



Internal Greenhouse Gas Emissions (GHG) Inventory for Metro Operations

RFP 13-2334

Metro Sustainability Center

600 NE Grand Ave.
Portland, OR 97232
503-797-1700

Project Manager

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Department Procurement Staff

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Notice is hereby given that proposals for RFP 13-2334 for **Internal Greenhouse Gas (GHG) Inventory for Metro Operations** shall be received by Metro, 600 NE Grand Avenue, Portland OR 97232 until close of business on March 4, 2013. It is the sole responsibility of the proposer to ensure that Metro receives the Proposal by the specified date and time. Electronic proposals preferred; send to Molly.Chidsey@oregonmetro.gov. Proposers shall review all instructions and contract terms and condition.

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I. INTRODUCTION

The Sustainability Center of Metro, a metropolitan service district organized under the laws of the State of Oregon and the Metro Charter, located at 600 NE Grand Avenue, Portland, OR 97232-2736, is requesting proposals for **Internal Greenhouse Gas (GHG) Inventory for Metro Operations**. Proposals will be due as indicated on the RFP cover page.

Details concerning the project and proposal are contained in this document.

II. BACKGROUND/HISTORY OF PROJECT

Metro's Sustainability Plan for Internal Operations identifies environmental impacts of Metro's operations, sets a baseline from which to measure progress over time and creates a framework of specific strategies and actions to complete in order to meet the goals set by Metro Council in the areas of climate change, waste, toxics, water and habitat. This plan was adopted by Metro Council in 2010 and is available on the Metro website at http://library.oregonmetro.gov/files//metro_sustainability_plan_final_2010.pdf.

To create the greenhouse gas (GHG) emissions baseline, Metro completed a comprehensive GHG inventory of internal operation using calendar year 2008 as the baseline year. This inventory supported Metro's adopted sustainability goal to reduce GHG direct and indirect emissions from internal operations 80 percent below 2008 levels by 2050. GHG emissions are reported in metric tons of carbon-dioxide equivalent, or CO₂e (MT CO₂e). A full report of the baseline inventory is available on the Metro website at http://library.oregonmetro.gov/files//metro_internal_ghg_inventory_8-10.pdf.

To report on progress toward this goal, Metro seeks to repeat this inventory of internal operations, using data from GHG emissions sources generated July 1, 2011 to June 30, 2012, hereafter referred to as FY 11-12. The inventory will include the same emissions categories as the 2008 baseline inventory, including Scopes 1, 2 and 3 emissions sources. Metro's baseline GHG inventory included Scope 3 or indirect emissions from the supply chain and purchases, making this a consumption-based GHG inventory.

III. PROPOSED SCOPE OF WORK/SCHEDULE

Metro is seeking proposals from qualified firms to perform the following:

Update the consumption-based GHG emissions inventory for Metro internal operations reported in metric tons carbon dioxide equivalent (MT CO₂e) for Scope 1, Scope 2 and Scope 3 emissions for FY 11-12.

The boundaries of this GHG inventory are for Metro's internal facility operations. The list of included and excluded facilities is below:

| METRO FUNCTIONAL AREA | FACILITIES INCLUDED IN THE INVENTORY | FACILITIES EXCLUDED FROM INVENTORY |
|-----------------------|--|---|
| Metro Regional Center | Office Building | |
| Regional Parks | Blue Lake Regional Park Boreland Field Station Oxbow Regional Park Smith and Bybee Lakes Cooper Mountain Nature Park Rental Homes Pioneer cemeteries* Glendoveer Gold Course* | Beggars Tick Wildlife Refuge Chinook Landing boat launch Mt Talbert Nature Park |

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| | |
|-------------------|---|
| MERC** Facilities | Oregon Convention Center Portland Expo Center PCPA Keller Auditorium PCPA Arlene Schnitzer Hall PCPA Antoinette Hatfield Hall/Admin |
| Solid Waste | Metro South Transfer Station Metro South Hazardous Waste Facility Metro Central Transfer Station Metro Central Hazardous Waste Facility Metro Paint St Johns Landfill Long Haul Waste Hauling (fleet) |
| Oregon Zoo | 64 acre zoo Off-site condor facility |

* Indicates this facility is added to this GHG emissions inventory and was not included in the baseline inventory.

