

Washington State Sustainability Progress Report Template

Please do not remove adjacent values
Y
N
kWh

This is a only a suggested template for your progress reports. Please use whatever format with which your agency is most comfortable, but be sure you include all everything specified in Executive Order 05-01 and 04-01. If you decide to use this template, please fill in all of the yellow calls as well as the boxes to elaborate on your Goals, Progress to Date, Barriers and Challenges, Success Factors, and Documented Savings. The blue cells have formulas which will automatically calculate values as you enter your agency's information. Report data for Fiscal Year (FY) 2006, the period July 1, 2005 to June 30, 2006. FY 2003 is

[Link to Executive Order 05-01](#)
[Link to E.O. 04-01](#)

Required Actions	In Compliance	Goals	Progress to Date	Barriers and Challenges	Success Factors	Documented Savings							
I Green Buildings													
1 The requirements in E.O. 05-01 regarding green building are superseded by the High Performance Public Building bill (ESSB 5509). ESSB 5509 requires all construction or remodeling projects of any occupied or conditioned space larger than 5,000 square feet to conform to the LEED (Leadership in Energy and Environmental Design) Silver Standard (or equivalent). The legislation applies to remodeling projects costing more than 50% of the assessed value.		ESSB 5509 GA Website on Green Building RCW 39.35D High Performance Public Buildings	If approved by the legislature, the agency will begin a comprehensive capital improvement program. As we work through the implementation all projects will comply with ESSB 5509.	None to report	Funding from the legislature	None to report							
		# of Applicable Buildings Built or Remodeled in FY 2006					# LEED Silver Standard Certified (or in the process of being certified)						
	Y	0					0						
II Reduce Petroleum Use by 20% by 2009													
1 Reduce Gallons of Gasoline Purchased (for vehicles)		Gallons of Gasoline Purchased		Reduce the average miles per gallon usage for vehicles used by the agency.	Progress to Date	Barriers and Challenges							
		FY 2006	FY 2003				While the agency has increased the miles per gallon, the total miles driven by the school has increased. WSD will most likely be unable to reduce the total miles driven.	Success Factors	Documented Savings				
	N	5498	4387							The miles driven by the agency will likely increase over the next years because of increased outreach activities to the rural areas of the state from the Olympic peninsula to the central part of the state.	Increased the miles per gallon driven.	None that can be quantified	
	Miles Driven by Vehicle Ownership												
		POV	34,161										12,707
		Agency Owned	165,661										105,281
		Motor Pool	0										0
	Total Miles Driven (sum of POV, Agency Owned, and Motor Pool Vehicles)		Miles Driven										
		FY 2006	FY 2003										
	N	199,822	117,988										
Optional: Increase Employee Participation in Commute Trip Reduction (CTR) Programs		Commute Trip Reduction Plan Developed (if so, please describe in boxes at right)											
2 Freeze Four Wheel Drive (4WD) purchases (exempting those with fuel economy greater than 30 mpg or those purchased for law enforcement or emergency response purposes. All others must be approved by agency director)													
		# of 4WD Vehicles Purchased	# Approved or Exempt	The agency will not be purchasing any Four Wheel Drive vehicles	None to report	None to report							
Y	0	0											
3 Give priority to fuel efficient/low emission vehicles													
		# of vehicles purchased (1) with fuel economy of at least 30 mpg and (2) meeting EPA Federal Emission Standards		If available the agency will purchase fuel efficient vehicles.	In FY 2005 the agency purchased 6 vehicles, 4 of which were Hybrids.	Contracts for vehicle purchases through GA need to include this requirement on the bids.							
Y	6	4			While the number of gallons purchased has gone up, the average miles per gallon has increased.	None to report							
Average mpg of Fleet													
	FY 2006	FY 2003											
Y	30.13	24.00											
4 Replace pre-1996 light duty vehicles (those under 8,500 pounds gross vehicle weight) that are driven more than 2,000 miles a year by January 2008.)													
		# of pre-1996 Light Duty Vehicles	Agency is Implementing Plan for Replacement	Replace all pre-1996 light duty vehicles	We have reached this goal.	None							
Y	0		Y			None to report							
3 Use minimum 5% biodiesel for agency vehicles using diesel, and replace standard diesel with a 20% biodiesel blend by 2009.													
		Please Fill in One		Increase the usage of biodiesel by the agency	Currently, we have not been using biodiesel in our vehicles	The availability of Biodiesel on the market.							
		Gallons of Biodiesel Purchased	Gallons of at Least 5% Diesel Purchased				None to report	None to report					
		0	0										
6 For all agencies with a fleet of 100 or more light duty vehicles (vehicles with a gross vehicle weight of less than 8,500 pounds), submit a Fleet Management Plan. For agencies with less than 100 light duty vehicles, consider transferring vehicles to or contract with GA.													
		# of Vehicles in Fleet	Fleet Management Plan Submitted	Contract Transferred to GA									
Y	17	Y	N										
7 Request fuel efficient, low emission vehicles for employees from commercial vendors.													
		Request Made to Commercial Dealers		When purchasing vehicles, purchase fuel efficient, low emission vehicles	In 2005 the agency purchased 2ea Honda Civic Hybrids, 1ea Toyota Prius Hybrid, and 1 Ford Escape Hybrid.	Availability of vehicles on contract							
Y					New Hybrid vehicles purchased								

