

Sustainability Roadmap 2024-2025 California Department of Food and Agriculture (CDFA)

Sustainability Master Plan
and Biennial Progress Report on Legislative
Sustainability Mandates and the
Governor's Sustainability Goals
for California State Agencies



California Department of Food and Agriculture
Gavin Newsom, Governor

December 2025



California Department of Food and Agriculture

Sustainability Road Map 2024-2025

Charlotte Eddy
Donovan Harrell
Rene Aguilera
Primary Author(s)

Kristi Duprey
Branch Chief, Departmental Services

Jody Lusby
Director, Administrative Services Division

Karen Ross
Secretary

TABLE OF CONTENTS

EXECUTIVE SUMMARY	7
Chapter 1 - CLIMATE CHANGE ADAPTATION	8
Department Mission and Climate Change Adaptation	8
Assessing Risk from Changing Extreme Temperatures:.....	9
Assessing Risk from Urban Heat Islands	16
Assessing Risk from Changes in Precipitation	17
Assessing Risk from Sea Level Rise	18
Assessing Risks from Wildfire	19
Understanding the Potential Impacts of Facilities on Communities	26
New Facilities and Disadvantaged Communities and Urban Heat Islands..	27
Integrating Climate Change into Department Funding Programs	27
Climate Change Implementation Planning in Funding Programs.....	29
Measuring and Tracking Progress	31
Chapter 2 - ZERO-EMISSION VEHICLES (ZEV)	32
Department Mission and Fleet	32
Composition of Vehicle Fleet	33
Fuel Types	33
Rightsizing the Vehicle Fleet	34
Telematics	34
Existing Fleet Description	35
Light Duty (LD) Fleet Vehicles	35
Medium and Heavy-Duty Fleet Vehicles	37
Incorporating ZEVs into the State Fleet	37
LD ZEV Adoption.....	37
Take-Home Vehicle Fleet Status.....	39
ZEV Public Safety Exemption.....	41
Department's Parking Facilities	41
On-going EVSE Charging Operations and Maintenance.....	43
Public EV Charging Policies	43

Employee EV Charging Policies	43
Fleet EV Charging Policies.....	44
Hydrogen Fueling Infrastructure	44
Chapter 3 – ENERGY.....	45
Department Mission and Building Infrastructure	45
Total Purchased Energy.....	45
Department Energy Use	46
Zero Net Energy (ZNE)	48
New Construction Exceeds Title 24 by 15 Percent	49
Existing Buildings Energy Efficiency	50
Energy Savings Projects	51
Demand Response Program	52
Renewable Energy.....	53
Monitoring-Based Commissioning (MBCx)	54
Building Controls.....	54
Energy Reduction Strategies - Best Management Practices (BMPs)	55
Chapter 4 - DECARBONIZATION.....	56
Department Mission and Decarbonization Efforts	56
Greenhouse Gas Emissions	56
Department's Decarbonization Approach	58
Existing Conditions Assessment.....	58
Decarbonization Measures	61
Decarbonization Action Plan	63
Chapter 5 - WATER EFFICIENCY AND CONSERVATION	65
Department Mission and Water Use	65
Department Indoor Water Use	70
Fixtures and Water Using Appliances Needs Inventories	70
Water Conservation and Water Efficiency Projects for Purchased Water ...	71
General Water Management	72
Leak Detection and Repair	72
Kitchen Water Conservation.....	72

Laundry Facilities Water Conservation	72
Department Total Nonpurchased Water Excluding Water Reuse or Recycling.....	73
Department Water Energy Nexus Reporting	75
Department Outdoor Water Use:.....	79
Critically Overdrafted Groundwater Basins and Water Shortage Contingency Plans	85
Department's Urban Water Shortage Contingency Plan.....	86
Chapter 6 – FACILITIES' CONSTRUCTION AND OPERATIONS	88
Department Mission and Facilities Construction and Operations	88
Building Design and Construction.....	88
LEED for Existing Buildings Operations and Maintenance	89
Indoor Environmental Quality (IEQ)	89
Daylighting and Views in New Construction	89
CALGreen Tier 1 Indoor Environmental Quality Measures	90
IEQ-New Buildings and Renovation Measures.....	90
Furnishing Standards	90
Green Seal Cleaning Products.....	91
Cleaning Procedures – Various Standards	91
Cleaning Procedures – Title 8, Section 3362	91
HVAC Operation Requirements	91
HVAC Inspection Requirements	91
Integrated Pest Management (IPM)	92
Fossil Fuel Landscaping Equipment Replacement with Low Emitting Landscaping Equipment.....	94
Location Efficiency.....	95
Chapter 7 - WASTE MANAGEMENT AND RECYCLING.....	97
Department Mission and Waste Management and Recycling.....	97
Waste and Recycling Programs	97
SARC Report.....	98
Recycling Program and Practices	98
Organics Recycling.....	98



Food Service Items Program.....	99
Hazardous Waste Materials.....	100
Universal Waste Program	100
Material Exchange Programs	101
Waste Prevention Program	102
Reuse Program	102
Employee Waste and Recycling Training and Education	102
Chapter 8 - PROCUREMENT	104
Goods and Services Categories with the Greatest Potential to Green:.....	105
EPP BMPs.....	106
Reporting on EPP Training and Outreach	106
Reporting on State Agency Buy Recycled Campaign (SABRC), and Reducing Impacts.....	107
Reducing Impacts.....	108
Chapter 9 - FUNDING OPPORTUNITIES	110
Full Life Cycle Cost Accounting	112
Chapter 10 – PUBLIC EDUCATION AND OUTREACH.....	113
APPENDIX A – SUSTAINABILITY LEADERSHIP	114
APPENDIX B - SUSTAINABILITY MILESTONES & TIMELINE	115
APPENDIX C – ACRONYMS	116
APPENDIX D - GLOSSARY	119
APPENDIX E – DEPARTMENT STAKEHOLDERS.....	124
APPENDIX F – SUSTAINABILITY STATUTORY REQUIREMENTS, EXECUTIVE ORDERS, AND MANAGEMENT MEMOS REFERENCES.....	131
APPENDIX G LIST OF TABLES AND GRAPHS	140
APPENDIX H – CDFA FLEET AND TELEMATICS POLICY	145

EXECUTIVE SUMMARY

The California Department of Food and Agriculture (CDFA) works with federal and county partners to safeguard a resilient food system and promote an equitable marketplace, cultivating a California grown food supply that is globally recognized for innovation, quality, and sustainability.

CDFA recognizes the importance of energy efficiency, reduction of greenhouse gas emissions, conservation, and climate adaptation. This document outlines the requirements and describes the steps CDFA is taking to comply with the Governor's Executive Orders (EO) [B-18-12](#), [B-16-12](#), and other water and energy conservation policies. CDFA consults and works alongside the Department of General Services (DGS) to ensure our buildings meet sustainability requirements.

To reduce fleet energy consumption and gas emissions, CDFA purchases Zero Emission Vehicles (ZEVs) such as Battery Electric Vehicles, Plug-In Hybrid Electric Vehicles, and installed Electric Vehicle Supply Equipment to support the ZEVs, exceeding the purchasing percentage requirements set forth in EO [B-16-12](#). CDFA has prioritized the purchase of Environmentally Preferable Purchasing products whenever possible.

CDFA is committed to reducing its overall carbon emissions and is currently reviewing suggestions from DGS and Glumac in steps the Department can implement to achieve its goal.

To reduce water consumption throughout its facilities, CDFA proactively repairs leaks, reduces landscape water use, replaces fixtures, and more. CDFA continues to partner with DGS on cost-effective water conservation efforts and has made it a priority to utilize alternative water sources for all new and renovated State facilities.

CDFA adheres to all Executive Orders regarding new construction, Leadership in Energy and Environmental Design Certification, purchasing and waste management.

I look forward to working closely with staff to achieve our conservation goals.



Karen Ross
Secretary

CHAPTER 1 - CLIMATE CHANGE ADAPTATION

Department Mission and Climate Change Adaptation

The mission of CDFA is to safeguard a resilient food system and promote an equitable marketplace, cultivating a California grown food supply that is globally recognized for innovation, quality, and sustainability

CDFA is dedicated to implementing Climate Change Adaptation guidelines and policies to meet the challenge of climate change and the effect that it will have on the Departments current operations.

CDFA has and will continue to work with the DGS Real Estate Services Division (RESO) and Project Management and Development Branch (PMD) to ensure all owned facilities meet the sustainability requirements.

Climate Change Risks to Facilities

Climate Change Risk Process:

To determine how to consider climate change for a given project, plan or existing infrastructure, CDFA will consider:

- The lifetime of the facility planned project or plan.
- Changing average climate conditions or increases in extreme events over the project's lifetime. California is susceptible to many climate risks with many locations at risk from multiple impacts, for example wildfires and mudslides occurring in the same year. It is important to consider the possibility of single climate impacts, as well as multiple compounding events that may need more conservative planning.
- The consequences of climate impacts, compounding events, and the planned project.
- The vulnerable populations, critical natural systems, critical infrastructure, or other assets being disrupted by climate changes and compounding events.
- Irreversible effects or unacceptable risks to public health and safety caused by climate change, compounding events, and proposed projects.

CDFA will consider the intended use, data projections, and sustainability materials when planning new building and construction projects.

Assessing Risk from Changing Extreme Temperatures:

Table 1.1: Top 10 Facilities that Will Experience the Largest Increase in Extreme Heat Events

Facility Name	Extreme Heat Threshold (EHT) Degrees Fahrenheit (°F)	Average Number of Days Above EHT (1961-1990)	Average Number of Days Above EHT (2031-2060)	Change from Historical to Projected Average Number of Days Above EHT (2031-2060)	Average Number of Days Above EHT (2070-2099)	Change from Historical to Projected Average Number of Days Above EHT (2070-2099)
Alturas Border Protection Station	92.9	4.4	24.9	20.5	60.8	56.3
Benton Border Protection Station	92.9	4.4	41.8	37.4	72.7	68.3
Dorris Border Protection Station	92.6	4.4	28.0	23.5	63.9	59.5
Hornbrook Border Protection Station	97.1	4.4	28.5	24.1	62.9	58.5
Long Valley Border Protection Station	93.6	4.4	29.3	24.9	62.0	57.6
Needles Border Protection Station	115.7	4.3	31.6	27.2	61.5	57.1
Topaz Border Protection Station	95.4	4.4	27.2	22.7	57.2	52.8



Facility Name	Extreme Heat Threshold (EHT) Degrees Fahrenheit (°F)	Average Number of Days Above EHT (1961-1990)	Average Number of Days Above EHT (2031-2060)	Change from Historical to Projected Average Number of Days Above EHT (2031-2060)	Average Number of Days Above EHT (2070-2099)	Change from Historical to Projected Average Number of Days Above EHT (2070-2099)
Tulelake Border Protection Station	94.0	4.4	28.4	23.9	66.7	62.3
Vidal Border Protection Station	112.9	4.4	35.8	31.4	69.3	64.8
Winterhaven Border Protection Station	111.6	4.4	42.1	37.1	77.0	72.6

Table 1.2a: Top 10 Facilities Most Affected by Changing Temperature – Annual Mean Maximum (Max.) Temperature (Temp.)

Facility Name	Historical Annual Mean Max. Temp. (1961 – 1990)	Annual Mean Max. Temp. (2031 – 2060)	Change from Historical to Annual Mean Max. Temp (2031-2060)	Annual Mean Max Temp. (2070-2099)	Change from Historical to Annual Mean Max. Temp (2070-2099)
Alturas Border Protection Station	62.6	68.2	5.6	73.0	10.4
Benton Border Protection Station	64.6	71.0	6.4	75.3	10.7
Dorris Border Protection Station	60.5	65.7	5.2	70.5	10.0
Hornbrook Border Protection Station	63.5	68.8	5.3	73.5	9.9
Long Valley Border Protection Station	62.4	68.3	6.0	72.8	10.4
Needles Border Protection Station	86.5	92.	5.5	9.6	9.4
San Bernadino Veterinary Laboratory	79.8	85.2	5.4	88.8	9.0
Topaz Border Protection Station	65.6	71.4	5.9	76.0	10.5
Tulelake Border Protection Station	61.7	67.2	5.5	72.2	10.5
Vidal Border Protection Station	85.4	90.8	5.3	94.8	9.3

Table 1.2b: Top 10 Facilities Most Affected by Changing Temperature - Annual Mean Minimum (Min.) Temp.

Facility Name	Historical Annual Mean Min. Temp. (1961 – 1990)	Annual Mean Min. Temp. (2031 – 2060) °F	Change from Annual Mean Min. Temp (2031-2060)	Annual Mean Min. Temp. (2070-2099) °F	Change from Annual Mean Min. Temp (2070-2099)
Alturas Border Protection Station	30.2	35.6	5.4	40.4	10.2
Blythe Border Protection Station	58.1	63.3	5.2	63.	9.8
Dorris Border Protection Station	31.5	36.9	5.4	41.6	10.1
Long Valley Border Protection Station	30.0	36.0	6.0	40.6	10.6
Mountain Pass Border Protection Station	53.2	58.4	5.2	6.3	9.8
Needles Border Protection Station	61.1	66.6	5.5	71.1	10.1
Topaz Border Protection Station	32.5	38.5	6.0	43.2	10.7
Tulelake Border Protection Station	33.2	37.9	4.7	42.8	9.6
Vidal Border Protection Station	58.2	63.7	5.4	38.3	10.0
Winterhaven Border Protection Station	55.1	60.9	5.8	65.5	10.4

Assessing Risk from [Heating Degree Days](#) and [Cooling Degree Days](#)

Table 1.3a: Top 10 Facilities that will be Most Impacted by Projected Changes in Heating Degree Days (HDD)

Facility Name	Heating Degrees 1961-1990	Average Modeled Heating Degrees (year), 2031-2060	Change in HDD Historical to Mid-Century	Average Modeled Heating Degrees (year), 2070-2099	Change in HDD Historical to End-Century
Anaheim Laboratory	1092.0	1917.0	825.0	2330.0	1238.0
Blythe Border Protection Station	4029.0	5536.6	1507.5	6634.8	2605.8
Glassy Winged Sharpshooter (GWSS) Arvin Field Station	2631.0	3621.7	990.8	4458.4	1827.4
Hornbrook Border Protection Station	325.2	988.6	663.4	1604.8	1279.6
Meadowview Road Complex	1190.8	2156.6	965.8	2879.8	1689.0
Needles Border Protection Station	4414.3	6050.1	1635.8	7129.8	2715.5
San Bernardino Veterinary Laboratory	1792.2	3160.4	1368.3	4025.2	2233.0
Turlock Veterinary Laboratory	1185.0	2219.7	1034.7	2958.8	1773.8
Vidal Border Protection Station	3894.1	5447.6	1553.5	6501.3	2607.2
Winterhaven Border Protection Station	3459.0	5047.7	1588.7	6127.4	2668.4

Table 1.3b: Top 10 Facilities that will be Most Impacted by Projected Changes in Cooling Degree Days (CDD)

Facility Name	Cooling Degrees 1961-1990	Average Modeled Cooling Degrees (year), 2031-2060	Change in CDD Historical to Mid-Century	Average Modeled Cooling Degrees (year), 2070-2099	Change in CDD Historical to End-Century
Anaheim Laboratory	1092.0	1917.0	825.0	2330.0	1238.0
Blythe Border Protection Station	4029.0	5536.6	1507.5	6634.8	2605.8
GWSS Arvin Field Station	2631.0	3621.7	990.8	4458.4	1827.4
Hornbrook Border Protection Station	325.2	988.6	663.4	1604.8	1279.6
Meadowview Road Complex	1190.8	2156.6	965.8	2879.8	1689.0
Needles Border Protection Station	4414.3	6050.1	1635.8	7129.8	2715.5
San Bernardino Veterinary Laboratory	1792.2	3160.4	1368.3	4025.2	2233.0
Turlock Veterinary Laboratory	1185.0	2219.7	1034.7	2958.8	1773.8
Vidal Border Protection Station	3894.1	5447.6	1553.5	6501.3	2607.2
Winterhaven Border Protection Station	3459.0	5047.7	1588.7	6127.4	2668.4

Reporting Narrative on Tables 1.3a and 1.3b: HDD and CDD

To prepare for future risks, CDFA has identified the facilities with the largest difference in HDD and CDD from 1961 to 2099 and included them in Tables 1.3a and 1.3b. HDD and CDD counts represent the number of days temperatures reached or are projected to reach outside the average temperature amounts for each area, indicating additional energy needed for heating or cooling over that period.

CDFA has several laboratories that rely heavily on specialized equipment that needs to be controlled by a consistent temperature. It is essential that the laboratory's equipment is in a controlled environment and that both heating and cooling equipment are working accurately. Due to increases in both HDD and CDD, CDFA looks at all laboratory facilities that could be at risk.

To reduce energy use, CDFA has distributed energy savings tips to employees, switched to devices and lighting designed to conserve energy, and has worked with DGS on developing other energy savings where feasible. Since most of CDFA's properties consist of small inspection booths on freeways, CDFA has released heat illness prevention materials to impacted employees and developed various tools to reduce climate risks, incentivize resilience, and increase climate adaptation throughout California.

Plan to Mitigate HDD and CDD

Planning Outline: PO1:a: Plan for Top 5-10 Facilities HDD and CDD Mitigation

Facility Name	Abbreviated Mitigation Plan 2030
All CDFA Facilities	CDFA will continue to work with DGS on a mitigation plan.

Planning Narrative on PO1:a: Mitigate HDD and CDD

The rise in temperature may increase the demand for energy used for cooling systems and outside temperatures may create heat advisory risks in the future for those working outdoors. CDFA remains vigilant in maintaining employee awareness, reminding employees of heat illness risks and prevention methods throughout every peak heat season. CDFA also releases additional heat advisory warnings to all employees whenever a heat event is anticipated. CDFA does not anticipate any negative impact to occupant health within CDFA facilities or damage to structural integrity resulting from this heat increase.

CDFA will continue to consider various options and strategies to reduce the impact of changing temperatures on facility performance and to protect

occupant health and safety such as HVAC capacity, shade structures or tree planting, relocation, expanding use of cool or porous materials in pavements, reviewing and improving use of air conditioning, etc.

Assessing Risk from [Urban Heat Islands](#)

Table 1.4: Facilities in Urban Heat Islands

Facility Name	Located in an Urban Heat Island (Yes or No)	Square Feet (sq. ft.) of Surrounding Hardscape or Pavement if greater than 5,000 sq. ft.
San Bernardino Veterinary Laboratory	Yes	25,582 Parking Lot
Turlock Veterinary Laboratory	Yes	7,080 Parking lot

Reporting Narrative on Table 1.4: Urban Heat islands

Two CDFA facilities are located in urban heat islands. Both have 30 parking spaces or less. Since the parking lots are so small, CDFA will need to further evaluate solutions to reduce the contribution to urban heat islands.

Planning Outline for Urban Heat Islands Mitigation:

Planning Outline: PO1:b: Plan for Urban Heat Islands Mitigation

Facility Name	Mitigation or Plan	Estimated Implementation Date
All CDFA Facilities	CDFA will evaluate if a mitigation plan is necessary.	CDFA will evaluate and determine an appropriate timeframe.

Planning Narrative for PO1.b: Urban Heat Islands Mitigation

CDFA will evaluate and consider selecting projects based on their suitability and cost-effectiveness. Future CDFA projects may include reducing impermeable surface areas surrounding facilities, implementing additional greening measures with the use of green infrastructure as part of the cooling strategies in public and private spaces, utilizing additional shading (such as trees, vegetation, or shade structures), or expanding the use of cool, porous, or sustainable materials in pavements. CDFA will work to identify solutions which best fit the Department's needs.

