

COUNTY OF ROCKLAND  
Department of General Services  
Purchasing Division

# Contract Award Notification

Title: **Sustainability Consultant for the R.C. Division of Environmental Resources**

Contract Period: May 15, 2022 through May 14, 2023 w/2-1-year options  
Extended through 5/14/23 w/1 year option

Original Date of Issue: May 19, 2022

Date of Revision: 05/22/23

**RFP No:** RFP-RC-2022-014

**Ordering Method:** Special Request

Authorized Users: Environmental Resources

Address Inquiries To:

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**Description**

This contract is for a Sustainability Consultant for the Rockland County Division of Environmental Resources

Contract #	Vendor Number	Contractor & Address	Telephone No.
RFP-rc-2022-014	0000021889	Barton & Loguidice, D.P.C. Pinewood Business Center 247 Route 100 Suite 2000D Somers, NY 10589 Contact: Donald Fletcher dfletcher@bartonandloguidice.com	914-232-3646



Edwin J. Day, County Executive

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**COST PROPOSAL TEMPLATE**

Cost Proposals are to be uploaded as a separate attachment to your RFP response. Please refer to the separate attachment titled: Proposal Submittal Procedures for instructions on submitting your proposal electronically. Inclusion of any cost or pricing data within the technical proposal may result in your proposal being judged as non- responsive.

***FEE***

Preliminary Report \$ 45,000

Final Report \$ 25,000

**TOTAL PROPOSAL FEE** \$ 70,000

Seventy thousand and 00/100 cents

**U.S. Dollars**

**(Total Fee Written Out)**

Hourly Rate for Additional Out of Scope work (if any) \$ 123

The Consultant must provide cost proposal for all services associated with the Scope of Work. All tasks associated each required report must be reflected in the total price.

Barton & Loguidice, D.P.C.

Donald R. Fletcher  
Senior Vice President

**Firm Name & Representative Signature**



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### **STATEMENT OF OBJECTIVES OR DETAILED SCOPE OF WORK**

The County of Rockland is issuing a Request for Proposal (RFP) for a professional service contract to develop a County Sustainability Program and coordinate the County's Climate Smart Community Program (CSC) and NYSERDA'S Clean Energy Community Program.

The consultant will work with the Coordinator of the Rockland County Division Environmental Resources (RCDER) to analyze the County's current programs, provide guidance on upcoming environmental performance standards, and make recommendations on how to actively participate in both the Climate Smart Community Program and NYSERDA's Clean Energy Communities Program.

### **CLIMATE SMART COMMUNITIES PROGRAM**

New York State established the Climate Smart Communities (CSC) Program in 2009 to provide local governments with guidance on how to reduce GHG emissions, save taxpayer dollars, and advance community goals for health, safety, economic vitality, energy independence and quality of life. In 2010, the County Legislature passed Resolution No. 440 of 2010 – Declaring the County of Rockland to be a New York State Climate Smart Community. In October 2019, County Executive Ed Day appointed the Coordinator of Environmental Resources as the Climate Smart Communities Coordinator.

- Utilize the New York State Climate Smart Communities Program Certification Manual to engage county departments to assess the current CSC priority actions.
- Determine which pledge elements and corresponding priority actions departments have undertaken that qualify for CSC points.
- Recommend which priority actions can be undertaken by departments to qualify for CSC points in order to qualify for bronze certification.
- Recommend stakeholders to serve on a Climate Smart Communities Task Force.
- Coordinate at least one meeting on the Climate Smart Communities Task force.
- Meet at least one time with the Rockland County Environmental Management Council's Carbon Reduction Working Group to discuss the County's CSC Program.
- Recommend strategies to support the County's transition from fossil fuels to clean renewable energy.
- Research and advance grant funded planning projects that build a climate action road map. These include a greenhouse gas inventory of government operations and a climate action plan for emissions reduction.
- Research and plan action to assist the County adapt and prepared for Climate Change including flooding, sea rise and storm surge and extreme weather.
- Assist in preparing grant applications.
- Recommend CSC programs and projects that will be eligible for future grants.

