

COUNCIL ACTION FORM

**SUBJECT: REQUEST TO INCREASE PAYMENT FOR SUSTAINABILITY
ADVISORY SERVICES**

BACKGROUND:

The City of Ames and Iowa State University entered into a Contract for Sustainability Advisory Services in July 2010, which has been extended annually for the 10 years since. In reviewing the contract for FY 2020/21, ISU representatives noted that the contract payment has not been updated to reflect the true cost of one-quarter of ISU Director of Sustainability Merry Rankin’s time. **Therefore, ISU is now requesting as part of the agreement with the City that the reimbursement amount from the City be increased from \$25,000 to \$34,000 to reflect 25% of Merry’s current salary and benefits.**

The Sustainability Advisory Services are financed by utility funds. The increase would result in a new contribution model:

Utility	Current Contribution	Revised Contribution
Water	\$6,250	\$8,500
Sewer	\$6,250	\$8,500
Electric	\$6,250	\$8,500
Resource Recovery	\$6,250	\$8,500
TOTAL	\$25,000	\$34,000

ALTERNATIVES:

1. Approve the \$34,000 request to fund the Sustainability Advisory Services contract.
2. Request that Iowa State University consider a different amount.
3. Do not approve the request and do not renew the Sustainable Advisory Services contract.

CITY MANAGER'S RECOMMENDED ACTION:

Both the City of Ames and ISU remain committed to the concept of sustainability and both organizations are seeking to reduce carbon emissions. Sharing a Sustainability Coordinator to promote sustainability efforts and look for opportunities to collaborate has worked well for the past 10 years. The City Council has several goals that focus on sustainability and carbon reduction.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1.

**CONTRACT
FOR
SUSTAINABILITY ADVISORY SERVICES**

This Agreement, made and entered into the 1st day of July 2020, 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,

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 including – but not limited to – the EcoFair and WelcomeFest.
- 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. 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.

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, 2020, until June 30, 2021. 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, 2020, 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