

AUTHORIZATION FOR ADDITIONAL SERVICES UNDER PROFESSIONAL SERVICES AGREEMENT

Article II, Section B of the Professional Engineering Services Agreement previously entered into between Tippecanoe County (“County”) and Greeley and Hansen, LLC (“Engineer”) provides that Engineer may submit proposals for additional professional engineering services under the Agreement.

On or about April 19, 2021, County approved a proposal dated February 4, 2021, for Phase III and Phase IV of the Greater Lafayette Climate Action Plan (“GLCAP”).

On or about June 7, 2022, Engineer submitted a proposal, attached hereto and made part hereof, for additional services under Phase IV of GLCAP and for an additional Phase V.

County hereby approves the additional services set forth in the proposal and authorizes Engineer to commence work on those services.

Approved this ____ day of _____, 2022.

BOARD OF COMMISSIONERS OF
TIPPECANOE COUNTY

David S. Byers, President

Tracy A. Brown, Vice President

Thomas P. Murtaugh, Member

ATTEST:

Robert Plantenga, Auditor of Tippecanoe County

June 7, 2022

Tippecanoe County Commissioners
20 N 3rd Street
1st Floor
Lafayette, IN 47901

Subject: Greater Lafayette Climate Action Plan – Phases IV and V

Dear Commissioners:

Thank you for the opportunity to continue serving the Joint Leadership Committee (JLC) in the execution its Greater Lafayette Climate Action Plan (GLCAP). We have seen great progress in the development of the GLCAP including the development of focus area goals and the potential action items to realize those goals. Recognizing the importance of community input, the Cities and County have decided to extend Phase IV and Greeley and Hansen is excited to continue supporting workshops and focus area discussions to help make the GLCAP a planning tool that is supported by Greater Lafayette stakeholders.

Once the GLCAP is released for distribution to the public, it will be used to foster dialogue between municipal and community stakeholders to inform the development and implementation of recommended polices that will make Greater Lafayette more resilient though climate change mitigation and adaption. From lessons learned, we know implementation is the challenging step in climate action planning.

Now is the time to organize and advance potential GLCAP projects. The Infrastructure Investment and Jobs Act is an historic opportunity to make Greater Lafayette more resilient through economic development, job creation, and infrastructure upgrades. Funding issued through the Indiana Department of Environmental Management (IDEM) and other agencies will prioritize communities with shovel ready projects. Greeley and Hansen is also able to leverage our relationship with the Environment Protection Agency (EPA) Region V administrator who supports climate action planning. As such, we have identified several projects that can be implemented quickly to build public support and demonstrate leadership on climate change adaptation and mitigation. Each of these initiatives builds off the success of current projects and will help realize immediate and long-term benefits:

Potential Initiative	Current Successes	Immediate Benefits	Long-term Benefits
Municipal Facilities Carbon Reduction Road Map	Public Safety Building, Renew, and other solar installation project	Reduce operational expenses and improved quality and reliability of assets	Electricity rates forecasted to increase at a slower rate than fossil fuel
Municipal Fleet Electrification Approach – Electric Vehicles (EV)	EV Garbage Trucks EV Charging Stations	EV vehicles have lower total cost of ownership. Maximize return on investments in PVs. Demonstrate leadership	Electricity rates forecasted to increase at a slower rate than fossil fuel Feasibility of using fleet as back-up power
Process Optimization of Water Resource Recovery Facilities	Energy minimization through solar installs, VFD upgrades. Reduce O&M cost via robust asset mgmt. programs Chemical Optimization and Minimization	Optimized processes through equipment upgrades Reduced O&M costs through necessary upgrades of WWTP equipment	Prepared for total N limits and other regulatory changes related to CAP Yield cost savings from energy and chemical minimizations

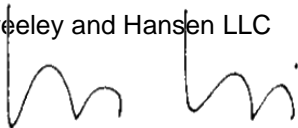
Potential Initiative	Current Successes	Immediate Benefits	Long-term Benefits
Resiliency Hub Strategy	Identify successful community partners Leverage leadership working with disadvantaged populations Provide resources to existing community anchors, to make them more resilient Coordinate with existing Emergency Management (EM) plans and first responders	Increase social resilience Demonstrate commitment to vulnerable populations Create jobs / Spur economic development Make GL more resilient to extreme events	Augment economic development by linking resiliency hubs to job centers with green corridors. Potential to serve for intermodal transportation hubs Attract potential employers to GL who value long term resilience and community partnership.
Urban Forestry and Green Infrastructure (GI)	Identify areas in need per Tree Canopy Studies Replace concrete or asphalt with permeable pavers Increase native plant biodiversity in greenspaces Advertise benefits of green infrastructure to residents to apply to the household scale Provide resources to the community to install GI Coordinate with the Wabash River Enhancement Corporation (WREC) and other partners	Increased greenspace amenities for the community Demonstrate commitment to vulnerable populations Increased biodiversity through pollinators Higher stormwater capture and decreased flooding	Increased social resilience Lower crime rate Enhanced public health Attract potential new residents and employers to GL who value long term resilience and community partnership

This is an historic opportunity for Tippecanoe County and the JLC to build momentum and demonstrate leadership. By pooling resources at the regional level and working with peer communities, Tippecanoe County will effect change in Indiana, the Midwest and beyond.

