

# FY2008 Sustainability Progress Report Narrative

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Agency Name: Labor & Industries  
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## Energy Consumption

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### Statewide Goals:

#### [Executive Order 05-01:](#)

- Reduce energy purchases by 10% from FY 2003 by September 1st, 2009 through energy conservation programs and the use of on-site renewable resources.

#### [Executive Order 02-03:](#)

- Minimize energy use.
- Shift to clean energy for facilities.

### Agency Goals:

Minimize energy use

### Agency Actions and Programs:

L&I does not have a formal energy conservation program. Between 2001 and 2004, the agency completed two significant series of mechanical and electrical efficiency upgrades to the Tumwater central office. These projects realized the greatest potential of energy savings at the time. A third round of energy conservation projects is being planned for the 09-11 biennium through the GA ESCO program.

### Progress to Date:

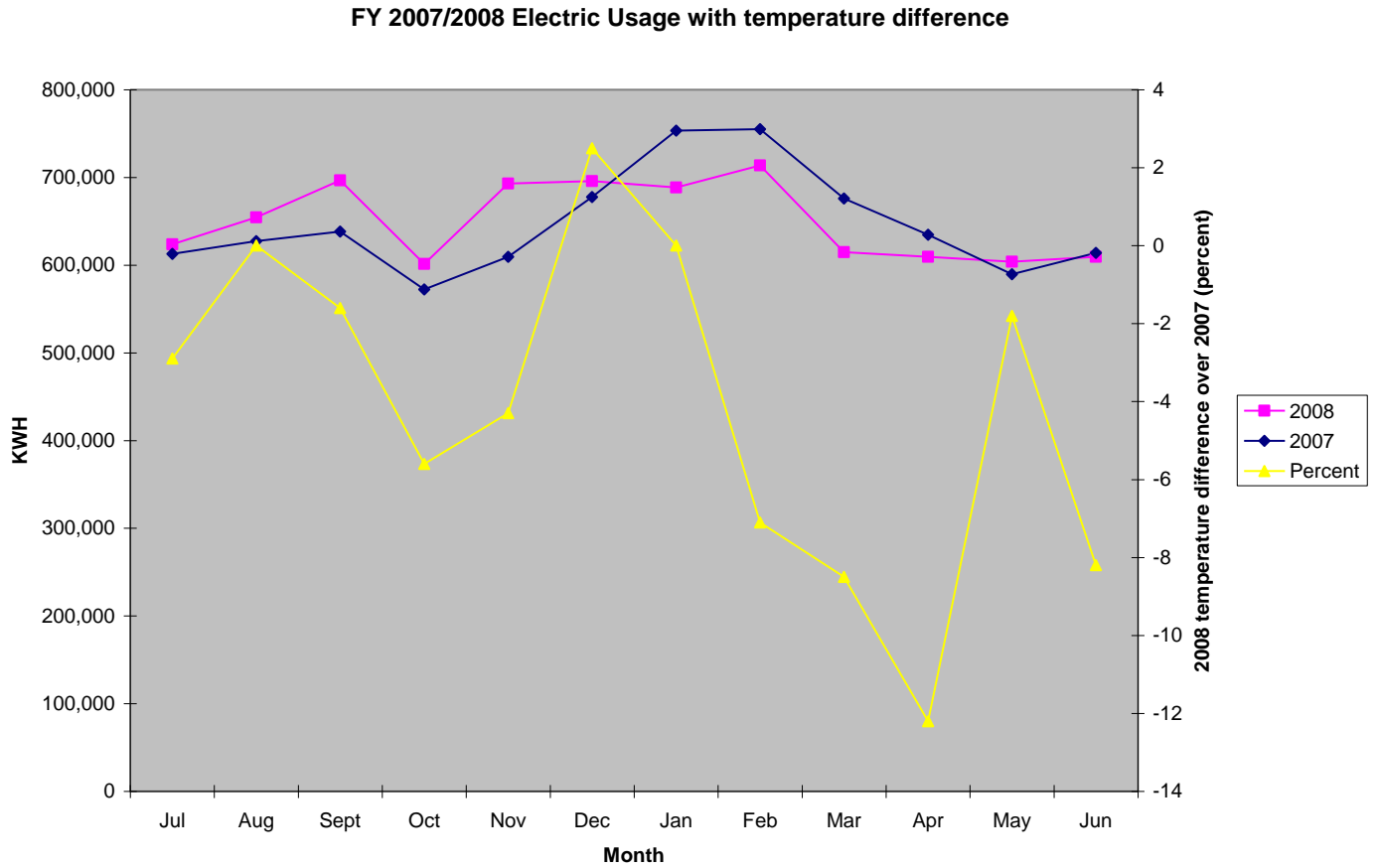
Fiscal year 2008, total electricity consumption for facilities where the agency paid utility costs directly was 9,426,388 KWH or 17.987 KWH/sq ft and natural gas consumption was 97,370 therms or 0.1960 therms/sq ft. This usage represents an increase of .81% in electric consumption over FY07 and a .61% increase in gas consumption.

