



BLUEGRASS
GREENSOURCE

GREEN CHECK OUTREACH SPECIALIST

RFP #18-2018

Firm Submitting Proposal: Bluegrass GreenSource

Complete Address: 835 National Ave Lexington 40502
Street City Zip

Contact Name: Amy Sohner Title: Executive Director

Telephone Number: ⁸⁵⁹266-1572 Fax Number: ⁸⁵⁹266-0264

Email address: amy@bggreensource.org

AFFIDAVIT

Comes the Affiant, Keri Moody, and after being first duly sworn, states under penalty of perjury as follows:

1. His/her name is Amy Sohner and he/she is the individual submitting the proposal or is the authorized representative of Bluegrass Greensource, the entity submitting the proposal (hereinafter referred to as "Proposer").

2. Proposer will pay all taxes and fees, which are owed to the Lexington-Fayette Urban County Government at the time the proposal is submitted, prior to award of the contract and will maintain a "current" status in regard to those taxes and fees during the life of the contract.

3. Proposer will obtain a Lexington-Fayette Urban County Government business license, if applicable, prior to award of the contract.

4. Proposer has authorized the Division of Central Purchasing to verify the above-mentioned information with the Division of Revenue and to disclose to the Urban County Council that taxes and/or fees are delinquent or that a business license has not been obtained.

5. Proposer has not knowingly violated any provision of the campaign finance laws of the Commonwealth of Kentucky within the past five (5) years and the award of a contract to the Proposer will not violate any provision of the campaign finance laws of the Commonwealth.

6. Proposer has not knowingly violated any provision of Chapter 25 of the Lexington-Fayette Urban County Government Code of Ordinances, known as "Ethics Act."

Continued on next page

7. Proposer acknowledges that "knowingly" for purposes of this Affidavit means, with respect to conduct or to circumstances described by a statute or ordinance defining an offense, that a person is aware or should have been aware that his conduct is of that nature or that the circumstance exists.

Further, Affiant sayeth naught.

Amy Salner

STATE OF Kentucky

COUNTY OF Fayette

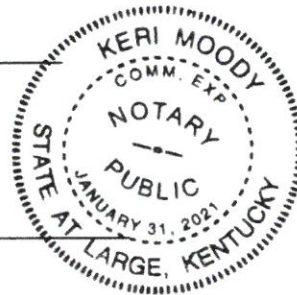
The foregoing instrument was subscribed, sworn to and acknowledged before me

by Amy Salner on this the 6th day

of June, 2018.

My Commission expires: 01.31.21

Keri Moody
NOTARY PUBLIC, STATE AT LARGE



EQUAL OPPORTUNITY AGREEMENT

Standard Title VI Assurance

The Lexington Fayette-Urban County Government, (hereinafter referred to as the "Recipient") hereby agrees that as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation, it will comply with Title VI of the Civil Rights Act of 1964, 78Stat.252, 42 U.S.C. 2000d-4 (hereinafter referred to as the "Act"), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, (49 CFR, Part 21) Nondiscrimination in Federally Assisted Program of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the "Regulations") and other pertinent directives, no person in the United States shall, on the grounds of race, color, national origin, sex, age (over 40), religion, sexual orientation, gender identity, veteran status, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the U.S. Department of Transportation, including the Federal Highway Administration, and hereby gives assurance that will promptly take any necessary measures to effectuate this agreement. This assurance is required by subsection 21.7(a) (1) of the Regulations.

The Law

- Title VII of the Civil Rights Act of 1964 (amended 1972) states that it is unlawful for an employer to discriminate in employment because of race, color, religion, sex, age (40-70 years) or national origin.
- Executive Order No. 11246 on Nondiscrimination under Federal contract prohibits employment discrimination by contractor and sub-contractor doing business with the Federal Government or recipients of Federal funds. This order was later amended by Executive Order No. 11375 to prohibit discrimination on the basis of sex.
- Section 503 of the Rehabilitation Act of 1973 states:

The Contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap.

- Section 2012 of the Vietnam Era Veterans Readjustment Act of 1973 requires Affirmative Action on behalf of disabled veterans and veterans of the Vietnam Era by contractors having Federal contracts.
- Section 206(A) of Executive Order 12086, Consolidation of Contract Compliance Functions for Equal Employment Opportunity, states:

The Secretary of Labor may investigate the employment practices of any Government contractor or sub-contractor to determine whether or not the contractual provisions specified in Section 202 of this order have been violated.

The Lexington-Fayette Urban County Government practices Equal Opportunity in recruiting, hiring and promoting. It is the Government's intent to affirmatively provide employment opportunities for those individuals who have previously not been allowed to enter into the mainstream of society. Because of its importance to the local Government, this policy carries the full endorsement of the Mayor, Commissioners, Directors and all supervisory personnel. In following this commitment to Equal Employment Opportunity and because the Government is the benefactor of the Federal funds, it is both against the Urban County Government policy and illegal for the Government to let contracts to companies which knowingly or unknowingly practice discrimination in their employment practices. Violation of the above mentioned ordinances may cause a contract to be canceled and the contractors may be declared ineligible for future consideration.

Please sign this statement in the appropriate space acknowledging that you have read and understand the provisions contained herein. Return this document as part of your application packet.

Bidders

I/We agree to comply with the Civil Rights Laws listed above that govern employment rights of minorities, women, Vietnam veterans, handicapped and aged persons.

Amy Silver
Signature

Bluegrass Greensource
Name of Business

WORKFORCE ANALYSIS FORM

Name of Organization: Bluegrass Greensource

Categories	Total	White (Not Hispanic or Latino)		Hispanic or Latino		Black or African-American (Not Hispanic or Latino)		Native Hawaiian and Other Pacific Islander (Not Hispanic or Latino)		Asian (Not Hispanic or Latino)		American Indian or Alaskan Native (not Hispanic or Latino)		Two or more races (Not Hispanic or Latino)		Total	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Administrators	3		3														
Professionals	16	3	12	1													
Superintendents																	
Supervisors																	
Foremen																	
Technicians																	
Protective Service																	
Para-																	
Office/Clerical																	
Skilled Craft																	
Service/Maintenan																	
Total:																	

Prepared by: Amy Sohner, ED Date: 6.5.18

(Name and Title)

Revised 2015-Dec-15

GENERAL PROVISIONS

1. Each Respondent shall comply with all Federal, State & Local regulations concerning this type of service or good.

The Respondent agrees to comply with all statutes, rules, and regulations governing safe and healthful working conditions, including the Occupational Health and Safety Act of 1970, 29 U.S.C. 650 *et. seq.*, as amended, and KRS Chapter 338. The Respondent also agrees to notify the LFUCG in writing immediately upon detection of any unsafe and/or unhealthful working conditions at the job site. The Respondent agrees to indemnify, defend and hold the LFUCG harmless from all penalties, fines or other expenses arising out of the alleged violation of said laws.

2. Failure to submit ALL forms and information required in this RFP may be grounds for disqualification.
3. Addenda: All addenda and IonWave Q&A, if any, shall be considered in making the proposal, and such addenda shall be made a part of this RFP. Before submitting a proposal, it is incumbent upon each proposer to be informed as to whether any addenda have been issued, and the failure to cover in the bid any such addenda may result in disqualification of that proposal.
4. Proposal Reservations: LFUCG reserves the right to reject any or all proposals, to award in whole or part, and to waive minor immaterial defects in proposals. LFUCG may consider any alternative proposal that meets its basic needs.
5. Liability: LFUCG is not responsible for any cost incurred by a Respondent in the preparation of proposals.
6. Changes/Alterations: Respondent may change or withdraw a proposal at any time prior to the opening; however, no oral modifications will be allowed. Only letters, or other formal written requests for modifications or corrections of a previously submitted proposal which is addressed in the same manner as the proposal, and received by LFUCG prior to the scheduled closing time for receipt of proposals, will be accepted. The proposal, when opened, will then be corrected in accordance with such written request(s), provided that the written request is contained in a sealed envelope which is plainly marked "modifications of proposal".
7. Clarification of Submittal: LFUCG reserves the right to obtain clarification of any point in a bid or to obtain additional information from a Respondent.
8. Bribery Clause: By his/her signature on the bid, Respondent certifies that no employee of his/hers, any affiliate or Subcontractor, has bribed or attempted to

bribe an officer or employee of the LFUCG.

9. Additional Information: While not necessary, the Respondent may include any product brochures, software documentation, sample reports, or other documentation that may assist LFUCG in better understanding and evaluating the Respondent's response. Additional documentation shall not serve as a substitute for other documentation which is required by this RFP to be submitted with the proposal,
10. Ambiguity, Conflict or other Errors in RFP: If a Respondent discovers any ambiguity, conflict, discrepancy, omission or other error in the RFP, it shall immediately notify LFUCG of such error in writing and request modification or clarification of the document if allowable by the LFUCG.
11. Agreement to Bid Terms: In submitting this proposal, the Respondent agrees that it has carefully examined the specifications and all provisions relating to the work to be done attached hereto and made part of this proposal. By acceptance of a Contract under this RFP, proposer states that it understands the meaning, intent and requirements of the RFP and agrees to the same. The successful Respondent shall warrant that it is familiar with and understands all provisions herein and shall warrant that it can comply with them. No additional compensation to Respondent shall be authorized for services or expenses reasonably covered under these provisions that the proposer omits from its Proposal.
12. Cancellation: If the services to be performed hereunder by the Respondent are not performed in an acceptable manner to the LFUCG, the LFUCG may cancel this contract for cause by providing written notice to the proposer, giving at least thirty (30) days notice of the proposed cancellation and the reasons for same. During that time period, the proposer may seek to bring the performance of services hereunder to a level that is acceptable to the LFUCG, and the LFUCG may rescind the cancellation if such action is in its best interest.

A. Termination for Cause

- (1) LFUCG may terminate a contract because of the contractor's failure to perform its contractual duties
- (2) If a contractor is determined to be in default, LFUCG shall notify the contractor of the determination in writing, and may include a specified date by which the contractor shall cure the identified deficiencies. LFUCG may proceed with termination if the contractor fails to cure the deficiencies within the specified time.
- (3) A default in performance by a contractor for which a contract may be terminated shall include, but shall not necessarily be limited to:

- (a) Failure to perform the contract according to its terms, conditions and specifications;
- (b) Failure to make delivery within the time specified or according to a delivery schedule fixed by the contract;
- (c) Late payment or nonpayment of bills for labor, materials, supplies, or equipment furnished in connection with a contract for construction services as evidenced by mechanics' liens filed pursuant to the provisions of KRS Chapter 376, or letters of indebtedness received from creditors by the purchasing agency;
- (d) Failure to diligently advance the work under a contract for construction services;
- (e) The filing of a bankruptcy petition by or against the contractor; or
- (f) Actions that endanger the health, safety or welfare of the LFUCG or its citizens.

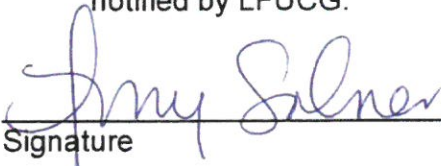
B. At Will Termination

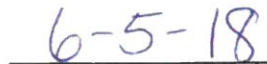
Notwithstanding the above provisions, the LFUCG may terminate this contract at will in accordance with the law upon providing thirty (30) days written notice of that intent. Payment for services or goods received prior to termination shall be made by the LFUCG provided these goods or services were provided in a manner acceptable to the LFUCG. Payment for those goods and services shall not be unreasonably withheld.

- 13. **Assignment of Contract:** The contractor shall not assign or subcontract any portion of the Contract without the express written consent of LFUCG. Any purported assignment or subcontract in violation hereof shall be void. It is expressly acknowledged that LFUCG shall never be required or obligated to consent to any request for assignment or subcontract; and further that such refusal to consent can be for any or no reason, fully within the sole discretion of LFUCG.
- 14. **No Waiver:** No failure or delay by LFUCG in exercising any right, remedy, power or privilege hereunder, nor any single or partial exercise thereof, nor the exercise of any other right, remedy, power or privilege shall operate as a waiver hereof or thereof. No failure or delay by LFUCG in exercising any right, remedy, power or privilege under or in respect of this Contract shall affect the rights, remedies, powers or privileges of LFUCG hereunder or shall operate as a waiver thereof.
- 15. **Authority to do Business:** The Respondent must be a duly organized and authorized to do business under the laws of Kentucky. Respondent must be in good standing and have full legal capacity to provide the services specified under this Contract. The Respondent must have all necessary right and lawful authority to enter into this Contract for the full term hereof and that proper corporate or

other action has been duly taken authorizing the Respondent to enter into this Contract. The Respondent will provide LFUCG with a copy of a corporate resolution authorizing this action and a letter from an attorney confirming that the proposer is authorized to do business in the State of Kentucky if requested. All proposals must be signed by a duly authorized officer, agent or employee of the Respondent.

16. **Governing Law:** This Contract shall be governed by and construed in accordance with the laws of the Commonwealth of Kentucky. In the event of any proceedings regarding this Contract, the Parties agree that the venue shall be the Fayette County Circuit Court or the U.S. District Court for the Eastern District of Kentucky, Lexington Division. All parties expressly consent to personal jurisdiction and venue in such Court for the limited and sole purpose of proceedings relating to this Contract or any rights or obligations arising thereunder. Service of process may be accomplished by following the procedures prescribed by law.
17. **Ability to Meet Obligations:** Respondent affirmatively states that there are no actions, suits or proceedings of any kind pending against Respondent or, to the knowledge of the Respondent, threatened against the Respondent before or by any court, governmental body or agency or other tribunal or authority which would, if adversely determined, have a materially adverse effect on the authority or ability of Respondent to perform its obligations under this Contract, or which question the legality, validity or enforceability hereof or thereof.
18. Contractor understands and agrees that its employees, agents, or subcontractors are not employees of LFUCG for any purpose whatsoever. Contractor is an independent contractor at all times during the performance of the services specified.
19. If any term or provision of this Contract shall be found to be illegal or unenforceable, the remainder of the contract shall remain in full force and such term or provision shall be deemed stricken.
20. Contractor [or Vendor or Vendor's Employees] will not appropriate or make use of the Lexington-Fayette Urban County Government (LFUCG) name or any of its trade or service marks or property (including but not limited to any logo or seal), in any promotion, endorsement, advertisement, testimonial or similar use without the prior written consent of the government. If such consent is granted LFUCG reserves the unilateral right, in its sole discretion, to immediately terminate and revoke such use for any reason whatsoever. Contractor agrees that it shall cease and desist from any unauthorized use immediately upon being notified by LFUCG.


Signature


Date

Consultant Profile

Bluegrass Greensource
835 National Ave.
Lexington, KY 40502

Primary Contact:
Amy Sohner
Executive Director
amy@bgGreensource.org
859-266-1572

Established: 2001

Current number of employees: 14

1. Amy Sohner, Executive Director
2. Maxine Rudder, Deputy Director
3. Tammy Patrick, Finance Office
4. Michelle Patterson, Administrative Assistant
5. Pattie Stivender, Education Coordinator
6. Kara Sayles, Environmental Educator, Rain Garden Coordinator
7. Deb Larkin, Environmental Educator
8. Danny Woolums, Environmental Educator
9. Chris Porter, Development Director, Community Outreach Specialist
10. Noel Osborn, Business Outreach Specialist
11. Lindsie Nicholas, Watershed Coordinator
12. Kyle Hager, AmeriCorps VISTA
13. Jennifer Lancaster, Communications Specialist
14. Shelby Tyree, Environmental Educator

Overview:

Bluegrass Greensource (BGGs) is a 17-year old environmental education and outreach organization currently serving 20 Central Kentucky counties. Our mission is to empower the Bluegrass to create a sustainable environment, which we accomplish by working with adults, businesses, and communities to provide the resources necessary to increase sustainability in the home, office, or community at large and by providing direct classroom engagement to preK-12 grade youth. In 2017 BGGs had approximately 100,000 contacts in Central Kentucky.

Years of Experience with Similar Projects

Bluegrass Greensource has been working in partnership with the City of Lexington business sustainability since 2006. The partnership was formed because, at the time, the city was very successful at residential recycling, but had a hard time devoting the time to work with the individual needs of city businesses. The first business program started with 25 Waste Buster businesses and quickly grew throughout the first three year contract. In 2009, the city expanded the program to include water quality business outreach, and changed the name of the program to Live Green Lexington Partners. The city expanded the program again in 2012 to include energy efficiency outreach and assistance to Lexington businesses. In 2015, the business outreach program changed again, and Bluegrass Greensource proposed the more comprehensive, and rigorous Green Check program.

Past Success:

The original WasteBuster Program, FY07-FY09, began with a goal of getting 10 businesses to commit to starting a recycling program. At the end of the first year 56 businesses were participating and that number increased to 190 by the end of FY2009.

The Live Green Lexington Partners (LGLP) program continued to expand its reach throughout its six years, with ultimately more than 800 businesses participating in the program. LGLP businesses were awarded for one or all three categories: waste reduction, water quality and energy efficiency. During the LGLP program, Bluegrass Greensource received an additional contract with the City of Lexington to be its Community Energy Advisor. As part of this contract, BGGGS worked closely with Commerce Lexington to develop an energy plan for city businesses and worked diligently to connect performance contractors to local businesses as well as developed a marketing campaign for business energy efficiency. In addition, Bluegrass Greensource worked with local arts organizations to distribute more than \$200,000 in grants to improve their energy efficiency. This included working with engineers to determine more efficient HVAC systems, lighting retrofits and even working on window upgrades in a designated historic building.

