

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 cells 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 for period July 1, 2002 to June 30, 2003. NOTE that FY2006 is to the left of FY2003.

[Link to Executive Order 05-01](#)

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

[Link to EO 02-03](#)

Therms
Other
Therms
KWh
Documented Savings

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1 The requirements in E.O. 05-01 regarding green building are superceded by the High Performance Public Building bill (ESSB 5509).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	Conform to EO.	No appropriate projects have been planned at this time.			
		# 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 Fuel Purchased		Reduce fuel consumption by 12% of 2003 baseline.	Reduced fuel consumption by 52% of 2003 baseline. Drove a total of 251,000 less miles.		
		FY 2006	FY 2003				
	Y	39969	83084				
	Miles Driven by Vehicle Ownership		Miles Driven				
			FY 2006	FY 2003			
		Y	1230673	1482381			
Optional: Increase Employee Participation in Commute Trip Reduction (CTR) Programs		Commute Trip Reduction Plan Developed (if so, please describe in boxes at right)					
		2006 participants: 199	2005 participants: 150				
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.	Y	# of 4WD Vehicles Purchased	# Approved or Exempt	Conform to Executive Order.	No restricted 4X4 purchases.		
		1	1				
3 Give priority to fuel efficient/low emission vehicles		Total # of Vehicles Purchased	# of vehicles purchased (1) with fuel economy of at least 30 mpg and (2) meeting EPA Federal Emission Standards	Give priority to fuel efficient, low emission vehicles	One of three meets the criteria.	High purchase cost compared to other choices.	
							3
		Average mpg of Fleet					
	N	FY 2006	FY 2003				
		23	25				
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.)	Y	0	Agency is Implementing Plan for Replacement	Eliminate remaining pre-1996 light duty vehicle.	Completed. No pre-96 LDVs remain.		
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		Conform to Executive Order. Buy only 5% biodiesel when reasonably available.	75% of all diesel is 5% bio.	We are purchasing only at DOT pumps. While 5% is readily available west of I-90, none is available through DOT on the East side.	
		Gallons of Diesel Purchased	Gallons of at Least 5% Diesel Purchased				
	Y	2171	1631				
6 For all agencies with a fleet of 100 or more light duty vehicles (vehicles with a gross weight of less than 6,000 lbs.)				Submit fleet management plan to GA.	Plan submitted on time		

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					
7 Request fuel efficient, low emission vehicles for employees from commercial vendors.		67	Y	N	Request fuel efficient, low emission vehicles from commercial vendors.	Publicized to agency.	No on-site control of vehicle rentals. No reporting system tracks this.	Employees are generally willing to "do the right thing" when value is comparable.	
		Request Made to Commercial Dealers	Y						Documented Savings

Op

Initially we had significant success encouraging our customers to buy remanufactured toner cartridges for printers/faxes, etc. That success was short-lived due to the consistently poor quality of the products we were receiving. This will be a tough notion to ever sell again.