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PO Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

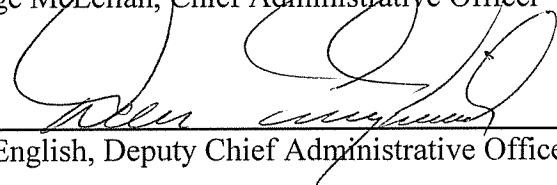
Halifax Regional Council
May 18, 2004

TO: Mayor Kelly and Members of Halifax Regional Council

SUBMITTED BY:



George McLellan, Chief Administrative Officer



Dan English, Deputy Chief Administrative Officer

DATE: May 4, 2004

SUBJECT: Request for Proposals #04-058 - Greenhouse Gas Emission Reduction Plan for HRM

ORIGIN

The Halifax Regional Municipality publicly advertised request for proposals on March 13, 2004 - Greenhouse Gas Emission Reduction Plan for HRM (Partners for Climate Protection).

RECOMMENDATION

It is recommended that:

1. Regional Council approve the award of Request for Proposals #04-058 to the highest ranking proponent the International Council for Local Environmental Initiatives (ICLEI) in the amount of \$59,550.00 (plus net HST) from Operating Account # D940-6999. Funding is to be authorized as per the Budget Implications section of this report.

BACKGROUND

In an Information Report to Regional Council on March 30, 2004, staff provided an overview on the proposed Climate Change and Greenhouse Gas Reduction Strategies for HRM.

Climate change and greenhouse gas emissions are significant environmental issues.

In 1998, HRM officially joined the Federation of Canadian Municipalities (FCM) 20% Club, committing to reduce its GHG emissions. The program is now called Partners for Climate Protection and includes completing the following five Milestones:

1. GHG Inventories
2. GHG Targets
3. Local Action Plan
4. Implementation Plan
5. Monitoring

This project (RFP #04-058, Greenhouse Gas Emission Reduction Plan for HRM) will enable HRM to complete Milestones 1 and 2 and prepare strategies to put in place Milestones 3, 4 and 5 through the Climate SMART Project (discussed below).

This project which is scheduled to be completed this fiscal year is cost shared 50-50 through the Federation of Canadian Municipalities (FCM) Green Municipal Enabling Funds (GMEF).

Link to Climate SMART Project (Climate Change Mitigation and Adaptation)

Climate Smart (Sustainable Mitigation, Adaptation, Risk Toolkit) is a leading edge collaborative partnership involving the public and private sectors.

Its goal is to help municipalities integrate “greenhouse gas” emission reduction and climate change impact/adaptation issues into the decision making process for policy makers, practitioners and vulnerable communities. With HRM as the prototype municipality, lessons learned can be replicated in other Nova Scotia and Atlantic Canada communities, as well as in municipalities across Canada.

A \$35,000 in-kind contribution from HRM will leverage more than \$500,000 in total funding from other levels of government to complete the Climate Smart deliverables over the next 2 years.

Deliverables for Climate Smart include completing Milestones 3, 4 and 5 of Partners for Climate Protection.

A seamless transition is planned between the Greenhouse Gas Reduction Plans and related climate change strategies.

DISCUSSION

Terms of Reference outlining the scope of work were prepared and a Request for Proposals (#04-058) was invited and closed on April 2, 2004.

Proposals were received from the following firms:

Dillon Consulting
Lewis Engineering
ICLEI
ESRI
Clean Nova Scotia/Jacques Whitford

An evaluation team consisting of staff from Environmental Management Services and Procurement evaluated the submissions based on: (Appendix "A" provides the detailed breakdown of the total scoring and fees).

- Experience of Work Team
- Technical Qualifications and Support Capabilities
- Methodology and Work Plan
- Innovation
- Cost

The recommended proponent is the International Council for Local Environmental Initiatives (ICLEI). A cornerstone of ICLEI's activities includes the Cities for Climate Protection Campaign (CCP) which in Canada is referenced as the Partners for Climate Protection (PCP) Program.

BUDGET IMPLICATIONS

Funding for the Greenhouse Gas Emission Reduction Plan (Partners for Climate Protection) RFP #04-058 is budgeted for in the Environmental Management Services 2004/05 Operating Budget in Account # D940 6999.

It is noted that through the FCM Green Municipal Enabling Fund Project #5248, this project has a 50% cost sharing agreement, resulting in a net cost to HRM of \$29,775 (plus applicable HST) after cost shared funding has been received.

FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

ALTERNATIVES

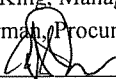
Regional Council had previously approved participation in the FCM 20% Club, now called Partners for Climate Protection, and this particular project is cost shared 50-50 through the FCM Green Municipal Enabling Funds. Therefore, other alternatives have not been considered.

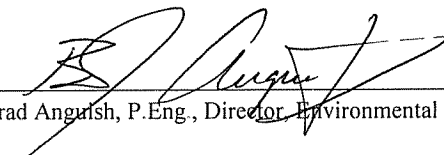
ATTACHMENTS

Attachment "A" - Criteria and Evaluation for RFP #04-058, Greenhouse Gas Emission Reduction Plan for HRM.

Additional copies of this report, and information on its status, can be obtained by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by: Stephen King, Manager-Sr. Advisor, SSRM, Environmental Management Services 490-4210
Dale Carmah, Procurement Coordinator, Procurement, Financial Services 490-6476

Report Approved by: 
Peter Ross, Manager of Procurement, Financial Services 490-6499

Report Approved by: 
Brad Anguish, P.Eng., Director, Environmental Management Services 490-4825

Attachment "A"

**Criteria and Evaluation of RFP #04-058,
Greenhouse Gas Emission Reduction Plan for HRM**

| Criteria | Max. Score | ICLEI (International Council for Local Environmental Initiatives) | Dillon Consulting | Clean Nova Scotia - Jacques Whitford | Lewis Engineering | ESRI (Engineering Systems Research Inc.) |
|---|-------------------|--|------------------------------|---|------------------------------|---|
| 1. Experience of Work Team | 20 | 19 | 15 | 13 | 15 | 5 |
| 2. Technical Qualifications, Support Capabilities | 20 | 18 | 16 | 16 | 15 | 5 |
| 3. Methodology and Work Plan proposed | 30 | 25 | 27 | 24 | 25 | 7 |
| 4. Innovation | 10 | 7 | 8 | 5 | 7 | 0 |
| 5. Costs | 20 | 20 \$59,550 | 15 \$74,920 | 10 \$89,944 | 1 \$137,000 | N/A |
| Total | 100 | 89* | 81 | 68 | 63 | 17** |
| * Recommended Proponent | | | | | | |
| Ranking | | 1 | 2 | 3 | 4 | 5 |

** The score for this proposal does not include a score for costing as the technical proposal was considered unacceptable.