. *Continue to represent the City at events that educate residents about ongoing City sustainability efforts, rebates, and waste reduction opportunities including – but not limited to – the EcoFair and WelcomeFest.*

Year End FY2020-21 accomplishments include the following for Priority Area #3:

- Assisted in the development and facilitation of a daylong virtual Earth Day Appreciation Event, in collaboration with KHOI on April 24, featuring community voices sharing initiatives, activities and stories related to celebrating Earth Day, every day.
- Collaborated with Electric Services in the development and completion of a virtual Sustainable Ames Scavenger Hunt that took place April 22-29.
- Continued a monthly radio program on KHOI focused on community sustainability accomplishments, initiatives, and opportunities.
- Continued sharing of City of Ames sustainability efforts as part of speaking engagements.
- Continued sharing of City of Ames and Ames community volunteer opportunities and sustainability events via Live Green! Monthly newsletter, Live Green! social media platforms and targeted emails.

- Encouraged City of Ames department participation in Iowa State University environmental events. Public Works tabled at the annual Sustainapalooza (Storm Water) and Earth Day (Storm Water and Resource Recovery) events.

4. Coordinate the new Rummage RAMPage at the Ames Intermodal Facility in partnership with the Resource Recovery Plant, Public Relations, CyRide, and Iowa State University, to address concerns that usable housewares and furniture are being needlessly discarded and hard-to-process materials are being sent to the Resource Recovery Plant.

Year End FY2020-21 accomplishments include the following for Priority Area #4:

- Completed three planning meetings for the 2021 Rummage Rampage event. This year's event will be held from Friday, July 30 to Saturday, August 7. This year's event will offer 1,500 hours within 50 different volunteer shifts for participating non-profit organizations, including overnight as well as day-time opportunities.
- Completed informational meeting for non-profit organizations on May 12.
- The timeline calendar for this year's event includes the following key dates:
 - May 22: Deadline for agencies to sign-up for funding eligibility.
 - May 22 to June 20: Agencies register volunteers and receive weekly updates.
 - June 19: Deadline for agencies to register for at least 10 hours.
 - June 20: Agencies notified if they have not registered 10 hours to qualify for funding distribution. – on a side note... can you add this item onto the RR website?
 - June 21 – July 25: Volunteer registration opens to the general public.
 - July 14: Volunteer Orientation meeting.
 - July 30: Event begins.
- Additional event information, as well as sign-up instructions for non-profit organizations and volunteers, can be found on the [Rummage Rampage website](#).
- ROAR (Rehoming Our Animals/Aquariums Responsibly) will once again be offered as a component of Rummage Rampage for the 2021 event, toward ensuring an opportunity for drop-off of pets that are not able to be moved with residents or residents are no longer able to care for – rather than releasing them. As in past years, community animal rescue organizations will be on call to transport animals to appropriate locations toward beginning the rehoming process. No adoptions will take place at the event.
- After a successful response in 2019, a pre-event drop-off option will be offered again this year – providing a storage and transportation outlet for donation items, April-July. All customers using the Resource Recovery Center's car line can opt

to donate items for Rummage Rampage and have their drop-off fee utilized for storage in an on-site collection trailer and transportation to the event.

Collaboration partners: Iowa State University Parking Services, Volunteer Center of Story County, Iowa Department of Natural Resources, Story County Conservation, Iowa Wildlife Center, Resource Recovery Plant, Ames Police, Ames Electric Services, Ames Animal Shelter, Ames Parks & Recreation, Ames Water & Pollution Control, Ames Public Works, Public Relations Office, and community non-profit organizations and volunteers.

5. Serve as a City contact with consultants to complete a Greenhouse Gas (GHG) Inventory and assist in the completion and presentation of the GHG Inventory to the City Council. Play a key role in selecting consultants for a Climate Action Plan. Help lead the committee of City employees in collaboration with the selected consultant to complete and present the Climate Action Plan to the City Council.

Year End FY2020-21 accomplishments include the following for Priority Area #5:

- Collaborated with City staff in completing Climate Action Goal Setting and Plan RFP response review, interviewing of consulting firm finalists and selecting consultant, Sustainability Solutions Group (SSG). A kick-off meeting was held May 21.
- The Climate Action Planning calendar:

Steering Committee Purpose	Anticipated Meeting Month
Review Engagement Strategy	June 2021
Identify criteria for GHG emissions reduction goal setting/prioritize low-carbon actions and policies	July 2021
Review Business As Usual (BAU) scenario results	September 2021
Selection of GHG targets and low-carbon actions and policies	November 2021
Review low carbon scenario, implementation options, and financial impacts	January 2022
Draft CAP input/consideration	March 2022
Presentation of Final Climate Action Plan	September 2022

Collaboration partners: Electric Services – Kayley Lain; Public Works – Damion Pregitzer, Justin Clausen, and Bill Schmitt; Planning Services – Kelly Diekmann;

Water & Pollution Control – Dustin Albrecht; Parks & Recreation – Joshua Thompson; City Manager’s Office – Deb Schildroth and Susan Gwasda; and Purchasing – Karen Server.