In 2015, Bluegrass Greensource proposed changing the LGLP program to make it more robust and exclusive in order to make the certification hold more weight. BGGGS staff developed the Green Check scorecard and website, with approval from LFUCG, with the intent of identifying and promoting model green businesses throughout the city. To date, BGGGS staff have certified 14 businesses, and are working with eight more this year.

Bluegrass Greensource Officers and Board of Directors

Board

1. Ken Gish; **Chair**; Attorney, Stites and Harbison, PLLC; 859-226-2300; kgish@stites.com. Board member since 2012
2. Tresine Logsdon; **Vice Chair**; Energy & Sustainability Curriculum Coordinator, Fayette County Public Schools; 859-619-6472; Tresine.Logsdon@fayette.kyschools.us. Board member since 2013.
3. Jacob Walbourn; **Secretary**; Attorney, McBrayer Real Estate Law; 859-231-8780; jwalbourn@mmlk.com. Board member since 2016.
4. Keleigh Arnett; **Treasurer**; VP Treasury Management Officer, PNC Bank; 859-221-2492; keleigh.arnett@pnc.com. Board member since 2016.
5. E. Paulette Akers; Director, Division of Compliance Assistance, Kentucky Energy and Environment Cabinet; 502-782-6300; Paulette.Akers@ky.gov. Board member since 2017
6. Greg Butler; Municipal Relationship Manager, Republic Services; 859-619-3851; gbutler@republicservices.com. Board member since 2014.
7. John Gagel; Corporate Manager, Sustainability, Lexmark International, Inc.; 859-232-6462; jgagel@lexmark.com. Board member since 2015.
8. Dorothy Rader; Manager, Water Quality & Environmental Compliance, Kentucky American Water; 859-268-6317; Dorothy.rader@amwater.com. Board member since 2017.
9. Chris Thomason; Director of Health Promotion and Disease Prevention, Bluegrass ADD, 859-269-8021, cthomason@bgadd.org. Board member since 2016.
10. Elizabeth Bennett; Events/Communications Specialist, Commerce Lexington; 859-226-1615; lbennett@commercelexington.com. Board member since 2016.
11. Debbie Smith; CPA/Partner, MCM CPAs & Advisors; 859-514-7773; Debbie.Smith@MCMCPA.com. Board member since 2017.
12. Fernie Williams; Manager, Resource & Renewables Planning, East Kentucky Power Cooperative; fernie.williams@ekpc.coop. Board member since 2017.

Organizational Chart

Amy Sohner – Executive Director

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Maxine Rudder – Deputy Director

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Noel Osborn – Business Outreach Specialist

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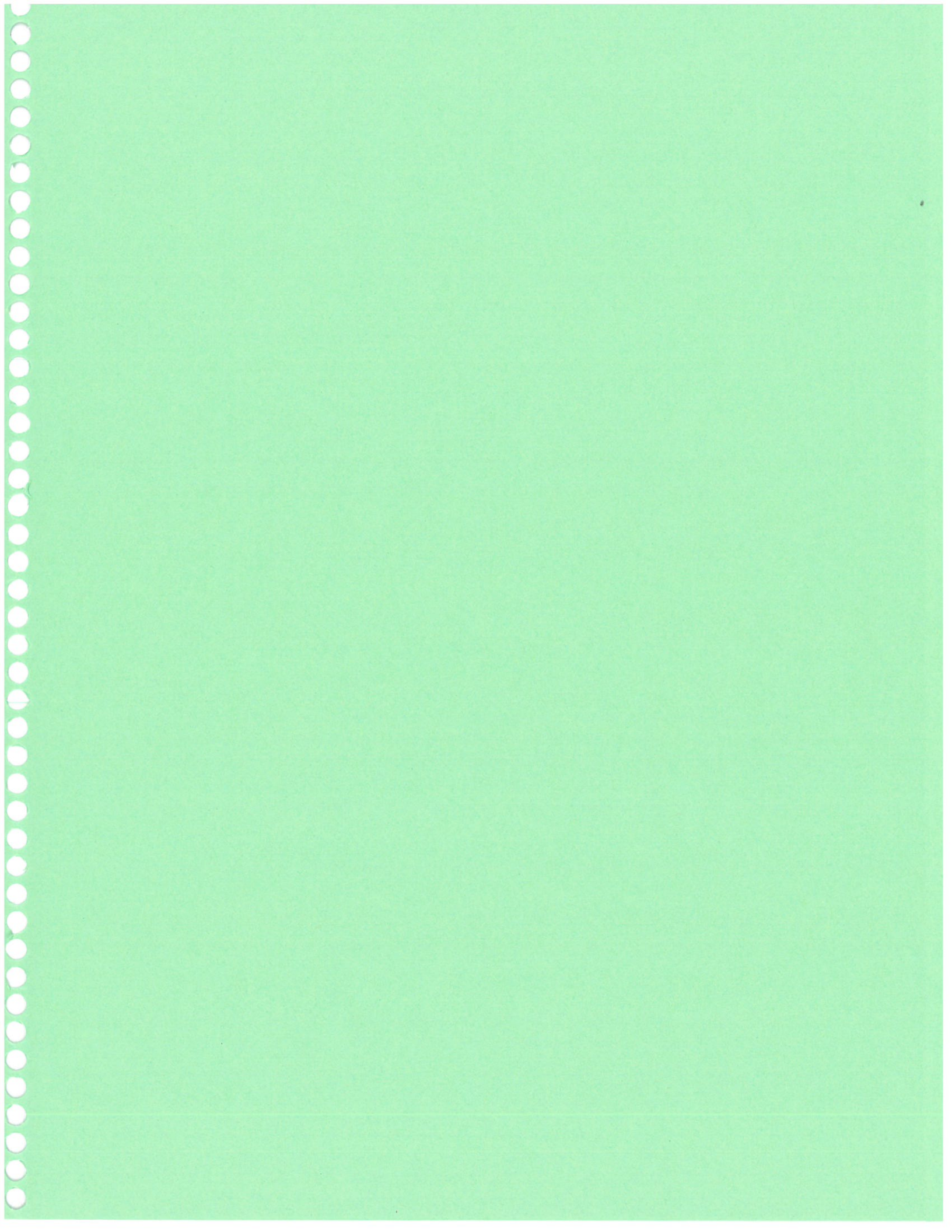
Chris Porter – Community Outreach Specialist

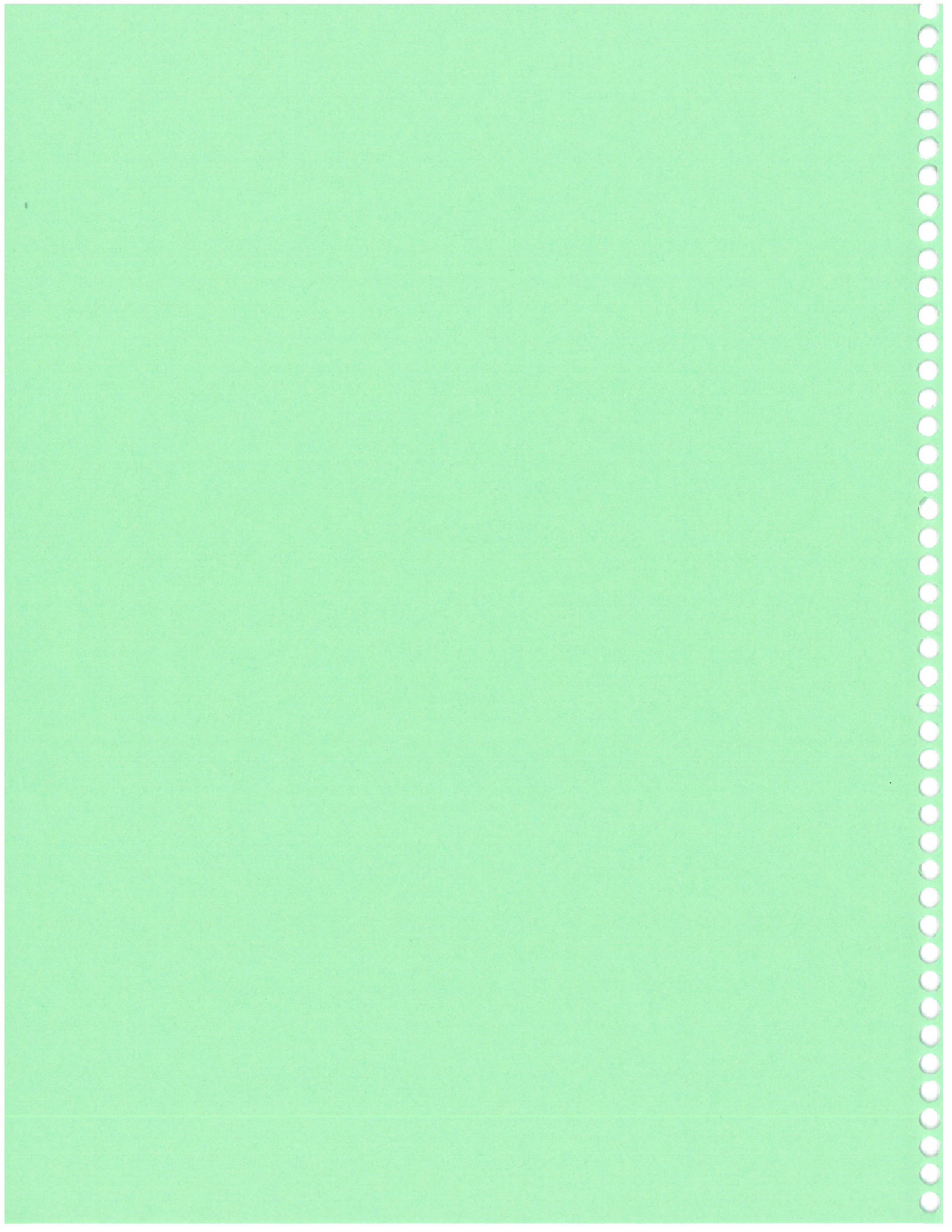
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Jennifer Lancaster – Communications Specialist

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Clive Pohl - Consultant





Staff Profile

Amy Sohner

Amy Sohner has been with Bluegrass Greensource since its inception, and became director in 2006. She has a background in environmental education, and a degree in Natural Resource Conservation and Management from the University of Kentucky. Amy is a Certified Environmental Educator, a graduate of the Leadership Lexington Program, and a board member of: Bluegrass Tomorrow, Women Leading Kentucky, America in Bloom and the chair of the Keep Lexington Beautiful Commission. Amy has extensive experience working with business sustainability initiatives such as cooperation with the US Green Building Council, Kentucky Excel and numerous Commerce Lexington events. Additionally, Amy has presented at national and international conferences about Bluegrass Greensource's programs including its business initiatives and is an active member of the Madison County Chamber of Commerce.

Maxine Rudder

Maxine Rudder has been with Bluegrass Greensource since 2004. She was the Education Coordinator for two years before taking on the role of Education Director, then Deputy Director. Before joining Greensource, Maxine was a teacher in London, Kentucky for 28 years. She attended Eastern Kentucky University where she earned a teaching certificate in Biology and Chemistry. She also has certifications in Supervision K-12 and Secondary Principalship. Maxine is a member of 12 different chambers of commerce in Central Kentucky, a graduate of Leadership Central Kentucky, and serves on both the LFUCG Greenspace Commission and the Corridor's Commission. She works with the US Green Business Council's Kentucky Chapter, Kentucky Excel, and serves as the Administrative Assistant for the Garrard/Lincoln County Solid Waste Management Area. Maxine's responsibilities at Greensource are to oversee compliance with contracts and grant funding, develop new environmental programs, and organize activities with the county liaisons in our service area.

Noel Osborn

Noel Osborn has been with Bluegrass Greensource since June of 2017. Holding a degree in Political Science from the University of Kentucky, her background is in politics with experience in the Kentucky General Assembly and lobbying for federal regulatory reform with The Madison Coalition. Prior to joining Bluegrass Greensource, Noel was a recruiter for Newschool Recruiting. Noel has utilized her relationship building, recruiting, and grassroots organizing skills in building business relations at Bluegrass Greensource. She is a member of the U.S. Green Business Council's Kentucky Chapter, Coordinator of Bluegrass Greensource's contract with University of Kentucky Recycling, Executive Director of Keep the Bluegrass Beautiful, and implementer of Lexington-Fayette Urban County Government's Green Check program.

Chris Porter

Chris Porter came to Bluegrass Greensource in 2015, after a four years at the Mountain Association for Community Economic Development (MACED), a nonprofit working in Appalachia through small business development, lending, and technical assistance. Since coming to Bluegrass Greensource, he created an energy-efficiency workshop which has since received funding from the US EPA. He has also completed recycling education plans for area businesses, conducted presentations to a variety of audiences on topics related to recycling, water quality, and stormwater in Fayette County, and serves on the Education Committee of the Greater Lexington Apartment Association. Chris holds a BA in English from Roanoke College and an MFA in Creative Writing—Fiction from the University of Montana in Missoula.

Jennifer Lancaster

Jennifer Lancaster has spent her entire career in nonprofits. She has worked in public libraries and higher education, and she has experience designing websites and graphics, running social media platforms, and teaching/implementing curricula. Jennifer joined Bluegrass Greensource in 2017, and since then she has transformed their web template and content to be user and mobile friendly. She also designed and constructed the Lexington Green Guide, an online recycling database. She is a member of the Kentucky Association of Environmental Education and just received an MA in French and Francophone Studies.

Consultancy

In addition to our direct staff, Bluegrass Greensource works very closely with various pillars in the green business community. Clive Pohl has agreed to serve as an ongoing reference, and either answer specific questions that arise, or direct us to someone who can.

Clive Pohl

Clive Pohl is an architect, LEED AP, and owner at PRP architects in Lexington. After graduate work at the University of Washington he moved to Kentucky and became a founding member of our USGBC Chapter. He served for many years as Board member, Chair of Education, and as representative to the Southeast Regional Council. In 2009 he was appointed by KY Governor Steve Beshear to a 3 year seat on the High Performance Buildings Advisory Committee which gave rise to LEED requirements for state owned buildings. Clive is a frequent public speaker on the subject of environmental stewardship, has designed a number of LEED and Passive House certified buildings and has served a year long term as ambassador for the Living Building Challenge.

Amy Liberty Sohner

Experience

Executive Director

2006 to present Bluegrass Greensource Lexington, KY
(formally Bluegrass PRIDE)

- Establish strategic direction and plan execution of annual and long-range plans
- Develop program budget and oversee fiscal responsibility of organization
- Manage yearly budget in excess of \$1 million
- Develop, implement and promote programs related to Bluegrass Greensource's mission
- Plan, organize, direct, coordinate and evaluate the day-to-day activities
- Supervise up to 18 staff and multiple interns
- Pursue partnerships that aid BGGGS in working towards its mission
- Management of grants and contracts from federal, state and private sources
- Awards to Bluegrass Greensource:
 - Bluegrass Tomorrow Vision Award, 2014
 - LFUCG Environmental Commission Environmental Award, 2014
 - The Garden Club of KY Enrichment Award, 2013
 - Kentucky Association of Environmental Educators President's Award, 2011
 - KNN Innovative Nonprofit Award, 2010
 - Commerce Lexington Green Business Award, 2010
 - Kentucky League of Cities Enterprise City Award (with LFUCG), 2010
 - Environmental Quality Commission Earth Day Award, 2009
 - LFUCG Environmental Commission Environmental Award, 2007
 - Kentucky Association of Environmental Educators, Excellence in Education award, 2008

Program Manager/Deputy Director

2002 to 2006 Bluegrass Greensource Lexington, KY

- Develop, implement and promote programs to improve water quality, solid waste management and environmental education in Central Kentucky.
- Establish partnerships with organizations in Central Kentucky with similar goals.
- Represent BGGGS at community meetings and events in the 20 county service area.
- Administer Education and Community Grants and assist in their selection.
- Supervise part time staff, volunteers and interns.
- Organize community events and environmental education outreach activities.

Amy Liberty Sohner

Interim Conservation Education Program Leader

2001-2002 Kentucky Department of Frankfort, KY
Fish and Wildlife Resources

- Designed educational programming and interpretive displays for the Salato Wildlife Education Center.
- Conducted outreach programs for Kentucky schools and other nature centers on wildlife habitat and birds of prey.
- Led interpretive tours of the seven live animal exhibits and the three habitat areas within the education center.
- Created a walking tour for the center as well as volunteer information packets.