Assessing Risk from Changes in Precipitation

Table 1.5: Top 10 Facilities that will be Most Impacted by Projected Changes in Precipitation

Facility Name*	Annual Mean Max. Precip. (1961 – 1990) (in/yrs.)	Annual Mean Precip. (2031 – 2060) (in/yrs.)	Percent Change by mid-century	Annual Mean Precip. (2070 – 2099) (in/yrs.)	Percent change by end of century	Extreme Precip (1961-1990) (in/day)	Extreme Precip (2031-2060) (in/day)	Extreme Precip (2070-2090) (in/day)
1	13.3	13.7	0.4	14.9	1.6	4.0	4.1	4.4
2	7.5	8.2	0.1	9.7	0.3	4.1	4.0	5.3
3	21.4	23.3	0.1	24.8	0.2	4.3	4.5	5.3
4	14.4	15.9	0.1	18.1	0.3	4.3	5.0	6.3
5	17.5	20.5	0.2	22.1	0.3	4.4	4.8	5.8
6	42.9	48.9	6.0	52.3	9.4	7.7	8.1	11.4
7	85.1	92.1	0.1	93.2	0.1	12.2	11.7	14.6
8	12.5	13.2	0.1	14.0	0.1	3.8	4.1	4.8
9	70.0	76.5	0.1	77.2	0.1	7.3	7.7	8.3
10	25.7	29.4	3.7	32.1	6.4	5.0	4.4	6.6

*Due to space limitations on Table 1.5, Facility Names are defined below:

1. Anaheim Laboratory
2. Benton Border Protection Station
3. Hornbrook Border Protection Station
4. Long Valley Border Protection Station
5. Meadowview Road Complex
6. Meyers Border Protection Station
7. Redwood Border Protection Station
8. San Bernardino Veterinary Laboratory
9. Smith Border Protection Station
10. Truckee Border Protection Station

Reporting Narrative on Table 1.5: Precipitation Impacts

The impacts of climate change on the amount of precipitation that California will receive in the future are slightly less certain than the impacts on temperature. However, it is expected that California will maintain its Mediterranean climate pattern (dry summers and wet winters), but more

precipitation will fall as rain than as snow. It is also likely that extremes will intensify, both drought and heavy precipitation events. Larger rains can result in flooding and mudslides in burn scarred areas as well as shifts in runoff timing being earlier and runoff volumes being higher. It may also result in a decrease in snowpack.

Planning Outline to Mitigate Precipitation Changes

Planning Outline PO1:c: Plan for Top 5-10 Facilities Most Impacted by Projected Changes in Precipitation

Facility Name	Extreme Precipitation (2030) Plan or strategy
All CDFA Facilities	CDFA will continue to ensure requirements are met for all facilities.

Planning Narrative on PO1.c: Precipitation Changes Mitigation Plan

CDFA will continue to identify the necessary actions needed to protect occupancy health and safety in areas most likely impacted by high precipitation, such as Border Protection Stations.

Assessing Risk from Sea Level Rise

Table 1.6: All Facilities at Risk from Rising Sea Levels

Facility Name	Tide Chart Region	2050 Water Level (ft)	Exposed in 2050? (y/n)	2100 Water Level (ft)	Exposed at 2100? (y/n)
No CDFA Facilities at Risk					

Reporting Narrative on Table 1.6: Sea Level Rise Impacts

NO CDFA FACILITIES AT RISK

Planning Outline to Mitigate Sea Level Rise Impacts

Planning Outline PO1:d: Planning for Sea Level Rise impacts Mitigation

Facility Name	Tide Chart Region	Plan 2030?
No CDFA Facilities at Risk		

Planning Narrative on PO1.d: Sea Level Rise Impact

NO CDFA FACILITIES AT RISK

Assessing Risks from Wildfire

Wildfire Threats by Fire Hazard Severity Zone

Table 1.7: Top 5-10 Facilities Most at Risk to Wildfire Threats by Fire Hazard Severity Zone

Facility Name	Fire Hazard Severity Zone Designation (low, medium, high, very high)
Benton Border Protection Station	Medium
Hornbrook Border Protection Station	High
Meyers Border Protection Station	Very High
Redwood Border Protection Station	Very High
Smith River Border Protection Station	Medium
Topaz Border Protection Station	Medium

Reporting Narrative on Table 1.7: Assessing Facilities Most at Risk to Wildfire Threats by Fire Hazard Severity Zones

Table 1.7 shows the CDFA-owned facilities that are at the most risk of wildfire threats. These facilities are Border Protection Stations located on highways or freeways that allow for some degree of separation from fires. But in the event of a fire, CDFA has emergency evacuation plans for every location and prioritizes protection of all of its employees' health and safety.

Planning Narrative on Table 1.7: Assessing Facilities Most at Risk to Wildfire Threats by Fire Hazard Severity Zones

CDFA will evaluate strategies to determine the feasibility and need for additional precautions to protect employees from elevated smoke levels and harmful exposure to other potential hazards. These precautions include providing masks to staff, air filtration installations to HVAC systems, and additional enclosures or other protections for employees with extended outdoor exposures. Should risk of fire danger increase, CDFA will adhere to the California Department of Forestry and Fire Protection evacuation procedures to ensure the safety of staff.

Wildfire Threats as Measured by Impacts from Previous Wildfire Events

Table 1.8: Facilities Impacted by Previous Wildfire Events (Last 20 Years)

Facility Name	Impact Category Choose	Year of Impact	Fire Name
Alturas Border Protection Station	Smoke impact, operation disruptions, evacuations, staff disruptions	2006, 2007, 2012, 2018, 2019	Lassen/Modoc, Sage, Fletcher, Modoc July Complex, Likely, Tucker, Joseph, Parker 2, Barry Point
Meyers Border Protection Station	Smoke impact, operation disruptions, evacuations, staff disruptions	2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024	Angora, Wawona, Avocado, Big Meadows, Bar, Motor, Ramsey, Aspen, Kelly, Butte, Rough, Curry, Elm, Empire, Eden, Cables, Fork, Caldor, Henry, Mosquito, Quarry, Crozier
Tulelake Border Protection Station	Smoke impact, operation disruptions, evacuations, staff disruption	2020	Caldwell

Reporting Narrative on Table 1.8 Wildfire Threats as Measured by Impacts from Previous Wildfire Events.

Three of CDFA's Border Protection Stations located in rural and surrounding forest areas have been impacted by wildfires. The smoke from the wildfires reduced air quality in and around the stations. Evacuees vacated the fire zones causing an increase in traffic which disrupted border station operations. The largest wildfire disruption to CDFA services occurred in 2021 at CDFA's Meyers Border Protection Station, which was completely closed for seven days due to a mandatory evacuation of the Caldor fire. This wildfire consumed over 1,000 structures in the El Dorado National Forest and burned over 221,835 acres over two months. The Tulelake Border Protection Station also had operational

disruptions due to an evacuation during the Caldwell fire of July 2020, which was caused by lightning strikes and burned over 70,622 acres.

Other than the disruption of operational services due to evacuation, poor air quality, and rerouting of traffic, CDFA facilities did not suffer any fire damage.

Planning Outline to Mitigate Wildfire Risks

Planning Outline PO1:e: Plan for Mitigating Wildfire Risk for Top 5-10 Facilities Most at Risk

Facility Name	Plan 2026-2030
All CDFA Facilities	CDFA will continue to ensure that all requirements are met for all facilities.

Planning Narrative on PO1.e: Mitigating Wildfire Risk for Top 5-10 Facilities Most at Risk

Wildfires pose a serious risk to CDFA as several of its Border Protection Stations are in remote, rural areas, surrounded by forest and vegetation. CDFA has experienced a cease in operations in two locations in the past five years due to mandatory evacuations caused by wildfires. CDFA understands the need for and importance of preventative maintenance. Staff at the border protection stations regularly trim the dense vegetation around its buildings to ensure a defensible space perimeter around the property.

CDFA will evaluate strategies for additional precautions such as air filtration systems, additional enclosures, and providing masks to protect employees from elevated smoke levels and harmful exposure to other potential hazards.

Understanding Climate Risk to Planned Facilities

Tables 1.9: a-g: Climate Risks to New Facilities

a.1 Annual Mean Maximum Temperature

Facility Name	Historical Annual Mean Max. Temp. (1961–1990)	Annual Mean Max. Temp. (2031–2060)	Change from Historical to Annual Mean Max. Temp. (2031-2060)	Annual Mean Max Temp. (2070-2099)	Change from Historical to Annual Mean Max. Temp. (2070-2099)
Blythe Border Protection Station	87.6	92.9	5.3	96.8	9.1
Needles Border Protection Station	86.5	92.0	5.5	96.0	9.4
Turlock Veterinary Laboratory	74.4	79.1	4.7	82.8	84.0

a.2 Annual Mean Minimum Temperature

Facility Name	Historical Annual Mean Min. Temp. (1961–1990)	Annual Mean Min. Temp. (2031–2060) °F	Change from Annual Mean Min. Temp (2031-2060)	Annual Mean Min. Temp. (2070-2099) °F	Change from Annual Mean Min. Temp. (2070-2099)
Blythe Border Protection Station	58.1	63.3	5.2	67.9	9.8
Needles Border Protection Station	61.1	66.6	5.5	71.1	10.1
Turlock Veterinary Laboratory	46.7	52.2	5.5	56.1	9.4

b. Annual Mean Maximum Precipitation

Facility Name	Annual Mean Max. Precipitation (1961–1990) (in/yr.)	Annual Mean Precipitation (2031–2060) (in/yr.)	Extreme Precipitation (1961-1990) (in/day)	Extreme Precipitation (2031-2060) (in/day)
Blythe Border Protection Station	4.2	3.5	2.2	2.2
Needles Border Protection Station	4.6	4.2	2.0	1.7
Turlock Veterinary Laboratory	12.4	13.9	2.2	2.8

c. Largest Increase in Extreme Heat Events

Facility Name	Extreme Heat Threshold (EHT) °F	Average Number of Days Above EHT (1961-1990)	Average Number of Days Above EHT (2031-2060)	Increase in Number of Days Above EHT
Blythe Border Protection Station	114.9	4.4	24.3	19.9
Needles Border Protection Station	115.7	4.3	31.6	27.2
Turlock Veterinary Laboratory	102.2	4.4	23.8	19.4

d. Sea Level Rise

Facility Name	Area (California Coast, San Francisco Bay, Delta)	Sea Level Rise 0.0 m	Sea Level Rise 0.5 m	Sea Level Rise 1.0 m	Sea Level Rise 1.41 m
Blythe Border Protection Station	California Desert (South-East corner of California)	0	0	0	0
Needles Border Protection Station	California Desert (South-East corner of California)	0	0	0	0
Turlock Veterinary Laboratory	Central California	0	0	0	0

e. Wildfire Risks by Fire Hazard Severity Zone

Facility Name	Current Fire Hazard Severity Zone (low, medium, high, very high)
Blythe Border Protection Station	Low
Needles Border Protection Station	Low
Turlock Veterinary Laboratory	Low

f. Facilities Impacted by Previous Wildfire Events (Last 20 Years)

Facility Name	Impact Category Choose	Year of Impact	Fire Name
Alturas Border Protection Station	Smoke impact, operation disruptions, evacuation	2006, 2007, 2012, 2017, 2018, 2019	Lassen/Modoc, Sage, Fletcher, Modoc, July Complex, Likely, Tucker, Joseph, Parker 2, Barry Point
Meyers Border Protection Station	Smoke impact, operation disruptions, evacuation	2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024	Angora, Wawona, Avocado, Big Meadows, Bar, Motor, Ramsey, Aspen, Kelly, Butte, Rough, Curry, Elm, Empire, Eden, Cables, For, Caldor, Henry, Mosquito, Quarry, Crozier
Tulelake Border Protection Station	Smoke impact, operation disruptions, evacuation	2020	Caldwell

g. Risk from Heating Degree Days/Cooling Degree Days

Facility Name	Heating/Cooling Degree Days (1961-1990) (HDD/CDD)	Heating/Cooling Degree Days (2031-2060) (HDD/CDD)
Blythe Border Protection Station	1159.3 / 4029.0	568.5 / 5536.6
Needles Border Protection Station	1205.1 / 4414.3	614.7 / 6050.1
Turlock Veterinary Laboratory	2812.1 / 1185.0	1814.0 / 2219.7

Reporting Narrative for Tables 1.9a-g: Understanding Climate Risks to Planned Facilities

The rise in temperature may increase the demand for energy used for cooling systems and outside temperatures may create heat advisory risks in the future for those working outdoors. CDFA does not anticipate any negative impact to occupant health within CDFA facilities or damage to structural integrity resulting from this heat increase.

CDFA will continue to consider various options and strategies to reduce the impact of changing temperatures on facility performance and to protect occupant health and safety such as HVAC capacity, shade structures or tree planting, relocation, expanding use of cool or porous materials in pavements, and reviewing and improving use of air conditioning.

Planning Narrative for Tables 1.9a-g: Understanding Climate Risks to Planned Facilities

CDFA will continue to work closely with DGS (RESO and PMDB) for all facility site searches to meet requirements for new and existing facilities and determine necessary actions to prepare for potential hazards and protect employees.

Understanding the Potential Impacts of Facilities on Communities

Reporting on Facilities Located in Disadvantaged Communities

Table 1.10: Facilities Located in Disadvantaged Communities

Facility Name	CalEnviroScreen Score	Located in a disadvantaged community? Yes/No
Alturas Border Protection Station	31.78	Yes
Anaheim Laboratory	33.94	Yes
Blythe Border Protection Station	17.35	Yes
GWSS Arvin Field Station	49.17	Yes
Mountain Pass Border Station	34.09	Yes
Turlock Veterinary Laboratory	23.91	Yes
San Bernardino Laboratory	53.05	Yes

Reporting Narrative for Table 1.10: Facilities in Disadvantaged Communities

CDFA provides various programs and services which impact climate change and disadvantaged communities throughout California. CDFA has meetings and public forums to discuss environmental issues with potential impacts to disadvantaged communities, the agriculture industry, and the residents of California.

Planning Narrative for table 1.10: Facilities in Disadvantaged Communities

CDFA has and will continue to award grants to projects that are beneficial to severely disadvantaged communities and Socially Disadvantaged Farmers and Ranchers.

New Facilities and Disadvantaged Communities and [Urban Heat Islands](#)

Table 1.11: New Facilities and Disadvantaged Communities and Urban Heat Islands

Facility Name	Located in a Disadvantaged Community (yes/no)	Located in an urban heat island (yes/no)
No New Facilities in Disadvantaged Communities or Urban Heat Islands		

Reporting Narrative on Table 1.11: New Facilities and Disadvantaged communities and Urban Heat islands

NO NEW FACILITIES IN DISADVANTAGED COMMUNITIES AND URBAN HEAT ISLANDS

Planning Narrative on Table 1.11: New Facilities and Disadvantaged communities and Urban Heat islands

NO NEW FACILITIES IN DISADVANTAGED COMMUNITIES AND URBAN HEAT ISLANDS

Integrating Climate Change into Department Funding Programs

Table 1.12: Integration of Climate Change into Department Planning

Name of Plan	Have you integrated climate?	Is a plan in progress?	If no, or in process, when will it be integrated?
Climate Resilience Strategy for California Agriculture	Yes	Planning Process	TBD

Reporting Narrative for Table 1.12: Integrating Climate Change into Department Planning Process

PLAN IN PROGRESS – CDFA released the draft [Climate Resilience Strategy for California Agriculture](#) for public comment in October 2025. The final version is anticipated to be released in 2026.

Planning Narrative for table 1.12: Integrating Climate Change into Department Planning Process

When evaluating criticality and climate risk to CDFA facilities, CDFA will leverage assistance from DGS in creating a strategy and process to achieve net zero emissions for all owned facilities by 2030 as well as seek their guidance on future planning on any new facilities. CDFA will consult with DGS's Office of Sustainability regarding best practices from other departments that have integrated climate change into Departmental Planning and will determine the best course of action to prepare for projected climate change effects impacting CDFA facilities.

Community Engagement and Planning Processes

Table 1.13: Community Engagement and Planning Processes

Name of Plan	Does this plan consider impacts on vulnerable populations? Yes/No	Does this plan include coordination with local and regional agencies? Yes/No	Does this plan prioritize natural and green infrastructure? Yes/No
Office of Agricultural Resilience and Sustainability (OARS)	Yes	Yes	Yes
Office of Farm to Fork	Yes	Yes	Yes
Specialty Crop Block Grant Program (SCBGP)	Yes	Yes	Yes

Reporting Narrative for Table 1.13: Community Engagement and Planning Processes

CDFA has several systems in place to assist vulnerable populations and communities. To mitigate the impacts of climate change and other potential hazards, CDFA [OARS](#) works with farmers to improve environmental practices. To assist struggling communities, CDFA helps communities and farmers by connecting low income communities that benefit from low cost fresh products with struggling farmers that need help selling their products, so both parties can benefit through programs such as the [Office of Farm to Fork](#) and farmers'

markets. In addition, CDFA, supported by California's agriculture industry, assists communities by helping to establish school and community gardens. Refer to CDFA's report: [Improving Food Access in California](#), the [SCBGP](#), and [OARS](#) for more details on CDFA's efforts on assisting disadvantaged communities and improving industry practices.

CDFA is the lead agency for the [Emergency Support Function 11](#) of the California State Emergency Plan. CDFA supports the responsible jurisdiction and coordinates activities during and immediately following emergencies impacting the agriculture and food industry and supports the recovery of impacted industries and resources post disaster.

Planning Narrative for Table 1.13: Community Engagement and Planning Processes

COMMUNITY ENGAGEMENT AND PLANNING PROCESS ACHIEVED

Climate Change Implementation Planning in Funding Programs

Table 1.14: Climate Change Implementation Planning in Department Funding Programs

Name of Grant or Funding Program	Have you integrated climate change into program guidelines? (Yes/No)	If no, Date it will be integrated?	Does this Funding Program consider impacts on vulnerable populations? (Yes/No)	Does this Funding Program include coordination with local and regional agencies? (Yes/No)
Alternative Manure Management Program (AMMP)	Yes	N/A	Yes	Yes
Dairy Digester Research and Development Program (DDRDP)	Yes	N/A	Yes	Yes
Healthy Soils Program (HSP)	Yes	N/A	Yes	No
State Water Efficiency and	Yes	N/A	Yes	No

Name of Grant or Funding Program	Have you integrated climate change into program guidelines? (Yes/No)	If no, Date it will be integrated?	Does this Funding Program consider impacts on vulnerable populations? (Yes/No)	Does this Funding Program include coordination with local and regional agencies? (Yes/No)
Enhancement Program (SWEEP)				

Reporting Narrative for Table 1.14: Climate Change Implementation Planning in Funding Programs

Grant funding is designated for specialized purposes unrelated to CDFA facilities (such as industry impacts on the environment) and is not location specific. CDFA will continue to assist California's agricultural industry with reducing the impacts of climate change. CDFA's Office of Agriculture Resilience and Sustainability (OARS) supports agricultural production and incentivizes practices resulting in a net benefit for the environment through innovation, efficient management, and science. These programs are funded by one-time appropriations from the annual Budget Act and have a mandate to address greenhouse gas emissions (GHGe) and/or other environmental impacts. Programs address crop and livestock agriculture and CDFA has invested in research and information synthesis to keep programs up to date with the latest in Climate Smart Agriculture practices. CDFA has also developed a suite of environmental benefit quantification tools, in collaboration with state agencies, non-profits, and academia, to help the agency estimate the benefit of state investments in conservation agriculture. Lastly, CDFA concurrently supports technical assistance to producers to ensure the successful implementation of CDFA-funded Climate Smart Agriculture projects.

CDFA has encouraged development of best management practices that reduce climate risks, such as [SCBGP](#). As referenced in the [California Climate Adaptation Strategy](#), CDFA is a key partner in various agricultural projects throughout the state designed to increase positive economic and environmental impact, conservation, sustainability, and improve best practices.

Planning Narrative for Table 1.14: Climate Change Implementation Planning in Funding Programs

CDFA will continue to incorporate climate change implementation with available funding wherever feasible. This includes CDFA's grant programs such as OARS flagship grant programs ([AMMP](#), [DDRDP](#), [HSP](#), and [SWEEP](#)), which will continue to incorporate GHGe mitigation in their funding requirements as part of the statutory mandate.

Measuring and Tracking Progress

Reporting Narrative on Measuring and Tracking Progress

Changing climate conditions necessitates an adaptive management approach. An adaptive management approach is informed by tracking changing climate conditions and the performance of a plan or project. Building check points into a project or plan timeline can help to create a system for regular review and if needed, adjustments.

CDFA will utilize tools from DGS, Energy Star, California Environmental Protection Agency (CalEPA), Climate Registry Information System (CRIS), and other conservation tools to ensure all requirements are met. CDFA saves annual data to compare to benchmarks and will continue to improve practices based on the information collected.

Planning Narrative on Measuring and Tracking Progress

CDFA has and will continue to identify and prioritize natural and green infrastructure options, and development of policies to integrate climate change into all infrastructure investments.