According to data provided by Puget Sound Energy, FY08 was 4.1% cooler, on average, than FY07 in the Olympia area. In addition, performance issues with the natural gas boilers in the central office building occurred. Both of these issues appear to be contributors to the increase in electric and gas usage. Boiler maintenance was completed in the summer of 2008 to reduce future energy usage.

A third round of energy conservation projects is being planned for the 09-11 biennium through the GA ESCO program. Most of the major electricity savings projects in the agency owned central office building were completed prior to FY03. The opportunities for future improvements are limited. The 09-11 projects include hot water tank replacement and

exploring alternative energy sources including ground source heat pumps, photo voltaic and wind power potential.

The installation of Verdiem software to minimize computer power usage is in the pilot evaluation phase. Information Services staff are currently making plans for an agency wide roll out of this software system before the end of 2008.



# Water Consumption

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## Statewide Goals:

### [Executive Order 02-03:](#)

- Minimize water use.

## Agency Goals:

- Minimize water use.

## Agency Actions and Programs:

- L&I does not have a formal water conservation program.

## Progress to Date:

- For FY08, the agency owned Tumwater central office used 11,277 cubic feet of water in building and 2,216 cubic feet of water for irrigation. This represents a decrease in usage of .7% of water used in the building and 39.9% decrease in irrigation water. The decrease in irrigation water is attributed to reduced watering schedules and cooler summer months.
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- The Labor & Industries building was constructed in 1992 prior to the development of State sustainability goals. The large areas of formal landscaping that require irrigation is a barrier to more significant reduction in irrigation water usage. L&I does not use reclaimed water for irrigation.
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- A third round of energy conservation projects is being planned for the 09-11 biennium through the GA ESCO program. In an effort to reduce irrigation water usage, newer technology that responds to actual landscape water needs is being explored to reduce subjective determination of when to irrigate. Opportunities to reduce building water usage will be explored. However, no specific measures are being planned for implementation.

# Transportation Fuels & Fleet Management

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## Statewide Goals:

### Fuels:

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

- Reduce petroleum consumption by 20% from FY 2003 levels by September 2009.
- Reduce petroleum consumption by 20% in the operation of personal vehicles used for state business by September 2009.
- Use minimum 5% biodiesel for agency vehicles using diesel, and replace standard diesel with a 20% biodiesel blend by 2009.

#### [43.19.468](#)

- Effective June 1, 2015, all state agencies and local government subdivisions of the state, to the extent determined practicable, are required to satisfy 100 percent of their fuel usage for operating publicly owned vessels, vehicles, and construction equipment from electricity or biofuel.

### Fleet:

#### [Executive Order 02-03:](#)

- Shift to clean energy for vehicles.

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

- Replace pre-1996 light duty vehicles that are driven more than 2,000 miles a year by January 2008.
- State agencies shall give priority to the purchase and use of hybrid gas/electric and other fuel efficient/low emission and new petroleum efficient technology vehicles, 1992 federal Energy Policy Act (EPACT) standards notwithstanding.
- 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.
- For all agencies with a fleet of 100 or more light-duty vehicles, which do not choose to use GA to manage their fleet, submit a Fleet Management Plan included with your biennial Sustainability Plan. Agencies shall report annually on their progress in implementing their Fleet Management Plan.
- For agencies with less than 100 light duty vehicles, consider transferring vehicles to or contracting with GA.
- Request fuel efficient, low emission vehicles for employees from commercial vendors.