Education

1999 University of Kentucky Lexington, KY

- Bachelor of Science, Natural Resource Conservation and Management: Science Option
Emphasis: Resource Ecology and Wildlife Biology

1995-1996 Napier University Edinburgh, Scotland

- One-year study-abroad program

Conferences

- **Presenter:** Governor's Conference on the Environment, Lexington, KY (2006)
- **Presenter:** Non-Point source Tele-Conference, Lexington, KY (2004)
- **Presenter:** North American Association of Environmental Education, Anchorage, AK (2003)
- **Presenter:** Kentucky Science Teacher Association, Lexington, KY (2003)
- Non-Point Source and Stormwater Pollution Education Programs, Chicago, IL (2005)
- Non-Point Source Pollution Conference, Chicago, IL (2002)
- Kentucky Association of Environmental Education (2002-2007)

Affiliations

- Keep Lexington Beautiful Commission member, 2009-present, Vice Chair, 2009-2012, Chair, 2016- present
- Bluegrass Tomorrow Board Member, 2013 to present
- Women Leading Kentucky Board Member, 2014 to present
- America In Bloom Steering Committee Member, 2015 to present
- Kentucky River Basin Team, 2004 to present
- Kentucky Association of Environmental Education Board Member, 2004 to 2006, Vice President, 2005-2006
- Kentucky River Watershed Watch Steering Committee, 2004—2007
- Empower Lexington, 2009 to present, Co-chair 2012-2013
- Lexington Fayette Urban County Government Environmental Commission, 2003 -- 2005

Amy Liberty Sohner

Certifications

- Leadership Lexington Graduate (2012)
- Certified Non-formal Environmental Educator (2005)
- Certificate of Training in Fundamentals of Erosion Protection and Sediment Control (2004)
- Project Wet, Certified Facilitator (2002)
- Project Wild, Certified Facilitator (2003)
- Project Wild Aquatic, Certified Facilitator (2003)
- Project Learning Tree, Certified Facilitator (2003)
- Certified Backyard Wildlife Habitat Gardener (2001)

Education

Rank I (1993): Eastern Kentucky University, Richmond, Kentucky

- Rank I
- Endorsement for Secondary School Principal, 7-12
- Endorsement for Supervision of Instruction, K-12
- 1992 Approval for Teaching Gifted Education

M.A. Ed in Biological Science Education (1979): Eastern Kentucky University, Richmond, Kentucky

High School Certification for Biology and Chemistry (1975): Eastern Kentucky University, Richmond, Kentucky

B.S. in Biology with a Minor in Chemistry (1972): Eastern Kentucky University, Richmond, Kentucky

A. A. in Science (1970): Sue Bennett Junior College, London, Kentucky

Experience

Deputy Director (2010 – Present)

Bluegrass Greensource (835 National Avenue, Lexington, Ky 40502)

- Supervise the LiveGreen Lexington Partners Program
- Supervise development of curriculum material for the Kentucky Chapter of The Nature Conservancy
- Member of the Kentucky Green and Healthy Schools Advisory Committee
- Member of the PLT, Project Wet, and Project Wild Steering Committees for Kentucky
- Facilitator for Project Wild, Project Learning Tree, Project Wet, Flying Wild, and Population Connections
- Member of USGBC Green Schools Advocacy Team
- Member of Ky Environmental Literacy Plan Implementation Advisory Team
- Member of Ky Environmental Education Council's Master Plan III Task Force
- Coordinate the activities of the Bluegrass Greensource County Liaisons
- LFUCG Greenspace Commission
- LFUCG Corridors Commission
- Supervise the Bluegrass Greensource Vista Volunteer position

- Responsible for reporting/invoicing on all grants and contracts
- Responsible for developing new environmental education partnerships and programs

Education Coordinator (2004-2010)

Bluegrass Greensource (835 National Avenue, Lexington, Ky 40502)

- Develop curriculum
- Organize education programs
- Member of Lexington Learning Cooperative
- Developed PRIDE in Parks (PIP) Activity booklet
- Designed Educational Unit on Waste Reduction
- Alignment and presentation of educational activities for Reforest the Bluegrass, 2006
- Planned and conducted teacher workshops on Outdoor Classrooms, Conducting Solid Waste Audits, and Waste Reduction
- Organized fieldtrips
- Organized activities for Cub Scouts, Boy Scouts and Girl Scouts
- Developed the Solid Waste Inventory for Green and Healthy Schools
- Designed Environmental Education Units (Elementary and Middle School) for Toyota Motor Manufacturing of Kentucky

Adjunct Faculty (2005-2007)

Bluegrass Community and Technical College (470 Cooper Drive, Lexington, Ky)

Adjunct Faculty (1990-2005)

Eastern Kentucky University (521 Lancaster Drive, Richmond, Ky)

Adjunct Faculty (2000-2004)

Somerset Community College (100 University Drive, London, Ky)

Director of the Bentley Alternative School (2000-2004)

Laurel County Board of Education (710 North Main Street, London, Ky 40741)

Teacher (1976-2000)

Laurel County Public Schools (201 South Main Street, London, Ky 40741)

Laboratory Technician (1973-1976)

Kentucky State TB Hospital (South Main Street, London, Ky 40741)

Laboratory Technician (1972-1973)

Vanderbilt University Hospital (Nashville, Tenn)

M. Noel Osborn

E-Mail: noel.osborn28@gmail.com

Phone: 502-777-0135

Skills Summary

- Organized
- Proficient in Social Media Communications
- Public Speaking
- Grassroots Organizing
- Lobbying
- Leadership / Management Experience
- Training Experience
- Providing Superior Customer Service
- Team Player & Independent Worker
- Event Planning

Education

Bachelor of Arts in Political Science

University of Kentucky

Minors: Classics and International Studies with a focus in Russian Studies

May 2013

Lexington, KY

Experience

Business Outreach Specialist

Bluegrass Greensource

June 2017 - Present

Lexington, KY

- Implementer of the City of Lexington's Green Check certification program.
- Executive Director of Keep the Bluegrass Beautiful.
- Coordinator of University of Kentucky Recycling contract.
- Presentations to businesses and organizations on various sustainability topics.
- Conducted waste audits, energy efficiency consultations, and planned events such as stream clean ups and environmental days.

Recruiter/Marketing Assistant

The Newschool Group

May 2015 - May 2017

Shelbyville, KY

- Sourced candidates via Monster, Indeed, LinkedIn, Big Biller, and personal networking.
- Maintained pipelines on Big Biller/Top Echelon system
- Posted job descriptions on job boards, university sites, and the Newschool website.
- Conducted preliminary phone interviews with potential candidates.
- Coordinated interview times between candidates and clients.
- Conducted reference checks
- Responsible for promoting consulting services via Mailchimp, InfusionSoft, LinkedIn, Twitter, and other social media outlets.
- Attended networking events to advocate for the services of The Newschool Group.
- Regularly organized office materials such as potential client lists, event information packets, and office files.
- Assisted in creative projects such as michaelduke.com, thenewschoolgropup.com, presentation PowerPoints, and social media posts.

Grassroots Coordinator

The Madison Coalition

March 2014 – February 2015

Washington, DC

- Responsible for the recruitment, interview, and selection process of interns.
- Managed up to 4 interns ensuring that they met assigned goals and activities.
 - Number of calls and e-mails per day
 - Obtained contact information of community leaders to build target list for engagement

- Participated in networking events collecting contacts to build target list for engagement
- Contributed to research requests
- Presented dynamic and informational presentations at political events in effort to gain support from those in attendance.
- Attended networking events to expand awareness of efforts of The Madison Coalition and followed up on leads.
- Conducted research analysis for legislative information in our 34 focus states.
- Made thousands of cold calls to state legislators, business leaders, and community leaders across the country for support and engagement.
- Engaged Members of Congress to support the coalition through lobbying meetings.
- Primary event coordinator for various networking events. Responsible for venue, invitations, and hosting.

**Intern for Representative Jim Stewart
Kentucky General Assembly**

**Winter Session 2013
Frankfort, KY**

- Monitored progress and conducted research on various pieces of legislation.
- Scheduled constituent meetings
- Provided consultation to constituents on services provided
- Managed and directed correspondence for the Representative
- Organized and filed constituent grievances so that prompt response could be communicated.

**Lead Cast Member
The Disney Store**

**June 2011 - February 2014
Lexington & Louisville, KY**

- Provided superior guest service in store and over the phone.
- Designed creative store window and occasional wall displays to increase guest traffic and sales.
- Performed in-store events such as Story Time, Trivia Challenge, Showtime, and Art of Animation.
- Supervised and trained shipment team members
- Responsible for placing orders and receiving shipments managing the stock (i.e. arrival and storage.)
- Managed cash drawer and supported team sales goals

Affiliations

- Keep the Bluegrass Beautiful, Executive Director (2018-present)
- U.S. Green Building Council, Kentucky Chapter (2018-present)

Christopher Fielding Porter

120 Shawnee Place, Lexington, KY 40503

(859) 559-1527

fieldengrey@gmail.com

Career Focus: To contribute communication and development skills to create positive social change.

Experience:

- Design, implement, and facilitate innovative community outreach programs that address local environmental needs.
 - Provide strategic oversight, vision, and leadership to a successful fundraising team.
 - Write an array of materials for a variety of audiences and purposes, including: articles, grant proposals and reports, acknowledgement letters, solicitations, brochures, blog posts, annual reports, and other communications.
 - Established a new fundraising program, including: policies for creating and maintaining donor records, policies for gift processing, selection and implementation of a donor CRM, annual appeal and communications schedule, a social media strategy, and other systems required for fundraising success.
 - Successfully raise funds from a wide variety of sources to meet a nonprofit's unique needs.
 - Strong oral communication skills; extensive experience presenting complex information to an array of audiences, including board members, community partners, and the general public.
 - Extensive experience facilitating meetings and gatherings of stakeholders.
 - Strong command of the English language and a serious commitment to the written word.
-

Education

- **M.F.A., Creative Writing – Fiction**, University of Montana, Missoula, Montana **2002**
 - **B.A., English**, Roanoke College, Salem, Virginia **1998**
-

Relevant Professional Experience

2017 – Present **Community Outreach Specialist, Bluegrass Greensource, Lexington, KY**

- Designed, recruited project partners, and found funding for an innovative series of 13 energy efficiency workshops that reached more than 300 low-income and linguistically isolated people in Central Kentucky.
- As part of a contract from the City of Lexington, led community outreach and education to adult populations, community organizations, and apartment complexes on the topics of litter, recycling, solid waste and waste reduction, urban forestry, stormwater, and water quality.

- Worked with City of Lexington employees to design and implement a program to improve water quality by reducing the prevalence of uncollected pet waste at apartment communities.
- Present in-depth, complex information on a variety of topics (i.e., composting, rain garden construction & maintenance, stormwater issues, air toxics, and local recycling) to adults throughout Central Kentucky.
- Establish and maintain partnerships with community organizations that benefit the goals and mission of Bluegrass Greensource.
- Track a variety of metrics that document progress important to Bluegrass Greensource and its funders.
- Manage budgets and track expenses for multiple grants and contracts.
- Work with Outreach Team and other Greensource staff to ensure quality and consistency in approach to adult education.

2015 – Present *Development Director, Bluegrass Greensource, Lexington, KY*

- Help establish fundraising program that encompasses individual donor, corporate, foundation, and government sources of support.
- Create and manage annual direct mail and social media fundraising campaigns.
- Identify, research, and pursue funding opportunities from government and private sources.
- Coordinate with colleagues to prepare key materials for funding proposals.
- Work closely with Executive Director to establish new fundraising initiatives that increase organizational revenues.
- Work with Executive Director to design an appropriate budget to fulfill fundraising goals.
- Prepare and deliver presentations to Greensource Board of Directors.

2011 – 2015 *Development Director, Mountain Association for Community Economic Development (MACED), Berea, KY*

- Prepare and package grant proposals to private foundations, federal agencies, and divisions of state government.
- Work with President and allies to develop communications (external and internal), frameworks, and arguments for advancing a Just Transition in Central Appalachia.
- Maintain and revise systems for managing day-to-day operations of the fundraising team, including: updating donor files, scheduling reports to funders, maintaining accurate records, and tracking key requirements of grants.
- Write narrative reports on key activities supported by grants or donations.
- Coordinate with colleagues to prepare key materials needed for reports or proposals.

- Maintain relationships with and provide important communications to key funders.
- Define strategies and approaches to fundraising based on organizational needs and larger funder contexts.
- Supervise the Development Associate position.
- Work closely with MACED President to implement a fundraising strategy that achieves team goals.
- Work with President to establish an annual Fundraising Team budget appropriate to fulfill the organization's funding needs.

2008 – 2011 *Development Staff Writer, Berea College, Berea, KY*

- Create a high volume of materials for a variety of audiences, including: gift acknowledgements, reports to individuals and foundations, grant proposals, brochures, bulletins, donor acquisition materials, articles for *Berea College Magazine*, and text for the Berea College Development website.
- Serve as project manager for multiple development communications publications.
- Communicate with faculty, staff, and students to ensure the proper stewardship of foundation grants and individual donor gifts.

2010 – 2011 *Development Coordinator, Faith in Action: Elder Outreach, Lexington, KY*

- Establish best practices and procedures for FIA's development program.
- Write grant proposals.
- Establish gift processing and acknowledgement procedures.
- Solicit gifts, thank donors, and report on the impact of gifts.
- Work with board members and other staff to identify and pursue funding possibilities.
- Maintain current funding partners through appropriate communications.

Other Experience

2008 – Present *Active Member, Kentuckians for the Commonwealth (KFTC)*

- Serve on the New Energy & Transition (NET) Committee
- Establish and lead the Central Kentucky Chapter's Energy & Equity team.
- Serve as KFTC representative on the Electric Bus/On-Bill Financing Collaborative with representatives from LexTran, Transit Authority of River City, the Sierra Club, the City of Lexington, and Louisville Metro Government.
- Organize the creation of non-extractive loan fund in Lexington that will support democratically-controlled enterprises that meet the needs and demands of Lexington's marginalized communities. Includes work organizing KFTC members and staff, conducting outreach to potential community partners, working with similar

funds located throughout the country, and hosting allies from the Southern Reparations Loan Fund in Lexington to present the project to potential participants.

- Attended Summer 2017 Climate Justice Alliance workshop on building a Financial Cooperative in Detroit, Michigan, as part of a Kentucky contingent.
- Organized a "Co-op 101" workshop in May 2017, including identifying and hosting workshop presenters, securing a venue, and promoting the event through KFTC social media channels.
- Attended Fall 2016 Co-op Econ Conference in Epes, Alabama, as part of KFTC contingent.
- Attended Fall 2015 U. S. Climate Action Network conference in Washington, D.C. as part of KFTC contingent.

Computer Skills

- Microsoft Office Suite
- DataBank
- Banner Systems
- Microsoft & Macintosh Systems
- Neon CRM
- Multiple social media platforms
- Canva

JENNIFER LANCASTER

158 Aachen Way, Versailles, KY 40383 | 859.753.0425 | jlanview@gmail.com

Professional Summary

Experienced teaching children and adults, from environmental matters to computer classes, from music lessons to learning ESL and French. My interests lie in sustainable education and outreach, as well as community engagement and nonprofit work. Experienced working with the public and customer service.

Qualifications

- Educator & tutor
- Facilitating workshops/programs
- Proficient French speaker
- Skilled in MS Office & Adobe
- Designing graphics & promotional materials
- Community engagement & outreach
- Providing excellent customer service
- Writer & editor

Experience

Communications Specialist | 8/2017 – present
Bluegrass Greensource - Lexington, KY

- Design graphics for social media outreach and accounts
- Design promotional materials for program outreach and events
- Design, write and edit materials for multiple Wordpress sites
- Selected, assisted and implemented a new theme for main Wordpress site
- Designed and implemented online recycling database
- Works with Adobe products, including InDesign, Illustrator & Photoshop

French TA Instructor | 8/2016 – 5/2018
University of Kentucky - Lexington, KY

- Primary instructor, experiencing teaching elementary and intermediate French
- Communicative and patient teaching style to help reduce student anxiety
- Use of immersion and proven Second Language Acquisition methods in the classroom, with a focus of Communicative Language Teaching
- Design supplementary educational materials/activities that use grammatical, discourse, sociolinguistic and strategic tactics to improve SLA competence
- Build student micro- and macro-skills in areas of writing, reading, listening, speaking, grammar and culture

Gardens Education and Outreach Coordinator | 6/2015 – present
AmeriCorps VISTA of Sustainability
Transylvania University - Lexington, KY

- Recruit, educate and track student and community volunteers
- Serve as staff advisor for student environmental organization

- Assist and coordinate sustainability initiatives and programming
- Build the capacity of Transylvania University Gardens by developing and implementing community garden education and outreach curriculum for students and community members in Lexington, KY
- Work alleviates poverty by improving the availability of healthy food in low income neighborhoods experiencing the hardships of living in food deserts
- Collaborate and design environmental curriculum regarding the science of gardening and soil with William Wells Brown Elementary
- Researched, wrote and awarded a \$2,500 Sustainable Environmental Grant through LFUCG for the advancement and improvement of the London Ferrill Community Garden
- Designed and lead three Alternative Spring Break Programs, 2016-2018, titled *Food, Faith & Sustainability*, which took students into rural Appalachia to work on small, organic farms
- Design promotional and educational materials, as well as maintain content for a website and social media outlets

Library Assistant | 6/2014 – 8/2016

Lexington Public Library - Lexington, KY

- Promoted from Computer Aid to Library Assistant, effective 2016 fiscal year
- Assist patrons with reference and technical questions/inquiries and locating materials
- Aid patrons in the use of library computer equipment, which demands a knowledge software, ways of testing and troubleshooting and teaching basic functions
- Design and implement signs/informational/promotional materials for the library
- Provide excellent customer service to patrons in house and over the phone
- Work directly with population experiencing homelessness and offer aid and additional social services
- Ability to read/comprehend alphabetical and numerical sequences on library materials
- Perform clerical duties and assist with other basic library functions

ESL Instructor | 6/2013 – 6/2014

Ville de Deauville/City of Deauville - Deauville, France

- Design, develop and track ESL curriculum for children, ages 4-12. This includes lesson planning, developing immersive lessons and activities and creating original supplementary educational materials
- ESL instruction taught through complete immersion
- Provide extended ESL services to city employees
- Tutor and mentor in ESL for children, ages 3-17
- Develop after school ESL programming for children, ages 5-12
- Provide ESL for children with learning/developmental disabilities, or *CLIS*, according to the French standard of LDs

Piano Instructor | 2011 – present
Self-employed - Fayette & Woodford Co.

