



City of Tualatin

CITY OF TUALATIN Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Maddie Cheek, Management Analyst I
Nic Westendorf, Deputy Public Works Director

DATE: January 10, 2022

SUBJECT:

Consideration of Resolution No. 5590-22 Awarding a Contract for the Climate Action Plan to the Good Company

RECOMMENDATION:

Staff Recommends the City Council authorize the City Manager to enter into a contract with Good Company for consulting services to complete a Greenhouse Gas Emissions Inventory and develop a Community Climate Action Plan.

EXECUTIVE SUMMARY:

In August 2021, the City issued a Request for Proposals (RFP) seeking professional services to conduct a City-wide Greenhouse Gas Emissions Inventory and develop a Community Climate Action Plan (CAP). The RFP closed in September, and the City received a total of eight submittals. A Steering Committee composed of seven staff and two City Councilors was created, and the selection process was split into two phases. During the first phase, staff, along with Councilor Pratt and Councilor Brooks, reviewed and scored the written submittals. This resulted in the selection of four firms to move forward to the second phase of selection: reference checks and interviews. After the second phase, the panel identified Good Company, based out of Eugene, Oregon as the top firm for the project. Good Company will partner with JLA and Izo for public engagement, and Planning Communities for the geospatial components of the project.

Proposed Scope

Good Company estimates that it will take 14 months to carry out the scope of work. This includes conducting a comprehensive Greenhouse Gas Emissions Inventory and developing a Climate Action Plan that includes mitigation, adaptation, and sequestration strategies and actions across the following project areas:

1. Buildings and Energy
2. Urban Form and Land Use
3. Transportation Modes and Fuel Switching
4. Green and Civil Infrastructure
5. Consumption – Food and Goods
6. Social Infrastructure

7. Economic Shifts

Guiding principles of equity, community benefits, and partnership will underlie our robust community engagement efforts, which will be foundational to drafting a plan that reflects the voices and lived experiences of Tualatin residents of all walks of life.

Key deliverables from the consultant team will include:

- A Greenhouse Gas Emissions inventory report and supporting documentation
- Educational documents for stakeholders and community members
- A graphics-rich Climate Action Plan
- Performance tracking tools.

Additionally, the City will benefit from a comprehensive, continuous public involvement and communications plan. Public engagement efforts will include bilingual outreach materials, a project website, and public engagement summaries following events and workshops targeted towards specific stakeholder groups such as the Latino community, industry, and youth. Working alongside professional engagement firms will benefit staff, building internal knowledge and capacity around how to conduct meaningful engagement about climate action in Tualatin. These skills can be carried forward as the plan is adopted and implemented.

Project History

Council's 2030 Vision states that "Tualatin is an environmentally active, sustainable, responsible, and forward-thinking community that values and protects our natural resources, inhabitants, and habitat." In December 2020, the City Council identified the development of a Climate Action Plan as a priority and directed staff to begin work on scoping for such a plan. In April 2021, staff presented their initial findings on climate action planning to Council and received input on how best to shape the RFP. Staff continued to fine tune the RFP from April to August 2021.

OUTCOMES OF DECISION:

Once approved, the City Manager will execute a contract with Good Company to complete a Greenhouse Gas Inventory and develop a Community Climate Action Plan. Staff will then schedule a project kickoff meeting and begin work on the project.

ALTERNATIVES TO RECOMMENDATION:

The Council could reject the proposed resolution outright and staff will not move forward with the project.

Council could request amendments to the project scope of work and/or project budget based on this discussion.

FINANCIAL IMPLICATIONS:

This project will be funded from the general fund non-departmental fund and is estimated to cost \$280,000; sufficient funds are available to cover the cost.

Project costs break down as follows:

- Community and stakeholder engagement (49%)
- Project management (18%)

- Plan compilation and review (15%)
- Greenhouse gas emissions inventory (11%)
- Production of educational materials (7%)

Additional, ongoing implementation expenses will arise once the planning process is complete. These costs will be discussed once they are known.

ATTACHMENTS:

- Resolution No. 5590-22
- PowerPoint presentation