## Agency Goals:

- To replace all full-fuel vehicles with hybrids or bio-diesel as they come up for replacement.
- To decrease mileage driven.
- To decrease fuel costs.

## Agency Actions and Programs:

- No formal program. Implement measures to reduce miles driven.

## Progress to Date:

- There has been no change in the number of agency-owned vehicles from last year. However, one vehicle is used only for storage now. One vehicle is slated for surplus this

coming year, with a possibility of 2-3 others. All will be replaced with leased hybrid vehicles from Motor Pool.

- There were no changes to vehicle ownership and no vehicles were transferred to GA Motor Pool.
- L&I has access to bio-diesel and ethanol. Some of our warehouse trucks use bio-diesel.
- Total miles in FY2008 were 6,037,836, a decrease from FY2007 by 198,822 miles.
- The fleet of L&I vehicles is too small to purchase fuel in bulk.

License	odometer	model/type
05872E	160636	1991 GMC Jimmy
08269E	74877	2002 Ford Expedition
08275E	41769	2004 Chevy Tahoe
08279E	35064	2005 Chevy Astro
08280E	28503	2005 Dodge Caravan
10447E	6401	Ford F250 Pick up snow plow
12337E	73332	1995 UD 2300
14342E	108586	2002 Ford Expedition
15866E	13810	Chevy 3500 Van 2005
16308E	85652	2002 International 4300
16313E	85256	2001 Chevy Blazer
16314E	123345	2001 Chevy Blazer
16315E	91776	01 Chevy Blazer
16316E	160322	2001 Chevy Blazer
16317E	101177	2001 Chevy Blazer
18750E	2729	Ford F35 dump truck/snowplow
21160E	15094	Chevy Express Cargo Van 2006

E02334	0	Oly lab van	<b>used only for storage</b>		
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**Documented Savings:**

The agency fuel costs for FY2007 are \$25,419 and the costs for FY 2008 are \$23,581, a decrease of 9%.

# Environmentally Preferable Purchasing Paper Consumption

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## Statewide Goals:

### [Executive Order 04-01:](#)

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

### [EO 02-03:](#)

- Shift to non-toxic, recycled and remanufactured materials in purchasing and construction.
- Expand markets for environmentally preferable products and services.

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

- 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.
- Reduce use of office paper by 30% by Sept. 1, 2009, based on FY 2003.
- Increase the percentage of environmentally preferable paper purchased to at least 50% by Sept. 1, 2006.
- Significantly reduce the environmental impacts of janitorial paper products through increased use of post consumer recycled products.

## Agency Goals:

- Reduce overall paper consumption. Minimize the use of virgin office paper.
- Virgin copy paper purchases will consist of Elemental Chlorine Free.
- Continual education and outreach

## Agency Actions and Programs:

- Does your agency have an EPP policy in place?
- A draft EPP policy is in development and will be finalized prior to next year's progress report.

## Progress to Date:

- Blocked agency access to virgin copy paper on Office Depot State Contract web site.
- Added 12 Multifunction Devices agency wide that are set to duplex.

# Waste and Recycling Programs

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## Statewide Goals:

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

- Recycle 100% of used office paper and report quantity of office paper recycled.
- Justification of any virgin office paper purchased
- Report the amount and type of office paper and janitorial paper purchased.

### [Executive Order 02-03](#)

- Reduce or eliminate waste resulting from an inefficient or improper use of resources.

### [Governor's Directive 04-01:](#)

- State agencies and institutions must recycle all fluorescent lamps and bulbs at the end of their useful life.

**Agency Goals:**

- Recycle 100% of used office paper.
- Minimize purchase of virgin paper.