- Enthusiastic and organized educator who fosters musical expression and an understanding of basic music theory
- Experience teaching children and adults through weekly instructional sessions
- Trained in piano performance with Ann Bengston (Versailles, KY) from 1999-2009 and with Dr. Gregory Partain (Transylvania University) from 2011-2013
- Works and has special interest in Romantic and Impressionist period pieces
- Experience playing for public events

Sustainability Intern | 9/2010 – 5/2013
Transylvania University - Lexington, KY

- Research ways to implement sustainable programming on campus
- Assist with educational and outreach efforts, events and programs on campus
- Attended several environmental conferences, i.e. Clinton's Global Initiative (2012)
- Organize and write up reports using Microsoft Excel, such as tracking Greenhouse Gas emissions and paper usage across campus
- Assist with writing President's Climate Commitment to be implemented campus-wide
- Has achieved several course credits in Environmental Studies
- Member of Transylvania's Sustainability Council

Library Assistant | 1/2010 – 6/2013 | 6/2014 – 8/2015
Woodford Public Library - Versailles, KY

- Assist and aid patrons with public computers, reference questions and locating materials
- Develop library and special-interest programming for children and teens, while also occasionally leading popular and established library programs
- Provide excellent customer service in house and over the phone
- Ability to read/comprehend alphabetical and numerical sequences on library materials
- Perform clerical duties and assist with all basic library functions, including technical services and cataloging

Education

Master of Arts, French & Francophone Studies University of Kentucky	2016 – 2018
Bachelor of Arts, English & French language and Literature Transylvania University	2009 – 2013

Clive Pohl

Architect and LEED Accredited Professional

859-268-1720

clive@pohlrosapohl.com

Education

Master of Architecture in Architecture, University of Washington 1986 – 1990

Bachelor of Music in Jazz Studies, Western Washington University 1981 - 1984

Experience

Senior Architect, POHL ROSA POHL, Lexington, KY

January 1992 - Present

Member, Lexington Fayette Urban County Government Environmental Commission

July 2011 - November 2014

- Served to educate the public about an array of Green Initiatives being undertaken by Lexington Fayette Urban County Government and influence jurisdictional priorities.

Partner, POHL + POHL

June 1992 - August 1999

- Founding Partner
- Design + Build: Commercial + Residential

Designer / Builder, Minor Scale Design

1985 - 1991

- Designer, craftsman, and facilitator of a wide array of construction projects from furniture (sold primarily through the Gallery of Fine Woodworking in Seattle) and residential additions, remodels, and new construction.

Related Green Building Work

Living Building Challenge: Ambassador

USGBC KY Chapter: Founding Board Member

Past Advisory Board Member

Past Chair of Education and Programming Committee

Green Advantage Adjunct Faculty Member

USGBC SERC (SE Regional Council) Rep 2007-2010

LEED Accredited Professional (BD+C)

Green Advantage Certified (Res+Com)

BPI Certified Professional

Portfolio of Similar Projects

Since 2007, Bluegrass Greensource has been working with business, churches, non-profits, and other organizations alike to help make Lexington more sustainable. Since adopting the Green Check program, Bluegrass Greensource has adapted our outreach and promotion for the success of the program to highlight its new focus.

Following is an example of a blog post written for the Green Check program and examples of its promotion, images of the LinkedIn group for the program, a scorecard from a Green Check business, and waste audit results from a Green Check business.

Minglewood – Plastic Sucks

By Noel Osborn and Chris Porter

2/23/18

Five hundred million plastic drinking straws are used *each day* in the United States. That's 182.5 billion straws each year. Because plastic straws are not recyclable, they eventually end up in our landfills, as litter on our streets, or clogging our streams and waterways.

One block of Lexington restaurants and bars is taking a big step to change that. Led by local restaurant and pending Green Check member, [Minglewood](#), several venues along North Limestone are reversing that trend. Last month, Minglewood held a "Don't Suck in January" campaign to encourage patrons to opt out of straw use.

Trish Tungate, owner and manager of Minglewood, estimates that they use about 50,000 straws in a single year. Joining Minglewood are two other downtown restaurants, Corta Lima and Oscar Diggs, who have also reduced straw use. If all three locations adopted a "no straws" policy, an estimated 150,000 straws a year, or 750,000 in five, would be eliminated from our waste stream. With fellow block mate Sidebar going "upon request only" for straws, Tungate says theirs is the first block to make a collective effort to reduce the number of plastic straws being used in Lexington.

For those outside of the restaurant industry who are interested in expanding the no straws initiative, Jackie Nuñez, founder of [The Last Plastic Straw](#), suggests encouraging the restaurant managers at your favorite eateries to serve straws only upon request and consider switching plastic straws to reusable or *compostable options. Nuñez also suggests leaving an [info card](#) with your bill. With straws in the top 10 items consistently polluting our environment, these behavior changes are an easy way to take a step in the right direction.

To learn more about the Green Check program and how your business can receive recognition for your efforts to increase sustainability, check out lexingtonky.gov/GreenCheck or contact Noel Osborn at noel@BgGreenSource.org

*Please keep in mind that compostable options are almost completely ineffective in cities that do not have City serviced composting. Lexington is one of these cities, meaning that compostable straws, to-go boxes, and utensils are ineffective unless added to the compost bin at a private home or private business.



Home / Blog



FEBRUARY 23, 2018 BLOG

Minglewood – Plastic Sucks

Five hundred million plastic drinking straws are used *each day* in the United States. That's 182.5 billion straws each year. Because plastic straws are not recyclable, they eventually end up in our landfills, as litter on our streets, or clogging our streams and waterways.

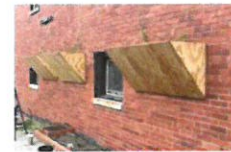
Recent Posts



FEBRUARY 23, 2018

Minglewood – Plastic Sucks

Five hundred million plastic drinking straws are



NOVEMBER 2, 2017

Broomwagon – A Leader in Waste Reduction

Above is a view of the blog post as seen from the Green Check website.

To the right is a view of the blog post as shared to the Bluegrass Greensource Facebook page. Please note the interactions with the post, the number of shares of the post and the number of people reached.



Bluegrass Greensource

February 23 · 🌐

Pending Green Check member, Minglewood, recently held a "Don't Suck" campaign to reduce drinking straw usage. Click the link below to learn more! <http://greenchecklex.org/minglewood-plastic-sucks/>



GREENCHECKLEX.ORG

Minglewood – Plastic Sucks

Five hundred million plastic drinking straws are used each day in the United

👤 1,664 people reached

Boost Post

👍👍 June Salyer, Jessica Dawahare and 30 others

10 Shares

Green Check Sustainable Business Network

59 members

[Manage](#)

 Start a conversation with your group

Enter a conversation title

[Conversations](#) [Jobs](#)

 **Mahrugh Khan**
Social Media Intern

What Sustainability Initiatives are carried out in your organization?

Hello

I am currently working on my bachelor's thesis and collecting data on different social and environmental sustainability initiatives carried out in organizations. If you are currently working I would love to know your opinions regarding this and... [Show more](#)

ABOUT THIS GROUP

Green Check is a certification program that provides businesses and organizations with resources they need to become more sustainable. Fayette County organizations have the opportunity to join the Green Check program free of charge by committing to focus on sustainability efforts in the areas of waste reduction, energy efficiency, and / or water quality. This group is open to everyone and is intended to provide a platform for community businesses to share their sustainability experiences and tips. Green Check specific news and events will also be shared in this group. <http://LexingtonKY.gov/GreenCheck>

[Group rules](#)

MEMBERS

59 members

 **Noel Osborn** · Group Owner
Outreach Specialist at Bluegrass Greensource

Mark your calendars!

Green Check has partnered with Local First Lexington for a Happy Hour! The event will take place at Green Check member, Wrigley Media Group. Check out the Facebook event linked below for more information. <https://www.facebook.com/events/593585907670415/>



Happy Hour! with Local First Lexington + Green Check
Local First Lexington members are invited to learn about the City of Lexington's Green Check Program during a happy hour at Wrigley...

[Like](#) [Comment](#)

 Reply to this conversation...

 **Noel Osborn** · Group Owner
Outreach Specialist at Bluegrass Greensource

Green Check Recycling Center Tour

#GreenCheckLex partners and other local business leaders toured Lexington's Recycling Center today and enjoyed ice cream at Crank & Boom, a Member of Green Check. #RecycleRightLex

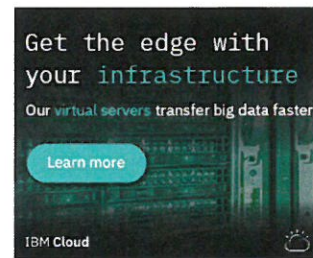


MEMBERS

59 members



[invite others](#)



[About](#) [Feedback](#) [Privacy & Terms](#)

LinkedIn LinkedIn Corp. © 2018



GREEN CHECK

BUSINESS NAME: Boone Creek Outdoors

DATE: 12/5/17

SUSTAINABILITY SCORECARD

Required	Complete	Planned	Not Planned	N/A	Points	Points Available
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Sustainability Management and the Green Team

S1	Develop a written Comprehensive Sustainability Plan that includes goals in these categories: Sustainability Goals Roles and Responsibilities Policies and Procedures Activities and Impact Timelines		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		25
S2	Designate a Sustainability Coordinator or Green Team responsible for managing sustainability initiatives.	Yes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	20	20
S3	Hold quarterly Green Team meetings.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		20
S4	Provide time for quarterly updates from Sustainability Coordinator in upper management meetings.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		20

Awareness, Education and Outreach

A1a	Include sustainability tips in a monthly newsletter.	Yes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15	15
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OR

A1b	Provide a sustainability information board in a common area such as a break room or kitchen.	Yes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
A2	Include a sustainability statement and training in all new hire materials.	Yes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
A3	Host annual trainings or workshops to educate employees about sustainability issues, policies and procedures.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		15
A4	Promote sustainability accomplishments in external marketing materials (website, social media, newsletter, press releases, TV/radio ads).		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
A5	Highlight sustainability efforts or initiatives at career fairs or career days.		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		10
A6	Create an annual green employee award to highlight employee sustainability efforts.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
A7	Provide volunteers for community environmental projects annually.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10	10
A8	Host an environmental event at your location.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15	15
A9	Sponsor an environmental booth at an existing community event.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10	10
A10	Participate in a present or attend sustainability workshop.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
A11	Host a Green Check information session.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10

Energy Efficiency

E1	Assess, track, and document energy consumption using Energy Star Portfolio Manager or similar program.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		20
E2	Establish a power-down policy and checklist that includes items such as shutting off lights at night.	Yes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5	5
E3	Set water heater thermostats to a maximum of 120 degrees or install an inline water heater.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5	5
E4	Apply for energy credits, rebates or incentives.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
E5	Sign up for a green energy program with your electric provider.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
E6	Replace incandescent lights with compact fluorescent lights (CFLs)-25-50% replacement.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		5
E7	Replace incandescent lights with compact fluorescent lights (CFLs)-50-75% replacement.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
E8	Replace incandescent lights with compact fluorescent lights (CFLs)-75-100% replacement.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		15
E9	Replace incandescent or CFL lights with LED lights 25-50% replacement.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		15
E10	Replace incandescent or CFL lights with LED lights 51-75% replacement.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		20
E11	Replace incandescent or CFL lights with LED lights 76-100% replacement.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		25
E12	Upgrade all Exit signs to LED.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		0
E13	Delamp vending machines.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		0
E14	Achieve a year-over reduction in energy usage from the baseline of at least 5%.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		20
E15	Establish a regular filter maintenance policy for your HVAC system.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
E16	Have your HVAC system evaluated every 2 years by a certified service provider.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5	5
E17	Establish a policy for purchasing that requires Energy Star rated appliances and electronics.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
E18	Establish a dress code that encourages employees to dress for thermal comfort.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5	5
E19	Assess energy consumption by conducting a plug load inventory.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
E20	Install power strips for computers and equipment to power down during non-business hours.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
E21	Install programmable thermostats and use them to adjust temperature during unoccupied hours.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15	15
E22	Install occupancy sensors in bathrooms, meeting room, and other infrequently used areas.		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		20
E23	Conduct an energy audit or assessment (within the last three years).		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		10
E24	Install or upgrade to energy efficient fans.		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		20
E25	Install energy efficient (i.e. Energy Star) rated windows in all conditioned spaces.		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		25
E26	Insulate roof to control energy loss.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	25	25

E27	Install efficiency-rated HVAC of minimum standard SEER rating of 14.0.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	25	25
E28	Take measures to insulate HVAC system and ductwork to minimize heat loss.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		15
E29	Assess building envelope and address any leaks.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
E30	Perform external lighting audit.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
E31	Daylight work spaces wherever possible.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5	5
Waste Reduction and Recycling								
R1	Implement a basic recycling program.	Yes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10	10
R2	Conduct a waste audit (within the past two years).		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		10
R3	Provide clearly marked recycling bins at work stations and/or in common areas. Recycling bins must be paired with a waste bin.	Yes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
R4	Train and require janitorial service or staff responsible for cleaning to segregate waste and recyclable materials.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5	5
R5	Use reusable mugs and dishware instead of disposable plates, cups, and utensils.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10	10
R6	Establish a policy for environmentally friendly printing such as two-sided printing, reusing copy paper, and electronic document sharing.	Yes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5	5
R7	Establish an electronic waste policy that diverts all e-waste away from landfill.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
R8	Create a landfill diversion goal.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
R9	Replace at least 50% of paper stock with post-consumer recycled paper.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
R10	Develop or participate in an existing composting program.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15	15
R11	Host, sponsor, or participate in a zero-waste event.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		15
Water Conservation								
WC1	Assess, track, and document water consumption using Energy Star Portfolio Manager or similar program.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15	15
WC2	Conduct a water audit within the last three years. Monitor and record water usage, check indoor and outdoor pipes and fixtures for drips and leaks.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		20
WC3	Establish a policy for purchase of high efficiency (i.e. WaterSense) rated fixtures and appliances.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
WC4	Install water efficient faucets in all of the restrooms.		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		15
WC5	Install water efficient toilets in all of the restrooms.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15	15
Water Quality								
WQ1	Establish a policy for proper hazardous waste and chemical disposal.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
WQ2	Organize or participate in a storm drain stenciling.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
WQ3	Establish a policy for proper disposal of fats, oils, and grease, distribute to staff, and post in key areas.	Yes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10

WQ4	Harvest rainwater through rain barrel system.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
WQ5	Perform a stormwater pollution survey on your property with BGGs staff or other qualified professional.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		0
WQ6	Establish preventative maintenance program for sanitary sewer lateral lines on your property.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10	10
WQ7	Post information in restrooms about proper disposal of flushable wipes and other items.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
WQ8	Coordinate or participate in a community litter clean-up.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10	10
WQ9	Install outdoor ash trays to prevent cigarette litter, and make pocket ash trays available to staff who smoke.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
WQ10	Before washing parking lots, sweep debris/litter and do not use cleaners.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10	10
Urban Forestry and Landscapes								
U1	Participate in a community reforestation project.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10	10
U2	Assess the ecosystem services of trees on property using the National Tree Benefits Calculator.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10	10
U3	Establish a sustainability statement for landscape contracts.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10	10
U4	Establish a native species-only plant replacement policy for tree and shrub planting.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15	15
U5	Remove all invasive species from property.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10	10
U6	Establish an Integrated Pest Management policy to reduce use of pesticides in the landscape.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10	10
U7	Establish environmentally friendly lawn care policies to reduce chemical pesticide and fertilizer use.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10	10
U8	Plant a pollinator garden.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		15
U9	Plant a rain garden.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	20	20
U10	Audit irrigation system for leaks (within last three years).		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		0
U11	Adjust irrigation system to water during cool periods.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		0
Sustainable Purchasing								
SP1	Establish a policy for reducing the toxic chemicals/materials in your workplace.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
SP2	Establish a policy to purchase non-Styrofoam cups and plates for use at the workplace or at events.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		5
SP3	Establish a policy for purchasing locally, if available.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
SP4	Establish a policy to purchase/lease EPA SmartWay Certified fuel-efficient vehicles.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		20
SP5	Establish a policy for purchasing environmentally-friendly cleaning products.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
Transportation Efficiency								
T1	Establish an incentives or recognition program to encourage employees to use alternative transportation, such as carpooling, bicycling, or use of public transit.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		15
T2	Establish and implement a no-idling policy.	Yes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10

T3	Hold an employee seminar highlighting alternative modes of transportation.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
T4	Conduct a commuter or employee transportation survey.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		5
T5	Adopt a telecommuting option and make it available to employees.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5	5
T6	Designate parking spaces for hybrid vehicles and/or install EV charging stations.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	20	20
T7	Install a bike rack with sufficient space for at least 10% of your employees.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
T8	Install weather-protected bike storage (indoor or outdoor).		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	20	20
T9	Participate in a bike to work challenge.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10
T10	Place bicycle storage closer than any other designated parking spot.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		10

Innovation

N1	Become LEED certified.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		40
N2	Become Sustainable SITES certified.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		40
N3	Become Green Globes certified.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		40
N4	Become Energy Star certified.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		0
N5	Implement zero waste to landfill.		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		30
N6	Install a permeable parking lot.		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		40
N7	Install a green/living roof.		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		40
N8	Install a green wall.		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		40
N9	Install a 300-gallon or above water catchment system.		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		30
N10	Generate energy from renewable resources such as solar or wind power on-site.		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		50
N11	Participate in LFUCG Citizens' Environmental Academy		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		50
N12	Innovation of choice, up to 50 points.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	50	50

Innovation Items N5-N12 display maximum value per category. Partial credit can be given depending on participation level.

