



Technical Memorandum

To: Department of Commerce
(GMSClimate@commerce.wa.gov)

Date: February 13, 2025

From: Anna Poliski, PE

Project No.: M2373.01.004

Re: Contract No. 24-63610-300 – Memorandum of Completion, Deliverable #2: Greenhouse Gas Inventory Emissions Inventory Scope and Methods

Maul Foster & Alongi, Inc. (MFA) has prepared this memorandum on behalf of the City of Ferndale (the City) to summarize the completion of Deliverable #2. The work completed for Deliverable #2 includes developing the scope of the Greenhouse Gas (GHG) Emission Inventory and proposed methods for data collection, data analysis, and reporting per the GHG Emissions Reduction Sub-element section of the Washington State Department of Commerce's Climate Element Intermediate Planning Guidance (Section 4, Pathway 3, Tasks 1.1 – 1.8)¹.

The tasks completed include the following:

- Task 1.1: Identify Emissions Inventory's Scope and Plan
 - The City's emission inventory will include a combination of Scope 1, Scope 2, and Scope 3 emission sources, detailed in the table below.

Category	Scope	Inventory Item	Data Source(s)
Building Energy	2	Electricity	Puget Sound Energy
Building Energy	1	Natural Gas	Cascade Natural Gas
Building Energy	1	Propane	U.S. Energy Information Administration, U.S. Census Bureau, Washington State Employment Security Department
Building Energy	1	Fuel Oil	U.S. Energy Information Administration, U.S. Census Bureau, Washington State Employment Security Department
Transportation	1	On-Road Emissions (VMT)	Washington Department of Transportation or Whatcom Council of Governments

¹ Washington State Department of Commerce's Climate Element Intermediate Planning Guidance: <https://deptofcommerce.app.box.com/s/fpg3h0lbwln2ctqjg7jg802h54ie19jx>

Category	Scope	Inventory Item	Data Source(s)
Transportation	1	Transit (27-Line)	Whatcom Transportation Authority
Waste	3	Solid Waste	Sanitary Service Company, Washington Department of Ecology, U.S. Environmental Protection Agency (EPA)
Waste	3	Compost	Sanitary Service Company, Washington Department of Ecology, U.S. EPA
Wastewater	1	Wastewater Treatment	City of Ferndale
Misc.	1	Refrigerants	U.S. EPA
Misc.	1	Land use/cover	ICLEI Land Emissions and Removals Navigator tool

- Task 1.2: Choose Accounting Standards and Methods
 - The City will utilize the International Council for Local Environmental Initiatives (ICLEI) U.S. Community Protocol for Accounting and Reporting Greenhouse Gas Emissions. However, in lieu of ICLEI's internal software, MFA has created a tool in Microsoft Excel at the request of the City.
- Task 1.3: Choose GHG Emissions Inventory Baseline Year
 - The City has chosen 2023 as the baseline year for the initial GHG Emissions Inventory.

The following tasks are currently still in progress and will be completed as part of Deliverables #3 and #4:

- Task 1.4: Collect Data and Quantify Emissions
- Task 1.5: Develop GHG Emissions Inventory Management Plan
- Task 1.6: Identify Update Interval
- Task 1.7: Ensure Data Quality Management
- Task 1.8: Review and Test Inventory Assumptions and Limitations