** MERC stands for the Metropolitan Exposition and Recreation Commission, a part of Metro.

Task 1: Identify data sets needed for GHG emissions inventory

- 1.1 Review emission sources for scopes 1, 2 and 3 and data sets included in baseline GHG emissions inventory. These are listed in Appendix A.
- 1.2 Present draft data set request to Metro for review.
- 1.3 Finalize data set needs.

Deliverable:

- o List of GHG emissions sources data needs for each emissions source.

Task 2: Coach Metro through collection of data for GHG emissions inventory

- 2.1 Review draft data sources to ensure that they are adequate for the analysis.
- 2.2 Be available by phone and email for questions from Metro staff during data collection.

Deliverable:

- o None.

Task 3: Data analysis

- 3.1 Complete GHG inventory analysis using data collected during Task 2.
- 3.2 Present draft findings to Metro for review.
- 3.3 Complete final report of findings to Metro. Final report to include the following elements:

- MT CO₂e for Metro entity total:
- MT CO₂e for Metro operational greenhouse gas emissions categories listed in Appendix A and;
- MT CO₂e for each of the following functional areas of Metro operations:
 - MERC venues, including: Oregon Convention Center, Portland Expo Center and Portland Center for the Performing Arts
 - Oregon Zoo
 - Metro Regional Center
 - Parks and Environmental Services
 - Regional parks, pioneer cemeteries and Glendoveer Golf Course

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- Solid waste operations, including Metro Central Transfer Station, Metro South Transfer Station, regional waste hauling, Metro Paint latex paint recycling facility and two household hazardous waste collection facilities.
- Detailed appendix
 - Summary of methodology
 - List of data sets used in analysis
- Original spreadsheet showing the calculations and analysis done to arrive at GHG emissions totals for Metro operations.

Deliverables:

- Draft report
- Final report

Timeline: The targeted date for completion of all of the consultant's work is no later than July 31, 2013.

For a full list of GHG emissions categories included in Metro's 2010 baseline GHG inventory, see Exhibit B.

The term of the contract is anticipated to be March 2013 through July 2013.

IV. QUALIFICATIONS/EXPERIENCE

Proposers shall have the following experience to qualify:

- (1) Experience with completing entity level, consumption-based greenhouse gas emissions inventories, which include Scope 1, 2 and 3 emissions.
- (2) Knowledge of emissions accounting protocols, especially related to voluntary and mandatory entity level reporting requirements.
- (3) Understanding of current GHG accounting approaches and methodologies.
- (4) Strong data collection and analysis skills, including experience with data interpretation and communication to non-technical audiences.

V. PROJECT ADMINISTRATION

Molly Chidsey, Metro's project manager, will administer the project. Proposer shall identify one point of contact for the resulting contract.

VI. PROPOSAL INSTRUCTIONS

- A. Submission of Proposals
Only electronic submissions will be considered. Email proposals to Molly.Chidsey@oregonmetro.gov. No additional pages or appendices beyond the required Proposal Contents outlined in section VII will be considered during evaluation.
- B. Deadline
Proposals will not be considered if received after the date and time indicated on the RFP cover page.
- C. RFP as Basis for Proposals:

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This Request for Proposals represents the most definitive statement Metro will make concerning the information upon which Proposals are to be based. Any verbal information which is not addressed in this RFP will not be considered by Metro in evaluating the Proposal. All questions relating to this RFP should be addressed to Molly.Chidsey@oregonmetro.gov. Any questions, which in the opinion of Metro, warrant a written reply or RFP addendum will be furnished to all parties receiving this RFP. Metro may not respond to questions received after 3:00 p.m. on February 25, 2013.

D. Information Release

All Proposers are hereby advised that Metro may solicit and secure background information based upon the information, including references, provided in response to this RFP. By submission of a proposal all Proposers agree to such activity and release Metro from all claims arising from such activity. In Accordance with Oregon Public Records Law (ORS 192), proposals submitted will be considered part of the public record, except to the extent they are exempted from disclosure.