TOTAL POINTS:	455	1165
SCORE:	39.06%	

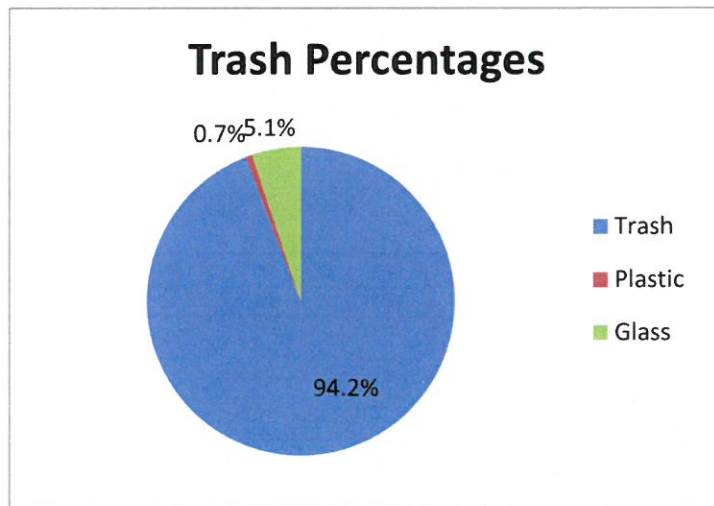
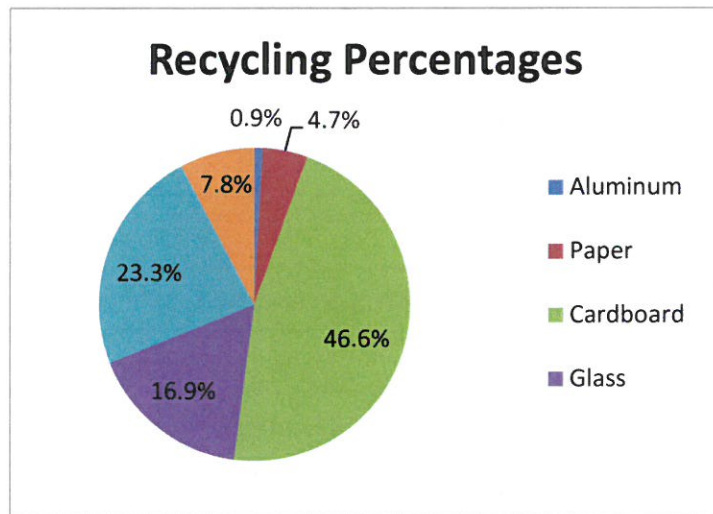
A Cup of Common Wealth Waste Audit - 5/11/18

Item	wt. (oz)	% of total
Aluminum	0.9	1%
Paper	4.8	5%
Cardboar	48	47%
Glass	17.4	17%
Plastic	24	23%
Contamin	8	8%

Total	103.1	
	24	23%

Item	wt. (oz)	% of total
Trash	320	94%
Plastic	2.4	1%
Glass	17.4	5%

Total	339.8	
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Environmental Education Budget Proposal

RFP: 18-2018 Green Check Outreach Specialist

Add extra rows as needed. Please provide rates and anticipated unit numbers. Number of units should be estimated for all staff time and transportation rows. For other categories, you may provide an overall estimated spend.

General Tasks

Expense	Unit Rate	# of Units	Line Total
staff time	63	50	3150
transportation	0.5	250	125
co-branded gear			100
other: _____			0

General Tasks Total **3375**

Recruiting New Businesses

Expense	Unit Rate	# of Units	Line Total
Staff Time	63	420	26460
Transportation	0.5	500	250
Promotional Costs (Ads)			1250
Promotional Costs (FB Boost)			240
Conference Tabling	250	1	250
Green Check brochure printing			235
Green Check swag			500
			0
			0
other _____			0

Recruiting New Business Total **29185**

Sustainability Audits and Reports

Expense	Unit Rate	# of Units	Line Total
Staff time	73.5	200	14700
Transportation	0.5	400	200
Supplies (paper/toner, etc)			500
			0
			0
			0
other: _____			0

Sustainability Audits and Reports Total **15400**

Ongoing Support

Expense	Unit Rate	# of Units	Line Total
Staff time	63	75	4725

transportation	0.5	200	100
Outreach materials			500
			0
other: _____			0

Ongoing Support Total 5325

Networking and Informational Events

Expense	Unit Rate	# of Units	Line Total
Staff time	63	100	6300
Transportation	0.5	200	100
Venue rental			500
Food and beverage (Info Event)			600
Food and beverage (Networking)			900
Promotional Costs (Ads)			2000
Promotional Costs (FB Boosts)			180
other: _____			0

Networking and Informational Events Total 10580

Recognition

Expense	Unit Rate	# of Units	Line Total
staff time	73.5	75	5512.5
transportation	0.5	95	47.5
Food and beverage			750
awards	100	14	1400
Promotional Costs (Ads)			2500
Promotional Costs (Web Banners)			1600
Promotional Costs (Radio)			3000
Promotional Costs (FB Boosts)			60
Brag Sheets (Posters)			225
Postcards			420
other: _____			0

Recognition Total 15515

Program Communication

Expense	Unit Rate	# of Units	Line Total
Staff time	63	75	4725
transportation	0.5	250	125
			0
			0
other: _____			0

Program Communication 4850

Recycling Education Plans

Expense	Unit Rate	# of Units	Line Total
Staff time	63	90	5670
transportation	0.5	200	100
			0
			0
other: _____			0

Recycling Education Plans Total **5770**

Proposal Totals

Area	Total Cost
General Tasks	3375
Recruiting New Businesses	29185
Sustainability Audits and Reports	15400
Ongoing Support	5325
Networking and Informational Events	10580
Recognition	15515
Program Communication	4850
Recycling Education Plans	5770

Proposal Total **90000**

Proposed Approach

Overview

Bluegrass Greensource has a strong, well-established reputation with the Lexington (and wider Central Kentucky) business communities. Over the years, we have worked directly with businesses to provide presentations, organize volunteer events, conduct waste and recycling audits, and connect businesses (or their employees) with resources that can support their efforts to increase sustainability.

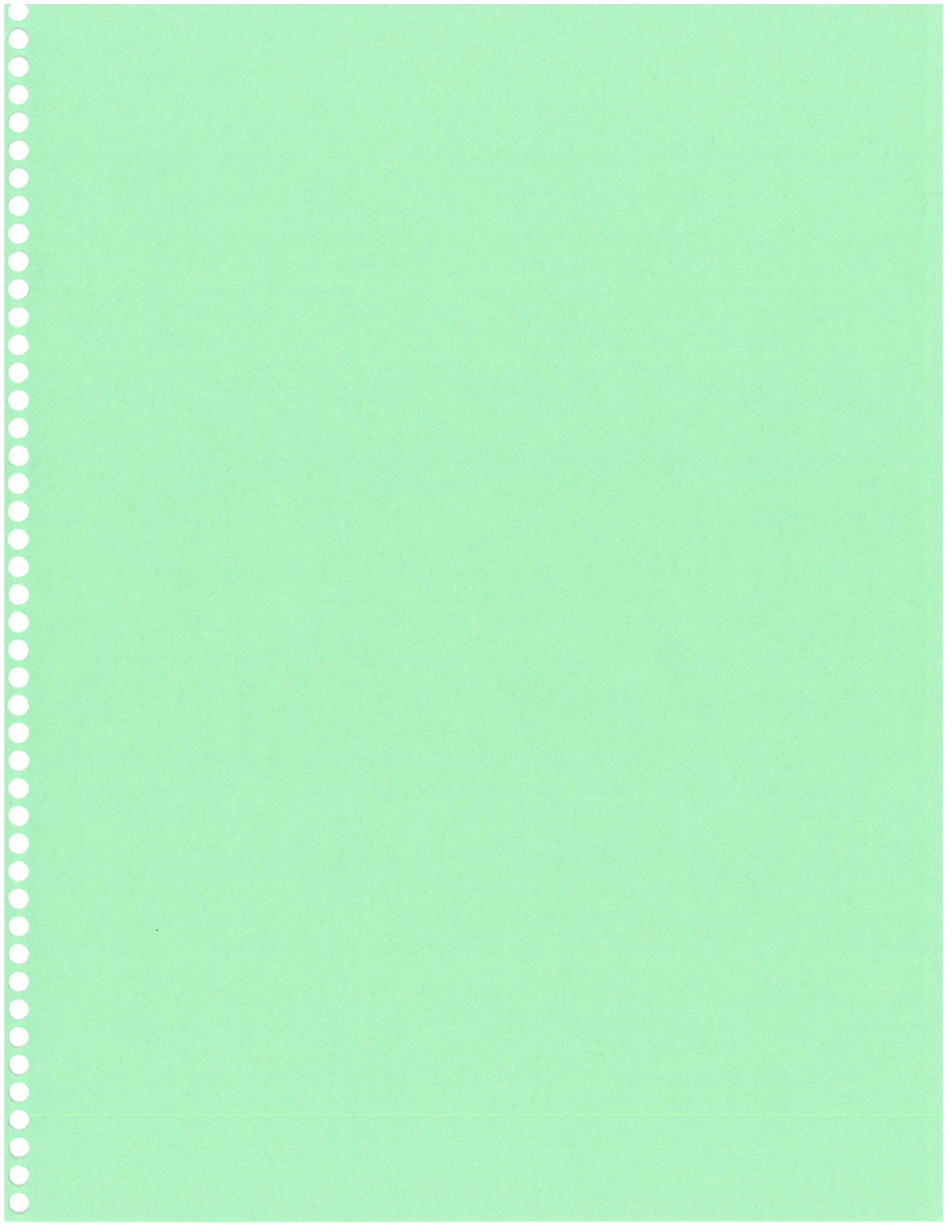
This reputation extends back to 2007, to the creation of our first business-focused effort, the Waste Busters program, which encouraged businesses in the efforts to reduce waste and increase recycling efforts. Working with the Lexington Fayette Urban County Government (LFUCG), the Waste Busters program evolved into the Live Green Lexington program in 2009, which Greensource managed and which was focused on increasing the number of participating local businesses that were committed to sustainability. After managing the Live Green Lexington program for a few years, it became clear that a new program was needed, one that focused on quality of the sustainability goals and efforts of a business, rather than simply increasing the quantity of businesses with an expressed commitment to become more sustainable, but who, in reality, were often not actively taking steps to achieve those commitments. Again working with LFUCG, Greensource staff conducted case studies of programs that existed in other cities and developed a program with a scorecard system and multiple levels (from Member to Platinum) of achievement. This program became Green Check, which has since certified 14 businesses and is entering its third year.

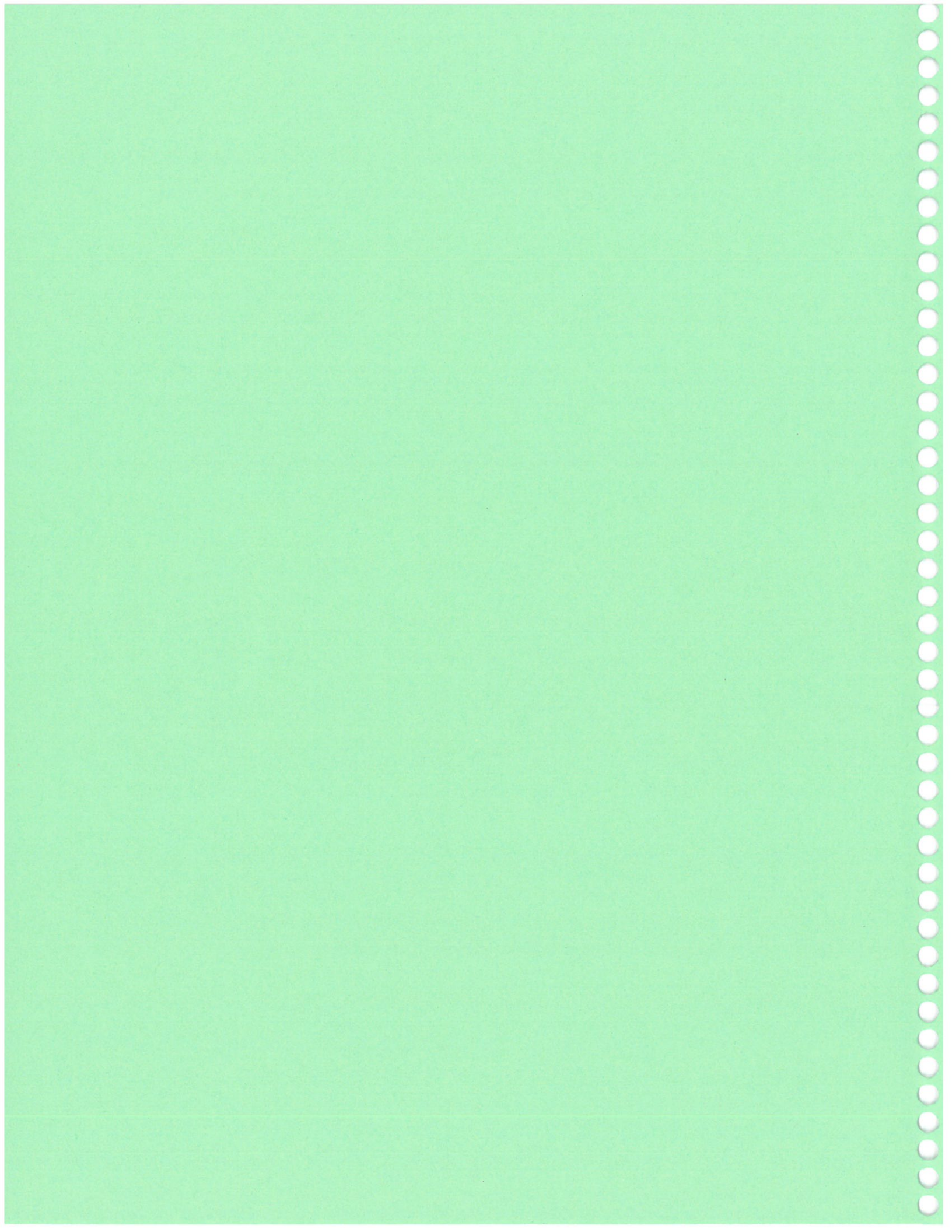
When it comes to business outreach, Bluegrass Greensource believes that there is a great deal of strength in partnerships and networks. As such, Greensource has entrenched itself in communities where businesses and sustainability intersect. We are an inaugural member of the KY Excel Program and maintain its certification.

Additionally, we are an active member of Local First Lexington, Commerce Lexington, Downtown Lexington Partnership, and the U.S. Green Building Council. Beyond Lexington, we maintain connections with the Kentucky League of Cities, the Kentucky Association of Counties, and many of the surrounding counties' Chambers of Commerce.

Finally, it is our strong belief that, much like with individuals, we have to meet a business where they are in their journey to increasing their sustainability. There is no set path or approach that every business must adhere to. Some businesses simply want to implement recycling for the first time in their operations. Other businesses may be part of a larger national or international corporate structure that has aggressive sustainability goals, and their Kentucky-based operations may need help in understanding how they can achieve their goals locally given the complexity of state and local policies and

services. Wherever a business is on the path to increasing their sustainability, we bring a high degree of professionalism and work closely with them to understand what their needs and goals are before making recommendations.





Recruiting New Businesses

Bluegrass Greensource has staff members with experience in recruiting and grassroots organizing. Using these skills, we propose the following as a way to meet the goals laid out by the City of Lexington.

We recognize the importance of businesses that hold the Green Check seal be leaders in sustainability and also representative of various business sizes and industries. The inclusiveness of such branding sets the Green Check program apart from other sustainability certification programs and optimizes the opportunity for many businesses in Lexington to learn from Green Check while adopting their own initiatives. We also recognize the importance of recruiting businesses that would not represent the typical sustainable establishment for the above reasons. This mindset provides the foundation on which we will recruit new businesses.

Bluegrass Greensource believes that Green Check recruitment should be conducted year round in the forms of event tabling, outside networking opportunities, Green Check sponsored events, social media marketing, and paid digital and print ads.

We will focus tabling efforts at business and leadership related conferences in order to target business leaders who can encourage participation internally and within the community. Past conferences with proven interest in Green Check include Emerge by Commerce Lexington and the annual Women Leading Kentucky conference. Additional conferences may be proposed.