**Agency Actions and Programs:**

- The Department of General Administration provides waste disposal and mixed paper and cardboard recycle services for the Tumwater central office under the Capitol Campus maintenance and operations agreement. Recycling barrels that are placed throughout the facility are serviced on a regular basis. L&I’s recycling program includes paper, cardboard, bottles, aluminum cans, plastic, compact disks, video tapes, microfiche, printer toner cartridges and fluorescent lamps.
- Yard waste at the Tumwater central facility is separated from other waste for inclusion into a recycling program. The agency does not directly collect compost materials or produce compost.
- Janitorial paper is purchased and provided by General Administration.

**Progress to Date:**

- Virgin office paper equaled 2.5% of the total paper purchased. Additional efforts are being made to further reduce or eliminate its use.

**Education and Outreach Efforts**

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**Statewide Goals:**

[Executive Order 02-03](#)

- Institutionalize sustainability as an agency value
- Raise employee awareness of sustainable practices in the workplace

**Agency Goals:**

- Raise employee awareness of sustainable practices.

**Agency Actions and Programs:**

- L&I management created a sustainability task force consisting of those staff directly involved in the areas of procurement, motor vehicles and facilities management. These individuals have been responsible for the communication of the agency goals. Goals are communicated at new employee orientation training and supervisory skills training.

Success Factors	Barriers and Challenges
<ul style="list-style-type: none"> <li>• Added 12 Multifunction Devices agency wide that are defaulted to duplex.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>

**FY2008 Energy Reporting\*** GA is collecting energy information on September 1 annually. Please share the information here, and supplement if you have other energy information. Capital Campus energy use is reported by GA.

**Reported Square Footage** The square footage of facilities you are able to report energy consumption for

**Not Reported Square Footage** The square footage of facilities you are NOT able to report energy consumption for

**Electricity** Any electricity that your agency is metered for.

**Natural Gas** Any natural gas that your agency is metered for.

**Biomass** Wood waste, wood pellets, biogas or similar used to generate heat, steam and/ or electricity. Biomass Btu values to be determined by reporting agency.

**Fuel Oil** Diesel, gas or bunker fuel used to generate heat, steam and/ or electricity.

**Propane** Propane purchased for electricity, heating, cooking.

**On-site renewable energy** Solar, wind or small scale hydro built on agency property and fed back into the energy grid.

**Energy offsets** Green tags or other energy offset purchased to reduce agency carbon emissions.

**Potable water** Drinking quality water. If your water information is not differentiated, please put totals in this column.

**Irrigated water** Water used for irrigation - if separately metered

**Non-potable water** Water other than potable- ground or surface sources such as rain water or Reclaimed waste water.

**CCF = 100 cubic feet** 1 Cubic Foot = 7.48 gallons

New data separated for analysis

Not required by EO but please input if you have it

Agency	FY2008 Total Square Footage	FY2008 Reported Square Footage	FY2008 Not Reported Square Footage	FY2008 Electricity kWh	FY2008 Natural Gas Therms	FY2008 Fuel Oil Gallons	FY2008 Propane Gallons	FY2008 Biomass volume	FY2008 Biomass units	FY2008 Onsite renewable generated in kWh	FY2008 Energy Offsets purchased in kWh	FY08 Potable Water Usage in CCF	FY08 Irrigation Water Usage in CCF	Non-potable Water Usage in CCF
Dept of Labor and Industries	747,560	524,068	223,492	9,426,388	97,370							11277	2216	

\*If only cost is available, please report it in the narrative report.