CHAPTER 2 - ZERO-EMISSION VEHICLES (ZEV)

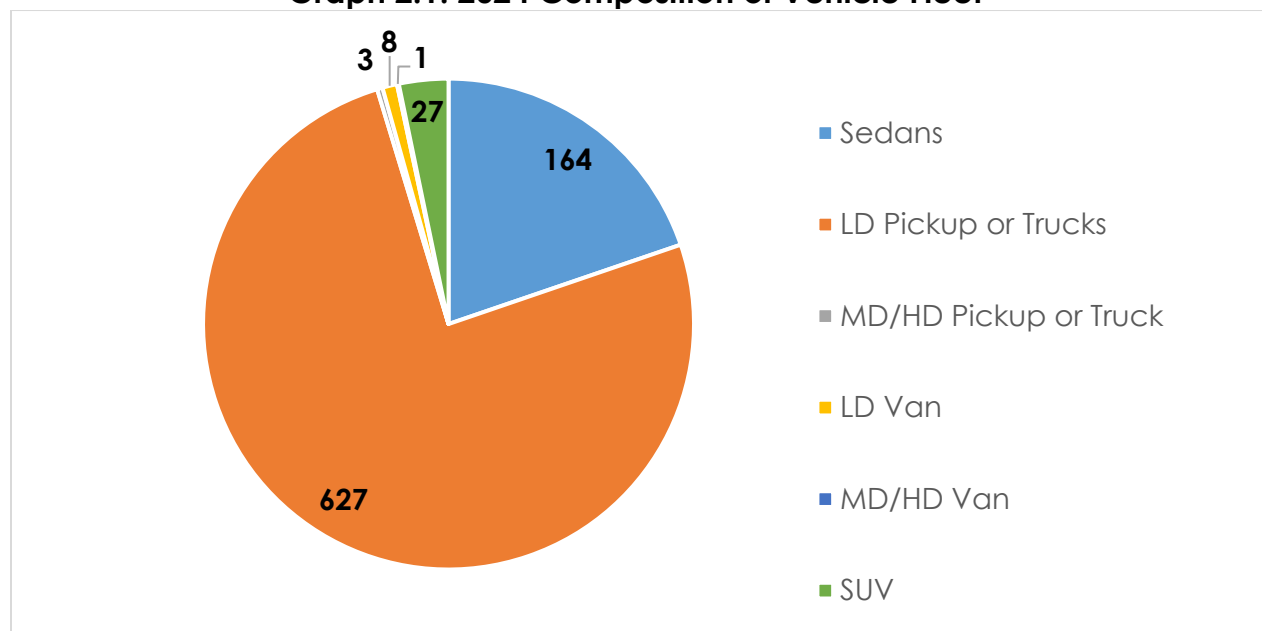
Department Mission and Fleet

The mission of CDFA is to safeguard a resilient food system and promote an equitable marketplace, cultivating a California grown food supply that is globally recognized for innovation, quality, and sustainability. CDFA could not accomplish its mission without its key Agency Programs throughout the state of California. CDFA maintains both owned and long term leased vehicles which enables programs to perform their mission-critical functions. Each Agency Program noted below has specific needs that may require extensive driving to rural areas such as inspections, outreach, surveillance, and detection.

- Inspection and Compliance - Compliance and enforcement investigations throughout California: Vehicles must be able to travel every day, often for the entire shift. Sport Utility Vehicles (SUVs) are generally used for this work to accommodate the space needed for the investigator and equipment, the covert nature of the work.
- Livestock Identification – Cattle inspections, surveillance, and retrieval: Light-Duty (LD) and Heavy-Duty (HD) trucks are needed to provide stable driving over rugged terrain and rural areas where no electrical vehicle charging is available and need to have the hauling power to transport stolen calves (which can weigh between 500-1,000 pounds). There are currently no ZEVs available that can provide the hauling power needed.
- Pest Detection – Exotic pest surveys and eradication activities: Vehicles must be able to work in rural areas with rough terrain or in groves. ZEVs cannot be used due to the rural area where no charging is available. LD, Medium-Duty (MD), and HD trucks are necessary to haul large loads of soil materials, including agricultural equipment, pest samples, large tanks, pesticides, various trapping supplies, and hazardous waste. There are currently no ZEVs available that can provide the hauling power needed.

Composition of Vehicle Fleet

Graph 2.1: 2024 Composition of Vehicle Fleet



Fuel Types

Reporting on Total Fuel Use by Fuel Type.

Table 2.1: Total Fuel Purchased in 2023 and 2024

Year	Fuel Type (Gallons) Diesel	Fuel Type (Gallons) Gasoline	Fuel Type (Gallons) Renewable Diesel
2023	3,191.93	295,185.6	0
2024	4,902.6	436,026.0	0

Reporting Narrative on Table 2.1: Fuel Type Selections

Instead of establishing a CDFA fuel selection policy, CDFA complies with the state's ZEV mandate when selecting fuel types noted in CDFA's annual Fleet Acquisition Plan. CDFA uses [WEX Card](#) purchase history to determine the fuel type and amount purchased. As CDFA purchases more ZEVs, the consumption of diesel and gas will be reduced.

CDFA determined that installation of hydrogen fueling infrastructure at Department facilities, is not an efficient use of state funds to reduce GHGe, especially since CDFA does not own any hydrogen fueled vehicles. CDFA has

purchased ethanol as an alternate fuel type and will continue to pursue options to better serve the reduction of GHGe as well adding ZEV vehicles to the fleet.

Planning Narrative on Table 2.1: Fuel Type Selections

CDFA will strive to continue to meet the Administration's ZEV purchasing goals, per the [2016 ZEV Action Plan](#), to have 50 percent of the LD vehicles purchased each year be ZEVs, this includes Battery Electric Vehicles (BEV's) and Plug-in Electric Vehicles (PHEV's).

Rightsizing the Vehicle Fleet

Teleworking, Mission Changes, and Technology Changes

Reporting Narratives on Teleworking, Mission Changes, and Technology Changes

Teleworking:

CDFA's telework policy does not impact field staff who are the main users of its vehicle fleet. CDFA continues to review its annual purchasing plan and account for teleworking and its impact on fleet use.

Mission Changes:

NO MISSION CHANGES

Technology Changes:

The only recent fleet-related change in CDFA technology is telematics, which has no impact on CDFA's fleet purchases.

Telematics

Telematics Implementation Status

COMPLETED TELEMATICS IMPLEMENTATION

Reporting Narrative on Telematics Implementation Status

COMPLETED TELEMATICS IMPLEMENTATION

Planning Narrative for Telematics Data

COMPLETED TELEMATICS IMPLEMENTATION

Existing Fleet Description

Light Duty (LD) Fleet Vehicles

CDFA primarily uses LD vans, SUVs, and sedans for traveling throughout the state to perform outreach and site inspections.

Most LD trucks are utilized by CDFA inspectors and investigators. The inspections and investigations require daily field use in which the vehicle is used for the full workday in rural areas, through rough terrain, hills, groves, and other agricultural areas. Trucks are used to haul large bulky or soil materials. The largest task associated with these trips is pest detection, but other tasks also include inspecting cattle for diseases and ensuring food safety, etc. Short trips for LD trucks occasionally include towing equipment like snowplows to clear the snow during the winter at CDFA Border Protection Stations.

Reporting On Total Miles Traveled

Table 2.2 Total Miles Traveled

Year	2019	2020	2021	2022	2023	2024
Miles Traveled	6,494,083	6,066,134	10,478,755	8,558,843	4,914,577	5,221,341

Reporting Narrative on Table 2.2: Total Miles Traveled

CDFA's total miles per year may increase as CDFA takes on additional roles in various areas such as inspection, regulation, and stewardship. Annual mileage totals fluctuate year to year depending on outbreaks of pest and plant disease and animal health emergencies. Due to severe increased presence of the Asian Citrus Psyllid in 2021, CDFA mileage increased substantially. If multiple outbreaks occur in one year, mileage will increase, while a reduction in miles may result when diseases are eradicated. To limit the total miles traveled, CDFA encourages employees to consolidate tasks where feasible.

Reporting On Miles Per Gallon

Table 2.3 LD Miles per Gallon

Year	2019	2020	2021	2022	2023	2024
Miles per Gallon	22.35	25.54	28.53	33.3	34.18	37.42

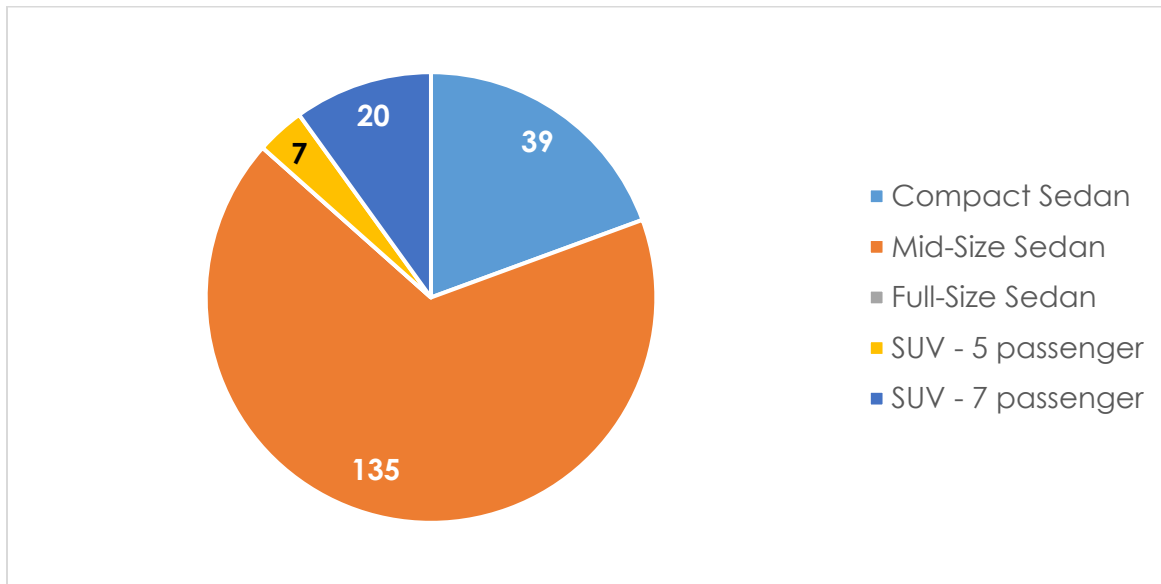
Reporting Narrative on Table 2:3: Miles Per Gallon

CDFA has steadily increased the number of PHEVs and BEVs used in its fleet and anticipates an increase in miles per gallon (MPG) as more fuel-efficient vehicles are purchased. Some vehicles have worse gas mileage because they are in more congested areas or require additional mileage through unpaved, uneven, rough, and loose terrain while carrying heavy materials such as chemicals or equipment for inspections, surveys, investigations, enforcement, or infection/infestation experiments and control activities.

The increase in BEVs and PHEVs has helped to improve the average MPG for the Department, but the specialized needs required in the field create obstacles to implementing BEVs or PHEVs. CDFA will continue to reduce the carbon footprint created by state-owned vehicles by continuing to purchase BEVs or PHEVs that meet the needs of the Department. Telematics data will be used to support BEV and PHEV use and purchases, which will further increase MPG efficiency.

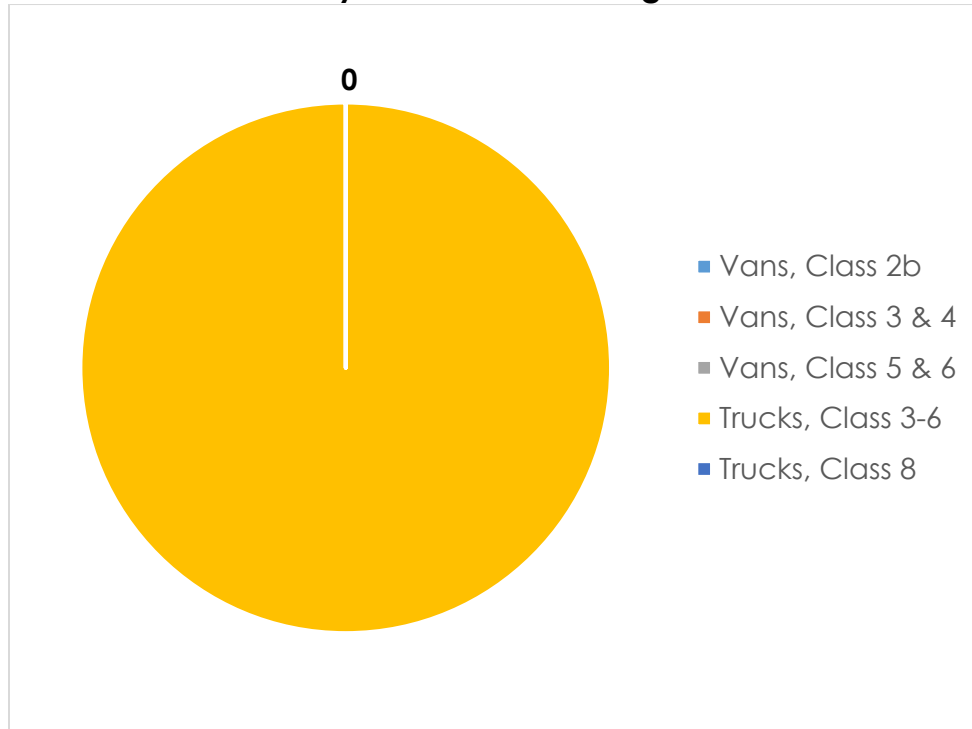
Composition of Light Duty Vehicle Fleet

Graph 2.2: Composition of LD Vehicle Fleet



Medium and Heavy-Duty Fleet Vehicles

Graph 2.3: Composition of Medium and Heavy-Duty Vehicle Fleet Subject to the ZEV and Hybrid First Purchasing Mandate



Currently CDFA only has 2 MD/HD Vehicles that are eligible for replacement.

Incorporating ZEVs into the State Fleet

LD ZEV Adoption

Table 2.4 LD Vehicles in Department Fleet Currently Eligible for Replacement

Vehicle Type	Sedans	LD vans	LD Pickups	SUVs, 5 passengers	SUVs, 7 passengers	SUVs, 8 passengers	Total
# of Vehicles eligible for replacement	17	2	325	1	0	3	348

Table 2.5 Plan for Light Duty ZEV Additions to the Department Fleet

ZEV Category	21/22	22/23	23/24	24/25	25/26
Battery Electric Vehicle (BEV)	6	1	15	13	29
Plug-in Hybrid Vehicle (PHEV)	0	0	35	0	0
Fuel Cell Vehicle	0	0	0	0	0
Percent of Total Purchases	24%	50%	45%	51%	68%
Required ZEV Percentage	35%	40%	45%	50%	50%
Total Number of ZEVs in Fleet	58	57	70	82	110

Reporting Narrative for Table 2.5: LD ZEV Additions to the Department Fleet.

Most of the LD ZEVs utilized by CDFA are LD pickups. These vehicles are used for inspections and investigations. The inspections and investigations require daily field use in which the vehicle is used for the full workday through rough terrain. These LD pickups are utilized by classifications such as Agriculture Technician I/II/III, Pest Prevention Assistant I/II/III, Agricultural Pest Control Specialist, Environmental Scientist, Livestock Inspector, Brand Inspector, Veterinarian, and Special Investigator. The LD pickups will be replaced with ZEV units when feasible.

MD and HD Vehicles in Department Fleet currently Eligible for Replacement

Table 2.6 MD/HD Vehicles in Department Fleet Currently Eligible for Replacement

Vehicle Type	Vans, Class 2b	Vans, Class 3-4	Vans, Class 5-6	Trucks, Class 3-6	Truck, Class 8	Total
# of Vehicles Eligible for Replacement	0	0	0	2	0	2

Table 2.7 Planned Medium/Heavy Duty ZEV Additions to the Department Fleet

Vehicle Type	21/22	22/23	23/24	24/25	25/26
Battery Electric Vehicle (BEV)	0	0	0	0	0
Plug-in Hybrid Vehicle (PHEV)	0	0	0	0	0
Fuel Cell Vehicle	0	0	0	0	0
Percent of total purchases	0	0	0	0	0
Total number of ZEVs in Fleet	0	0	0	0	0

Reporting Narrative for Table 2.7: Medium-Heavy Duty ZEV Adoption

MD/HD vehicles are utilized for transporting stolen livestock, which can weigh between 500-1000 pounds and are often in rural areas over rough terrain. Limited charging infrastructure has been a challenge because these types of vehicles are used in remote areas where charging is not always available as well as the limited towing power of ZEV MD/HD vehicles. CDFA will continue to review MD and HD ZEV options for feasible alternatives that meet the towing needs for MD/HD vehicles.

Planning Narrative for Table 2.7: Medium-Heavy Duty ZEV Adoption

No MD/HD ZEV Vehicles Planned for 2025/2026.

Take-Home Vehicle Fleet Status

Table 2.8 Take-Home Vehicle Fleet Status

Vehicle Type	Sedan	LD Pickup or Truck	MD/HD Pickup or Truck	LD Van	MD/HD Van	SUV
Totals	35	169	5	1	0	0

Reporting Narrative on Table 2.8: Take-Home Vehicle Fleet

The majority of Take-Home Vehicles are LD pickups and trucks that are utilized by field staff. These vehicles are taken home due to CDFA field offices not having secure vehicle storage, and due to the majority of field staff working in remote areas far from a CDFA facility.

Planning Narrative on Table 2.8: Take-Home Vehicle Fleet

CDFA adheres to the Vehicle Home Storage Permit (VHSP) certification policy. The VHSP must be re-certified annually. By reviewing the certification on an annual basis, CDFA can review all criteria to validate that the employee is matched to the right vehicle due to the nature of their job function and ensure they meet the criteria to have a Take-Home Vehicle.

Planning Narrative for Integrating ZEVs into Take-Home Vehicle Fleet

CDFA has already started to integrate ZEVs into its take-home vehicle process and will increase ZEVs where feasible while considering the overall duties of the employee, range, and charging station availability. The employee will need to rely on public charging, as there are currently no reimbursement plans an employee charge at home.

Planning Narrative on Integrating the Take-Home Vehicle Program with Telework

The type of vehicle taken home by an employee depends on the duties of the employee and the type of work performed. The majority of these vehicles are used in the field for inspections and investigations. CDFA's telework policy does not impact field staff, who are the main users of its vehicle fleet.

Planning Narrative on Integrating the Take-Home Vehicle Program with Emissions Reduction Strategies

Vehicles that are authorized for home storage, per [State Administrative Manual \(SAM\) Section 4109](#) are subject to all applicable ZEV purchasing policies. When incorporating ZEVs authorized for home storage into CDFA's fleet, CDFA adheres to the ZEV purchasing mandate based on the total number of vehicles requested in the Department's annual Fleet Acquisition Plan. CDFA evaluates the range and charging station availability for each vehicle needed and uses that data to determine whether the right type of ZEV to be purchased is a BEV or PHEV.

Planning Narrative for Integrating ZEVs into Take-Home Vehicles

CDFA has already started to integrate ZEVs into its take-home vehicle process and will increase ZEVs where feasible while considering the overall duties of the employee, range and charging station availability. CDFA's charging policy will continue to require employees driving ZEVs with VHSP to charge overnight at their homes and/or use ChargePoint stations near their homes.

ZEV Public Safety Exemption

Reporting Narrative for ZEV Public Safety Exemption

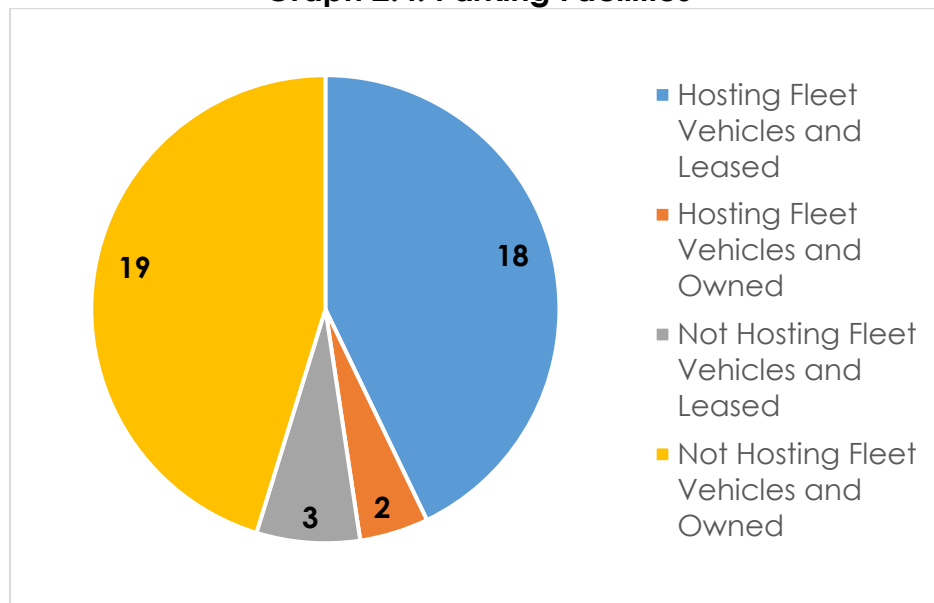
CDFA has no sworn officers.