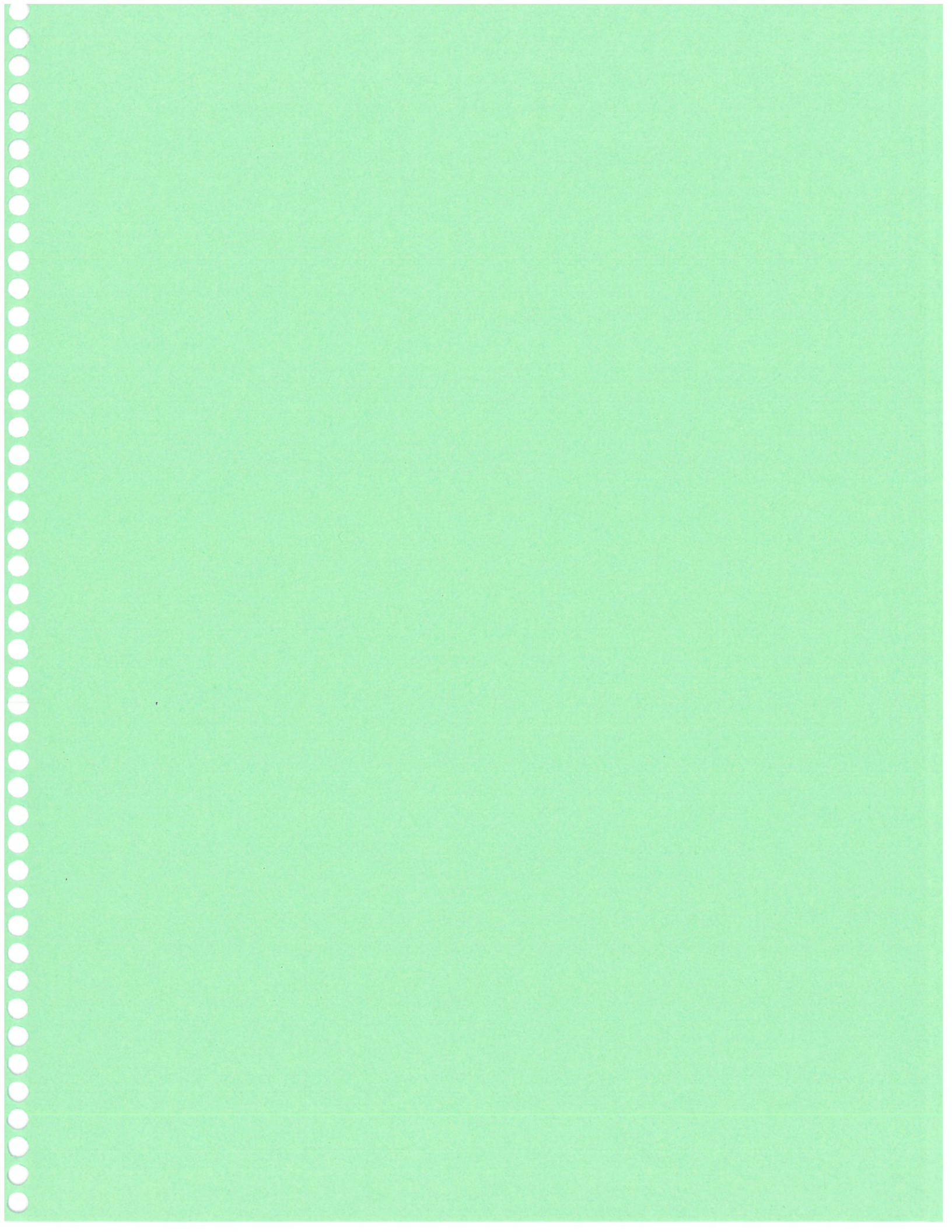
Smaller one-on-one networking events hosted by Commerce Lexington, the Downtown Lexington Partnership, and Local First Lexington are also imperative for the recruiting process. These events provide the basis for building relationships in the business community and expand the presence of the Green Check brand. The key to optimizing the value of these events is having the Outreach Specialist follow up within 24 hours of meeting to provide more information on Green Check. A minimum of **10 outside networking events** will be attended to maintain constant Green Check awareness in the business community.

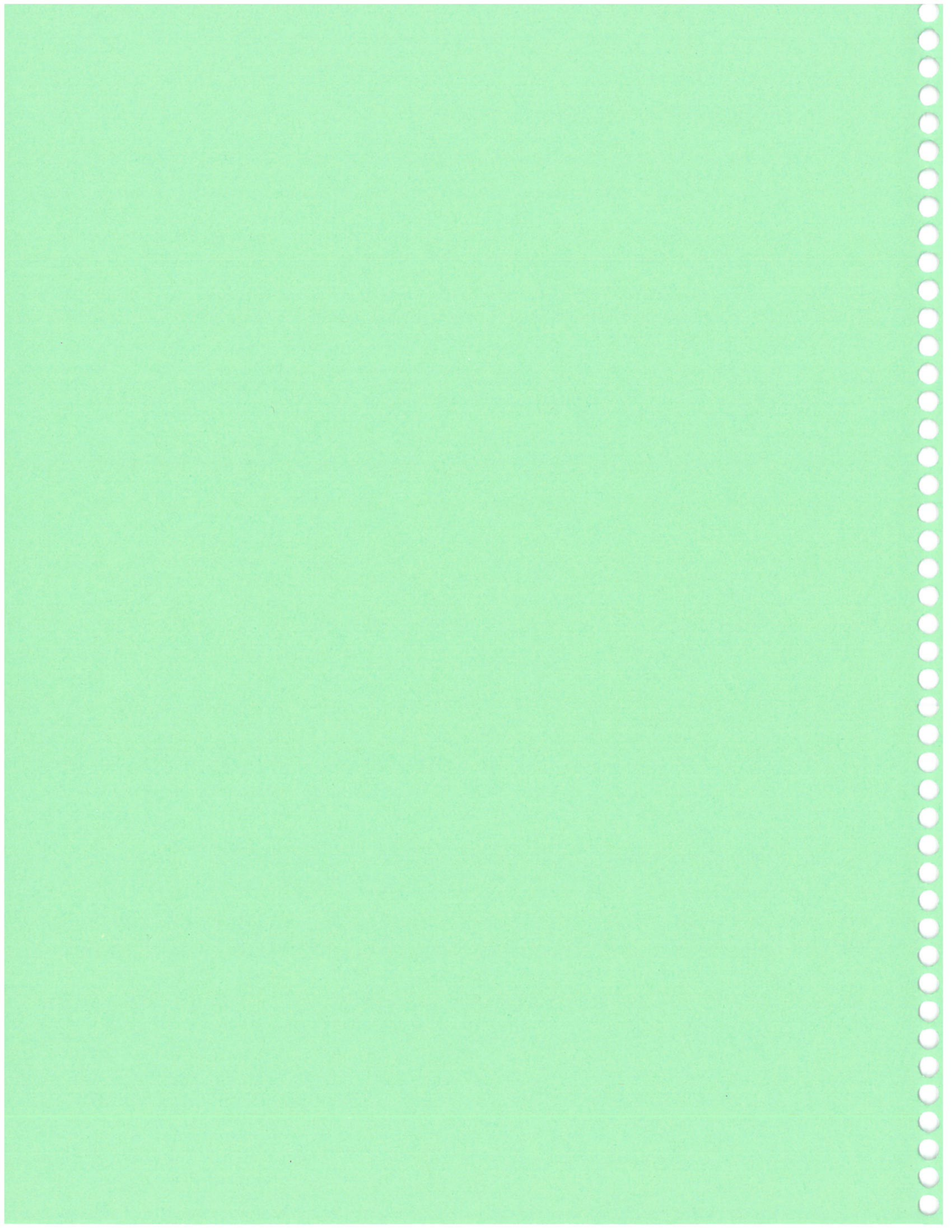
Our Outreach Specialist has made it a point to carry Green Check brochures to any event that would also involve the trading of business cards. The brochure provides a tangible overview of the program description that the outreach specialist has already provided orally. Carrying the brochures should be standard and will serve as a reminder for businesses interested in applying.

As mentioned, after engaging with a business leader interested in applying for Green Check, it has been customary to send follow up information and make it a point to remind said business leader when the application window is open. This process may become unreliable if a significant number of businesses request a reminder. We propose creating a pop-up box or sign up form on the Green Check website for interested businesses to leave their contact information so that the Outreach Specialist can efficiently notify all interested businesses at the opening of the application window.

Bluegrass Greensource has strong relationships with other sustainability centered organizations such as the U.S. Green Building Council and the Kentucky Excel program. These organizations will be asked to promote Green Check to their Lexington business contacts via social media, the Green Check brochure, and/or email.

Four social media posts will be boosted for two weeks at a time to promote the Green Check program and encourage application. Two posts for the program and two for the application window. Two print ads will be placed in publications such as Smiley Pete to encourage businesses to apply for Green Check.



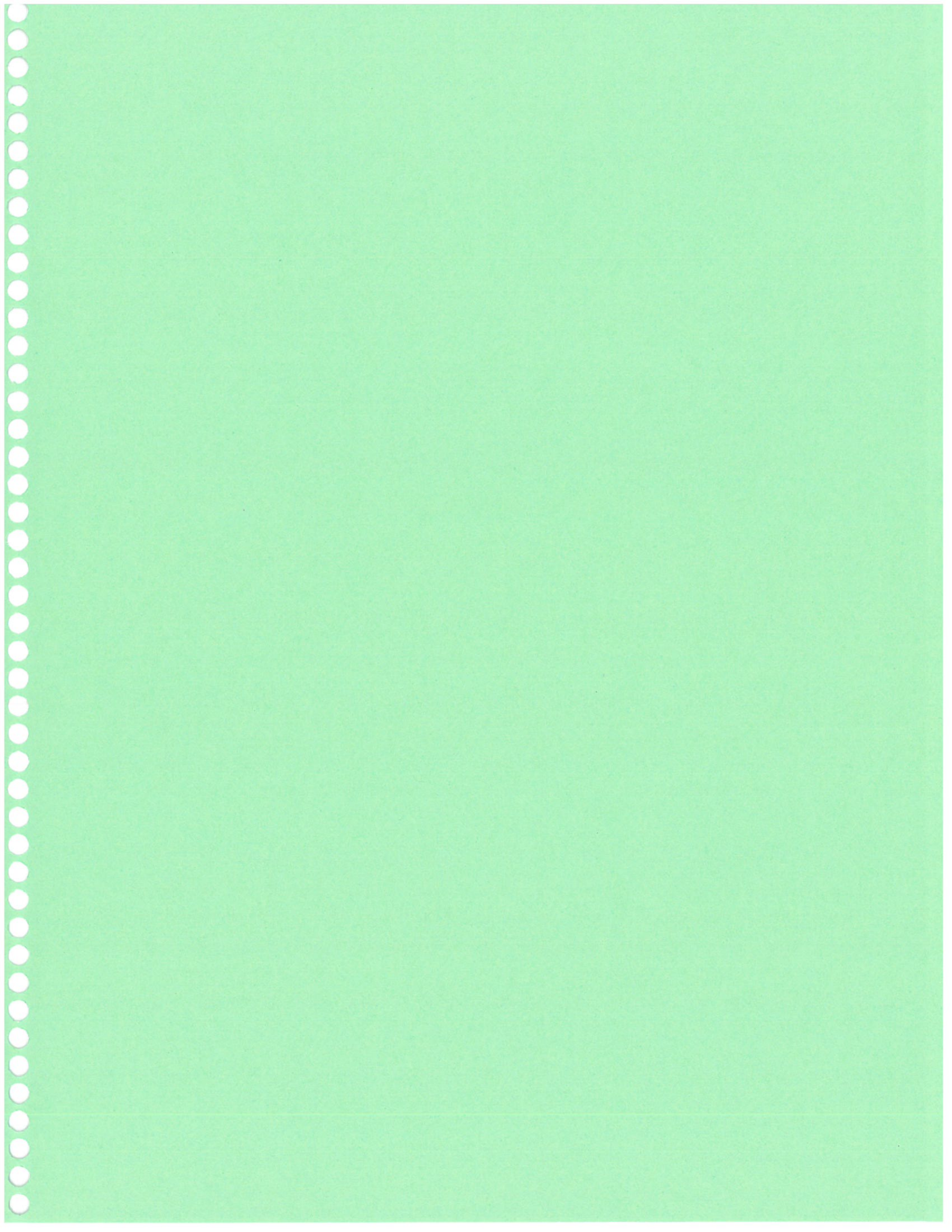


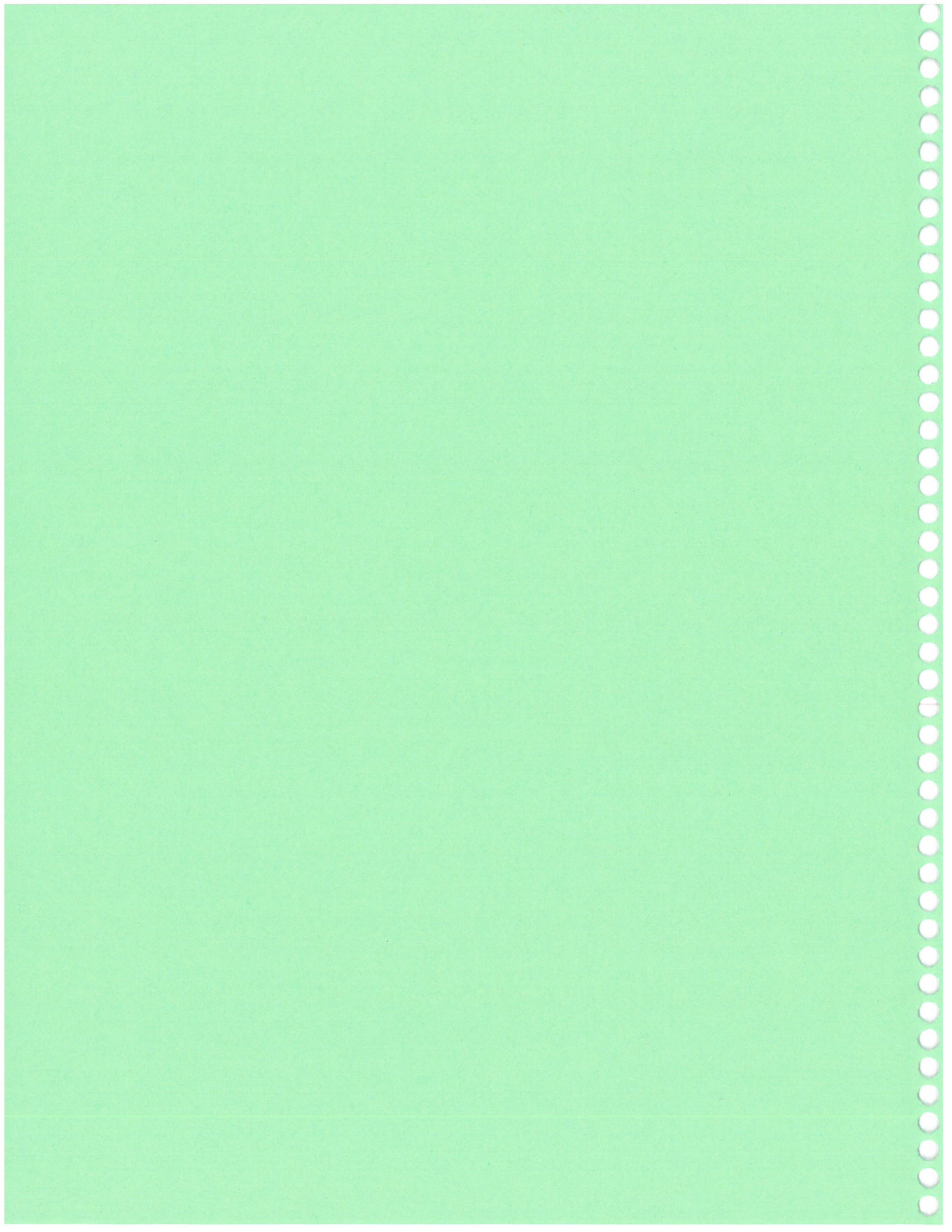
Sustainability Audits and Reports

- Bluegrass Greensource has prioritized notifying businesses of their acceptance to the Green Check program immediately following the contract manager's decision. In the congratulatory first email, our Outreach Specialist outlines the first steps of the auditing process and encourages the scheduling of the first consultation as soon as possible. Immediately following the congratulatory email, the individual business profiles are created and updated on the Green Check website under "Pending Members" on the "Member Directory" page.
- At the first consultation an overall explanation of the auditing process and the June 30th deadline is explained. Following the first consultation, an initial scorecard and report is provided within a week.
- A couple of months go by before the Outreach Specialist follows up with each business to offer support/resources and recommends scheduling of the second consultation.
- Second consultations are scheduled and completed during the same time period that the promotional videos are shot. Updated scorecards are provided within a week of the second and sometimes third consultations. Photographs are taken during the second consultations and/or during the video shoots.
- Following the June 30th deadline, the promotional videos for the newly certified members are shared individually in the weeks leading up to the recognition ceremony. Print ads, social media posts, radio ads, and other promotional content are shared throughout the year.
- The recognition ceremony takes place during the third week in September.

The greatest challenge with the implementation of Green Check has been inspiring completion of certification well before the deadline. Bluegrass Greensource recognizes that many business owners/managers, particularly for small businesses, are incredibly busy with the day-to-day management of their operations, and may not always prioritize requests from the Outreach Specialist. However, it should be noted that each year at least one business fails to respond to emails, calls, and voice messages; requiring an unscheduled visit from the Outreach Specialist. Bluegrass Greensource will create language on the application that reminds the applicant that though this is a volunteer program, it does require a time commitment to meet hard deadlines.

In that same spirit, we will adopt a similar re-certification process that will include similar notices. Given the time demands for certifying new businesses, re-certified businesses should be given notice by a minimum of two emails and two phone calls/voicemails. If the business up for recertification fails to respond by a set deadline, the contract manager will decide how to move forward.