E. Minority, Women and Emerging Small Business Program

In the event that any subcontracts are to be utilized in the performance of this agreement, the Proposer's attention is directed to Metro Code provisions 2.04.100, which encourages the use of minority, women and emerging small businesses (MWESB) to the maximum extent practical. Metro Code 2.04.100 is available at

http://library.oregonmetro.gov/files//chap2.04_clean_eff_042111_revised_version_081711.pdf.

VII. PROPOSAL CONTENTS

The proposal should contain no more than six (6) pages of written material (excluding biographies, resumes and brochures, which may be included in an appendix), describing the ability of the consultant to perform the work requested, as outlined below. The proposal should be submitted electronically to Molly.Chidsey@oregonmetro.gov.

- A. Transmittal Letter: Indicate who will be assigned to the project, who will be project manager, and that the proposal will be valid for ninety (90) days.
- B. Approach/Project Work Plan: Provide a work plan, with a detailed timeline and task-based budget, that describes how the work will be completed, including a:
- Description of your firm's experience with, and approach to, conducting consumption-based GHG emissions inventories;
 - Description of the specific methodology proposed for this inventory; and a
 - Timeline for completion of all tasks in Section III, Scope of Work.
- C. Staffing/Project Manager Designation: Identify specific personnel assigned to major project tasks, their roles in relation to the work required, percent of their time on the project, and special qualifications they may bring to the project. Include resumes of individuals proposed for this contract.

Metro intends to award this contract to a single firm to provide the services required. Proposals must identify a single person as project manager to work with Metro. The consultant must assure responsibility for any subconsultant work and shall be responsible for the day-to-day direction and internal management of the consultant effort.

- D. Experience: Indicate how your firm meets the experience requirements listed in section IV. of this RFP. List projects conducted over the past five years which involved services similar to the services required here. For each of these other projects, include the name of the customer contact person, his/her title, role

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on the project, and telephone number. Identify persons on the proposed project team who worked on each of the other projects listed, and their respective roles.

- E. Cost/Budget: Present the proposed cost of the project and the proposed method of compensation. List hourly rates for personnel assigned to the project, total personnel expenditures, support services, and subconsultant fees (if any). Requested expenses should also be listed.
- F. Diversity in Employment and Contracting:
- Work Force Diversity – Describe your work force demographics (number of employees, race, ethnicity and gender) and the measurable steps taken to ensure a diverse work force, including company policies and practices that promote the hiring and retention of women and ethnic minorities.
 - Diversity in Contracting – Describe your history of working with diverse firms, including any MWESB-certified firms. Describe a project for which you worked with minorities, women or emerging small businesses. Please provide the project name, method used to achieve participation – for example, joint ventures, subcontracts or purchase of equipment or supplies from a certified firm – and the dollar amount or percentage of the project budget expended on such participation.
 - Diversity of Firm – Describe the ownership of your firm and whether or not your firm is certified by the State of Oregon as an MBE, WBE or ESB. Provide certification number, if applicable.
- G. Exceptions to Standard Agreement and RFP: Carefully review the Standard Agreement attached hereto as Exhibit A and incorporated herein. This is the standard agreement that successful respondents to this RFP will be required to execute. RFP respondents wishing to propose any exceptions or alternative clauses to the agreement or to any specified criteria within this RFP must propose those exceptions or alternative clauses in their Proposal; Metro shall not be required to consider contract revisions proposed during contract negotiation and award. Proposed exceptions or alternative clauses should be accompanied by explanatory comments that are succinct, thorough and clear.

VIII. GENERAL PROPOSAL/CONTRACT CONDITIONS

- A. Limitation and Award: This RFP does not commit Metro to the award of a contract, nor to pay any costs incurred in the preparation and submission of proposals in anticipation of a contract. Metro reserves the right to waive minor irregularities, accept or reject any or all proposals received as the result of this request, negotiate with all qualified sources, or to cancel all or part of this RFP.
- B. Billing Procedures: Proposers are informed that the billing procedures of the selected firm are subject to the review and prior approval of Metro before reimbursement of services can occur. Contractor's invoices shall include the Metro contract number, an itemized statement of the work done during the billing period, and will not be submitted more frequently than once a month. Payment shall be made by Metro on a Net 30 day basis upon approval of Contractor invoice.
- C. Validity Period and Authority: The proposal shall be considered valid for a period of at least ninety (90) days and shall contain a statement to that effect. The proposal shall contain the name, title, address, and telephone number of an individual or individuals with authority to bind any company contacted during the period in which Metro is evaluating the proposal.
- D. Conflict of Interest. A Proposer filing a proposal thereby certifies that no officer, agent, or employee of Metro or Metro has a pecuniary interest in this proposal or has participated in contract negotiations on behalf of Metro; that the proposal is made in good faith without fraud, collusion, or connection of any kind with any other Proposer for the same call for proposals; the Proposer is competing solely in its own behalf without connection with, or obligation to, any undisclosed person or firm.