Planning Narrative for ZEV Public Safety Exemption

CDFA has no sworn officers.

Department's Parking Facilities

Graph 2.4: Parking Facilities



Reporting Narrative on Graph 2.4: Parking Facilities

CDFA owns 21 facilities in California which include 16 Border Stations and 5 other buildings which function as laboratories and greenhouses.

The Border Protection Stations are small structures on freeways and highways near the California border and used as checkpoints to stop the public from bringing insects and plant diseases into California. These facilities do not have a large amount of space designated specifically for parking.

The five CDFA non-Border Protection station facilities (Anaheim Laboratory, San Bernardino Veterinary Laboratory, Turlock Veterinary Laboratory, Meadowview Road Complex, and the GWSS Arvin Field Station) are more practical for impacting GHGe as they contain more parking spaces and square footage. There is a mix of both fleet vehicles and employee personal vehicles at these facilities.

CDFA has 30 leased office spaces, and several warehouse and greenhouse leased locations. Of the leased spaces, 63 percent host fleet vehicles overnight.

Reporting on Status of Electric Vehicle Supply Equipment (EVSE) Projects

Table 2.9: High Priority EVSE Projects

Facility Name	Total Parking Spaces	Existing Level (L1) Charging Ports (2024)	Existing Level 2 (L2) Charging Ports (2024)	Existing Level 3 (L3) Charging Ports (2024)	Total Charging Ports (2024)	EV Charging Ports Needed by 2026
Anaheim Laboratory	38	0	0	0	0	2
Meadowview Road Complex	221	0	1	0	1	32
San Bernardino Veterinary Laboratory	30	0	0	0	0	0
Turlock Veterinary Laboratory	23	0	0	0	0	0
Total	312	0	1	0	1	34

EV Charging Site Assessments

Reporting on 2024 Facility Site and Infrastructure Assessments

Table 2.10 EV Charging Infrastructure Site Assessments Conducted

Facility Name	L1 EVSE Project Assessments	L2 EVSE Project Assessments	L3 EVSE Project Assessments	Entity that Conducted the Site Assessment
Meadowview Road Complex	0	1	0	DGS
Anaheim Laboratory	0	1	0	DGS
Total	0	2	0	DGS

Planning Narrative on Table 2.10: EVSE Construction Plan

CDFA is in discussions with DGS Office of Sustainability regarding the assessment of the Meadowview Road Complex and recently had an assessment performed at the Anaheim Laboratory. CDFA is reviewing all costs associated with the infrastructure required for the Meadowview Road Complex and the Anaheim Laboratory and if funding is available, will look into installing chargers at both locations.

On-going EVSE Charging Operations and Maintenance

Public EV Charging Policies

Reporting Narrative on Public EV Charging Policies

PUBLIC CHARGING POLICY NOT REQUIRED

Planning Narrative on Public EV Charging Policies

PUBLIC CHARGING POLICY NOT REQUIRED

Employee EV Charging Policies

Reporting Narrative on Employee EV Charging Policies

EMPLOYEE EV CHARGING POLICY ACHIEVED

The CDFA employee EV charging policy is included in the Fleet and Telematics Policy. Reference Appendix H for details.

There is currently no cost recovery program for employee charging. CDFA's charging time limit and cost recovery policies state there is a four-hour limit for charging, and state vehicles take priority. Energy use for employee EV charging (including the total employee energy use for charging by CDFA) is not tracked. CDFA will evaluate the feasibility of tracking EVSE energy used in the future. CDFA does not manage fleet charging during Flex Alerts and peak time.

Planning Narrative on Employee EV Charging Policies

EMPLOYEE EV CHARGING POLICY ACHIEVED

The CDFA employee EV charging policy is included in the Fleet and Telematics Policy. Reference Appendix H for details.

Fleet EV Charging Policies

Reporting Narrative for Fleet EV Charging

The CDFA employee EV charging policy is included in the Fleet and Telematics Policy. Reference Appendix H for details.

Planning Narrative for Fleet EV Charging

The CDFA employee EV charging policy is included in the Fleet and Telematics Policy. Reference Appendix H for details.

CDFA's telematics collects and reports to DGS its fleet EVSE use data. CDFA does not track energy use for fleet charging, rather it uses DGS's formula based on the miles driven versus amount of fuel reported on its WEX fuel card account. CDFA's fleet uses multiple sources to charge vehicles (wall unit charging, ChargePoint charging stations, Tesla superchargers, and BTC Power chargers) and does not capture this information as one singular number.

Hydrogen Fueling Infrastructure

Planning Narrative for Hydrogen Fueling Infrastructure

NO HYDROGEN FUEL PLANS

CDFA determined that installation of hydrogen fueling infrastructure at Department facilities is not an efficient use of state funds to reduce GHGe because CDFA does not own hydrogen fuel vehicles.

CHAPTER 3 – ENERGY

Department Mission and Building Infrastructure

Reporting Narrative for Department Mission and Building Infrastructure:

CDFA works with federal and county partners to safeguard a resilient food system and promote an equitable marketplace, cultivating a California grown food supply that is globally recognized for innovation, quality, and sustainability. CDFA's owned facilities include Border Protection Stations, greenhouses, warehouses, offices, and laboratories, and these structures cover an area of 167,777 square feet. CDFA also leases six facilities that are over 10,000 square feet each, which include greenhouses, warehouses, offices, and laboratories, and these buildings encompass 183,210 square feet. The combined space of both owned and leased facilities is utilized to achieve CDFA's mission, facilitating programs and services to meet the needs for the growing local and global food and agricultural systems.

Total Purchased Energy

Table 3.1: Total Purchased Energy 2023 and 2024

Purchased Energy	2003 Baseline Quantity	Unit	2023 Quantity	2024 Quantity	% Qty. Change 2003-24
Electricity	22,518,922	kWh	8,023,401	8,015,812	-64%
Less EV Charging		kWh	Unavailable	Unavailable	
Natural Gas	277,572	therms	37,744	40,088	-86%
Propane		gallons	31	Unavailable	
Fuel Oil		gallons	400	2	
Steam		pounds			
Chilled H2O		kBtu			
TOTALS	76,837,754	kBtu Site	8,061,569	8,055,902	-90%

CDFA does not track EVSE charging separately and is unable to report on usage or kWh savings. Original 2003 baseline was calculated in kBtu. kBtu were converted into kWh to reflect number for baseline.

Department Energy Use

Reporting High Energy Use Facilities

Table 3.2: Facilities with Largest 2024 Energy Consumption

	Facility Name	Floor Area (ft ²)	Site Energy (kBTU)	Source Energy (kBTU)	Source EUI (kBTU/ft ² -yr)
OWNED	Anaheim Laboratory	8,071	1,245,926	3,924,667	486
	Blythe Border Protection Station	620	307,265	967,886	1,561
	GWSS Arvin Field Station	2,000	376,544	1,186,114	593
	Hornbrook Border Protection Station	784	463,910	983,480	1,254
	Meadowview Road Complex	101,238	28,610,456	67,316,060	665
	Mountain Pass Border Protection Station	19,000	698,819	2,201,278	116
	Needles Border Protection Station	497	363,350	1,144,551	2,303
	San Bernardino Veterinary Laboratory	1,700	5,584,713	12,792,829	7,525
	Truckee Border Protection Station	1,308	794,952	2,504,099	1,914
	Turlock Veterinary Laboratory	2,765	1,015,765	1,830,791	662
LEASED		Unknown	Unknown	Unknown	Unknown
	Total for Facilities in This Table	137,983	39,461,700	94,851,755	
	Total for All Department Facilities	167,777	40,965,733	109,472,943	
	Percent of Totals	82%	96%	87%	

CDFA does not track all electrical usage on leased space as some are included in the rent cost and are not shared with CDFA.

Energy Efficiency Solutions for Largest Energy Using Buildings

Planning Outline PO3a: Planning for Facilities with Largest Energy Use

Facility Name	Proposed Energy Efficiency Solutions
Anaheim Laboratory	Change to LED lighting
Meadowview Road Complex	Install EV Chargers and change to LED lighting
San Bernardino Veterinary Laboratory	Change to LED lighting
Truckee Border Protection Station	Change to LED lighting
Turlock Veterinary Laboratory	Change to LED lighting

Planning Narrative for PO3a: Building Energy Efficiency

CDFA has been working with CalEPA, DGS's Office of Sustainability, and [Glumac](#) to determine the best course of action for energy reduction. CDFA has and will continue to evaluate incentive programs, which may supplement project costs.

Many of the facilities CDFA occupies are older buildings. Due to the age of the buildings, the costs for HVAC replacements and upgrades to reduce GHGe emissions would be too exorbitant for the Department's budget, which makes pursuing HVAC replacements and upgrades not currently feasible. CDFA continues to pursue energy reduction options which include energy audits, utilizing the Demand Response Program (DRP) for additional locations, and developing future strategies to increase GHGe reductions.

Zero Net Energy (ZNE)

Reporting on Existing Building ZNE

Table 3.3 Zero Net Energy Buildings

Status of ZNE Buildings	Number of Buildings	Floor Area (ft ²)	% of Building Area
Buildings Completed and Verified	0	0	0
Building in Design or Under Construction	0	0	0
Building Proposed for Before 2025 (but not in design or construction)	0	0	0
Totals for ZNE Buildings by 2025	0	0	0
Totals for All Department Buildings by 2025	21	167,777	100%
Percent ZNE by 2025	0%	0%	0%

CDFA's previous roadmap included a calculation for a solar field at the new Turlock Veterinary Laboratory currently being built. It has been determined that CDFA will not be installing a solar field at the facility.

Planning Narrative of Table 3.3: Zero Net Energy Buildings

CDFA's ZNE goals and other sustainability efforts will be pursued in the construction of its new locations (Turlock Veterinary Laboratory, Needles Border Protection Station, and Blythe Border Protection Station). CDFA will develop additional planning to integrate climate change into departmental infrastructure. CDFA will consult with DGS's Office of Sustainability regarding best practices from other departments that have integrated climate change into departmental planning. CDFA will determine the best course of action to prepare for projected climate change effects impacting CDFA facilities.

CDFA will continue to work with DGS to ensure all ZNE buildings will meet all milestones, including energy efficiency and energy use intensity targets as well as seek guidance on other options to obtain long-term renewable energy.

New Construction Exceeds Title 24 by 15 Percent

Table 3.4: New Building Construction Exceeding Title 24 by 15 percent

New Buildings Exceeding Title 24 by 15 Percent	Number of Buildings	Floor Area (ft ²)
Completed Since July 2012	1	19,000
Under Design or Construction	1	45,000
Proposed Before 2025	2	29,240

Reporting Narrative of Table 3.4 New Building Construction Exceeding Title 24 by 15 Percent

CDFA follows requirements for all new state buildings and major renovations beginning design after July 1, 2012, to exceed the current [California Code of Regulations \(CCR\) Title 24](#), energy requirements by 15 percent or more.

Project Under Construction

- Turlock Veterinary Laboratory – 45,000 square feet of building, walkways, curbs, gutters, signs, landscaping, fencing, gates, trash enclosure, storage building, animal holding pens, site lighting on 7.5 acres. Remaining 19.74 acres is currently undeveloped land and utilization will be determined at a later date.

Proposed Projects

- Needles Border Protection Station - This project is in the acquisition phase. DGS is working with the Bureau of Land Management to obtain right of use for the project location.
- Blythe Border Protection Station - DGS is working with CalTrans on approval for the design and location of the facility before a site is acquired.

Existing Buildings Energy Efficiency

Reporting on Energy Efficiency for Existing Buildings

Table 3.5: Department-Wide Energy Trends (if available)

Year	Floor Area (ft ²)	Total Source kBTU Consumption	Department Average EUI (Source kBtu /square foot)
Baseline Year 2003	140,706	109,761,059	780
2013	131,808	83,530,298	634
2014	131,808	85,166,854	646
2015	131,808	87,623,100	665
2016	131,808	90,882,705	690
2017	131,808	92,818,141	704
2018	131,808	92,132,892	699
2019	131,808	97,340,932	739
2020	131,808	96,977,111	736
2021	150,808	103,749,952	688
2022	158,879	98,797,824	622
2023	167,777	90,351,108	539
2024	167,777	89,921,624	536
Percent Change 2003-2024	19%	-18%	-31%

Reporting Narrative for Table 3.5: Department-Wide Energy Trends

CDFA continues to pursue options in reaching the goals set forth in the Governor's EO's. Strategies CDFA may employ include additional energy audits, DRP for additional locations, and purchasing renewable energy.

CDFA reduced energy use and GHGe at its state-owned facilities by partnering with Sacramento Municipal Utility District (SMUD) on various projects, including participating in energy conservation projects at CDFA's Center for Analytical Chemistry Laboratory in Sacramento, and participating in SMUD's Energy Rebate Program for the replacement of HVAC chillers.

CDFA continues emailing reminders to staff during peak energy use. CDFA encourages employees to reduce energy consumption by using power strips, unplugging charging devices once fully charged, and turning off the lights when rooms are not in use.

Energy Savings Projects

Table 3.6: Summary of Energy Savings Projects 2023-2024

Year Funded	Estimated Energy Savings (kBTU/yr.)	Floor Area Retrofit (sq. ft.)	Percent of Department Floor Area
2023	0	0	0
2024	0	0	0
Total	0	0	0

CDFA does not have the means to differentiate kBTU impacts of individual savings efforts. Reduction efforts noted below.

Reporting Narrative for Table 3.6 Energy Savings Projects 2022-2024

CDFA has made various efforts toward energy conservation such as tracking energy use, decreasing load use, increasing employee awareness, participating in DRP's and conservation campaigns.

Steps in Energy Use Reduction Include:

CDFA has decreased load use through various methods, including: decreased air conditioning use in server rooms, reduced its use of standalone Windows servers from 60 to approximately 5 since 2010, set all computers, copiers, and printers to utilize their Energy Saver mode when inactive, purchased Energy Star rated equipment where practical, and set HVAC building controls for a two-degree fluctuation.

CDFA has reported energy use in EnergyStar and CRIS every year since 2012.

CDFA has enrolled all facilities over 10,000 square feet in DRP provided by utilities to reduce stress on the grid and high electricity prices by curtailing or reducing the demand for electricity during certain time periods.

Demand Response Program

Participating in Demand Response Utility Programs & Participating in Demand Response Events

Table 3.7: Demand Response Program Participation

Demand Response	Total Number of Buildings	Total Nominated Reduction (kW)	Total Curtailment in 2023 (kW)	Total Curtailment in 2024 (kW)
Enrolled with Enersponse	5	20kw for at least 2 consecutive hours during peak times*	Unavailable	19,000
Participate in DRP	11	38,936	Unavailable	11,968,200
Participate in Automated Demand Response (ADR)	5	0	Unavailable	0
Total Participating (DRP/ADR)	11	38,936	Unavailable	11,968,200
Enrolled in DRP/ADR in 2025	11			
Under Construction or Renovation during 2025	1			
Ineligible to Participate	10			
Entire Agency's Building Portfolio	21			

*CDFA's Meadowview Road Complex enrolled in the DRP for SMUD, which will reduce energy consumption by at least 20kWh for at least two consecutive hours during peak times.

Reporting Narrative for Table 3.7: Demand Response Program Participation

The information in Table 3.7 is from CDFA's internal data and per the DGS data on DRP benefits for SMUD. All eligible facilities over 10,000 square feet have been enrolled in DRP.

Planning Narrative for Table 3.7: Demand Response (DR) Program Participation

All eligible facilities have been enrolled in DRP. CDFA continues to work with DGS and attends all Enersponse meetings and trainings and participates in DRP events.

Renewable Energy

Table 3.8: 2024 On-Site and Off-Site Renewable Energy

Status	Number of Sites	Capacity (kW)	2024 Power Generation (kWh)	Percent of Total Annual Power Use
On-Site Renewables in Operation or Construction	NO ON-SITE OR OFF-SITE RENEWABLE ENERGY			
On-Site Renewables Planned				
On-Site Renewables Totals				
Department-Wide Total Energy Use (kWh equivalent)				
Off-Site Renewable Totals				
Off-Site Renewables Planned				
Off-Site Renewables Combined Current & Planned				
Current Combined On-Site and Off-Site Renewable Energy				
Additional Planned On-Site and Off-Site Renewables				

Planning Narrative for Table 3.8, for all Existing Building Renewable Energy

Currently CDFA has no on-site or off-site renewable energy. In previous plans CDFA has indicated a solar field for the Turlock Veterinary Laboratory that is projected to be completed in 2026. Due to budget constraints, CDFA had to modify those plans as it was not cost effective to have the solar field.

Monitoring-Based Commissioning (MBCx)

Table 3.9: Current and Potential MBCx Projects

Facility	Building Name	Floor Area (sq. ft.)	MBCx Capable, Difficult, or No EMS	MBCx Projected Start Date	MBCx Projected Cost (\$ if known)
Under construction	Turlock Veterinary Laboratory	45,000	Capable	TBD	Included in price

The Turlock Veterinary Laboratory building construction price includes MBCx.

Planning Narrative for Table 3.9: MBCx Status of Buildings

The Turlock Veterinary Laboratory is currently under construction and is projected to be completed in June 2026. MBCx implementation will be addressed once construction is complete.

Building Controls

Reporting on Energy Management System (EMS) / Building Management System (BMS) / Controls Building Capability

Table 3.10: Building Controls

Equipment Controls	% of Buildings Controlled Remotely Offsite	% of Buildings with Controls Onsite	% of Total Buildings
Lighting	0	100	100
HVAC: EMS/BMS	71	100	100
HVAC: Smart Thermostats	0	100	100
Other: _____			

Planning Narrative for Table 3.10: EMS/BMS/Controls Building Capability

CDFA has BMS in 15 of its owned facilities and will review the remaining facilities to see if it is feasible to install smart thermostats in lieu of BMS. CDFA has worked with CalEPA and DGS's Office of Sustainability to determine the best course of action for energy reduction, and CDFA will continue to evaluate incentive programs which may supplement project costs. CDFA continues to pursue energy reduction options.



Energy Reduction Strategies - Best Management Practices (BMPs)

Planning Narrative for Energy Reduction Strategies in Department Buildings BMPs

ENERGY REDUCTION STRATEGIES ACHIEVED

CHAPTER 4 - DECARBONIZATION

Department Mission and Decarbonization Efforts

CDFA works with federal and county partners to safeguard a resilient food system and promote an equitable marketplace, cultivating a California grown food supply that is globally recognized for innovation, quality, and sustainability.

CDFA's owned facilities include Border Protection Stations, field stations, greenhouses, warehouses, offices, and laboratories, and these structures cover an area of 167,777 square feet. CDFA also leases six facilities that are over 10,000 square feet each, which include greenhouses, warehouses, offices, and laboratories, and these buildings encompass 183,210 square feet. The combined space of both owned and leased facilities is utilized to achieve CDFA's mission, facilitating programs and services to meet the needs for the growing local and global food and agricultural system.

CDFA uses electricity, natural gas, and propane to operate its facilities primarily for space heating and operational equipment.