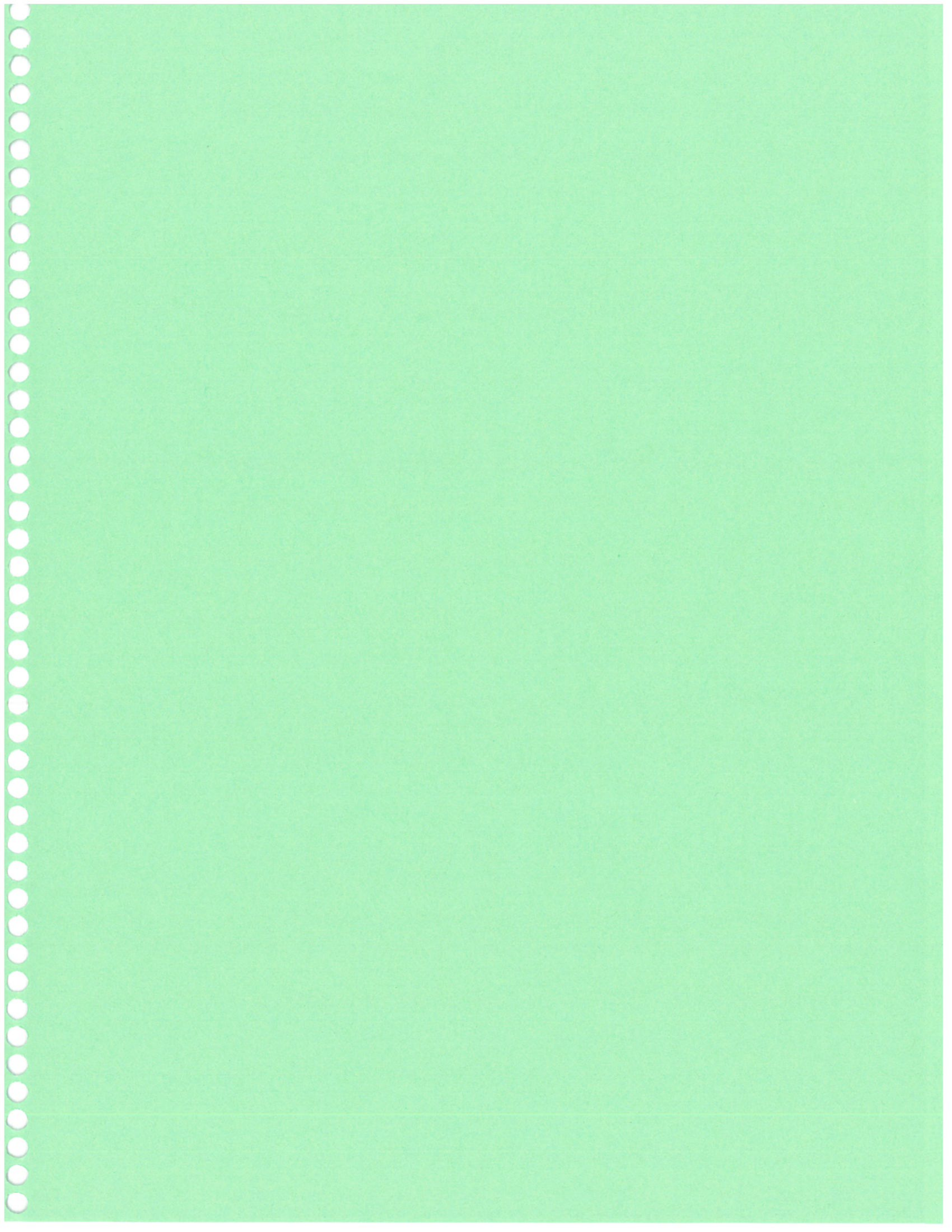


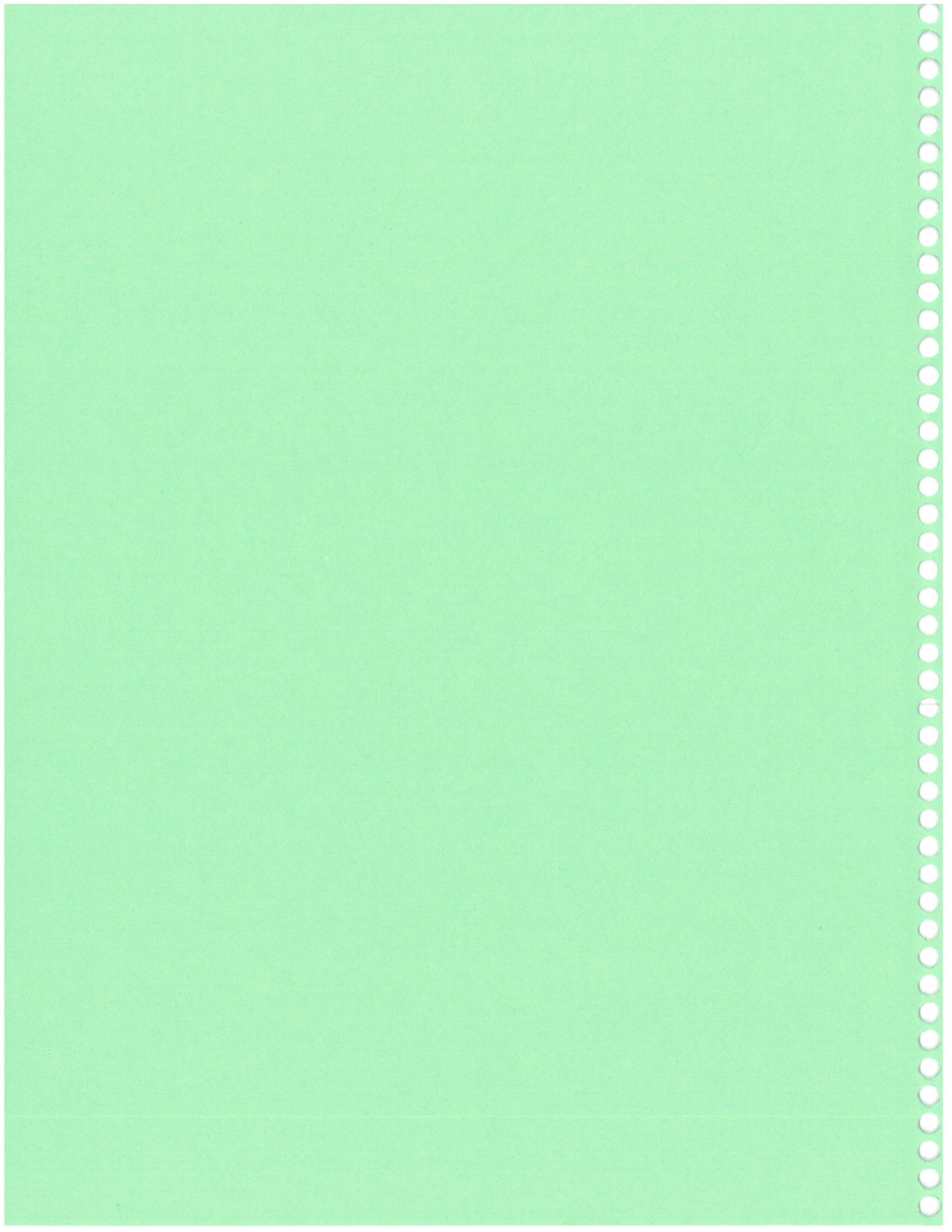


Ongoing Support

Bluegrass Greensource recognizes the importance of following up with previously certified businesses to help those Green Check members continue to be sustainability models in the community and help them reach their full potential. We will continue to reach out with certified businesses to inquire about sustainability initiatives that can provide material for blog posts and social media feeds that will both promote the program and the good efforts of Green Check members. Checking in twice a year to request new promotional content as well as offering assistance in reaching sustainability goals is critical to the immediate success and long term viability of the Green Check program.

To more clearly identify the benefits of becoming a Green Check member, Bluegrass Greensource will add a section under the "Resources" tab of the Green Check website that outlines the types of presentations and hands-on activities available. An example taken from the Bluegrass Greensource Business Outreach section of our website is included with this proposal.

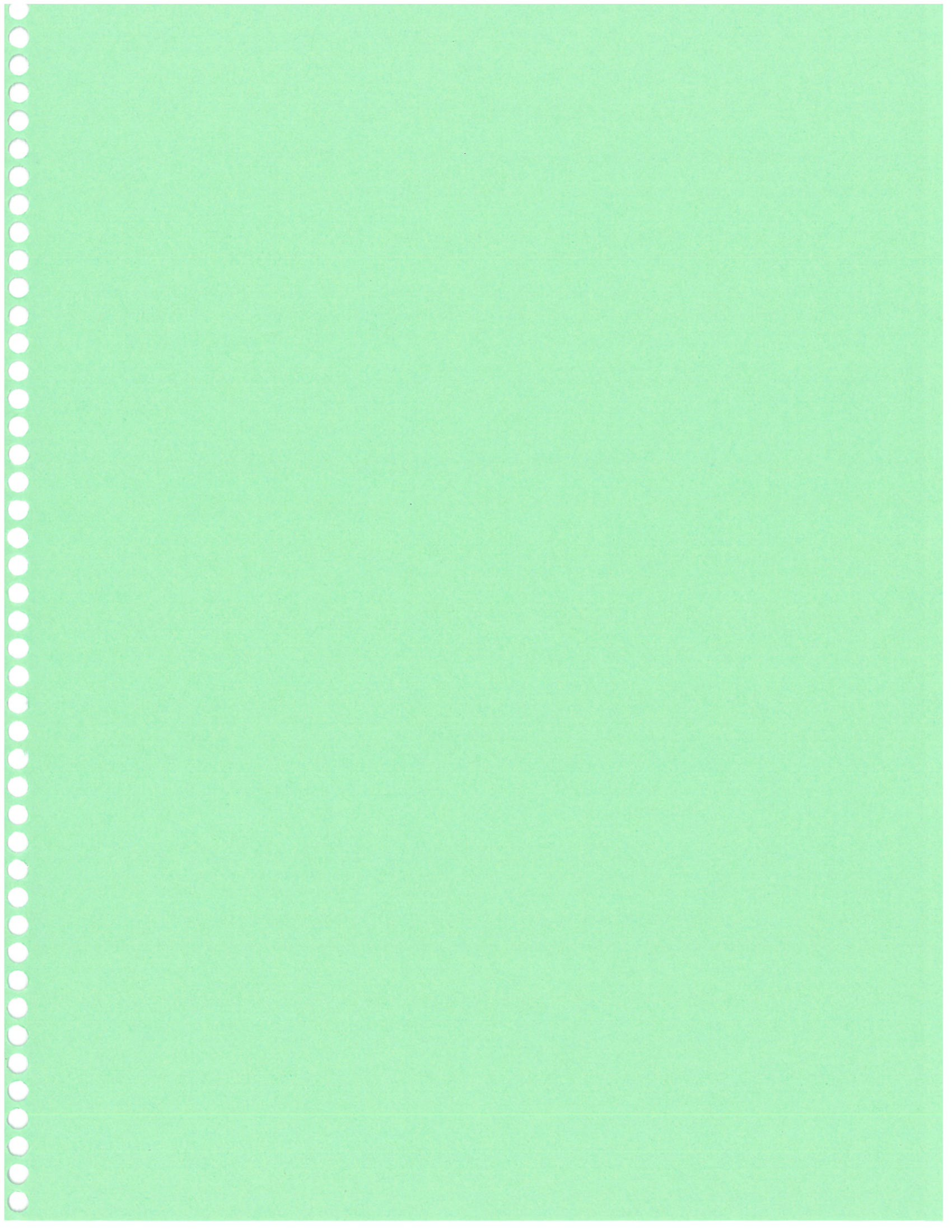


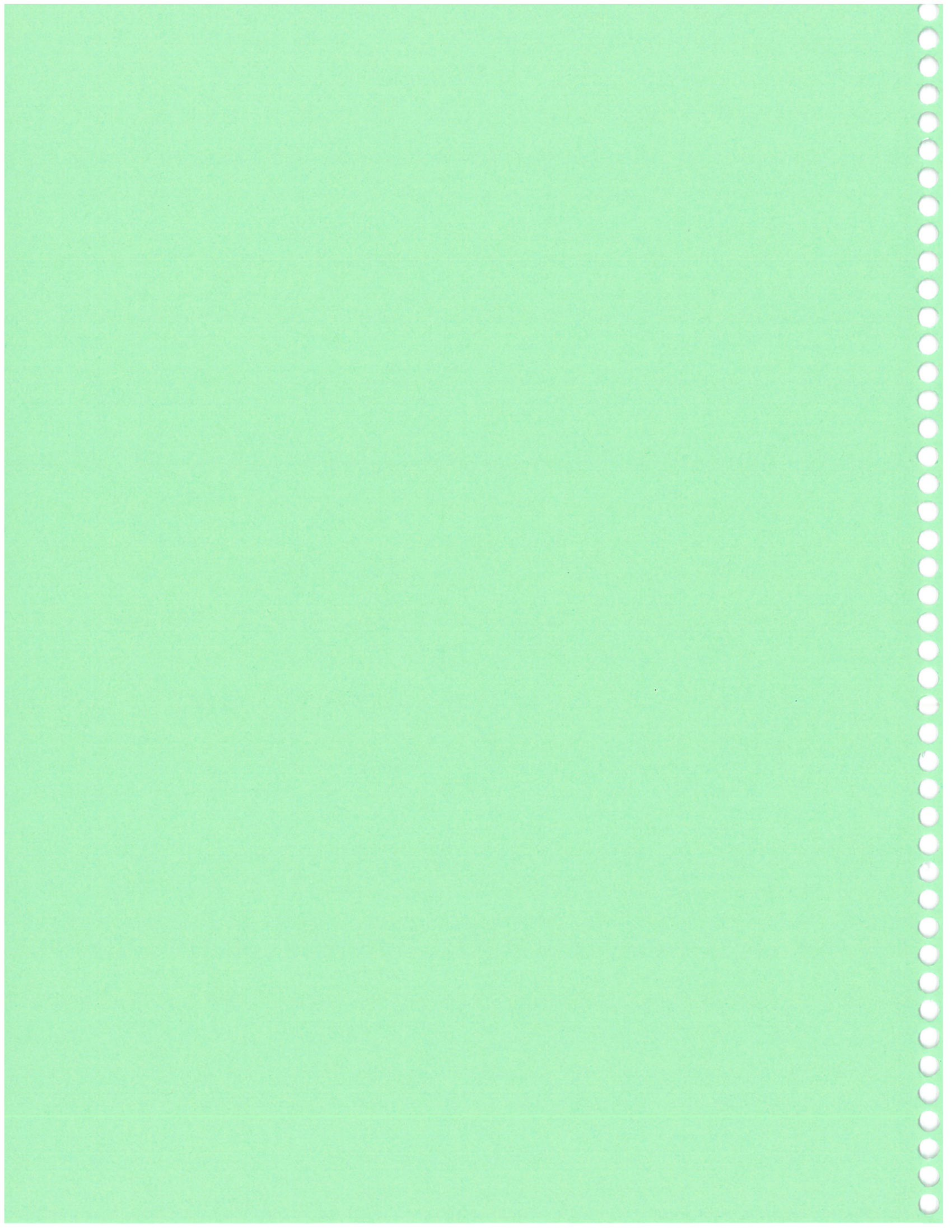


Networking and Informational Events

Given the success of the Materials Recovery Facility tour in the spring of 2018, Bluegrass Greensource will coordinate three facility tours and two networking events. Many participants were able to see firsthand what becomes of the materials they recycle and were also able to learn about some of the challenges Waste Management faces in processing these materials. A handful of business leaders were unable to attend due to scheduling conflicts and would like to have another opportunity. We will expand the tour options to include facilities such as the Wastewater Treatment Plant, East Kentucky Power's solar farm, and/or the Haley Pike Waste Management Facility.

In regards to the networking events, Bluegrass Greensource will partner with Commerce Lexington, Local First Lexington, Downtown Lexington Partnership, or another local business organization to optimize promotional opportunity. The Facebook events created to promote for these networking opportunities will be boosted three times for two weeks. One event will be boosted once and the other will be boosted twice. Boosting these events on social media will increase event awareness and attendance. Like the facility tours, the networking events themselves mark the expansion of Green Check into providing more information to local businesses on how to adopt sustainable initiatives.





Recognition

Bluegrass Greensource has worked with the City of Lexington to help coordinate the first two Green Check recognition ceremonies. Though the events were successful, there is opportunity to increase attendance for the ceremonies in upcoming years. In the past all incoming Green Check businesses, previously certified Green Check Businesses, and the general public were invited to attend the ceremony. We will create a separate invitation to be sent to previously certified members to encourage additional promotion on their social media by providing official images and text for Twitter, Facebook, and LinkedIn. We will also promote the event through Commerce Lexington, Local First Lexington, and the Downtown Lexington Partnership.

Newly certified businesses will receive recognition at the ceremony by accepting their awards, receiving their window sticker, and speaking briefly on their Green Check experience. Recertified businesses will receive recognition at the ceremony by receiving a new window sticker if Green Check level has changed and by accepting a new award that is labeled "Recertified Green Check Business 2019" with the coordinating membership level.