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- E. Equal Employment and Nondiscrimination Clause Metro and its contractors will not discriminate against any person(s), employee or applicant for employment based on race, color, religion, sex, national origin, age, marital status, familial status, gender identity, sexual orientation, disability for which a reasonable accommodation can be made, or any other status protected by law. Metro fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information, or to obtain a Title VI Complaint Form, see www.oregonmetro.gov.

IX. EVALUATION OF PROPOSALS

- A. Evaluation Procedure: Proposals received that conform to the proposal instructions will be evaluated. The evaluation will take place using the evaluation criteria identified in the following section. Interviews may be requested prior to final selection of one firm. Award shall be made to the highest ranked Proposer based on the stated evaluation criteria. In the event negotiations are unsuccessful, Metro reserves the right to negotiate with the next highest ranked firms.
- B. Evaluation Criteria: This section provides a description of the criteria which will be used in the evaluation of the proposals submitted to accomplish the work defined in the RFP.

| | Percentage of Total Score |
|---|---------------------------|
| 1. Project Work Plan/Approach | |
| 1a. Demonstration of understanding of the project objectives | 5 |
| 1b. Project methodology | 25 |
| 2. Project Experience (firm and assigned project staff) | 20 |
| 3. Budget/Cost Proposal | 30 |
| 3a. Projected cost/benefit of proposed work plan/approach | |
| 4. Diversity in Employment and Contracting | 20 |
| 4a. Work Force Diversity, Diversity in Contracting, Diversity of Firm | |
| | 100% |

X. NOTICE TO ALL PROPOSERS -- STANDARD AGREEMENT

The attached agreement included herein reflects preliminary, draft contract language and selected, proposed contract terms for this procurement. Proposers should be aware that such language terms and provisions are for illustrative purposes only and that Metro reserves the right, following submission and ranking of all proposals submitted in response to this procurement, to amend, modify or negotiate over any and all such contract language, terms and provisions regarding the agreement rising from this procurement. By submitting a proposal in response to this procurement, proposers acknowledge that they are aware of and do not object to any later, potential amendment and modification of such preliminary, draft language and terms. In addition, by responding to this procurement, proposers acknowledge that they are aware of their ability to offer alternatives to any of the preliminary, draft contract language and proposed contract terms set forth herein.

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Exhibit A – Sample Contract

Personal Services less than \$50,000

THIS AGREEMENT is between Metro, a metropolitan service district organized under the laws of the State of Oregon and the Metro Charter, located at 600 N.E. Grand Avenue, Portland, OR 97232-2736, and Company Name, referred to herein as "Contractor," located at address, City, State Zip.

In exchange for the promises and other consideration set forth below, the parties agree as follows:

1. **Duration.** This personal services agreement shall be effective Month XX, 201X and shall remain in effect until and including Month XX, 201X, unless terminated or extended as provided in this Agreement. IF CONTRACT IS SUBJECT TO RENEWAL OR EXTENSION, INCLUDE SUCH LANGUAGE i.e. This agreement may be renewed or extended for XX additional one-year periods at Metro's sole discretion.
2. **Scope of Work.** Contractor shall provide all services and materials specified in the attached "Attachment A -- Scope of Work," which is incorporated into this Agreement by reference. All services and materials shall be provided by Contractor in accordance with the Scope of Work, in a competent and professional manner. To the extent that the Scope of Work contains additional contract provisions or waives any provision in the body of this Agreement, the Scope of Work shall control.
3. **Payment.** Metro shall pay Contractor for services performed and materials delivered in the amount(s), manner and at the time(s) specified in the Scope of Work for a maximum sum not to exceed XXXXXXXXXXXXXXXXXXXX AND XX/100THS DOLLARS (\$XXXXXX.XX). Payment shall be made by Metro on a Net 30 day basis upon approval of Contractor invoice.
4. **Insurance.** Contractor shall purchase and maintain at the Contractor's expense, the following types of insurance, covering the Contractor, its employees, and agents:
 - (a) The most recently approved ISO (Insurance Services Office) Commercial General Liability policy, or its equivalent, written on an occurrence basis, with limits not less than \$1,000,000 per occurrence and \$1,000,000 aggregate. The policy will include coverage for bodily injury, property damage, personal injury, contractual liability, premises and products/completed operations. Contractor's coverage will be primary as respects Metro;
 - (b) Automobile insurance with coverage for bodily injury and property damage and with limits not less than minimum of \$1,000,000 per occurrence;
 - (c) Workers' Compensation insurance meeting Oregon statutory requirements including Employer's Liability with limits not less than \$500,000 per accident or disease; and
 - (d) Professional Liability Insurance, with limits of not less than \$1,000,000 per occurrence, covering personal injury and property damage arising from errors, omissions or malpractice. PROFESSIONAL LIABILITY REQUIRED FOR ARCHITECTURAL & ENGINEERING SERVICES - DELETE PROFESSIONAL LIABILITY INSURANCE LANGUAGE IF NOT REQUIRED

Metro, its elected officials, departments, employees, and agents shall be named as ADDITIONAL INSUREDS on Commercial General Liability and Automobile policies.

Contractor shall provide to Metro 30 days notice of any material change or policy cancellation.

Contractor shall provide Metro with a Certificate of Insurance complying with this article upon return of the Contractor signed agreement to Metro. Certificate of Insurance shall identify the Metro contract number.

5. **Indemnification.** Contractor shall indemnify and hold Metro, its agents, employees and elected officials harmless from any and all claims, demands, damages, actions, losses and expenses arising out of or in any way connected with its performance of this Agreement, or with any patent infringement or copyright claims arising out of the use of Contractor's designs or other materials by Metro and for any claims or disputes involving subcontractors.
6. **Maintenance of Records.** Contractor shall maintain all of its records relating to the Scope of Work on a generally recognized accounting basis and allow Metro the opportunity to inspect and/or copy such records at a convenient place

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during normal business hours. All required records shall be maintained by Contractor for six years after Metro makes final payment and all other pending matters are closed.

7. Ownership of Documents. All documents of any nature including, but not limited to, reports, drawings, works of art and photographs, produced by Contractor pursuant to this Agreement are the property of Metro, and it is agreed by the parties that such documents are works made for hire. Contractor hereby conveys, transfers, and grants to Metro all rights of reproduction and the copyright to all such documents.

8. Project Information. Contractor shall share all project information and fully cooperate with Metro, informing Metro of all aspects of the project including actual or potential problems or defects. Contractor shall abstain from releasing any information or project news without the prior and specific written approval of Metro.

9. Independent Contractor Status. Contractor shall be an independent contractor for all purposes and shall be entitled only to the compensation provided for in this Agreement. Under no circumstances shall Contractor be considered an employee of Metro. Contractor shall provide all tools or equipment necessary to carry out this Agreement, and shall exercise complete control in achieving the results specified in the Scope of Work. Contractor is solely responsible for its performance under this Agreement and the quality of its work; for obtaining and maintaining all licenses and certifications necessary to carry out this Agreement; for payment of any fees, taxes, royalties, or other expenses necessary to complete the work except as otherwise specified in the Scope of Work; and for meeting all other requirements of law in carrying out this Agreement. Contractor shall identify and certify tax status and identification number through execution of IRS form W-9 prior to submitting any request for payment to Metro.

10. Right to Withhold Payments. Metro shall have the right to withhold from payments due to Contractor such sums as necessary, in Metro's sole opinion, to protect Metro against any loss, damage, or claim which may result from Contractor's performance or failure to perform under this Agreement or the failure of Contractor to make proper payment to any suppliers or subcontractors.

11. State and Federal Law Constraints. Both parties shall comply with the public contracting provisions of ORS chapters 279A, 279B and 279C and the recycling provisions of ORS 279B.025 to the extent those provisions apply to this Agreement. All such provisions required to be included in this Agreement are incorporated herein by reference. Contractor shall comply with all applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations including those of the Americans with Disabilities Act.

