

DOCUMENT ROUTING FORM

③ ✓ 12/14/12 ①

NAME OF DOCUMENT: **MILLER, LEGG & ASSOCIATES, INC. TASK ORDER NO. 11 \$30,915 FOR 2011 GREENHOUSE GAS INVENTORY & TRAINING**

Approved Comm. Mtg. on **DECEMBER 4, 2012** CAR# **12-2457** ITEM: **M-10**

Routing Origin: CAO ENG. COMM. DEV. OTHER _____

Also attached: copy of CAR copy of document ACM Form 3 originals

By: LB forwarded to: **MARYANN JOHNSTON, ENGINEERING**
Initials

Capital Improvements defined as having a life of at least 10 years and a cost of at least \$50,000 and shall mean improvements to real property (land, buildings, fixtures) that add value and/or extend useful life, inc. major repairs such as roof replacement, etc. Term "Real Property" include: land, real estate, realty, real.

1.) Approved as to Content: Albert Dale
Department Director

Please Check the proper box: CIP FUNDED YES NO
Capital Improvement Projects

2.) Approved as to Funds Available: by Douglas Wood Date: 12-7-12
Finance Director

Amount Required by Contract/Agreement \$ 30,915 Funding Source: Multiple - See Attached
Dept./Div. PBS/ENG/Sur. Index/Sub-object 3199 Project # N/A Exhibit

3.) City Attorney's Office: Approved as to Form:# 3 Originals to City Mgr. By: CARRIE SARVER

Carrie Sarver CS

12 DEC 11 4:23

4.) Approved as to content: Assistant City Manager:

By: _____ By: _____
Stanley Hawthorne, Assistant City Manager Susanne Torriente, Assistant City Manager

5.) Acting City Manager: Please sign as indicated and forward 3 originals to Mayor.

6.) Mayor: Please sign as indicated and forward 3 originals to Clerk.

7.) To City Clerk for attestation and City seal.

INSTRUCTIONS TO CLERK'S OFFICE

8.) City Clerk: retains one original document and forwards 2 original documents of each to **MARYANN JOHNSTON, PUBLIC WORKS ENGINEERING**

12/11
TO [Signature] 12/5/12

Copy of document to _____ Original Route form to Linda Blanco, CAO
 Attach _____ certified copies of Reso. # _____ Fill-in date

Task Order No. 11

Dated this 4th day of December, 2012

Miller, Legg & Associates, Inc.

**2011 Greenhouse Gas Inventory
(the "Project")**

Describing a specific agreement between the City of Fort Lauderdale (CITY) and Miller, Legg & Associates, Inc. (CONSULTANT) in accordance with terms of the agreement for General Environmental Engineering Consultant Services dated August 23, 2011 between CITY and CONSULTANT. ("MASTER AGREEMENT") and amended by City Commission approval at it's meeting on May 15, 2012.

1.0 PROJECT BACKGROUND

1.1 The Project is generally described as follows: City is requesting an update to their greenhouse gas inventory (GHGI) for 2011.

2.0 BASIS OF SCOPE

2.1 Environmental:

- This assessment for emissions during 2011 will be performed per previously established standards with the City and the 2010 GHGI.
- Proprietary calculations shall be restricted as noted below.
- Subconsultant, Carbon Solutions America, LLC will assist in the inventory and training efforts.

3.0 INFORMATION TO BE PROVIDED BY CITY

3.1 Energy usage data from available sources.

4.0 METHOD OF COMPENSATION

The method of compensation is outlined below in the scope of basic services and fee section. The total hourly rates payable by the City for each of the Consultant's employee categories, reimbursable expenses, subconsultant fees (if applicable) are shown on Exhibit "A" attached.