### **NYSERDA'S CLEAN ENERGY COMMUNITY PROGRAM**

The NYSERDA Clean Energy Community Program was initially launched in 2016 and revised in 2021 to provide grants for local governments to initiate clean energy actions. This is a point-based program that provides grants bases on the number of High-Impact Actions (HIA) completed and municipality size by population. As of 2022, the County has submitted the following HIA's:

**Partners For A Clean Environment (PACE) Financing** – is an approved program that provides gut renovation of

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a warehouse into a hotel utilizing \$4,285,000 in PACE financing for multiple energy efficiency measures.

**100% Renewable Electricity** – The County of Rockland, Rockland Community College, RC Solid Waste Management Authority and RC Sewer District Number 1, have awarded a contract to provide 100% green/renewable electricity to each agency over the next 3-years. The contract with Engie Power & Gas will provide Renewable Energy Certificates based on U.S. generated Wind Power which will match 100% of the agency’s usage during the contract term.

**Clean Fleets** – Partial completion of action, - installation of electric charging station at commuter park and ride lot.

- Review High-Impact Actions and determine which additional ones the County could undertake.
- Develop a program where the County takes on a leadership role to assist municipalities with clean energy planning and projects by hosting educational sessions on various legal and safety aspects of energy and battery storage.
- The Consultant must prepare a preliminary report within 90 days of the contract signing updating the coordinator on the project deliverables and the feasibility of creating a full time Sustainability Coordinator position.
  - It is anticipated that the preliminary report will be required by August 31, 2022. Adjustments to the date must be approved by the Coordinator of RC DER.
- A final report on all project deliverables will be submitted to the coordinator upon completion of the contract.

## **Deliverables**

### *Preliminary Report*

The preliminary report will be required to determine the justification of a full time Sustainability Coordinator for Rockland County. The preliminary report must include:

- Overview of the County’s current status in the NYS Climate Smart Program (CSC) and NYSERDA’s Clean Energy Communities Program
- Determination of pledge elements and priority actions departments have undertaken.
- Evaluate which additional CSC and NYSERDA Clean Energy Communities Program Priority Actions departments can undertake to earn additional certification points.
- Recommend stakeholders to serve on the Climate Smart Communities Task Force.
- Recommend eligible NYSERDA grants the County can apply for
- Recommendation if a full time Sustainable Coordinator should be hired to oversee the Sustainability Program and provide full justification and proposed budget.



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### *Final Report*

The Final Report must be provided by the consultant in 2023 on an approved date by the RCDER. The final report must include:

- Final overview of the County's status in both the CSC and NYSERDA's Clean Energy Communities Program.
- Recommendation of a clear set of goals, strategies and timelines for addressing Climate Change impacts to the County of Rockland.
- Provide strategies to support the County's transition from fossil fuels to clean energy.
- Suggest opportunities to reduce overall energy consumption to reduce greenhouse gas emissions through energy efficiency, renewable energy and conservation measures.
- Suggest element of a future County Climate Action Plan.

### **PROPOSAL REQUIREMENTS AND COMPANY QUALIFICATIONS**

- RCDER is seeking consultants who are familiar with the complexity of providing consulting services related to planning and implementation of sustainability projects. The consultant must have a background in Sustainability, Environmental Planning, and Environmental Science.
- Previous consulting work with municipal governments or not-for-profits on development and implementation of the Climate Smart Communities Program, NYSERDA's Clean Energy Community Program, sustainable initiatives including, energy conservation, renewable energy, greenhouse gas emissions.
- The Consultant must have experience in grant preparation and writing.
- The Consultant must have a minimum of 5 years' experience providing environmental sustainability plans and analysis.
- If the consultant requires subcontractors for any portion of the contract, the name of the subcontractor must be provided and approved by RCDER prior to use or information must be included in the proposal submitted.
- Provide at a minimum six (6) references, three (3) references must be previous contracts that have been completed and three (3) references must be from current contracts.
- Describe the experience and qualifications of key personnel and the Project Manager that will be assigned to this project. Include detailed resumes for each individual.