III Reduce Lifecycle Impacts of Paper Products					Goals	Progress to Date	Barriers and Challenges	Success Factors	Documented Savings	
1 Purchase office paper with a minimum of 30% post consumer recycled content by Sept. 1, 2005. (Provide justification for all purchases of virgin paper. Include all 8.5x11 paper. If you have made changes in other paper purchases, please describe at right.)	N	Reams of Paper Purchased			% of Paper Purchases with Some Recycled Content	Move to 100% recycled paper	The majority of the paper purchased last year was at least 30% recycled paper. The virgin paper was purchased in error.	The cost of the 100% recycled paper.	The staff purchasing paper for their offices are all aware of the requirements and the business office will be actively monitoring their purchases.	None to report
		Virgin	30% Recycled	100% recycled						
2 Reduce use of office paper by 30% by Sept. 1, 2009, based on FY 2003 plans	N	Reams Purchased in FY 2006	Reams Purchased in FY 2003	Reduction	To stabilize the amount of paper purchased and work towards a reduction in the amount of paper used by the agency.	It would appear from the raw numbers that the agency has not made any progress but now instead of contracting out the production of flyers and other material, WSD is now producing these items in house.	The changing business needs of the agency. By producing more in house and increasing our use on paper it will be very difficult for the agency to meet this goal.	While it is nearly impossible to quantify, overall WSD is doing as much as possible to reduce the use of paper products.	None that can be documented.	
		1452	1054	-38%						
3 Increase the percentage of environmentally preferable paper (EPP) purchased to at least 50% by Sept. 1, 2006. (EPP is defined as 100% recycled content paper with a minimum of 50% post consumer waste.)	N	100% Recycled Paper as a Percent of Total Paper Purchases			Move to 100% recycled paper with 50% recycled content.	WSD will be notifying all staff that order paper that we will be moving to the purchase of at least 50% recycled paper where possible.	The cost and the availability of the 100% recycled paper.	The staff purchasing paper for their offices are all aware of the requirements and the business office will be actively monitoring their purchases.	None to report	
		0								0%
4 Recycle 100% of used office paper	Y	Accomplished			Recycle 100% of paper.	Recycling containers are in all offices and a we have a dumpster on campus specifically for this purpose.	None	Staff is aware of this and is cooperating.	None to report	
		Y								
5 Increase use of post consumer recycled janitorial paper products.	Y	Y	Cases of Products with Recycled Content Purchased	% of Janitorial Paper Products with Recycled Content	Use only Janitorial paper products which have a recycled content.	The agency has met this goal	None	Staff is aware of this and is cooperating.	None to report	
			FY 2005	355						355
			FY 2006	329	329	100%				
IV Achieve gains in energy conservation					Goals	Progress to Date	Barriers and Challenges	Success Factors	Documented Savings	
1 Reduce energy purchases by 10% from FY 2003 by Sept. 1, 2009.	N	FY 2006 Energy Purchases	FY 2003 Energy Purchases	% Reduction in Energy Purchases	Reduce energy usage by 10% by the end of 2009. The BTU usage report is for Natural Gas only. Electric usage for 2003 was 1,305,360 kwh and for 2006 1,132,140 kwh which represents a 13.3% decrease in usage.	WSD has developed a capital budget strategy that will reduce the use of energy on campus over the next biennium. The first phase will begin the process and replace old equipment and begin to decentralize the heating systems on campus the next phase will complete the lighting project and complete the decentralization the boiler system.	Funding for the next phase of the project from the legislature. It is difficult to predicate the weather and since we are a residential facility heating during the winter months, the heat must be maintained for the safety of our students.	Funding of the first phase of the project. We have managed to reduce electrical usage on campus by 13.3%.	We have managed to reduce electrical usage by 13.3% and we anticipate further saving in the next biennium.	
		16111670000	16409650000	2%						
Suggested Strategy: Establish on-site programs promoting energy conservation (for example, prohibit personal appliances).		Energy Conservation Program Developed (If so, please describe in boxes at right).			Total sq ft of buildings on campus has remained the same from FY 2003 to FY 2007 at 241,975 gross sq/ft					
Suggested Strategy: Use renewable resources (describe any onsite projects or purchases of green power)		% Green Power Purchased (Green Tags)			The agency will review the availability of Green Power and the costs associated with the purchase of green power.	None to report.	The cost of the green power. While WSD recognizes the importance of building "Green Power" capacity, the additional cost may impede our ability to purchase this commodity.	None	None	
		FY 2006	FY 2003							
		0	0							
V Reduce use of products with persistent, toxic chemicals. E.O. 04-01					Goals	Progress to Date	Barriers and Challenges	Success Factors	Documented Savings	
1 Adopt measures to reduce use of equipment, supplies and other products that contain persistent, toxic chemicals. Link to E.O. 04-01		Describe measures taken to comply with this legislation. If you did make a product change, please quantify it in the adjacent boxes.			Eliminate the use of Toxic chemicals on campus to the greatest extent possible	We have eliminated most toxic chemicals on campus	The need to use bleach in certain incidences such as kitchen clean up and the lack of products available to replace the product. Additionally, the lack of a clear definition of what is "Green".	That there are now products available through Central Stores and on contract.	Can not quantify any savings	
VI Communications and Education					Goals	Progress to Date	Barriers and Challenges	Success Factors	Documented Savings	
1 Take steps to educate employees or clients		Please Describe Steps Taken to Educate Employees and Clients and Increase Awareness in Boxes at Right			To provide education to employees and clients on the subject.				Can not quantify any savings	
Optional Narrative										
While it is not part of the required reporting, Washington School for the Deaf has managed to reduce water usage on campus by 49.2 % from 2003 levels to current. This has been accomplished through the hard work of staff and students installing an irrigation system and an eco-lawn on the campus.										