5.0 SCOPE OF BASIC SERVICES AND FEE

The Scope of Services to be provided by Consultant shall be as follows:

- Task 1 **2011 GHGI Update** – Consultant will build upon the existing Greenhouse Gas Emissions Inventory (GHGI) conducted for the City to provide a 2011 GHGI update. CONSULTANT will do this by completing the following sub tasks.
- a) Re-sourcing raw data (electricity, fuel, natural gas, refrigerants) following the protocols and procedures followed to complete the previous GHGI.
 - b) Update existing GHGI database (completed as part of the 2010 GHGI) with new data points to provide City with a historic record of energy/ emissions
 - c) Aggregate and categorize raw data points into individual departments and GHGI sectors that match the 2010 inventory performed allowing comparison
 - d) Analyze categorized data points (electricity, fuel, natural gas) by applying industry standard emissions factors, pro-rating data as required per protocol, and summarizing energy and emissions across departments/sectors to match 2010 analysis.
 - e) Provide the City with an ICLEI report of aggregated energy units by department/sector for insertion into ICLEI GHG software. ICLEI GHG software will apply conversion factors to energy units to arrive at GHG equivalents. This data can be used by the City to verify accuracy of CONSULTANT's work completed in previous subtask.
 - f) Note: This task does not include performing a life cycle analysis. CONSULTANT will provide guidance for the City if it wishes to define a scope of work and target to complete a life cycle analysis. Should the City wish to perform this task CONSULTANT will provide a proposal under separate cover

FEE: Hourly Not to Exceed \$25,480.00

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year first above written.

WITNESSES:

~~_____

Witness Print Name

Witness Print Name~~

CITY OF FORT LAUDERDALE, a municipal corporation of the State of Florida:

By _____
JOHN P. "JACK" SEILER, Mayor

By *Lee R. Feldman*
LEE R. FELDMAN, City Manager

(CORPORATE SEAL)

ATTEST:

Jonda K. Joseph
JONDA K. JOSEPH, City Clerk

Approved as to form: *Carlynn*
Assistant City Attorney

WITNESSES:

Darlene Luna
Darlene Luna
Print Name

Katherine Brennan
Katherine Brennan
Print Name

MILLER, LEGG & ASSOCIATES, INC.

By: [Signature]
Name: David Lewis John
Title: President & CEO

(CORPORATE SEAL)

ATTEST:
By: [Signature]
Name: MICHAEL D. KROLL
Title: V.P. / SECRETARY

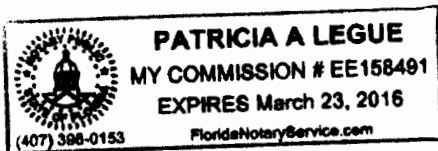
STATE OF FLORIDA:
COUNTY OF BROWARD:

The foregoing instrument was acknowledged before me this 2ND day of NOVEMBER, 2012 by DAVID LEWIS JOHN and MICHAEL D KROLL as PRESIDENT & CEO and VICE PRESIDENT / SECRETARY respectively, of Miller, Legg and Associates, Inc, on behalf of the corporation. They are personally known to me and did not take an oath.

(SEAL)

[Signature]

Notary Public, State of Florida
(Signature of Notary taking Acknowledgement)



PATRICIA A LEGUE
Name of Notary Typed, Printed or Stamped

3/23/2016 _____
My Commission Expires Commission No.

EXHIBIT A Miller Legg & CSA
2011 GHG Inventory



		Totals →		12	1	-	61	69	115	Other Direct Costs - detail
		\$ 30,915	258	Principal	Admin	CSA	Tech Dir	PM	Sr Consult	\$ -
		Total Cost	Total Hours	\$ 180.00	\$ 55.00	STAFF->	\$150.00	\$ 125.00	\$ 95.00	
Cost Code	Task Description	\$								\$
1	GHG Update									
1	Coordination	4,810	36	6	1		14	5	10	
1	Data Collection	6,225	55				10	15	30	
1	Analyze	8,485	73				20	15	38	
1	Report	5,960	50	2			8	20	20	
2	GHG Training									
2	Coordination	1,405	10	4			1	2	3	
2	Preparation	780	7				1	2	4	
2	Training Event	3,250	27				7	10	10	
Total		\$ 30,915	258	12	1	-	61	69	115	\$ -