

Sustainability Report FY 2007

Economic and Revenue Forecast Council

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These reports are conducted annually for the Fiscal Year (FY) that just ended (the FY runs from July 1st through June 30th) by the various agencies of the State of Washington in fulfillment of Executive Orders 05-01, 04-01, and 02-03.

Green Buildings

Statewide Goals:

- The requirements in E.O. 05-01 regarding green building are superseded by the High Performance Public Building bill (ESSB 5509).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.

Agency Goals:

- The agency has no established goals in regards to green buildings because we co-locate, by statute, with the Department of Revenue. We encourage DOR to move forward with green buildings when they entertain capital projects.

Buildings (Remodeled or New Construction)

Year (FY)	2003	2004	2005	2006	2007
Conventional Buildings					
LEED Silver					
LEED Gold or Higher					
Total LEED Certified					
Total					
Units	<input type="checkbox"/> # of buildings <input type="checkbox"/> ft2				

Space

Statewide Goals:

- No listed statewide goals

Agency Goals:

- Maintain level of square feet agency currently uses.

Total Space Use

Year (FY)	2003	2004	2005	2006	2007
Office Space	1,765	1,765	1,765	1,765	1,765
Non-Office Space					
Total	1,765	1,765	1,765	1,765	1,765
Units	X feet2 <input type="checkbox"/> meters2 <input type="checkbox"/> miles2 <input type="checkbox"/> kilometers2				

Transportation

Statewide Goals:

- Reduce petroleum consumption by 20% from FY 2003 levels by FY 2009
- Use minimum 5% biodiesel for agency vehicles using diesel, and replace standard diesel with a 20% biodiesel blend by 2009.
- 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.)
- Give priority to fuel efficient / low emissions vehicles
- 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.
- Request fuel efficient, low emission vehicles for employees from commercial vendors.
- 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.
- Optional: Increase Employee Participation in Commute Trip Reduction (CTR) Programs

Agency Goals:

- Reduce petroleum consumption by 20% from FY 2003 levels by FY 2009.

Agency Actions and Programs:

- Encourage carpooling; limit travel.

Progress to Date:

- The agency has made a 5.2 percent reduction from fiscal year 2003 levels.

Barriers and Challenges:

- In 2003 the agency was under budget constraints and halted all non essential travel, so the FY 2003 numbers are already minimal. Part of the agency's mission is to provide economic and revenue data to customers and the opportunity to do this is by traveling to presentations. If we were to limit travel further, it could cause a disruption to business.

Success Factors:

- The agency continues to use ride share opportunities when available.

Documented Savings:

- Between FY 2006-2007 alone the agency saved over \$500 in mileage reimbursement.

Total Gasoline (non-diesel)

Year (FY)	2003	2004	2005	2006	2007
Ethanol					
Petroleum					
Total					
Units	<input type="checkbox"/> gallons	<input type="checkbox"/> liters	<input type="checkbox"/> \$		

Comments: The agency does not keep track of gasoline used in private automobiles.

Diesel Fuel

Year (FY)	2003	2004	2005	2006	2007
Ultra Low Sulfur (Highway)					
Off-Road					
Biodiesel					
Total					
Units	<input type="checkbox"/> gallons <input type="checkbox"/> liters <input type="checkbox"/> \$				

Miles Driven

Year (FY)	2003	2004	2005	2006	2007
Personally Owned Vehicles	2900	4133	3518	4202	3051
Agency Owned Vehicles					
Motor Pool Managed Vehicles					
Total	2900	4133	3518	4202	3051
Units	<input checked="" type="checkbox"/> miles <input type="checkbox"/> kilometers				

Agency Owned Fuel Efficiency

Year (FY)	2003	2004	2005	2006	2007
Fuel Efficiency					
Units	Miles per gallon (MPG)				

Agency Owned Fleet Size

Year (FY)	2003	2004	2005	2006	2007
Amount					
Units	# of Vehicles				

Pre-1996 Vehicles Remaining

Year (FY)	2003	2004	2005	2006	2007
Amount					
Units	# of vehicles				

Vehicles Purchased

Year (FY)	2003	2004	2005	2006	2007
Conventional					
Units	# of vehicles purchased				

Additional Notes

Has your agency implemented Commute Trip Reduction Programs? What is the level of employee involvement?

- The agency has not been able to dedicate funds to CTR program.

Paper

Statewide Goals:

- Purchase office paper with a minimum of 30% post consumer recycled content by Sept. 1, 2005. Include all white 8.5x11 paper. Provide justification for all purchases of virgin paper. If you have made changes in other paper purchases, please describe.
- Reduce use of office paper by 30% by Sept. 1, 2009, based on FY 2003 plans
- 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.)
- Recycle 100% of used office paper
- Increase use of post consumer recycled janitorial paper products.

Agency Goals:

- Maintain our reduced office paper usage. Purchase 100% recycled content paper with a minimum of 50% post consumer waste.

