



## Memorandum

**TO:** Sustainability Committee Members

**FROM:** Jeri E. Chaikin, Chief Administrative Officer

**CC:** Mayor David E. Weiss

**DATE:** January 28, 2022

**RE:** Recommendation to Enter into a Contract with Coventry Land Company LLC. in the Amount Not-to-Exceed \$51,500 for Sustainability Consulting Services for the Period March 1, 2022 through February 28, 2023.

---

Council's Sustainability Committee was established in 2019 to formalize sustainability policies and priorities for the City. The Committee is currently chaired by Council member Nancy Moore and includes other Council members and residents as its members. Michael Peters of Coventry Land Company LLC is the consultant who serves as the Sustainability Coordinator for the City and works with the Sustainability Committee and its subcommittees. The contract with Coventry Land Company LLC expires on February 28, 2022, and it is recommended that the contract be renewed for a fourth year.

In 2019, Council began including funds in the General Fund budget for a Sustainability Coordinator to support the Sustainability Committee and provide assistance in making recommendations for, and implementing, energy-efficiency and cost-saving initiatives, and to research and recommend best practices for City-wide sustainability. Coventry Land Company LLC was selected in 2018 after a competitive request for proposal process to provide consulting services for sustainability initiatives. Funding has been included in the 2022 General Fund budget to continue these services.

In addition to managing the agenda for the monthly Sustainability Committee meetings, Mr. Peters' 2021 - 2022 accomplishments include, among others:

- Continue to use the EnergyCAP utility bill tracking and analysis software to reduce City facilities' energy usage.
- Residential and City facilities composting program with Rust Belt Riders.
- Continue to investigate solar power generation for residential properties and City facilities.
- National Drive Electric Week event at the Van Aken district.
- Coordinating promotion of City's sustainability initiatives on shakeronline.com via social media, and in *Shaker Life* magazine.
- Obtaining grant funding and managing the installation of EV charging stations in various locations in the City.
- Working to continue the City's LEED for Cities Gold status.
- Spearheading the purchase of the City's first electric vehicle which is assigned to the Recreation Department.

- Advocated for our Power a Clean Ohio membership.
- Worked with the Committee and the City Law Department on a recommendation for a 100% Green electric aggregation program for Shaker residents.

Coventry Land's contract remained at \$50,000/year for the first three years. A 3% increase from \$50,000 to \$51,500 is recommended for the fourth year.

Based on Mr. Peters' accomplishments to date, his successful work with the Sustainability Committee, and to provide for continuity in the leadership of the City's sustainability initiatives, it is recommended that the Sustainability Committee support the recommendation for a contract with Coventry Land Company LLC in the not-to-exceed amount of \$51,500 for sustainability consulting services for the period March 1, 2022 through February 28, 2023.

Jec22CoventryLandContract22