**FY08 Transportation Fuel, Vehicle Miles Traveled and Fleet**

- Gasoline** Report all gallons of gasoline purchased for vehicle use. Gasoline used for heating should be reported in the Energy section.
- E85** Report ethanol only if purchased at the E85 blend level (85% ethanol, 15% petroleum gasoline). Most gasoline in WA State is E10 already.
- Petroleum Diesel** Report all gallons of conventional diesel purchased for vehicle use (report fuel used for heating/energy in energy reporting)
- Biodiesel** Report only the amount of B100 your agency purchases in bulk, example: (if you purchase 100 gallons of B10 then only report 10 gallons of B100)  
Report biodiesel purchased from WSDOT in the narrative Word document only
- Aviation** Report all gallons of aviation fuel purchased
- Vehicle** A passenger-carrying vehicle which has a primary duty for shuttling employees, not deliver equipment, etc.
- Vessel** Boats, ships, ferries that are run on state business (report fuel use separately if possible)
- Agency Leased (MP Perm)** A vehicle that is leased from the GA State Motor Pool by an agency for long-term use.
- Agency Owned (AOV)** A vehicle that is purchased and owned by an agency. (The agency retains the title and/or is registered as the owner.)
- GA Fleet (MP Daily Trips)** General Administration's Daily use Motor Pool; utilized by agencies for short term trip rentals.
- Personally Owned (POV)** Personally Owned Vehicles that are used for state business. Calculate miles by dividing total dollars spent by rate of agency reimbursement per mile. Calculate gallons of gas from POV by dividing POV miles by a 20.26 rate of fuel economy.\* If your agency does not use POV please place N/A in cell P19.

Data separated for analysis  
 New data separated for better analysis

Agency Name	FY2008 Gasoline Agency Leased (MP Perm)	FY2008 Gasoline GA Fleet (MP Daily Trips)	FY2008 Gasoline Agency Owned (AOV)	FY2008 E85 (Ethanol) purchased for vehicle use	FY2008 Petroleum Diesel purchased for vehicle use	FY2008 Bulk Pure Biodiesel (B100) purchased for vehicles	FY2008 Gasoline purchased for vessels	FY2008 E85 (Ethanol) purchased for vessels	FY2008 Diesel purchased for vessels	FY2008 Biodiesel purchased for vessels	FY2008 Fuel purchased for aviation	FY2008 Agency Leased Vehicles Miles Traveled (MP Perm)	FY2008 GA Fleet Miles Traveled (MP Daily Trips)	FY2008 Agency Owned Vehicle (AOV) Miles Traveled	FY2008 Personally Owned Vehicle Miles Traveled (POV)	FY2008 Gasoline calculated from POV reimbursement (20.26 avg fuel economy)	FY2008 Number of 4WD exception vehicles purchased	FY2008 Total Gasoline	FY2008 Total Diesel	FY2008 Total Miles Traveled
Dept of Labor & Industries	303,107	5,281	3,384		360							6,680,058	146,877	140,784	2,666,783	131,628		443,400	360	9,634,502

\*Table 49. Light-Duty Vehicle Miles per Gallon by Technology Type [http://www.eia.doe.gov/oiaf/aeo/supplement/sup\\_tran.xls](http://www.eia.doe.gov/oiaf/aeo/supplement/sup_tran.xls)

Energy Information Administration's Annual Energy Outlook 2008 report <http://www.eia.doe.gov/oiaf/aeo/>

**POV reimbursement rates current and historic**

Effective 7/1/08	.585 per mile
1/1/08 through 6/30/08	.505 per mile
1/1/07 through 12/31/07	.485 per mile
1/1/06 through 12/31/06	.445 per mile
9/15/05 through 12/31/05	.485 per mile

**FY08 Paper Consumption** If these supplies are purchased through Central Stores, they can provide a purchase report for your agency.

**Paper definitions**

**Office paper** Paper that is purchased already cut to 8.5 x 11 inches for use in printers and copiers

**Virgin** Paper that is made from 100 percent non-recycled fibers

**30-40% recycled content** Paper that is made with 30-40 percent post-consumer recycled fibers

**100% recycled content** Paper that is made with 100 percent recycled content with at least 50% post-consumer recycled fibers

**Janitorial** Toilet tissue, paper towels used in restrooms and coffee/break rooms.

**White Office Paper** Pounds of white office paper that is recycled through a service. Recycling on Capital Campus is reported by GA.

Not required by EO but please input if you have it

Agency	FY2008 Virgin office paper (reams)	FY2008 30 -40% recycled content office paper (reams)	FY2008 100% recycled content office paper (reams)	FY2008 Recycled Content Janitorial paper products (cases)	FY2008 Virgin Janitorial paper products (cases)	FY2008 Office Paper recycled (pounds)	FY2008 Garbage sent to landfill	FY2008 Material composted	FY2008 Other Material recycled
Dept of Labor & Industries	1307	43408	7123						