Greenhouse Gas Emissions

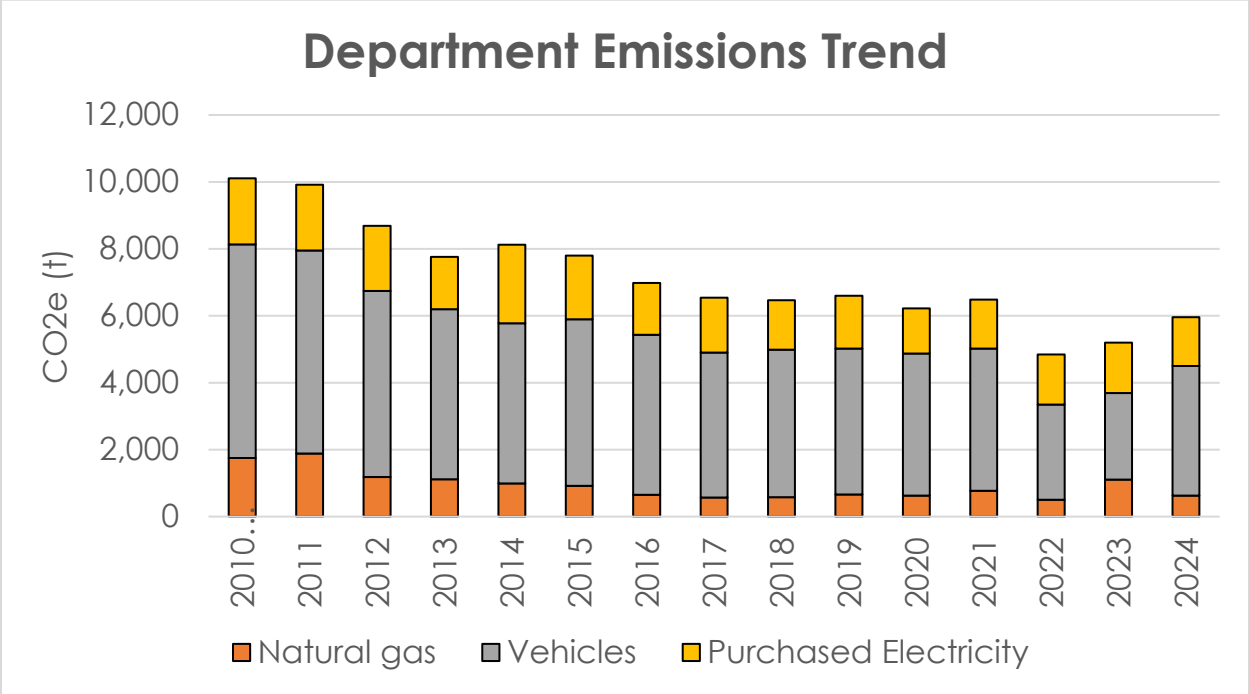
Table 4.1: GHGe since 2010 (Metric Tons)

Emissions Source	Natural gas	Vehicles	Purchased Electricity	Total
2010 Baseline	1,752	6,381	1,974	10,107
2011	1,887	6,065	1,966	9,918
2012	1,182	5,558	1,948	8,688
2013	1,115	5,081	1,564	7,760
2014	992	4,782	2,350	8,124
2015	918	4,978	1,901	7,797
2016	649	4,782	1,548	6,979
2017	571	4,332	1,639	6,542
2018	581	4,407	1,479	6,467
2019	663	4,360	1,576	6,599
2020	626	4,249	1,349	6,222
2021	771	4,249	1,465	6,485
2022	503	2,844	1,498	4,845
2023	1,104	2,587	1,509	5,200
2024	629	3,872	1,455	5,956



Emissions Source	Natural gas	Vehicles	Purchased Electricity	Total
Percent Change since Baseline	-64%	-55%	-24%	-41%

Graph 4.1: GHGe Since 2010



Planning Narrative for Current GHGe Reduction Goals and 2035 Reduction Goals Strategies

CDFA is committed to reducing its overall carbon emissions. CDFA is currently reviewing suggestions from DGS and Glumac in steps the Department can implement to achieve its goal. The Department takes inventory of all carbon emitting equipment and systems. CDFA reviews the potential of replacing end-of-life equipment with more energy efficient, low emitting equipment and takes into consideration any cost savings or possible utility rebates to offset overall cost.

CDFA has committed to the ZEV and Hybrid First Purchasing Mandate [4121.1](#) and is meeting the 50 percent criteria of ZEVs as of 2025, which decreases the Department's overall GHGe.

Department's Decarbonization Approach

CDFA has 21 owned facilities with 16 of them being Border Protection Stations in rural areas near the border of California. The largest non-border facility is the Meadowview Road Complex which encompasses over 100,000 square feet of building structures, greenhouses, nurseries, one warehouse, and storage spaces. The Meadowview Road Complex was the highest in carbon emitted of all the CDFA owned properties in 2024.

CDFA's approach to decarbonization includes a review of existing building data, energy use data from CRIS and EnergyStar as well as seeking guidance from both DGS and Glumac for the best way to reduce emissions.

Existing Conditions Assessment

CDFA facilities have both natural gas and electric heating and air conditioning systems. These include several wall mounted units in owned facilities. These units are the primary source of CDFA's overall emissions. Thirteen of the owned sites predominantly use natural gas for HVAC, and eight sites are all-electric. Two Border Protection Station sites use propane. The Border Protection Stations also utilize diesel for pressure washing invasive species off watercraft, for snowblowers to remove large quantities of snow, for landscape equipment, and for back-up generators.

CDFA will consult with DGS Office of Sustainability on best practices from other departments to integrate decarbonization into departmental planning.

Owned Building Inventory

Table 4.2 Option B: Baseline Building Inventory – Owned Facilities

Building Name	Building Type	Square Footage	Fossil Fuel Consuming Equipment	Total Building Emissions (MTCO₂e)
Anaheim Laboratory	Laboratory	9,926	Natural Gas Remote Terminal Unit, Natural Gas Unitized Water Heater Process	93
Dorris Border Protection Station	Inspection Station	620	N/A	17
Hornbrook Border Protection Station	Inspection Station	784	Natural Gas Furnace, Natural Gas Instant Water Heater	22
Meadowview Road Complex – Plant Pest Diagnostics Center	Laboratory	43,462	Natural Gas Remote Terminal Unit, Natural Gas Unitized Water Heater Process	731
Meadowview Road Complex – Center for Analytical Chemistry Building A	Laboratory	14,470	Elec Mini Split	243
Meadowview Road Complex – Center for Analytical Chemistry Building B	Laboratory	21,800	Natural Gas Unit Heater	367
Meadowview Road Complex - Greenhouse	Nursery/ Greenhouse	8,885	Natural Gas Unit Heater	196

Building Name	Building Type	Square Footage	Fossil Fuel Consuming Equipment	Total Building Emissions (MTCO2e)
Meadowview Road Complex - Warehouse Building C	Warehouse	17,600	Natural Gas Unit Heater	73
San Bernardino Veterinary Laboratory	Laboratory	1,700	Natural Gas Remote Terminal Unit, Natural Gas Unitized Water Heater Process	310
Truckee Border Protection Station	Inspection Station	6,800	N/A	52

Table 4.3: Baseline Building Inventory – Leased Facilities

Building Name	Lessor Agency	Leased Square Footage	Natural Gas Consuming Equipment
1220 N Street, Sacramento	DGS	84,498	N/A
2423 E. Winston Avenue, Anaheim	N/A – 3 rd Party Lease	13,815	N/A
16308 Arthur Street, Cerritos	N/A – 3 rd Party Lease	7,844	N/A
2399 Gateway Oak Drive, Sacramento	N/A – 3 rd Party Lease	7,347	N/A
1425 Presioca Street, Spring Valley	N/A – 3 rd Party Lease	6,174	N/A
204 W Oak Avenue, Lompoc	N/A – 3 rd Party Lease	4,780	N/A
1819 Keystone Court, Redding	N/A – 3 rd Party Lease	4,184	N/A
20203 Charlanne Drive, Redding	N/A – 3 rd Party Lease	2,520	N/A
1320 E Shaw Avenue, Fresno	N/A – 3 rd Party Lease	2,000	N/A
Hugh Burns State Building	DGS	1,560	N/A

CDFA does not track the electrical usage on leased property as some lessors provide utilities and do not supply data on electrical usage.

Central Utility Plant (CUP) and Energy Intensive Operations Inventory

Table 4.4: CUP Inventory

Existing Plant Type	Property Name	Connected Building Count	Natural Gas Consumption (Therms)	Fuel Oil Consumption (kBtu)	Total Carbon Emissions (CO2e)
No CUP					

Decarbonization Measures

Building Electrification Measures

CDFA has made efforts towards building electrification measures by working with DGS and Glumac in evaluating owned inventory and assessing recommended suggestions to achieve decarbonization and be more energy efficient.

Some of the building electrification measures that CDFA will review are noted below:

- Replace natural gas rooftops units with heat pumps units.
- Replace natural gas furnace with heat pump split system.
- Replace natural gas wall mount heating units with heat pump units.
- Replace natural gas unit heaters with infrared heaters.

Table 4.5: Building Electrification Measure Summary

Project Type	Project Count	Fossil Fuel Savings (kBtu)	Electricity Savings (kWh)	Emissions Savings (MTCO2e)	Utility Cost Impact (\$)
HVAC Heat Pump RTU	5	12,222,800	-124,274	403.31	-\$66,835
Domestic Hot Water-Instant ER Water Heater	6	14,686	-306	.08	-\$8.17
Domestic Hot Water Hybrid Heat Pump	7	742	-55,727	28.38	\$428
HVAC Infrared Heater	2	485,900	-58,115	14.29	-\$5,803

Project Type	Project Count	Fossil Fuel Savings (kBtu)	Electricity Savings (kWh)	Emissions Savings (MTCO2e)	Utility Cost Impact (\$)
HVAC HP Wall Unit*	55	1,060,700	-107,519	35.02	-\$3,831

*Recommended to switch out all Wall Units on Los Alamitos Trailers, but only seven trailers are used on a daily basis.

CUP Electrification Options

Table 4.6: CUP Measure Summary

Property Name	Recommended Strategy	Fossil Fuel Savings (kBtu)	Electricity Savings (kWh)	Emissions Savings (MTCO2e)	Utility Cost Impact (\$)
No CUP					

Building Energy Efficiency Measures

CDFA has made efforts towards energy efficient measures by working with DGS and Glumac in evaluating owned inventory and assessing recommended suggestions to reduce energy and be more efficient.

Some of the energy efficient measures that CDFA will review and if feasible will implement are as noted below:

- Replace electric resistance domestic hot water heaters with more efficient heat pump water heaters.
- Modify or retrofit existing lighting with LED fixtures.
- Conduct a retro-commissioning project.

Table 4.7: Energy Efficiency Measure Summary

Project Type	Project Count	Fossil Fuel Savings (kBtu)	Electricity Savings (kWh)	Emissions Savings (MTCO2e)	Utility Cost Impact (\$)
Domestic Hybrid Heat Pump Water Heater	4	0	3,515	0.7	\$1,036
LED Retrofit *	88	0	762,364	151.04	\$198,704
Retro-commissioning	2	524,144	125,036	52.6	\$42,161

* Recommended switching out all lighting to LED on Los Alamitos Trailers, but only seven trailers are used on a daily basis.

Decarbonization Action Plan

CDFA is committed to reducing its overall carbon emissions and is taking action by reviewing suggestions from DGS and Glumac that dictate steps the Department can implement to achieve its goal.

Based on funding, CDFA will review and implement, if feasible, the following:

- Energy Efficiency upgrades such as LED retrofits for state owned facility structures as well as seven of the Los Alamitos trailers.
- Conduct a retro-commission project at the Meadowview Road Complex.
- Replace HVAC units when they are at end of life.
- Continue to collaborate with utility providers to leverage incentives.

CDFA faces many challenges as many of the CDFA-owned facilities are older buildings with an average building age greater than 65 years. CDFA does not have the funding to meet today's energy efficiency standards. Most of the suggested changes would incorporate the complete replacement of HVAC units, which would also require electrical panel upgrades to accommodate the new system, which would be very costly.

Decarbonization Action Plan Implementation

When reviewing the implementation strategy and best approach to achieve reduction in emissions, CDFA prioritizes projects based on existing infrastructure, greenhouse emissions reductions, and cost effectiveness.

Some of the criteria CDFA reviews when prioritizing projects:

- What can be bundled with the Department's current 5-year infrastructure plan?
- What can be bundled with the Department's Deferred Maintenance Plan?
- What equipment is reaching end of life and slated for replacement?
- What can be bundled with energy service company projects supported by DGS?

Table 4.8: Decarbonization Strategy Summary

Project Type	Project Count	Emissions Savings (MTCO ₂ e)	Timeline
LED Retrofits	32*	133	Mid-Term: Complete all LED lighting retrofits by 2035

Project Type	Project Count	Emissions Savings (MTCO ₂ e)	Timeline
Mini Split Installation	8	23	Mid-Term: Complete eight Mini Split projects during major renovations by 2035

*Recommendation was to replace all LED lighting of CDFA's Los Alamitos trailers. Currently only seven trailers are utilized daily; it would not be cost effective to replace the remaining trailers with LED lighting as they are not used on a daily basis.

Pilot and Priority Projects

Table 4.9: Pilot and Priority Projects for Initial Implementation

Project	Description	Timeline
LED Retrofits	LED retrofits for seven of the Los Alamitos trailers	2-3 Years
Mini Split Installation	Mini split installation project has been selected at the Smith River location as a pilot.	2-5 Years

CDFA's pilot project to implement towards decarbonization will be reviewing LED retrofits for seven of the Los Alamitos Trailers which are used daily as a short-term project. CDFA will also be reviewing a mini split installation at the Smith River Border Protection Station. This project has been selected as the current HVAC is near its end of life. This will be a learning experience as to what costs are associated to accommodate the improvement and an understanding of any engineering considerations that may be required. Projected timeline to complete project is 2-5 years due to DGS project timelines and schedules.

Project Funding and Incentives

Table 4.10: Funding Opportunity Summary

Project Type	Applicable Funding Mechanisms	Potential Utility Incentives
No Data		

CDFA has no data for funding opportunities but will work with DGS' Energy Savings group on reviewing and implementing Energy Savings Performance Contracts.

CHAPTER 5 - WATER EFFICIENCY AND CONSERVATION

Department Mission and Water Use

CDFA works with federal and county partners to safeguard a resilient food system and promote an equitable marketplace, cultivating a California grown food supply that is globally recognized for innovation, quality, and sustainability.

CDFA has 6 leased facilities over 10,000 square feet and 21 owned facilities. The 6 leased facilities cover 183,210 square feet, and the 21 owned facilities total an area equal to 167,777 square feet. All of these facilities provide valuable services to farmers, ranchers, producers, merchants, and the public. Many of the functions are conducted in partnership with the local County Agricultural Commissioner Offices. For example, three of the Border Protection Stations use bee watering stations during apiary inspections to spray beehives on incoming trucks to keep the bees cool. All stations use power washers to remove invasive aquatic species from boats and other watercraft coming into California. Two out of the 16 Border Protection Stations use city water. The other 14 stations use well water only. GWSS – Arvin Field Station utilizes host plants to study pests, which requires continuous use of irrigation water and cooling water for the swamp cooler operation in extreme heat areas. Water shortage or loss would lead to plant and insect colony losses inside the greenhouse because of their reliance on irrigation and cooling systems. To alleviate any potential issues, CDFA takes immediate action to repair and maintain irrigation, metal valves, and cooling systems.

Reporting on Total Purchased Water

Table 5.1: Total Purchased Water

Purchased Water	2023 Quantity (Gallons)	2024 Quantity (Gallons)	2023 Cost (\$/year)	2024 Cost (\$/year)
Potable	9,837,822	8,861,025	No Data	No Data
Recycled Water	None	None	None	None

Reporting Narrative on Table 5.1: Total Purchased Water

Six of the 21 facilities CDFA owns use potable water from utilities. These are:

1. Anaheim Laboratory
2. Blythe Border Protection Station
3. Hornbrook Border Protection Station

4. Meadowview Road Complex
5. San Bernardino Veterinary Laboratory
6. Turlock Veterinary Laboratory

The 15 remaining facilities use water from unmetered wells and basins. CDFA does not track water costs for most facilities.

Planning Narrative on Table 5.1: Total Purchased Water

ROUTINE WATER CONSERVATION STRATEGIES IN PLACE

Reporting on Properties with Largest Purchased Water Use per Capita per Day.

Table 5.2: Properties with Purchased Largest Water Use Per Capita

Building Name	Area (sq. ft.)	Average Daily Building Occupants	Total 2024 Gallons	Total 2024 Irrigation in Gallons (if known)	Gallons per Capita per Day
Meadowview Road Complex	101,238	264	5,035,536	No Data	52
San Bernardino Veterinary Laboratory	1700	30	3,098,958	No Data	283
Turlock Veterinary Laboratory	2765	18	442,710	No Data	67
Total for Buildings in This Table	105,965	340	8,577,204	No Data	75
Total for All Department Buildings	166,777	634	26,802,049	No Data	116
% of Totals	63%	49%	34%	No Data	65%

CDFA does not track irrigation water separately.

Reporting Narrative on Table 5.2: Properties with Largest Water Use Per Capita

CDFA continues its efforts to reduce water usage. CDFA achieved a 9.9 percent reduction in purchased water from 2023 to 2024. There are challenges in keeping to a 55-gallon per capita daily. Some of the Border Protection Stations utilize water for apiary inspections when spraying beehives on incoming trucks and keeping the bees cool during the inspection. All of CDFA's Border Protection Stations use power washers to remove invasive aquatic species from boats and other watercraft coming into California. Some of the laboratories

house plants to study pests, which require continuous use of irrigation water and cooling water to operate the swamp cooler during extreme heat. CDFA does not track water irrigation separately.

Planning Narrative on Table 5.2: Properties with Largest Water Use Per Capita

CDFA will continue to pursue efforts to reduce water usage where feasible. Additional efforts being reviewed to implement in the future, if viable, include:

- Ongoing maintenance repairing leaks and adjusting sensors. CDFA will continue to survey water outlets for leakage and repair low-cost leaks at all CDFA Facilities.
- Greywater recycling (if feasible): CDFA will investigate the water savings versus cost of greywater recycling. If it is determined to be cost-effective and feasible, CDFA will implement greywater recycling where possible.
- Well meters (if feasible): Currently 15 facilities that CDFA owns use unmetered well water. To better determine impacts generated from water conservation efforts, CDFA will evaluate the cost of installing meters to measure water use.
- Water leak detection devices and automated control systems (if feasible): CDFA will evaluate the feasibility of installing water leak detection devices and reporting systems that can be integrated into existing building security or automated control systems.

Reporting on Properties with Largest Landscape Area Irrigated with Purchased Water

Table 5.3: Properties with Largest Landscape Area Irrigated with Purchased Water

Facility Name	Landscape Area (ft ²)
GWSS – Arvin Field Station	23,000
Meadowview Road Complex	18,300*
Anaheim Stadium Industrial Park (LEASED)	8,115
Glenwood Nursery/Greenhouse (LEASED)	9,806
Total Landscaping area for Facilities in This Table	59,221
Total Landscaping for All Department Facilities	87,504
% of Totals that is large landscape	68%

*The Meadowview Road Complex has approximately 38,000 square feet of grass and 18,300 square feet of trees and shrubbery. To help reduce irrigation costs, only the trees and shrubbery are irrigated.

Reporting Narrative on Table 5.3: Properties with Largest Landscape Area Using Purchased Water

CDFA's GWSS Arvin Field Station has the largest square footage for landscaping of 23,000 square feet. This location utilizes host plants to study pests, which requires continuous use of irrigation water and cooling water to operate the swamp cooler in extreme heat. All the water from CDFA's GWSS – Arvin Field Station is re-circulated and reused.

CDFA's biggest leased space contains approximately 9,806 square feet of landscaping. CDFA does pay for the watering and irrigation of the landscaping, but it is not metered separately. CDFA adheres to the water restrictions as per city and state requirements to be as efficient as possible.

Planning Narrative on Table 5.3: Properties with Largest Landscape Area Irrigated with Purchased Water

Landscaping and outdoor irrigation are not used at Border Protection Stations. CDFA will review strategies for transforming existing turf grass on remaining owned locations to other types of living landscape such as bunch grasses, shrubs and trees where feasible, to reduce water irrigation.

Reporting on the Department's Purchased Water Use Trends from 2010 to Present

Table 5.4: Department-Wide Purchased Water Use Trends

Year	Total Occupancy Per Year	Total Amount Used (Gallons Per Year)	Percent Change From 2010 Baseline	Per Capita Gallons Per Person Per Day
Baseline Year 2010	350	29,209,120		228.64
2020	376	11,783,113	-60%	85.86
2021	388	11,500,016	-61%	81.20
2022	391	8,689,634	-70%	60.89
2023	402	9,837,822	-66%	67.05
2024	404	8,861,025	-70%	60.09
2025 Goal	410	9,100,000	-69%	60.81

This grid only accounts for potable water purchased. CDFA has 66 percent of its facilities on un-metered well water.