In closing, thank you for your leadership to Tippecanoe County and the GLCAP. Truly, this is a pivotal moment for the City to achieve climate action goals under your leadership. As we have laid out, there are several projects ready to be implemented as quick wins to expand public support amongst Tippecanoe County residents, businesses, and stakeholders. Further, let me emphasize that our team is dedicated and eager to continue partnering with you, the Executive Committee, the JLC, and all stakeholders to make this initiative a great success. Our team combines the expertise of Climate Action planning, execution and delivering successful projects for the City. We look forward to continuing to serve the City with this process.

Yours very truly,

Greeley and Hansen LLC



John Lenti, AIA, LEED AP, ENV SP
Managing Director



Maithilee Das, P.E., ENV SP
Civil Engineer

Exhibit A

Scope of Work

INTRODUCTION

This scope of work is for additional support required to complete Phase 4 of the Greater Lafayette Climate Action Plan (GLCAP) Roadmap. The focus for this amended scope will be to assist the Joint Leadership Committee (JLC) execute the additional public outreach and input events anticipated in developing the draft GLCAP and assist in the preparation of GLCAP for submittal to the Executive Committee.

In addition, this scope of work includes Phase 5 – Program Implementation and describes the support to be provided in order to put into to action the programs and initiatives approved during Phase 4. A summary of each phase is as follows:

PHASE IV – GLCAP PUBLIC INPUT AND PLAN COMPLETION (June 3, 2022 – December 31, 2022)

Through the development of strategies to realize the goals of the GLCAP, the Cities and County have determined that additional public outreach effort is required to vet the strategies with the community before selecting which strategies will be adopted into the draft version.

PHASE V: GLCAP IMPLMENTATION (January 1, 2023 – June 2, 2023)

When GLCAP is released for distribution to the public, it will be used to foster dialogue between municipal and community stakeholders to inform the development and implementation of recommended polices that will make Greater Lafayette more resilient though climate change mitigation and adaption. To track the success of the GLCAP, on-going measurement and verification of the initiatives pursued will also be required.

Greeley and Hansen will provide as-needed support to the JLC in the execution of the GLCAP. Anticipated activities include the following

1. Assistance with Public Input

In the development of the draft and final GLCAP, additional community meetings are anticipated. For this proposal, Greeley and Hansen will lead the organization and facilitation of up to four community meetings. Each community meeting is anticipated to last 2 hours.

2. Assistance with Grant and Funding Support

Greeley and Hansen will assist in efforts to seek out and procure grant funding for the implementation initiatives as identified within the GLCAP. At the direction of the JLC, Greeley and Hansen will research potential grant opportunities and provide a summary of the viability of each opportunity as well as identify pathways for procurement.

3. Coordinate Website Updates

Greeley and Hansen will coordinate with web page manager to publish draft and final GLCAP and to utilize website for public input and to raise awareness.

4. Assistance with Climate Action Plan Initiatives

Throughout public outreach and input, data will be gathered to help identify strategies that provide the most potential to the region for reducing GHG emissions and meeting identified goals. Through community outreach and input, stakeholder engagement, and discussions with local businesses and industries, Greeley and Hansen will help the JLC prioritize initiatives that will become part of the GLCAP.

5. Development of GLCAP Report

The draft report will be reviewed to verify that stakeholder feedback is provided throughout the development phase of the report. Review comments will be incorporated, and a final report provided with the JLC's use and distribution. It is anticipated that the GLCAP Report will be approximately 100 pages, 8 ½ x 11”.

a. Draft Report

Greeley and Hansen will prepare outline of report for JLC's review and approval. Deliverable will include up to 3 report templates for approval of graphic presentation, format and aesthetics. Once approved, a draft report will be prepared and submitted to the JLC for review and comment.

b. Review with Public, Stakeholders, and Executive Committee

Greeley and Hansen will prepare a comment log and provide recommendation for incorporation. Greeley and Hansen will review the comment log and draft report with the JLC to finalize comments.

c. Prepare final climate action plan report

Greeley and Hansen will incorporate comments and prepare final report. Final report will be delivered in electronic format and suitable for printing or use on the GLCAP webpage. Printing is not included in this scope of work.

6. Coordinate with Advisory Committee

Greeley and Hansen will facilitate up to 6 virtual meetings with the GLCAP Advisory Committee to solicit their input on draft and final GLCAP.

7. Preparation of Newsletters

Greeley and Hansen will assist in the development of 4 quarterly newsletters. It is anticipated that the newsletter will be translated into Spanish by the JLC and Greeley and Hansen will format the Spanish version to match the English version.