12. Situs. The situs of this Agreement is Portland, Oregon. Any litigation over this agreement shall be governed by the laws of the State of Oregon and shall be conducted in the Circuit Court of the state of Oregon for Multnomah County, or, if jurisdiction is proper, in the U.S. District Court for the District of Oregon.

13. Assignment. This Agreement is binding on each party, its successors, assigns, and legal representatives and may not, under any circumstance, be assigned or transferred by either party without Metro's written consent.

14. Termination. This Agreement may be terminated by mutual consent of the parties. In addition, Metro may terminate this Agreement by giving Contractor seven (7) days prior written notice of intent to terminate, without waiving any claims or remedies it may have against Contractor. Termination shall not excuse payment for expenses properly incurred prior to notice of termination, but neither party shall be liable for indirect or consequential damages arising from termination under this section.

15. No Waiver of Claims. The failure to enforce any provision of this Agreement shall not constitute a waiver by Metro of that or any other provision.

16. Modification. Notwithstanding and succeeding any and all prior agreement(s) or practice(s), this Agreement constitutes the entire Agreement between the parties, and may only be expressly modified in writing(s), signed by both parties. Metro may approve changes and modifications to the original contract, including deletions of work, order of additional materials, and additional services reasonably related to the original work scope. Contractor may propose changes in the work that Contractor believes are necessary, will result in higher quality work, improve safety, decrease the amount of the contract, or otherwise result in a better or more efficient work product. If such changes are approved by



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Metro, they shall be executed by written contract amendment signed by both parties. Such changes shall not relieve Contractor of any obligation or warranty under the contract. No oral statements by either party shall modify or affect the terms of the contract.

17. Severability. The parties agree that any provision of this Contract that is held to be illegal, invalid, or unenforceable under present or future laws shall be fully severable. The parties further agree that this Contract shall be construed and enforced as if the illegal, invalid, or unenforceable provision had never been a part of them and the remaining provisions of the Contract shall remain in full force and effect and shall not be affected by the illegal, invalid, or unenforceable provision or by its severance from this Contract. Furthermore, a provision as similar to the illegal, invalid, or unenforceable provision as is possible and legal, valid and enforceable shall be automatically added to this Contract in lieu of the illegal, invalid, or unenforceable provision. Any failure by METRO to enforce a provision of the Contract is not to be construed as a waiver by METRO of this right to do so.

18. Counterparts. This Contract may be executed in counterparts or multiples, any one of which will have the full force of an original.

19. Delivery of Notices. Any notice, request, demand, instruction, or any other communications to be given to any party hereunder shall be in writing, sent by registered or certified mail or fax as follows:

To Contractor: Contractor Contact
 Firm Name
 Address
 City State Zip
 XXX-XXX-XXXX fax

To Metro: Project Manager Name
 Metro
 600 NE Grand Ave
 Portland, Oregon 97232
 503-XXX-XXXX fax

CONTRACTOR

By _____

Print Name _____

Date _____

METRO

By _____

Print Name _____

Date _____

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1. Purpose and Goal of Work

2. Description of the Scope of Work

3. Deliverables/Outcomes

4. Payment and Billing

Contractor shall perform the above work for a maximum price not to exceed XXXXXXX AND XX/100TH DOLLARS (\$XXXXXX.XX).

INCLUDE HOURLY RATES OR TASK BASED PAYMENTS IF APPLICABLE

The maximum price includes all fees, costs and expenses of whatever nature. Each of Metro's payments to Contractor shall equal the percentage of the work Contractor accomplished during the billing period. Contractor's billing invoices shall include the Metro contract number, Contractor name, remittance address, invoice date, invoice number, invoice amount, tax amount (if applicable), and an itemized statement of work performed and expenses incurred during the billing period, and will not be submitted more frequently than once a month. Contractor's billing invoices shall be sent to Metro Accounts Payable, 600 NE Grand Avenue, Portland, OR 97232-2736 or metroaccountspayable@oregonmetro.gov. The Metro contract number shall be referenced in the email subject line. Contractor's billing invoices for services through June 30 shall be submitted to Metro by July 15. Payment shall be made by Metro on a Net 30 day basis upon approval of Contractor invoice.