Reporting Narrative on Table 5.4: Purchased Water Use Trends from 2010 to Present

CDFA reduced water use for all owned facilities by 70 percent from the 2010 baseline, which exceeds the Governor's issued [EO B-29-14](#) goal to reduce water

use by 25 percent. Although water use increased in 2023 (due to staff returning to the office post-pandemic and program staff growth), CDFA's owned facilities still use an average of 65 percent less water than in 2010. CDFA will continue to pursue reductions where feasible.

Planning Narrative on Table 5.4: Purchased Water Use Trends from 2010 to Present

CDFA will continue to strive to decrease its water usage and will review strategies that will accommodate its programs' requirements while reducing overall water utilization.

Reporting on Table 5.5 Total Purchased Water Reductions from 2010 to Present

Table 5.5: Total Purchased Water Reductions Achieved in Gallons

Purchased Water Use	2023 Totals (Gallons)	2024 Totals (Gallons)
2010 Baseline totals (Gallons)	29,209,120	29,209,120
Enter each year's total water use in gallons.	9,837,822	8,861,025
+ or -Gallons Compared to Baseline Year	-19,371,298	-20,348,095
Department- Wide Reduction as a % from 2010 baseline	-66%	-70%

Reporting Narrative on Table 5.5: Purchased Water Use Trends from 2010 to Present

MANDATED WATER REDUCTION GOALS ACHIEVED

Planning Narrative on Table 5.5: Purchased Water Use Trends from 2010 to Present

MANDATED WATER REDUCTION GOALS ACHIEVED

Department Indoor Water Use

Fixtures and Water Using Appliances Needs Inventories

Reporting on Building Indoor Water Fixtures and Water Using Appliances Needs

Table 5.6: Building Indoor Water Fixtures and Water Using Appliances Needs Inventories Summary

# of toilets to be replaced	# of urinals to be replaced	# of faucet aerators to be replaced	# of showerheads to be replaced	# of clothes washers to be replaced	# of garbage disposals to be replaced	# of pre-rinse valves to be replaced
41	13	58	4	1	22	1

Reporting Narrative on Table 5.6: Indoor Building Water Fixtures and Water Using Appliances Needs

CDFA tracks what equipment will need to be replaced and when as noted in Table 5.6 above. This information will be used to prepare a comprehensive plan to purchase the equipment based on need and cost. If additional fixtures are needed, CDFA will ensure their installation. Cases where leaks have been detected, or severity of need is noted, are a priority and equipment is replaced as soon as possible to prevent water loss.

Planning Narrative on Table 5.6: Indoor Building Water Fixtures and Water Using Appliances Needs

CDFA tracks what equipment will need to be replaced and when. This information will be used to prepare a comprehensive plan to purchase the equipment based on need and cost. If additional fixtures are needed, CDFA will ensure their installation. Cases where leaks have been detected, or severity of need is noted, are a priority and equipment is replaced as soon as possible to prevent water loss.

Water Conservation and Water Efficiency Projects for Purchased Water

Reporting on Current Indoor Water Efficiency Projects 2020- Present

Table 5.7: Summary of Current Indoor Water Efficiency Projects Completed 2020- Present or In Progress

Completed Projects per Year	Water Saved (Gallons per Year)	Number of Indoor Water Efficiency Projects Completed	Cost Savings per Year
2020	No projects in 2020		
2021	No projects in 2021		
2022	No projects in 2022		
2023	No projects in 2023		
2024	No projects in 2024		
2025	In Planning		

Reporting Narrative on Table 5.7 Current Indoor Water Efficiency Projects 2020- Present

NO COMPLETED PROJECTS –CDFA is in the planning stage for bathroom repairs and plumbing in both restrooms at the Long Valley Border Protection Station that will include installing new wall mounted water closets, manual faucets, flushometer valves and accessories. CDFA anticipates project completion in 2026, based on DGS' timeline.

Planning for Future Indoor Water Efficiency for the Next 5 Years- Building Priority

Planning Outline PO5:a: Building Indoor Water Efficiency Priority Projects for the Next 5 Years

Building Name	Type of Project	Estimated Water Savings	Estimated Start Date
Longview Border Protection Station	Bathroom Remodel and upgrade	Unknown	In Planning

Planning Narrative for PO5a: Future Indoor Water Efficiency - Building Priority Projects

The bathroom repair and upgrades to the Longview Border Protection Station will help to increase water efficiency by upgrading the lavatories and plumbing to meet current standards. CDFA will continue to review all of its owned facilities to evaluate water usage and if feasible, will determine the best solution to

upgrade and replace plumbing, lavatories and water sensors that are more water efficient. CDFA will research and review water leak detection services and automated control systems, and if funding is available, will determine whether to install the systems into existing locations.

General Water Management

Reporting Narrative on General Water Management BMP

GENERAL WATER MANAGEMENT BMP ACHIEVED

Planning Narrative on General Water Management BMP

GENERAL WATER MANAGEMENT BMP ACHIEVED

Leak Detection and Repair

Reporting Narrative on Leak Detection and Repair BMP

LEAK DETECTION AND REPAIR BMP ACHIEVED.

Planning Narrative on Leak Detection and Repair BMP

LEAK DETECTION AND REPAIR BMP ACHIEVED.

Kitchen Water Conservation

Reporting Narrative on Kitchen Water Conservation BMPs, Fixtures

NO KITCHENS

Planning Narrative on Kitchen Water Conservation BMPs, Fixtures

NO KITCHENS

Laundry Facilities Water Conservation

Reporting Narrative on Laundry Facilities Water Conservation BMPS

NO LAUNDRY FACILITIES

Planning Narrative on Laundry Facilities Water Conservation BMPS

NO LAUNDRY FACILITIES

Department Total Nonpurchased Water Excluding Water Reuse or Recycling

Reporting on Total Nonpurchased Water Excluding Water Reuse or Recycling

Table 5.8: Department-Wide Nonpurchased Water Use

Year	Groundwater Basin(s) Name	Number of Domestic or Irrigation Wells	Groundwater Use in Gallons	Surface Water Use in Gallons	Total (Gallons/Year)
Baseline Year 2020	Various – see below	14	29,075,400	10,709,400	39,784,800
2023	Various – see below	14	30,674,547	9,9982,800	40,657,347
2024	Various – see below	14	31,288,038	10,182,456	41,470,494

Data was derived from Energy Star estimates and calculating an average 2 percent increase (due to non-metered wells).

Reporting Narrative for Table 5.8: Nonpurchased Water Excluding Water Reuse or Recycling

Fourteen of the owned CDFA facilities use water from unmetered wells/basins making it difficult to calculate actual usage. The above figures were derived from EnergyStar and CDFA's internal data as well as estimating an average annual increase of 2 percent (due to unmetered usage).

Most of CDFA's owned facilities are in rural locations close to the California border, where it is difficult to get surface water. CDFA's Border Protection Stations use well water as their only water source due to their remote locations. The various ground basins that are utilized are:

- Butte Valley
- Ivanpah Valley
- South Fork Pitt River
- Needles Valley
- Ogilby Valley
- Owens Valley
- Rice Valley
- San Joaquin Valley
- Smith River Plain
- Tahoe Valley

Some locations, such as GWSS in Arvin, derive water from several sources, such as underground well water for bathrooms, sinks, swamp coolers, truck washing, and outdoor landscaping. GWSS also purchases irrigation water which is used for host plants. The facility purchases bottled water for drinking because the well water and irrigation water quality is not suited for consumption.

Planning Narrative on Table 5.8: Nonpurchased Water Excluding Water Reuse or Recycling

CDFA is working with DGS's Office of Sustainability on preferred methods to track well water use in the future.

Reporting Narrative for Nonpurchased Water Use Trends Excluding Water Reuse or Recycling

Most of CDFA's owned facilities are in rural locations close to the border of California, where it is difficult to get surface water. CDFA's Border Protection Stations use well water as their only water source due to their remoteness.

The Border Protection Stations utilize water in conjunction with power washers to remove invasive aquatic species from boats and other watercraft coming into California. Three of the Border Protection Stations use water for apiary inspections to spray beehives on incoming trucks and keep the bees cool during the inspections. CDFA water use is kept to a minimum whenever possible. More water is used during the summer months to keep staff hydrated and to clean invasive species off watercraft due to increased boaters traveling between state borders. The months of September through February see increases as well due to an increase of apiary shipments, where bee watering stations are used to keep the bees cool during inspections.

Planning Narrative on Nonpurchased Water Unavailability.

CDFA is working to create reduction plans that meet the location-specific needs for each Border Protection Station. Due to the differences in climates at the stations, differing methods are needed at each Landscaping and outdoor irrigation are not used at Border Protection Stations, and nearly all water is used for sinks, restrooms, and inspections.

CDFA will re-evaluate feasibility of water projects and funding availability in 2028 and determine a feasible plan for alternate water sources if the well water becomes unavailable. Some potential solutions include temporary use of the underground well water at the GWSS Arvin Field Station to keep plants alive and rainwater collection at the Border Protection Stations. While a few of the Border

Protection Stations would be able to connect to city water lines if the wells were no longer operable, many of the Border Protection Stations are too remote and would need to rely on a combination of rain collection and water tank deliveries.

Department [Water Energy Nexus](#) Reporting

Reporting on Annual Amount of Boiler [Makeup Water](#) Used

Table 5.9: Annual Amount of Boiler Makeup Water Used

Boiler Water Use	Year 2023	Year 2024
Amount of Water Used for Makeup (Gallons)	NO DATA	NO DATA
Amount of Water Currently Reused. (Gallons)	NO DATA	NO DATA
Remaining additional water suitable for other purposes (Gallons)	NO DATA	NO DATA
Totals for all Facilities	NO DATA	NO DATA

CDFA has boilers but boiler water use is not tracked separately.

Reporting Narrative on Table 5.9: Boiler Water Reuse Opportunities

CDFA's Border Protection Stations have a limited ability to reuse water, and budgetary constraints do not allow for retrofitting the stations to recycle water. For stations that use well water, the water is fed into septic systems, and water is regularly checked for any hazardous bacteria or chemicals to ensure the water remains potable and safe. Some of the challenges CDFA faces to reuse the water include the water quality, high cost of maintenance, and aging of the units over time. Barriers for replacements that would enhance efficiency include high costs, lack of funding, and challenges associated with the State's purchasing and contracting requirements.

Planning Narrative on Table 5.9: Boiler Water Reuse Opportunities

BOILER WATER REUSE ACHIEVED

Reporting Narrative for Boiler Efficiency

BOILER WATER USE EFFICIENCY ACHIEVED

Planning Narrative for Boiler Efficiency

BOILER WATER USE EFFICIENCY ACHIEVED

Reporting on Cooling Towers' Water Use

Table 5.10: Cooling Tower Water Use

Cooling Tower Water Use	Year 2023	Year 2024
Amount of Water Used for Make-up (Gallons)	NO DATA	NO DATA
Totals for all Facilities	NO DATA	NO DATA

Reporting Narrative on Table 5.10: Cooling Tower Water Use.

CDFA does not track cooling tower water separately. CDFA has partnered with SMUD on various projects at the Center for Analytical Chemistry Laboratory at the Meadowview Road Complex in Sacramento and consults with SMUD and DGS regarding the cooling tower at this location. CDFA takes immediate action to report leaks and requests replacements and repairs as soon as possible for the cooling tower at the Meadowview Road Complex. CDFA also performs routine maintenance following manufacturer instructions required by these BMPs to assure that costly repairs and accidents are avoided. CDFA relies on DGS to shut off water-cooled air conditioning units when not needed or replace water-cooled equipment with air-cooled systems.

Planning Narrative on Table 5.10: Cooling Tower Water Use.

CDFA has one cooling tower at the Meadowview Road Complex but does not track cooling tower water use separately. CDFA will look at the viability of using cooling towers at the Border Protection Stations to determine if the benefits would outweigh the costs of new equipment and will review to determine feasible solutions.

Reporting Narrative on Cooling Tower Water Reuse.

CDFA will work to develop water reuse policies where feasible.

Planning Narrative on Cooling Tower Water reuse.

CDFA will work to develop water reuse policies where feasible.

Reporting Narrative on Cooling Tower Efficiency

CDFA takes immediate action to report leaks and requests replacements and repairs as soon as possible for the cooling tower at the Meadowview Road Complex. CDFA also performs routine maintenance following manufacturer instructions required by these BMPs to assure that costly repairs and accidents

are avoided. CDFA relies on DGS to shut off water-cooled air conditioning units when not needed or replace water-cooled equipment with air-cooled systems.

Planning Narrative for Cooling Tower Efficiency

CDFA ensures that HVAC ducts, filters and equipment are inspected and maintained at maximum effectiveness to ensure:

- HVAC electric usage is minimized outside of normal building hours.
- HVAC controls are set to allow for +2 or -2 degree fluctuation from the temperature set point for all EMS', thermostats and economizers.
- HVAC systems provide no less than the required minimum outdoor air requirements.
- HVAC systems are inspected annually, and all HVAC inspections and maintenance are documented in writing. Inspections are to include:
 - Verification of minimum outdoor airflows.
 - Confirmation that air filters are clean and replaced and have a minimum efficiency rating of no less than 11.
 - Verification that all outdoor dampers, actuators and linkages operate properly.
 - Checking heat exchanger surfaces and ductwork of cooling coils for any microbial growth that may occur and resolving any growth that may exist.
 - Making sure that all HVAC equipment has a computer-based preventative maintenance program in place.
 - Checking that all buildings are purged with outdoor air sufficient for three complete air changes one hour before occupancy.

Reporting on Boiler Needs Inventories Summary

Table 5.11: Summary of 2024 Boiler Needs Inventory

Number of meters to purchase and install	Water Treatment to Install, Repair, or Upgrade	Other
14	NO BOILER NEEDS	21 Flash tanks
Totals		

Reporting Narrative on Table 5.11: Boiler Needs

Fourteen of the CDFA-owned facilities use unmetered well water and should have meters. All CDFA owned facilities should have one flash tank per location.

Planning Narrative on Table 5.11: Boiler Needs

The meters and flash tanks noted above are dependent on available funding and feasibility. To better determine impacts generated from water conservation efforts, CDFA will evaluate the cost of installing meters to measure water use versus actual water savings to see if it is a viable cost-effective investment.

Reporting on Cooling Systems Equipment Needs Inventory Summary

Table 5.12: Summary of 2024 Cooling System Needs Inventory

Equipment Needed	Equipment Totals for all Facilities
Meters	14
Water Treatment	NO COOLING SYSTEMS NEEDS
Other	

Reporting Narrative for Table 5.12: Cooling Systems Needs

NO COOLING SYSTEMS NEEDS

Planning Narrative for Table 5.12: Cooling Systems Needs

NO COOLING SYSTEMS NEEDS

Reporting on Efficiency Projects for Boilers and Cooling Systems 2020-Present

Table 5.13: Summary of Efficiency Projects for Boilers and Cooling Systems

Project Type	Water Saved (Gallons per Year)	Number of Completed Projects	Number of Projects in Progress
2022		0	0
2023	3,000	2	0
2024		0	0

Reporting Narrative on Table 5.13: Efficiency Projects for Boilers and Cooling Systems

CDFA replaced a boiler system at the Truckee Border Protection Station in 2023 and repaired some minor leaks in the water system which resulted in an estimated savings of 3,000 gallons.

Reporting Narrative for BMPs for Building Boilers and Cooling Systems

BUILDING BOILERS AND COOLING SYSTEMS BMPS ACHIEVED

Planning Narrative for BMPs for Building Boilers and Cooling Systems

BUILDING BOILERS AND COOLING SYSTEMS BMPS ACHIEVED

Department Outdoor Water Use:

Reporting on Outdoor Irrigation Hardware Inventory

Table 5.14: Summary of 2024 Outdoor Irrigation Hardware Needs Inventory

Irrigation Hardware Type	Total Hardware Needed
Separate meters or sub-meters	1
Irrigation controllers required with weather or soil moisture adjustment and flow sensing capabilities	1
Backflow Prevention devices	
Flow sensors to be purchased and installed	
Automatic rain shut-off devices	1
New pressure regulators	
New hydrozone(s)	
New valves	1
Filter assemblies	
Drip irrigation emitters	
Booster pumps	
Rotary nozzles or other high efficiency nozzles	1

Reporting Narrative for Table 5.14: Outdoor Irrigation Hardware Needs

One meter is proposed for the Meadowview Road Complex, but installation will depend on budget availability and feasibility. CDFA will re-evaluate the project when funding becomes available and if feasible, will determine a plan to implement the project.

Planning Narrative for Table 5.14: Outdoor Irrigation Hardware Needs

The Border Protection Stations do not use outdoor irrigation for landscaping. The only outdoor uses of water are for cleaning boats and other watercraft for possible invasive species and supplying bee watering stations.

The only CDFA facility that uses unmetered well water for outdoor irrigation is the GWSS Arvin Field Station. Water is used to produce plants and rear insects for GWSS and Asian Citrus Psyllid Biological Control Programs. The amount of water

used depends on the number of host plants produced in the greenhouses and the summer weather. CDFA will continue to meet conservation goals where feasible.

Reporting on Outdoor Irrigation Hardware Water Efficiency Projects

Table 5.15: Summary of Outdoor Hardware Water Efficiency Projects Completed 2020 -Present or In Progress

Year Funded	Water Saved (Gallons per Year)	Completed Hardware Water Efficiency Projects	Hardware Water Efficiency Projects in Progress
2020	No projects in 2020		
2021	No projects in 2021		
2022	No projects in 2022		
2023	No projects in 2023		
2024	No projects in 2024		

Planning Narrative for Table 5.15: Irrigation Hardware Water Efficiency Projects

UPGRADES TO IRRIGATION HARDWARE ACHIEVED

Reporting Narrative on Irrigation Hardware Maintenance BMPs

CDFA immediately repairs leaks on irrigation PVC or metal valves. CDFA ensures all irrigation hardware maintenance requirements and BMPs are met. All the Border Protection Stations have ceased watering. Only the laboratories and the Meadowview Road Complex continue to irrigate their landscape but at a reduced level.

Planning Narrative on Irrigation Hardware Maintenance BMPS

CDFA will continue to ensure that all irrigation hardware maintenance and BMPS are met based on guidelines.

Reporting on Living Landscape Inventory

Table 5.16: All Facilities With > 500 sq. ft. of Living Landscape Inventory

Facilities with Landscape >500 Sq.	Total Turf (sq. ft.)	Number Of Historic Sites or Memorials	MWELo Landscape Area (sq. ft.)	Climate Appropriate Landscape Area (sq. ft.)	Groundwater Basin Name	Irrigation Source is Groundwater (Yes or No)	Irrigation source is Surface Water (Yes or No)	Irrigation source is Re-use or Recycled Water
Dorris Border Protection Station	0	0	2,000	2,000	Butte Valley	Yes	No	No
GWSS – Arvin Field Station	18,000	0	23,000	23,000	San Joaquin Valley	No	Yes	No
Hornbrook Border Protection Station	0	0	2,000	2,000	N/A	Yes	No	No
Meadowview Road Complex	38,000	0	18,300	18,300	NA	No	Yes	No
Needles Border Protection Station	0	0	500	500	Needles Valley	Yes	No	No
Redwood Border Protection Station	0	0	2,600	2,600	Smith River Plain	Yes	No	No
San Bernardino Veterinary Laboratory	23,900	0	0	0	N/A	No	Yes	No
Truckee Border Protection Station	0	0	21,800	21,800	Truckee River	Yes	No	No
Winterhaven Border Protection Station	0	0	11,300	11,300	Yuma Valley	Yes	No	No

Model Water Efficient Landscape Ordinance (MWELo) and climate appropriate landscape overlap so total measurements are duplicated in Table 4.14.

Reporting Narrative on Table 5.16: Living Landscape Inventory

Landscaping and outdoor irrigation are not used at Border Protection Stations, so landscaping accounts for zero square feet. The landscaping around the Border Protection Stations is chosen specifically for the station’s climate and is meant to be self-maintained and not require watering. None of the CDFA Border stations have historical features or memorials. CDFA has and will continue to consider landscape changes, including living landscape.