8. Support Implementation of Identified Initiatives

The final GLCAP will identify strategic initiatives that collectively reduce GHG emissions and make Greater Lafayette more resilient through climate change mitigation and adaptation. From lessons learned, we know implementation is the challenging step in climate action planning. As such, we have identified several initiatives that can be implemented quickly that can help build public support and demonstrate leadership on climate change mitigation.

- Industrial Roundtable

Greeley and Hansen has helped launch an Industrial Roundtable through the Greater Lafayette Chamber of Commerce. The mission of this initiative is to leverage the innovative mind-set of our industrial partners to reduce greenhouse gas emission in the Industrial Sector. Greeley and Hansen will continue to facilitate these meetings, develop content for specific topics, coordinate speaker presentations, and share useful resources. Up to 6 Industrial Roundtable meetings are anticipated.

- Additional Initiatives

The Infrastructure Investment and Jobs Act is an historic opportunity to make Greater Lafayette more resilient through economic development, job creation, and infrastructure upgrades. Greeley and Hansen believes now is the time to organize and advance potential projects to capture this forthcoming funding. Some potential initiatives that we believe should be considered in conjunction with Climate Action Planning are the following:

- a. Municipal Facilities Carbon Reduction Road Map
- b. Municipal Fleet Electrification Approach
- c. Process Optimization of Greater Lafayette Water Resource Recovery Facilities
- d. Resiliency Hub Strategy
- e. Update to Green Stormwater Infrastructure (GSI) Standards

While these additional initiatives are not included in this scope of work, Greeley and Hansen will provide additional information about the benefits of advancing upon request.

9. Project Management and Miscellaneous Tasks

a. Project Management

This task includes monthly invoicing, general communications and coordination with committees, local resources, and consultants. Project management also includes quality assurance reviews of project deliverables.

b. Weekly meeting with JLC

Meet weekly for a brief check-in with the JLC to discuss priorities and planned activities for the week.

c. Progress Workshops

Progress workshop will be held once every other month (6 total). The goal of workshops will be to update the Executive Committee on on-going activities of the JLC and to build consensus among the participating communities.

10. Other Budget Items

Additional budget required by other than Greeley and Hansen to support GLCAP initiatives include the following:

- a. Web Page updates (by HustleFish)
- b. Workshop and miscellaneous materials (replenish 2022 budget)
- c. Refreshments (for Workshops / special events)
- d. Anticipated level of support for municipal and county staff.

JLC Members - To support public input sessions and development of GLCAP, the JLC estimates 8hr/wk of effort from each member. An additional 2-4 hrs/wk is forecasted for those participating in ERI cohort until mid-fall 2022.

ERI Intern - One full-time intern (paid by ERI except for \$2,000) is anticipated.

Marketing and communications - To maintain GLCAP website, organize special events, and promote GLCAP through social media, 2 hrs/wk is anticipated.

After discussing with the JLC, it was recommended that the Greater Lafayette communities identify a point person to lead GLCAP Implementation phase. One possible approach would be to have someone from the Area Plan Commission (APC) take on this responsibility. We understand that the APC may be considering hiring someone to lead Environmental initiatives and perhaps GLCAP implementation would be part of their job description. If APC leads, the JLC recommends that the APC be supported by a commission comprised of appointed staff from each community and a citizen's advisory group who would provide assessment on progress made.

Exhibit B

Fee

Fixed Fee Breakdown

Tasks	PD	PM	Eng / Arch II	Marketing / Graphic	Typist / Clerical	Total Hours	Fee
Phase IV and Phase V							
1 - Assistance with Public Outreach							
4 Community Meetings and Material Prep		8	64	8		80	\$11,960
2 - Assistance with Grant and Funding Support							
Identify and procure funding mechanisms		4	16			20	\$3,040
3 - Coordinate Website Updates							
Coordinate with webpage developer		8	40	8		56	\$8,600
4 - Assistance with Climate Action Plan Initiatives							
Identify and Prioritize Actions		16	80			96	\$14,400
5 - Development of GLCAP report							
Draft and Final		40	160	16	40	256	\$36,200
6 - Coordinate with Advisory Committee							
6 virtual meetings		12	24			36	\$5,760
7 - Preparation of Newsletters							
4 quarterly newsletters		12	64	64	8	148	\$23,160
8- Support Implementation of Identified Initiatives							
6 Industrial Roundtable Meetings		12	60			72	\$10,800
9 - Project Management and Miscellaneous Tasks							
Project Management	24	60	12			96	\$20,280
52 Weekly Meeting with JLC		52	80			132	\$21,600
6 Progress Workshops		12	48			60	\$9,120
Subtotal Labor Hours	24	236	648	96	48	1052	\$164,920
Hourly Rate	\$ 275	\$ 200	\$ 140	\$ 175	\$ 75		
Fixed Fee Labor Cost	\$ 6,600	\$ 47,200	\$ 90,720	\$ 16,800	\$ 3,600		
Fixed Fee Labor Cost For Each Contract Holder (City of Lafayette, City of West Lafayette, Tippecanoe County) =							\$54,973