Agency Actions and Programs:

- Agency has made efforts to purchase 100% recycled content non- chlorinated paper. Duplexers have been added to shared printers. Office has eliminated 50% of personal printers.

Progress to Date:

- 46% reduction of paper usage since FY 2003! Agency using 35% post consumer waste recycled content.

Barriers and Challenges:

- It is challenging for a small agency to allocate extra funds for the premium cost associated with the environmentally friendly products.

Success Factors:

- Staff is already conscientious. Primary purchaser is sustainable practices coordinator.

Documented Savings:

- <\$200

Paper Purchased (8.5 x 11)

Year (FY)	2003	2004	2005	2006	2007
Virgin	30				
30 -40% recycled	20				
100% recycled / EPP		50	34	29	27
Total	50	50	34	29	27

Comments: Agency did not consider number of reams on hand in FY 2003 or 2004.

Paper Used (other than 8.5 x 11)

Year (FY)	2003	2004	2005	2006	2007
Virgin					
30-40%recycled					
100% recycled / EPP					
Total					
Units	<input type="checkbox"/> sheets <input type="checkbox"/> reams <input type="checkbox"/> cases <input type="checkbox"/> tons				

Comments: Agency has had one ream of legal sized paper for over three fiscal years.

Amount of Office Paper Recycled

Year (FY)	2003	2004	2005	2006	2007
Amount					
Units	<input type="checkbox"/> pounds <input type="checkbox"/> kilograms <input type="checkbox"/> tons				

Comments: Because Agency co-locates with another agency it is challenging to determine the amount of paper our agency recycles. Every employee has a recycling bin and reuses any single sided document when possible.

Janitorial Paper

Year (FY)	2003	2004	2005	2006	2007
Non-recycled					
Containing recycled content					
Total					
Units	<input type="checkbox"/> cases <input type="checkbox"/> tons <input type="checkbox"/> Other				

Comments: Department of Revenue has all information on building janitorial information. ERFC does not have this information available.

Additional Notes

What steps is your agency taking to decrease paper usage or increase the proportion of recycled paper used?

- We have a spot for paper that has only been used on one side for notepaper. One signature that we can use on sent messages says to consider the environment before printing the email.

Energy

Statewide Goals:

- Reduce energy purchases by 10% from FY 2003 by September 1st, 2009

Agency Goals:

- The Economic and Revenue Forecast Council has no way to determine energy usage because of our co-location.

Total Electricity

Year (FY)	2003	2004	2005	2006	2007
Conventionally Purchased					
Green Electricity					
Self-Generated (ex: backup)					
Total					
Units	<input type="checkbox"/> kWh <input type="checkbox"/> BTU <input type="checkbox"/> \$				

Natural Gas

Year (FY)	2003	2004	2005	2006	2007
Amount					
Units	<input type="checkbox"/> therms <input type="checkbox"/> BTU <input type="checkbox"/> \$				

Fuel Oil and Propane

Year (FY)	2003	2004	2005	2006	2007
Amount					
Units	<input type="checkbox"/> therms <input type="checkbox"/> BTU <input type="checkbox"/> \$				

Water Use

Statewide Goals:

- No statewide goals, but EO 02-03 calls for minimizing water use

Agency Goals:

- The Economic and Revenue Forecast Council has no way to determine energy usage because of our co-location.

Water Used

Year (FY)	2003	2004	2005	2006	2007
Amount					
Units	<input type="checkbox"/> gallons <input type="checkbox"/> ICCF (hundreds of cubic feet)				

Waste and Recycling

Statewide Goals:

- No statewide goals, but EO 02-03 calls for reducing or eliminating waste resulting from an inefficient or improper use of resources

Agency Goals:

- The Economic and Revenue Forecast Council has no way to determine energy usage because of our co-location.

Waste Disposed

Year (FY)	2003	2004	2005	2006	2007
Amount					
Units	<input type="checkbox"/> pounds	<input type="checkbox"/> kilograms	<input type="checkbox"/> tons		

Compost Collected/Composted

Year (FY)	2003	2004	2005	2006	2007
Amount					
Units	<input type="checkbox"/> pounds	<input type="checkbox"/> kilograms	<input type="checkbox"/> tons		

Non-Paper Material Recycled

Year (FY)	2003	2004	2005	2006	2007
Amount					
Units	<input type="checkbox"/> pounds	<input type="checkbox"/> kilograms	<input type="checkbox"/> tons		

Toxics Reduction

Statewide Goals:

- Adopt measures to reduce use of equipment, supplies and other products that contain persistent, toxic chemicals.

Agency Goals:

- The agency uses non-toxic cleaning supplies for maintenance around workstations. We have reduced the amount of printers that agency owns. DOR supplies the agency with all other goods and services.

Education and Outreach

Statewide Goals:

- Take steps to educate employees or clients about sustainable practices

Agency Goals:

- Increase exposure of staff to information on sustainable practices.

Agency Actions and Programs:

- The agency has a shared area where there are numerous postings on various environmental issues and suggestions for reducing our footprint. Agency planner forwards information from the Sustainability Listserve as appropriate.