Reporting on Living Landscape Upgrades for the Next 5 Years

Planning Outline PO5:b: Planned Projects for Living Landscape Upgrades for the Next 5 Years

Landscaping >500 Sq. ft.) Facility Name	Replace Turf (Sq. ft.)	MWELo landscape area Upgrade (sq. ft.)	Climate appropriate landscape Upgrade area (sq. ft.)	Date for Achieving Upgrades
Dorris Border Protection Station	0	MWELo LANDSCAPE ACHIEVED	2,000	Complete
GWSS – Arvin Field Station	0	MWELo LANDSCAPE ACHIEVED	23,000	Complete
Hornbrook Border Protection Station	0	MWELo LANDSCAPE ACHIEVED	2000	Complete
Meadowview Road Complex	0	MWELo LANDSCAPE ACHIEVED	18,300	Complete
Needles Border Protection Station	0	MWELo LANDSCAPE ACHIEVED	500	Complete
Redwood Border Protection Station	0	MWELo LANDSCAPE ACHIEVED	2,600	Complete

Landscape >500 Sq. ft.) Facility Name	Replace Turf (Sq. ft.)	MWELo landscape area Upgrade (sq. ft.)	Climate appropriate landscape Upgrade area (sq. ft.)	Date for Achieving Upgrades
San Bernardino Veterinary Laboratory	0	MWELo LANDSCAPE ACHIEVED	23,900	Complete
Truckee Border Protection Station	0	MWELo LANDSCAPE ACHIEVED	21,800	Complete
Winterhaven Border Protection Station	0	MWELo LANDSCAPE ACHIEVED	11,300	Complete

Planning Narrative on PO5.b Living Landscape Upgrades for the Next 5 Years

CDFA has no new landscape projects. CDFA significantly reduced plants in small, landscaped areas to reduce water use per the Governor’s directives in 2010 and 2014. CDFA has and will continue to consider landscape changes in order to meet all new mandates including ceasing water altogether.

Planning Narrative for Remaining non MWELo Compliant Living Landscape Upgrades

CDFA has and will continue consider landscape changes, including living landscape.

Reporting on Living Landscape Water Efficiency Projects 2020 – Present

Table 5.17: Summary of Completed Living Landscaping Water Efficiency Projects

Year Funded	Est Annual Water Savings (Gallons)	Sum of MWELo Landscape installed (sq. ft.)	Sum of Climate Appropriate Landscape Installed (sq. ft.)
2020	NO CURRENT PROJECTS		
2021	NO CURRENT PROEJCTS		
2022	NO CURRENT PROJECTS		
2023	NO CURRENT PROJECTS		
2024	NO CURRENT PROJECTS		

Reporting Narrative on Living Landscape BMPs

LIVING LANDSCAPE BMPS ACHIEVED

Planning Narrative on Living Landscape BMPs

LIVING LANDSCAPE BMPS ACHIEVED

Reporting on Large Living Landscape Inventory (>20,000 sq. ft.)

Table 5.18: Large Landscape Inventory (>20,000 sq. ft.) and the Required Associated [Landscape Water Budget](#) Schedule

Name of Facility Sites/Locations with > 20,000 sq. ft. of Landscaping	Landscape Area per Facility (Sq. Ft.)	Water Budget per Facility (Gallons)	EPA WaterSense or Irrigation Association Certified Staff per Facility
GWSS – Arvin Field Station	23,300	87,949	0
Meadowview Road Complex	56,300	212,513	0

Water budget data was estimated using the U.S. Environmental Protection Agency Water Budget Tool.

Reporting on Achieving Large Living Landscape Requirements (>20,000 sq. ft.)

CDFA's large landscape areas only includes two locations:

- GWSS – Arvin Field Station has approximately 5,000 square feet of trees lining the front of the facility and 18,000 square feet of shrubbery and garden area. CDFA has limited the water usage on the trees to once a month in winter months and twice a month in summer months.
- Meadowview Road Complex has approximately 38,000 square feet of grassy area with trees and 18,300 square feet of other landscaping with shrubbery and trees.

Planning Outline PO5:c: Achieving Large Living Landscape Area Requirements (>20,000 sq. ft.)

Facility Name	Landscaping sq. ft. to be upgraded to MWEL standards	Water Budget per Facility (Gallons)	Ground Water Basin	# of staff Needing EPA WaterSense certification	Date for Achieving
LARGE LIVING LANDSCAPE REQUIREMENTS ACHIEVED					

Planning Narrative on PO5.c: Achieving Large Living Landscape Requirements (>20,000 sq. ft.)

LARGE LIVING LANDSCAPE REQUIREMENTS ACHIEVED

Critically Overdrafted Groundwater Basins and Water Shortage Contingency Plans

Reporting on Buildings in Critically Overdrafted Groundwater Basins

Table 5.19: Buildings in Designated Critically Overdrafted Groundwater Basins

Building Name	Basin Name	Amount of water Used 2023 (Gallons)	Amount of water Used 2024 (Gallons)
NO FACILITIES			

Reporting on Buildings with Urban Water Shortage Contingency Plans

Table 5.20: Buildings with Urban Water Shortage Contingency Plans

Building Name	Name of Water Supplier with Urban Water Shortage Contingency Plans	Year of Publication or Update
Anaheim Laboratory	Anaheim Public Utilities	2020
Blythe Border Protection Station	City of Blythe	2021
Glassy Winged Sharpshooter Project – Arvin Field Station	Arvin Community Services	2020
Long Valley Border Protection Station	California Water Service	2020
Meadowview Road Complex	Sacramento County Water Agency	2020
Redwood Border Protection Station	City of Crescent City	2015
Truckee Border Protection Station	Truckee Donner Public Utility District	2020
Tulelake Border Protection Station	California Water Service	2020
Vidal Border Protection Station	California Water Service	2020

Reporting Narrative for Table 5.20: Urban Water Shortage Contingency Plans

CDFA will consult with utilities on water shortage contingency plans as noted in Table 5.20 and the Department of Water Resources when considering water use reductions. CDFA will continue to perform immediate repairs of irrigation systems, swamp cooling systems, fixtures, irrigation, and plumbing.

Department’s Urban Water Shortage Contingency Plan

Reporting Narrative for Department’s Contingency Plan

CDFA has several locations where the local utilities do not have current urban water contingency plans. These include City of Alturas, Benton Utilities, City of Dorris, Hornbrook Community Services District, Meyers Water Company, Liberty Utilities, City of Needles, City of San Bernardino Water Department, Smith River Community Services District, City of Turlock, Imperial Irrigation Water District.



Planning Narrative on Department's Contingency Plan

In the areas where there is no urban water shortage contingency plan in place, CDFA will determine if a contingency plan is applicable for the location.

Chapter 6 – FACILITIES’ CONSTRUCTION AND OPERATIONS

Department Mission and Facilities Construction and Operations

In order to fulfill CDFA’s mission to safeguard a resilient food system and promote an equitable marketplace, cultivating a California grown food supply that is globally recognized for innovation, quality, and sustainability, its Building and Property Management Unit (BPMU) ensures the Department adheres to all Executive Orders (EO) regarding new construction, Leadership in Energy and Environmental Design (LEED) certification, purchasing and waste management. CDFA consults DGS subject matter experts (SME) on sustainability requirements for all of its owned and leased facilities.

Building Design and Construction

New Building LEED Certification

Table 6.1: New Building Construction since July 1, 2012

Facility Name	LEED Certification Type & Level Achieved	Commissioning Performed (Yes/No)
Mountain Pass Border Protection Station	LEED certification not required because buildings (two separate structures) are less than 10,000 square feet.	Yes
Turlock Veterinary Laboratory	Under construction.	No

Reporting Narrative for Table 6.1: New Building Construction since July 1, 2021

The Turlock Veterinary Laboratory is a 45,000 square foot facility currently under construction. The new facility will be Gold LEED certified and is projected to be completed in June 2026.

CDFA ensures compliance with [EO B-18-12](#) and [SAM 1815.3](#) including:

- Acquiring LEED Silver/Gold certification or higher for all new buildings, major renovation projects and built-to-suit leases over 10,000 square feet. DGS sets all building standards for construction and confirms appropriate LEED certification is met.

- Meeting applicable California Green Building Standards Code (CALGreen) Tier 1 measures for all new CDFA-owned buildings under 10,000 square feet.

Planning Narrative for Table 6.1: New Building Construction since July 1, 2012

State agencies shall implement mandatory measures as set in [CALGreen, Part 11](#). State agencies shall also implement voluntary measures from [CALGreen, Part 11](#) if they are relevant, feasible, and are related to indoor environmental quality (IEQ). IEQ measures will be followed and implemented during new construction or alterations and shall use adhesives, sealants, caulks, paints, coatings, and aerosol paints and coatings that meet the volatile organic chemical content limits specified in CALGreen.

CDFA strongly encourages the implementation of CALGreen measures related to IEQ and will work with DGS RESD on all new building design and construction projects, ensuring due diligence with CalGreen measures.

LEED for Existing Buildings Operations and Maintenance

Table 6.2: Large Building LEED Certification for Existing Buildings

Number of Buildings over 50,000 sq. ft. and eligible for LEED EBOM	Number of Building over 50,000 sq. ft. that have achieved LEED EBOM	Percentage of Existing Buildings over 50,000 sq. ft. that have achieved LEED EBOM
NO BUILDINGS EXCEEDING 50,000 SQUARE FEET		

Reporting Narrative for Table 6.2: Large Building LEED Certification

NO BUILDINGS EXCEEDING 50,000 SQ FT.

Planning Narrative for Table 6.2: Large Building LEED Certification

NO BUILDINGS EXCEEDING 50,000 SQ FT.

Indoor Environmental Quality (IEQ)

Daylighting and Views in New Construction

Reporting Narrative for Daylighting and Views in New Construction

NO DATA

The sole new construction project for CDFA is the Turlock Veterinary Laboratory, which is projected to be completed in June 2026. CDFA will continue to work with DGS to verify all daylighting is met per state agency requirements.

Planning Narrative for Daylighting and Views in New Construction

NO DATA

The sole new construction project for CDFA is the Turlock Veterinary Laboratory, which is projected to be completed in June 2026. CDFA will continue to work with DGS to verify all daylighting is met per state agency requirements.

CALGreen Tier 1 Indoor Environmental Quality Measures

Reporting Narrative for CALGreen Tier 1 Indoor Environmental Quality Measures

INDOOR ENVIRONMENTAL QUALITY, CALGREEN MEASURES ACHIEVED

Planning Narrative for CALGreen Tier 1 Indoor Environmental Quality Measures

INDOOR ENVIRONMENTAL QUALITY, CALGREEN MEASURES ACHIEVED

IEQ-New Buildings and Renovation Measures

Reporting Narrative for IEQ-New Buildings and Renovation Measures

IEQ- NEW BUILDINGS AND RENOVATION MEASURES ACHIEVED

Planning Narrative for IEQ-New Buildings and Renovation Measures

IEQ- NEW BUILDINGS AND RENOVATION MEASURES ACHIEVED

Furnishing Standards

Reporting Narrative for Compliance with Furnishing Standards

FURNISHING STANDARDS ACHIEVED

Planning Narrative for Compliance with Furnishing Standards

FURNISHING STANDARDS ACHIEVED

Green Seal Cleaning Products

Reporting Narrative on Using Green Seal Cleaning Products

GREEN CLEANING PRODUCTS STANDARDS ACHIEVED

Planning Narrative on Using Green Seal Cleaning Products

GREEN CLEANING PRODUCTS STANDARDS ACHIEVED

Cleaning Procedures – Various Standards

Reporting Narrative for Cleaning Procedures – Various Standards

CLEANING PROCEDURES STANDARDS ACHIEVED

Planning Narrative for Cleaning Procedures – Various Standards

CLEANING PROCEDURES STANDARDS ACHIEVED

Cleaning Procedures – Title 8, Section 3362

Reporting Narrative for Cleaning Procedures TITLE 8 SECTION 3362

TITLE 8 SECTION 3362 CLEANING PROCEDURES STANDARDS ACHIEVED

Planning Narrative for Cleaning Procedures TITLE 8 SECTION 3362

TITLE 8 SECTION 3362 CLEANING PROCEDURES STANDARDS ACHIEVED

HVAC Operation Requirements

Reporting Narrative for HVAC Operations

HVAC OPERATIONS ACHIEVED

Planning Narrative for HVAC Operations

HVAC OPERATIONS ACHIEVED

HVAC Inspection Requirements

Reporting Narrative for HVAC Inspection Requirements

HVAC INSPECTION REQUIREMENTS ACHIEVED

Planning Narrative for HVAC Inspection Requirements

HVAC INSPECTION REQUIREMENTS ACHIEVED

Integrated Pest Management (IPM)

Table 6.3: Self-Managed Pest Control

Table 6.3: Self-Managed Pest Control

Self-Managed Pest Control	Yes/No	Is there an IPM plan? (Yes/No)
Does your department self-manage pest control for any and or all Department buildings and the associated building landscapes?	Yes	Yes
Does your department self-manage pest control for any and or all Department mission-related infrastructure including, but not limited to, highway medians and shoulders, levees, reservoirs, canals, campgrounds and recreation areas?	Yes	Yes

Reporting Narrative for Table 6.3: Self-Managed Pest Control

There is no pest control contract at the GWSS-Arvin Field Station. CDFA's Senior Agricultural Biologist Technician holds a qualified applicator license and conducts pest control activities at the facility following all requirements of IPM.

Planning Narrative for Table 6.3 Self-Managed Pest Control

INTEGRATED PEST MANAGEMENT REQUIREMENTS ACHIEVED

Table 6.4: External Pest Control Contracts

Table 6.4: External Pest Control Contracts

External Pest Control Contract	Yes/No	Is there an IPM plan? (Yes/No)	Contract Renewal Date
Does your department externally contract pest control for any and or all Department buildings and the associated building landscapes? List all pest control contracts below. Add extra lines as required.	Yes	Yes	Various
Building Pest Control Contracts			
Baron Services	Yes	Yes	12/31/2025
Neighorly Pest Management	Yes	Yes	10/30/2026
California Pest Management Inc	Yes	Yes	6/30/2026
Terminix	Yes	Yes	6/30/2026
Pinnacle Pest Control	Yes	Yes	6/30/2027
Raptor Pest Control	Yes	Yes	5/31/2026
Ecolab	Yes	Yes	11/30/2025
Does your department externally contract pest control for any and or all Department mission-related infrastructure including, but not limited to, highway medians and shoulders, levees, reservoirs, canals, campgrounds and recreation areas? List all pest control contracts below. Add extra lines as required.	N/A	N/A	
Infrastructure Pest Control Contracts	N/A	N/A	

Reporting Narrative for Table 6.4: Pest Management Contracts

INTEGRATED PEST MANAGEMENT REQUIREMENTS ACHIEVED

Planning Narrative for Table 6.4 Pest Management Contracts

INTEGRATED PEST MANAGEMENT REQUIREMENTS ACHIEVED

Table 6.5: Top 5 Department Pests Requiring Pest Control

Table 6.5: Top 5 Department Pests Requiring Pest Control

Pest Name (common)	Pest Control Method(s)
Cockroaches	Eco Monitor Insect traps
Mice	Mouse traps
Feral Cats	No food out, Cat cages

Reporting Narrative for Table 6.5: Top 5 Department Pests Requiring Pest Control

Cockroaches and mice may carry disease, so they are a major concern for CDFA staff's health and safety. CDFA adheres to Eco friendly traps to trap both cockroaches and mice, which have proven to be effective. Occasionally there may be an increased presence of cockroaches, which sometimes require exterior spraying at the location to keep the pest from encroaching the interior of the facilities. CDFA has had issues with feral cats at the Meadowview Road Complex. Staff have been advised to abstain from leaving food out for the feral cats. Because of the lack of food and water, the feral cat population within the Meadowview Road Complex has reduced dramatically.

Planning Narrative for Table 6.5 Top 5 Department Pests Requiring Pest Control

CDFA adheres to Eco friendly traps to trap and remove invasive pests.

Fossil Fuel Landscaping Equipment Replacement with Low Emitting Landscaping Equipment

Reporting Narrative for Replacing Fossil Fuel Landscaping Equipment

CDFA predominately utilizes string weed eaters to maintain landscaping at its Border Protection Stations. There are currently 12 string weed eaters, 16 pressure washers, 1 auger, and 1 lawn mower that are considered fossil fuel equipment. Due to the remote locations of the Border Protection Stations near the Northern and Eastern borders of California, snow blowers are a necessity to remove large quantities of snow during the winter months. CDFA has 15 snow blowers throughout its Border Protection Stations.

Planning Narrative for Replacing Fossil Fuel Landscaping Equipment

CDFA staff maintain the landscape at the Border Protection Stations due to their remote locations and as preventive maintenance due to threat of possible wildfires. CDFA will continue to evaluate the feasibility of replacing fossil fuel equipment inventory at the end of life or when funding is available.

Location Efficiency

Smart Location Score for New Leases after January 1, 2020

Table 6.6: Smart Location Score for New Leases after January 1, 2020

Facility name	Smart Location Calculator Score
Lease 1: 3800 Concours Street, Ontario	31
Lease 2: 1819 Keystone Court, Redding	63
Average	47
Baseline	No Data
% change from Baseline	47

Reporting Narrative for Table 6.6: Smart Location Score after January 1, 2020

CDFA has limited commercial industrial location options available. This is due to: the need for sufficient overnight parking for state vehicles, the EV statewide charging infrastructure requirements, and the need to house external hazardous waste and outdoor sinks. Conveniently located and budget-friendly commercial leased space is not only hard to find, but even harder to secure with CDFA's specific requirements to meet program needs.

Planning Narrative for Table 6.6: Smart Location Score after January 1, 2020

CDFA continues to work with DGS to find locations in secure areas that are best suited to perform its duties and prioritize the safety of its staff.

Current (non-expired) Leases Prior to 2020 - Lowest Smart Location Score

Table 6.7: Current (non-expired) Leases Prior to 2020 - Lowest Smart Location Score

Facility name	Smart Location Calculator Score	Lease Renewal Date
2423 East Winston Avenue, Anaheim	5	4/30/2027
6790 Florin Perkins Road, Sacramento	9	8/31/2030
403 W Avenue 33, Los Angeles	10	10/31/2026


Reporting Narrative on Table 6.7: Current (non-expired) Leases Prior to 2020 - Lowest Smart Location Score

CDFA has several leases that have low Smart Location Scores. Most of these locations have been occupied by CDFA for 10 or more years. These locations are standalone buildings with ample parking. Some of these may be located far away from transportation facilities, but they meet CDFA's facility needs.

Planning Narrative on Table 6.7: Current (non-expired) Leases Prior to 2020 - Lowest Smart Location Score

CDFA continues to work with DGS to find locations in secure areas that are best suited to perform its duties and prioritize the safety of its staff.

CHAPTER 7 - WASTE MANAGEMENT AND RECYCLING

Department Mission and Waste Management and Recycling

A top priority for CDFA is compliance with State goals for waste management and recycling at all state-owned facilities. In DGS-owned buildings, or in buildings owned by a private lessor, CDFA continues to work closely with its respective building managers to obtain receptacles and signage for the disposal of trash, paper, and food waste.

The top priority items for waste are employee solid food waste and green waste (grass clippings) from state-owned facilities.

Waste and Recycling Programs

Designated Waste and Recycle Coordinator and Program Basics

Reporting Narrative on Designated Waste and Recycle Coordinator and Program Basics

CDFA owned facilities have adequate signage and receptacles for recyclables and waste. CDFA has a dedicated recycle coordinator who performs duties dedicated to the implementation of the integrated waste management plan and the completion of the annual State Agency Reporting Center (SARC) Report. The recycling coordinator ensures that all disposals are properly conducted and that materials are recycled as often as possible.

When there is electronic waste (e-waste), employees must submit a survey request to dispose of the item. E-waste must be donated to an approved organization, recycled through CalPIA, or recycled through an authorized recycler listed on CalRecycle's webpage.

Planning Narrative on Designated Waste and Recycle Coordinator and Program Basics

DESIGNATED WASTE, RECYCLE COORDINATOR, AND PROGRAM BASICS
ACHIEVED

SARC Report

Table 7.1: State Agency Reporting Center (SARC) Report on Total Waste per Capita

Per Capita Disposal Rate	2023	2024	Total Waste 2023	Total Waste 2024	% Change from 2022/2023
.06	.35	.34	92 tons	124 tons	29%

Reporting Narrative on Table 7.1: SARC Report on Total Waste per Capita

Waste has increased since 2023 due to an increase in employees returning to the office, and an increase in staff resulting from plant and animal emergency response activities. The per capita waste disposal has remained constant between 2023 and 2024.

Planning Narrative on Table 7.1: SARC Report on Total Waste per Capita

PER CAPITA BASELINE ACHIEVED

Recycling Program and Practices

Reporting Narrative on Recycling Program and Practices

CDFA meets all recycling goals. All facilities have adequate signs for recycling and appropriate receptacles. Recyclable materials include paper, bottles, cans, electronics, plastic, metals, batteries, toner, and other office supplies. CDFA will continue to recycle and donate whenever it is feasible to meet State goals and policies.