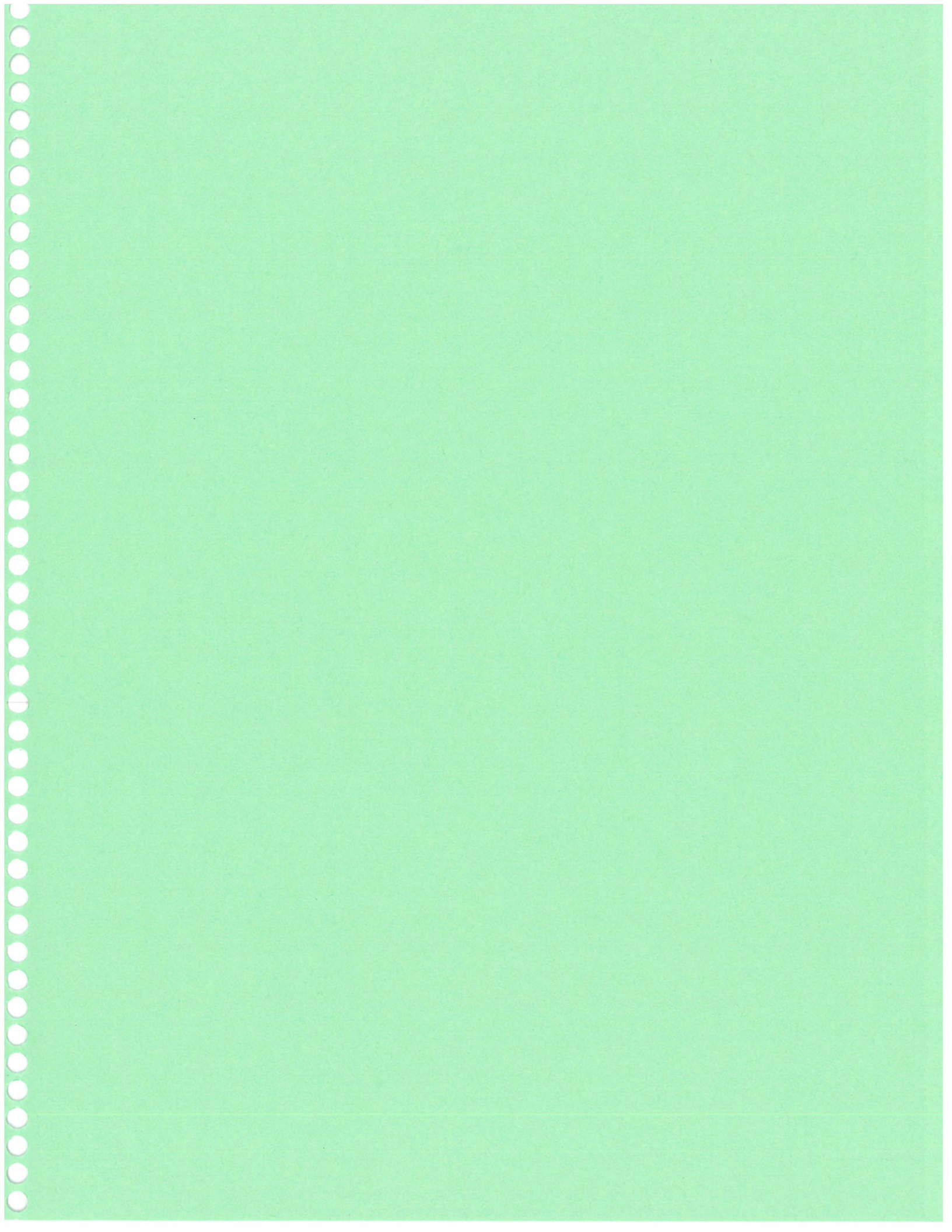
Along with Live Green Lexington's promotion of the event through individual business videos, Bluegrass Greensource will share the exact same content through Twitter, Facebook, Instagram, and LinkedIn.

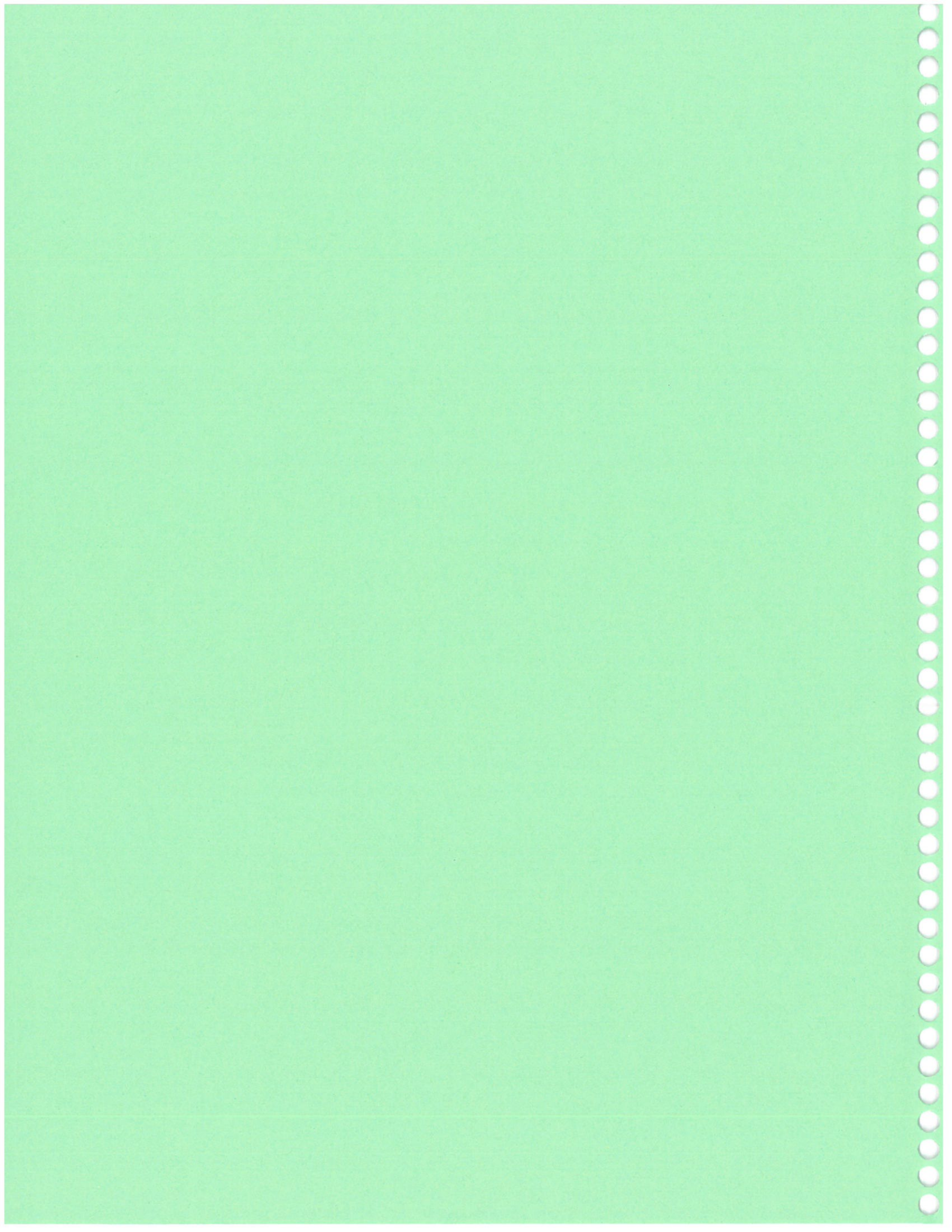
We will order four print ads for business recognition. The ads will be promoting newly certified businesses, recertified businesses, and the recognition ceremony. The print ads will run in publications by publishers such as Smiley Pete that has 104,000 monthly readers. An ad in an email newsletter such as the Weekly Wire will also be placed to promote the recognition ceremony.

Radio ads will run on two stations for one week. Stations associated with companies such as iHeartMedia could provide a reach of over 56,000 listeners.

Three web banners will be purchased to promote newly certified businesses, recertified businesses, and the recognition ceremony.

The recognition ceremony's Facebook event will be boosted one time for two weeks.





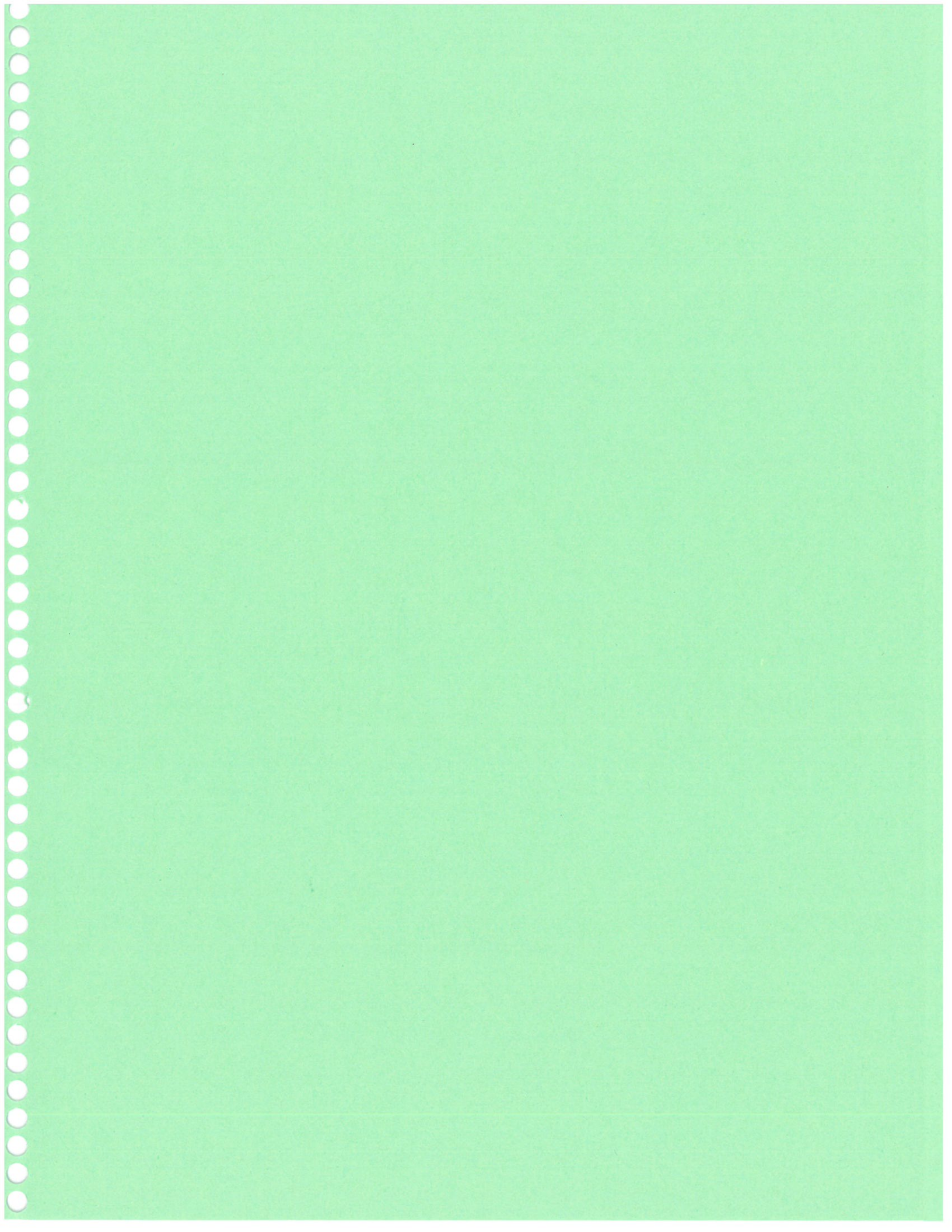
Program Communication

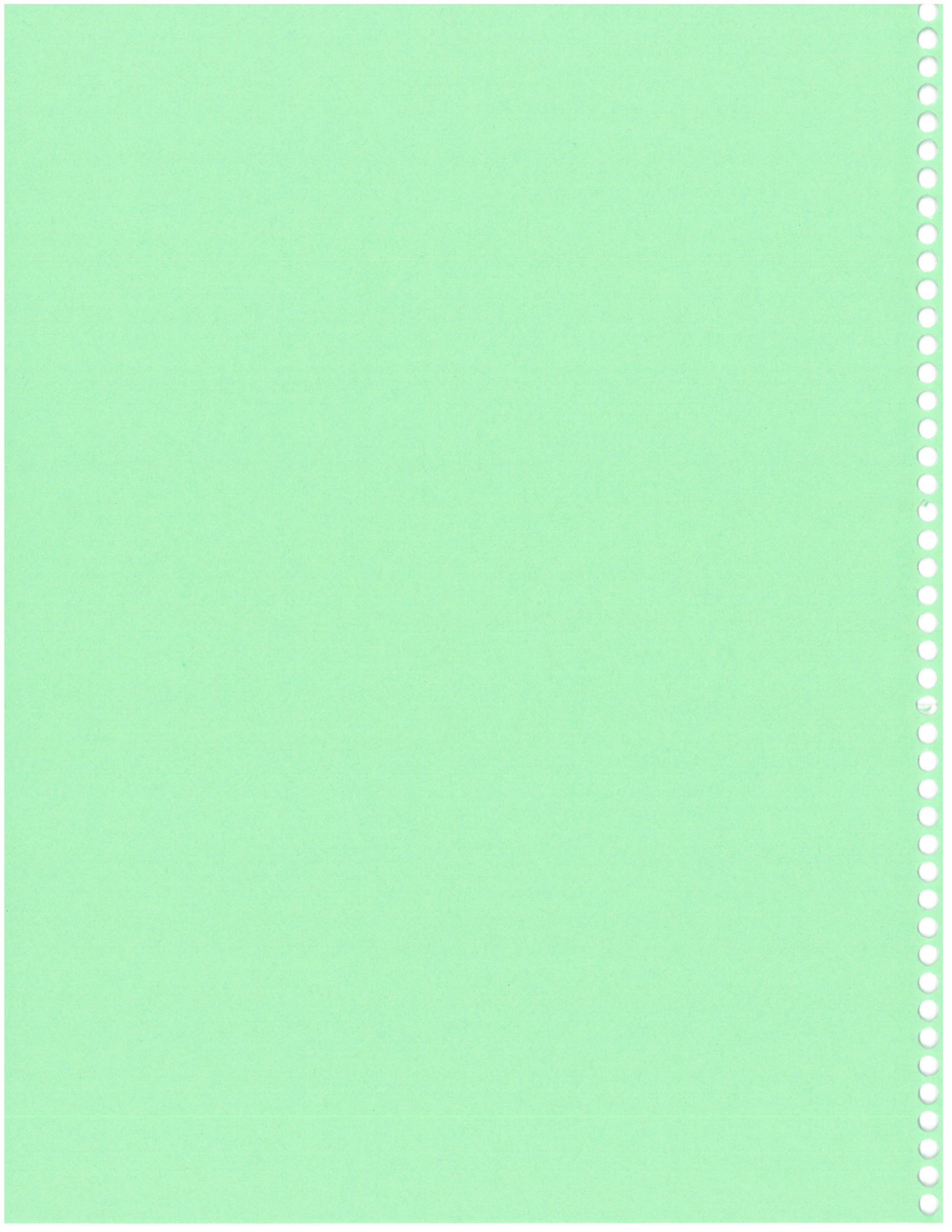
Bluegrass Greensource will create a shared Google document folder with the City of Lexington that includes individual documents for each business going through the certification process. As the audits/scorecards and reports are completed, the outreach specialist will update each business' folder so that the City of Lexington will know when each consultation took place, what the score was, and what scorecard initiatives and special projects each business has adopted. This is intended to allow the City of Lexington immediate access to business standings during the certification process as well as easy access to sustainability initiatives worth highlighting on social media - this includes photos, videos, descriptions, etc. Though, it is understood that the Outreach Specialist will be responsible for highlighting initiatives that are to be shared on social media. The folder serves as a convenient means of maintaining transparency between Bluegrass Greensource and the City of Lexington.

In 2018 Bluegrass Greensource created the "Green Check Sustainable Business Network" LinkedIn account. As of June 13, 2018 there are 57 members representing Green Check and non-Green Check members. Postings in the group cover topics such as event notification, surveys, and blog posts. We propose that LinkedIn content expand to the promotion of sustainability related events in Lexington that are not directly hosted by Green Check. Said events can be hosted by a Green Check business, Live Green Lexington, Bluegrass Greensource, or other related organization (i.e. any event that a business could participate in for Green Check scorecard credit.)

Regularly updating the Green Check website with new content through blogs and resources is of the upmost importance in keeping the program visibly active to the public. We will update the website with a blog every month that highlights the initiative of a Green Check business. Business profiles will be kept up-to-date under their individual "Green Initiatives" tab.

The Bluegrass Greensource social media accounts - Twitter, Facebook, Instagram, and LinkedIn - have a collective following of almost 8,000. We recognize the importance social media communication plays in marketing initiatives, programs, and events. Therefore, Bluegrass Greensource will share the original post of every Green Check related post sent out by Live Green Lexington. Green Check businesses that are featured on social media will also be notified and encouraged to share.





Recycling Education Plans

Bluegrass Greensource has conducted business Recycling Education Plans (REP) since 2014. We have previously made completing the REPs within a week a priority and will continue that practice in order to make the business recycling dumpster process as efficient as possible. REPs conducted with any Lexington business that requests a recycling dumpster.

Proposed Modifications to the Scope

Bluegrass Greensource did not find anything in the proposed Scope of Work that it is interested in modifying. If needs arise during the implementation of the program, Bluegrass Greensource staff will be in communication with the Contract Manager to find the best solutions for all involved parties.