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Exhibit B

Description of Metro's operational greenhouse gas emissions categories

| EMISSIONS SCOPE | EMISSIONS CATEGORY | MT CO ₂ e | INPUT DATA (DESCRIPTION) |
|---------------------------------|-------------------------------|----------------------|---|
| Scope 1 (Direct Emissions) | Natural gas | 4,041 | Metro uses natural gas for space heating at all 13 of the facilities included in the GHG inventory. |
| | Fleet | 1,315 | This emission category includes emissions from the following sources: On-road fleet vehicles (owned and leased through Multnomah County and DAS); Off-road vehicles – Parks, Solid Waste, Oregon Zoo and MERC; Fuel types used by these vehicles include diesel, diesel blend, gasoline, and propane. |
| | Other fuels | 36 | Metro has diesel generators at all facilities excluding MRC. However, a minimal amount of fuel is consumed by these generators and data for this emissions source is often not separated from diesel used in mobile vehicles. |
| | Refrigerants | 1,018 | Refrigerants are used in HVAC and commercial food refrigeration systems at all of Metro facilities. However, refrigerant use data at Metro Parks was not available for inclusion in this inventory; therefore this total may represent an emissions undercount. Refrigerant systems at Metro facilities use: HCFC-22 (R-22): Though preferable to prior refrigerants including CFCs, the manufacture of R-22 contributes significant greenhouse gasses to the atmosphere and contains chlorine, which contributes to atmospheric ozone depletion. CFC-11: This refrigerant is on the Class 1 Ozone Depleting Substance list and is on the phase-out list through Clean Air Act Regulations. The other refrigerants used at Metro include: R-404 (and -404A); R-410; R-414 (A and B); and R-134 |
| | Regional waste hauling | 9,962 | This emissions category includes the fuel used to transport waste loads from Metro South and Metro Central Transfer Stations to the Columbia Ridge Landfill (under contract with Walsh Trucking Co.) By following standard GHG inventory protocols used to define the organizational boundaries of baseline inventories, Metro is responsible for these source emissions for the following reasons: Metro purchases the fuel used by Walsh Trucking Co from Devin Oil; the long haul waste fleet was designed to Metro specifications; and Metro holds the contract for regional waste hauling services as part of the agency's mission-critical responsibilities |
| | St. Johns Landfill | 4,188 | The emissions reported here are based on a preliminary GHG inventory of emissions from various aspects of operating the St. Johns Landfill. Under new Title V air pollution permit reporting requirements, Metro must meet DEQ reporting requirements related to the methane management practices at the landfill. The preliminary estimate reported in this St. Johns landfill source only includes the landfill gas emissions. The emissions associated with operating the St. Johns landfill are included in the other emission scopes outlined in this table. |
| Scope 2 (Indirect Emissions) | Electricity | 13,352 | Metro calculated the electricity consumption from all facilities included in the inventory boundary. The electricity consumption totaled 32,639,109 kWh for 2008. |
| Scope 3 (Indirect Emissions) | Business travel | 523 | Business travel includes employees' use of airlines, rental cars and personal vehicles for travel associated with training, conferences, and meetings. |
| | Solid waste | 999 | The emissions associated with solid waste generation are calculated based on the methane management practices at the landfills where Metro generated solid waste is disposed. |
| | Commute | 1,437 | In 2008 Metro employed 508 people at MERC facilities and 1150 employees at Metro facilities, totaling 1658 employees (including benefits eligible, part-time, seasonal and non-benefits eligible employees). Mode split information was available for 1000 of the total 1658 employees; the average distance of travel was 10 miles one way. |
| | Water | 257 | Metro purchases water and sewer services from multiple providers and utilizes non-potable sources such as wells at a number of park facilities. The emissions reported here result from the electricity associated with the treatment and distribution of potable water to Metro facilities. The emissions associated with the distribution or collection of well and river water are included in the Scope 2 emissions estimate since these emissions are captured by the direct energy (electricity) used at the facility site and included in METRO's utility bills. |
| | Supply chain | 21,000 | Embodied emissions in purchased goods and services accounts for emissions that result from all of the products and services Metro purchases. |