**CONTRACT
FOR
SUSTAINABILITY ADVISORY SERVICES**

This Agreement, made and entered into the 1st day of July 2021, by and between the CITY OF AMES, IOWA, hereafter called the “City” and IOWA STATE UNIVERSITY, hereafter called “ISU.”

WITNESSTH THAT:

WHEREAS, the City and ISU had previously entered into a Contract for Sustainability Advisory Services dated July 1, 2010, which was, by mutual consent, extended to December 31, 2011, and to June 12, 2012, and to June 30, 2013 and to June 30, 2014; and to June 30, 2015, and to June 30, 2016, and to June 30, 2017, and to June 30, 2018, and to June 30, 2019, and to June 30, 2020, and to June 30, 2021,

WHEREAS, the City and ISU remain committed to the concept of sustainability and are desirous of reducing carbon emissions; and

WHEREAS, ISU currently employs a Director of Sustainability to coordinate their sustainability efforts; and

WHEREAS, the sharing of the services of ISU’s Director of Sustainability is a more efficient method for both the City and ISU to provide this service.

NOW, THEREFORE, the parties hereto, pursuant to and in accordance with the provisions of Chapter 28E Code of Iowa for joint exercise of governmental powers, agree as follows:

**I
PURPOSE**

The purpose of this agreement is to secure for the City and its citizens leadership, coordination, and support services for sustainability efforts directed at carbon emission reduction and promoting sustainable community practices.

**II
SCOPE OF SERVICES**

ISU, through its Director of Sustainability, shall assist City staff in the implementation of conservation efforts and other sustainable practices by planning, implementing, and carrying out the following programs or initiatives:

- 1) Continue to work with Public Works Department and Water and Pollution Control Department on reuse and diversion programs related to the waste stream, including – but not limited to – the implementation and monitoring of a composting and food waste program.

- 2) Continue to support and strengthen the Smart Business Challenge through outreach and recruitment of participants, oversight of Challenge interns, and marketing of outcomes and accomplishments of Challenge participants.
- 3) Continue to represent the City at events that educate residents about ongoing City sustainability efforts, rebates, and waste reduction opportunities.
- 4) Coordinate Rummage RAMPage at the Ames Intermodal Facility in partnership with the Resource Recovery Plant, Public Relations, CyRide, and Iowa State University, to address concerns that usable housewares and furniture are being needlessly discarded and hard-to-process materials are being sent to the Resource Recovery Plant.
- 5) Serve as a City contact with consultants to develop a Climate Action Plan. Help lead the committee of City employees in collaboration with the selected consultant to complete and present the Climate Action Plan to the City Council.

III METHOD OF PAYMENT

Although this is a lump sum contract for consulting services, ISU anticipates devoting a maximum of 480 hours (25%) of the Director of Sustainability's time to complete the tasks identified in the Section II. Furthermore, ISU shall not charge for the use of ISU office space or office equipment (such as computing and communications) used on a day-to-day basis by the Director of Sustainability for conducting the work.

The City will disburse payments to ISU each month in the amount of \$2,833.33. The maximum total amount payable by the City under this agreement is \$34,000 for work detailed in the SCOPE OF SERVICES (Section II of this Contract) and no greater amount shall be paid.

IV SUPERVISION OF CONTRACTED SERVICES

The work of ISU's Director of Sustainability under this agreement shall be supervised and directed by the Ames City Manager or his designee. Each month, the Director of Sustainability shall provide a report to the City Manager or the City Manager's designee highlighting the progress being made to accomplish the tasks required in Section II. Also, biannual progress reports will be provided to Council will be provided in December and June of each contract year. Clerical assistance needed to perform the work identified in the SCOPE OF SERVICES (Section II) will be provided by the City Manager's Office.

V DURATION AND EARLY TERMINATION

This agreement shall be in full force and effect from and after July 1, 2021, until June 30, 2022. This agreement may be terminated without cause by either party upon the giving of notice 90 days advance written notice. On or before April 1, 2022, the parties will discuss renewal of this agreement.

VI
DISCRIMINATION PROHIBITED

In accordance with Chapter 14 of the *Municipal Code*, no person shall, on the grounds of age, race, color, creed, religion, national origin, disability, sexual orientation, or sex be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this Agreement.

IN WITNESS WHEREOF the parties hereto have, by their authorized representatives, set their hand and seal as of the date first above written.

CITY OF AMES, IOWA

ATTEST:

BY _____
John A. Haila, Mayor

Diane R. Voss, City Clerk

IOWA STATE UNIVERSITY

BY _____
Pamela Cain, Senior Vice President for University Services
Iowa State University