Planning Narrative on Recycling Program and Practices

RECYCLING PRACTICES ACHIEVED

Organics Recycling

Reporting Narrative on Organic Recycling Program and Practices

CDFA abides by [AB 1826](#), which requires state agencies coordinate a recycling service for organic waste. This includes food waste, green waste, landscaping and pruning waste, nonhazardous wood waste, and food soiled paper. The top items for waste for CDFA are employee solid food waste and green waste (grass

clippings) from state-owned facilities. All facilities have adequate organic waste bins and appropriate signage.

Planning Narrative on Organic Recycling Program and Practices

ORGANIC RECYCLING REQUIREMENTS ACHIEVED

Edible Food Recover Program

Table 7.2: Edible Food Recovery Program Elements

Building Name	Cafeteria >5,000 sq. ft. (Enter sq. ft.)	Cafeteria +250 Seats (Enter number of seats)	Cafeteria Open in 2023?	Cafeteria Open in 2024?	Food Recovery Agreement (Yes, No or Unknown)
NO EDIBLE FOOD RECOVERY PROGRAM REQUIRED					

Reporting Narrative on Table 7.2: Edible Food Recovery Program Elements

NO EDIBLE FOOD RECOVERY PROGRAM REQUIRED

Planning Narrative on Table 7.2: Edible Food Recovery Program

NO EDIBLE FOOD RECOVERY PROGRAM REQUIRED

Food Service Items Program

Reporting Narrative on Food Service Items Program

Table 7.3: Food Service Concessionaire Items Program Elements

Building Name	Prepared Food Service Operations Type	Food Service Packaging Meets Requirements	Process in Place for selecting Food Services that meet Packaging Requirements
NO FOOD SERVICES			

Reporting Narrative on Table 7.3: Food Service Items Program

NO FOOD SERVICES

Planning Narrative on Table 7.3: Food Service Items Program

NO FOOD SERVICES

Hazardous Waste Materials

Reporting on Hazardous Waste Materials

Table 7.4: Hazardous Waste Materials

Department -Wide Hazardous Material Name	Department Total Hazardous Material Amount (lbs.)
NO DATA	

Reporting Narrative for Table 7.4: Hazardous Waste Materials

CDFA has no records of using hazardous building materials and does not track quantity of hazardous materials such as pesticides, chemicals or fertilizers. CDFA properly disposes of all materials and informs contractors that if waste is generated from the contractor's work, then the contractors are responsible for disposing of the materials.

CDFA maintains internal processes to funnel waste through individual programs to properly dispose of hazardous waste such as antifreeze, asbestos, paint, treated wood, pesticides, and used oil. CDFA's internal processes ensure that employees give all waste to specific representatives so everything is properly disposed of.

Planning Narrative for Table 7.4: Hazardous Waste Materials

NO HAZARDOUS WASTE MATERIALS PRODUCED

Universal Waste Program

Reporting on Department-Wide Universal Waste Materials

Table 7.5: Reporting on Department- Wide Universal Waste Materials

Category	Universal Waste Contract in Place YES or NO
Electronic Waste	Yes
Batteries	No
CRTS	N/A
CRT glass	N/A
Lamps	N/A

Category	Universal Waste Contract in Place YES or NO
Mercury Wastes	N/A
Non-empty aerosol cans	N/A
PV modules	N/A

Reporting Narrative for Table 7.5: Department-Wide Universal Waste Materials

E-waste must be donated to an approved organization or recycled through a CalRecycle authorized recycler. Used batteries are recycled through Veolia ES Technical Solutions, LLC, or the recycle center closest to the Department's individual facility location.

Planning Narrative for Table 7.5: Department-Wide Universal Waste Materials

CDFA follows standard disposal methods for universal waste per DGS directives and requirements. Specific universal waste disposal organizations vary by location. A contract overseeing the universal waste for all CDFA facilities is not possible due to the remote nature of some locations like the Border Protection Stations and select field offices. CDFA will continue to evaluate the needs at each facility to see if one or more contracts for recycling universal waste are necessary and, if feasible, will implement a contract for services.

Material Exchange Programs

Reporting Narrative on Department-Wide Material Exchange

CDFA utilizes the DGS Surplus Property program to promote the exchange and reuse of unwanted or surplus materials. The exchange of surplus materials reduces the cost of materials and products for the receiving agency and results in the conservation of energy, raw resources, landfill space, and the reduction of GHGe, purchasing, and disposal costs.

CDFA continues efforts to recycle toner, batteries, paper, cardboard, cans, and bottles through various organizations. CDFA implemented a policy to donate as many computers and related, useable electronics to schools beginning with the pandemic in 2020. CDFA also donates furniture and office supplies to schools and works with various donation entities to recycle as much as possible.

Planning Narrative on Department-Wide Material Exchange

CDFA will continue to meet all requirements for department-wide material exchange and reuse. CDFA will continue to perform trade-ins where possible.

Waste Prevention Program

Reporting Narrative on Department-Wide Waste Prevention

CDFA supports waste prevention and reuse of materials. There is no waste prevention program overseeing all CDFA facilities due to the remote nature of some locations. Instead, each facility has independent policies in place to keep waste to a minimum.

Planning Narrative on Department-Wide Waste Prevention

Where feasible, CDFA will provide more training for staff on waste reduction and proper waste and recycling disposal methods.

Reuse Program

Reporting Narrative for Department-Wide Material Reuse

CDFA encourages all facilities to produce minimal waste and to reuse materials and equipment as much as possible. CDFA recycles all used printer and copier toner through the manufacturer or a nearby recycler. Manufacturers such as Hewlett-Packard have toner reuse programs to minimize waste. If not sent directly to the manufacturer, printer cartridges have been dropped at local recycling locations.

Planning Narrative for Department-Wide Material Reuse


CDFA endeavors to reuse items at each facility and exchange reuseable items between CDFA facilities if they are still useable. While this is not always feasible, it helps that the locations are pooling their resources together to reduce waste.

CDFA will provide additional employee education where feasible and will continue to meet all requirements for department-wide material exchange and reuse. CDFA will continue to work with recyclers who repurpose materials wherever possible.

Employee Waste and Recycling Training and Education

Reporting Narrative for Employee Waste and Recycle Training and Education

CDFA is compliant with [AB 2812](#) (Gordon, Chapter 530, Statutes of 2016) requirements to provide adequate receptables, signage, education, staffing, and the arrangement for recycling services consistent with existing recycling requirements for each office building or large state facility. The bill requires - at



least once per year - each covered state agency and large state facility to review the adequacy and condition of receptacles for recyclable material and of associated signage, education, and staffing. Additionally, this statute requires each state agency to include in its existing report to CalRecycle a summary of the state agency's compliance.

CDFA works with the property managers of each facility to reduce waste, reuse, recycle, compost, buy green products, and educate suppliers about efforts for waste reduction and reusability for recyclable products to ensure requirements are met. Training is provided to purchasing employees regarding the recycled content requirements and regularly audited purchases to ensure compliance. New staff are trained in purchasing policies, and recycling signs remain posted in areas as constant reminders to be mindful of recycling efforts.

Planning Narrative for Employee Waste and Recycle Training and Education of recycling efforts.

EMPLOYEE TRAINING AND EDUCATION ACHIEVED

Chapter 8 - PROCUREMENT

Department Mission and Procurement

CDFA's mission is to safeguard a resilient food system and promote an equitable marketplace, cultivating a California grown food supply that is globally recognized for innovation, quality, and sustainability. The effects of CDFA's services are felt throughout California and the nation.

CDFA's Acquisitions Office abides by state mandates by following purchasing policies to not only reduce waste but procure efficient, non-toxic, and recycled products, which results in money saved for the taxpayers.

Reporting Narrative for Measure and Report Progress on Environmentally Preferable Purchasing (EPP) Spend

CDFA follows all requirements to purchase and use EPP that have a reduced effect on human health and the environment when compared with competing goods that serve the same purpose.

CDFA engages in environmentally friendly purchasing strategies including:

- Increasing EPP spending to include identifying top 5 percent of spending with largest opportunity to use "green" options.
- Embedding sustainability roles and responsibilities into purchasing procedures.
- Training all CDFA buyers in the benefits of buying EPP products and how to apply EPP best practices.
- Educating suppliers and encouraging them to offer EPP products when selling to the State.
- Tracking all EPP purchases and recording them to the State Contract and Procurement Registration System.

CDFA also follows the State Agency Buy Recycled Campaign ([SABRC](#)), requiring state agencies to purchase recycled content products and to track those purchases.

Some of the SABRC products are:

- Paper products
- Printing and writing paper
- Glass products

- Plastic products
- Soil Amendments and soil toppings
- Erosion control products

Planning Narrative for Measure and Report Progress on EPP Spend

EPP SPEND ACHIEVED

Goods and Services Categories with the Greatest Potential to Green:

Reporting on Goods and Services Categories with the Greatest Potential to Green

Table 8.1: Goods and Services Categories with the Greatest Potential to Green

Good or Service	2024 Total Spend (\$)	2024 Percent EPP Spend (%)	EPP Target (%)
Antifreeze	\$1,735.60	100%	70%
Glass Products	\$6,442.70	67%	25%
Metal Products	\$175,250.63	85%	10%
Paint	\$542.64	100%	50%
Paper Products	\$359,721.60	21%	30%
Printing and Writing paper	\$87,735.30	89%	30%
Soil Amendments	\$72,017.88	94%	80%
Textiles	\$2,714.78	97%	100%
Tire-derived Products	\$603.19	88%	50%
Tires	\$5,411.20	62%	50%

Reporting Narrative on Table 8.1: Goods and Services with the Greatest Potential to Green

All top products purchased met the standard postconsumer content requirements, per Public Contract Code Section 12209. CDFA will continue to increase spending each year on the top five commodities listed above.

Planning Narrative on Table 8.1: Goods and Services with the Greatest Potential to Green

CDFA will continue to increase spending each year on the top five commodities listed above.

EPP BMPs

Reporting Narrative for EPP BMPS

CDFA implements standard reporting on EPP for purchases of all materials including:

- Paint (Master painter’s institute certified paint and recycled paint)
- Information Technology Goods (Energy Star rated)
- Janitorial supplies and cleaners ([EcoLogo](#), [Greenseal certified](#))
- Janitorial paper products (SABRC compliant)
- Desk lamps (purchasing standard compliant)
- Office Equipment ([EPEAT](#) and EnergyStar rated)
- Paper products (SABRC compliant)
- Remanufactured toner cartridges (CalPIA)

Planning Narrative for EPP BMPs

EPP BMPS ACHIEVED

Reporting on EPP Training and Outreach

Table 8.2: 2024 EPP Basic Training Completions

CalHR Classification	Total Number of Staff	EPP Basic Training Completion	Percent Trained	2025 EPP Training Goal
AGPA	3	3	100%	100%
SSA	1	1	100%	100%

Table 8.3: 2024 EPP Executive Training Completions for Executive Members

Executive Member	Title	Date Completed
The following department employees involved in procurement decisions are compliant with the self-attest training	EPP/SABRC Annual Training Cal PCA	Initially during onboarding and annually thereafter
Assistant Director, Administrative Services Division	EPP/SABRC Annual Training Cal PCA	Initially during onboarding and annually thereafter
Departmental Services Branch Chief	EPP/SABRC Annual Training Cal PCA	Initially during onboarding and annually thereafter

Reporting Narrative on Tables 8.2-3: EPP Training and Education

CDFA is committed to promoting the understanding and advancement of sustainable procurement internally within the agency and external suppliers. CDFA ensures all buyers are informed and trained on all EPP requirements. CDFA notifies bidders of EPP requirements within the following areas: construction contracts, service and transportation agreements, commodity purchases, grants, and interagency agreements.

Planning Narrative on Tables 8.2-3: EPP Training and Education

EPP TRAINING AND EDUCATION ACHIEVED

Reporting on State Agency Buy Recycled Campaign (SABRC), and Reducing Impacts

Reporting on SABRC Progress

Table 8.4: SABRC FY 23/24 Performance

Product Category	SABRC Reportable Dollars	SABRC Compliant Dollars	% SABRC Compliant
75% Total Purchase Requirement			
Building Finishes	\$0.00	\$0.00	N/A
Carpet	\$0.00	\$0.00	N/A
Erosion Control Products	\$0.00	\$0.00	N/A
Glass Products	\$28,378.46	\$28,378.46	100%
Lubricating Oils	\$0.00	\$0.00	N/A
Metal Products	\$87,976.17	\$81,868.51	93%
Paper Products	\$12,464.41	\$9,015.05	72%
Pavement Surfacing	\$0.00	\$0.00	N/A
Plastic Products	\$332,366.65	\$306,647.97	92%
Printing and Writing Paper	\$37,120.94	\$34,575.54	93%
Soil Amendments and Soil Toppings	\$0.00	\$0.00	N/A
Textiles	\$189.04	\$189.04	100%
Tire Derived Products	\$528.89	\$462.56	87%
50% Total Purchase Requirement			
Antifreeze	\$735.60	\$0	0%
Paint	\$542.64	\$542.64	100%
Tires	\$585.27	\$322.22	55%

Reporting Narrative for Table 8.4: Measure and Report SABRC Progress

While CDFA did not meet all the percentage totals, the Department continues to be diligent in its efforts to procure goods that are compliant with SABRC, and works to achieve SABRC compliance and increase procurement of recycled products across all categories. For example, CDFA's antifreeze compliance for 2023/24 was 0% and for 2024/25 reporting it was increased to 100% SABRC compliant.

CDFA procurement staff participate in the annual EPP training offered by DGS to stay informed on EPP requirements and changes. CDFA incorporates environmental criteria in procurement processes when issuing solicitations and educates employees involved in purchasing decisions by integrating language regarding the importance of EPP in Department-wide training. CDFA seeks out eco-labels following DGS EPP Recommended Ecolabels for all purchasing needs.

CDFA engages and educates suppliers and encourages them to offer EPP products.

Planning Narrative for Table 8.4: Measure and Report SABRC Progress

CDFA participates in environmentally friendly purchasing strategies including:

- Increasing EPP spending to include identifying top 5 percent of spending with largest opportunity to use "green" options.
- Incorporating EPP criteria in the goods and services the state procures.
- Embedding sustainability roles and responsibilities into purchasing procedures.
- Training buyers in the benefits of buying EPP products and applying EPP best practices.
- Engaging and educating suppliers on the importance and offering EPP products to state agencies.

Reducing Impacts

Reporting Narrative for Reducing Impacts

CDFA is committed to reducing the environmental impact of goods and services that are purchased. CDFA works with CalRecycle to ensure all requirements are met. Annual recycling reports are submitted to track progress. Appropriate staff attend the green purchasing training provided by DGS to ensure ongoing compliance with all requirements including:

- Buying goods and services that lessen any negative impacts to the public health, natural resources, economy and environment.
- Reducing environmental impacts such as energy, water and natural resource conservation when making purchasing decisions.
- Ensuring goods and services procured meet the current DGS purchasing standards and specifications available from the DGS Buying Green website.
- Ensuring purchases such as paint, information technology goods, janitorial supplies and cleaners, paper products, desk lamps, office equipment and toner are all EPP.

Planning Narrative for Reducing Impacts

CDFA will continue to strive to meet all EPP standards to reduce impacts to the environment and the economy.

CHAPTER 9 - FUNDING OPPORTUNITIES

Funding Opportunity Climate Change Adaptation

Table 9.1: Climate Change Priority Projects

Building Name	Project	Funding Source	Estimated Begin Date	Estimated Completion Date
NO PRIORITIES				

Although no climate change priorities are specifically identified in Table 9.1, CDFA has made the below efforts that impact climate change and disadvantaged communities.

CDFA Grant Programs

CDFA administers various grant programs each year to distribute funds throughout California that assist disadvantaged communities, and promote conservation and climate change adaptation.

CDFA facilitates incentive programs for sustainable practices for resilience, such as the State Water Efficiency and Enhancement Program ([SWEET](#)) and the Dairy Digester Research and Development Program ([DDRDP](#)). CDFA awards grants for projects that encourage water conservation throughout California through: SWEET, the Water Efficiency Technical Assistance Program ([WETA](#)), the Specialty Crop Block Grant Program ([SCBGP](#)), and the Specialty Crop Multi-State Program ([SCMP](#)).

CDFA's SWEET has been crucial in implementing resilient water management across the state. As referenced in the [California Climate Adaptation Strategy](#), CDFA is a key partner in various agricultural projects throughout the state designed to increase positive economic and environmental impact, conservation, sustainability, and improve best practices.

CDFA awards grants for projects that assist with communities' connection to food and agriculture through the Office of Farm to Fork and the SCBGP. CDFA awards grants for projects that assist disadvantaged communities and climate adaptation throughout California through the Healthy Soils Program ([HSP](#)).

Funding Opportunities for ZEVs and EV Infrastructure

Table 9.2: EV Priority Projects

Building Name	Project	Funding Source	Estimated Begin Date	Estimated Completion Date
NO PRIORITIES				

Most of CDFA's owned facilities are Border Protection Stations that cannot support EVSE because they are on the highway, which means they have shoulder parking instead of dedicated parking owned by CDFA. Other CDFA owned facilities, such as the Anaheim Laboratory and the San Bernardino Laboratory, face the challenging cost of EVSE.

With DGS' withdrawal of funding for chargers that was previously offered, CDFA will have to find other funding options for chargers and their infrastructure. CDFA will continue to work with DGS and evaluate any funding opportunities to install EVSE at non-Border Protection Station facilities.

Funding Opportunities for Building Energy Conservation and Efficiency

Table 9.3: Building Energy Conservation and Efficiency Priority Projects

Building Name	Project	Funding Source	Estimated Begin Date	Estimated Completion Date
NO PRIORITIES				

CDFA will continue to work with DGS to identify funding opportunities.

Funding Opportunities for Decarbonization

Table 9.4: Funding Opportunities for Decarbonization

Building Name	Project	Funding Source	Estimated Begin Date	Estimated Completion Date
NO PRIORITIES				

CDFA will continue to work with DGS to identify funding opportunities.

Funding Opportunities for Water Conservation and Efficiency

Table 9.5: Water Conservation and Efficiency Priority Projects

Building Name	Project	Funding Source	Estimated Begin Date	Estimated Completion Date
NO PRIORITIES				

CDFA will continue to work with DGS to identify funding opportunities.

Funding Opportunities for Facilities Construction and Maintenance

Table 9.6: Sustainable Operations Priorities

Building Name	Project	Funding Source	Estimated Begin Date	Estimated Completion Date
NO PRIORITIES				

CDFA will continue to work with DGS to identify funding opportunities.

Funding Opportunities for Waste Management and Recycling

Table 9.7: Waste Management and Recycling Priorities

Building Name	Project	Funding Source	Estimated Begin Date	Estimated Completion Date
NO PRIORITIES				

No priorities noted or funding requested at this time.

Funding Opportunities for Procurement

Table 9.8: Procurement Priorities

Building Name	Project	Funding Source	Estimated Begin Date	Estimated Completion Date
NO PRIORITIES				

No priorities noted or funding requested at this time.

Full Life Cycle Cost Accounting

Reporting on Life Cycle Cost Accounting

NO INFRASTRUCTURE INVESTMENTS

Planning for Implementing Life Cycle Cost Accounting

NO INFRASTRUCTURE INVESTMENTS

Chapter 10 – PUBLIC EDUCATION AND OUTREACH

CDFA will continue to determine what actions are necessary to prepare for potential hazards and protect employees. The following are CDFA programs and initiatives that have provided assistance for projects in disadvantaged communities:

- CDFA contributes to and provides funding for programs which strengthen local and regional food systems by supporting and creating incentives for the establishment of urban and peri-urban agriculture, farm to fork programs, farmers' markets, and school and community gardens – all supported by California's agriculture industry.
- SCBGP encourages projects that support and promote sustainable agricultural practices, such as water conservation, practices that reduce soil degradation, and the use of fossil fuel-based inputs such as pesticides and synthetic fertilizers.
- DDRDP encourages the implementation of dairy digesters that result in long-term methane emission reductions on California dairies and minimize or mitigate adverse environmental impacts.
- The Alternative Manure Management Program provides financial assistance for the implementation of non-digester manure management practices in California, which will result in reduced GHGe.
- SWEEP facilitates integration of irrigation systems that reduce GHGe and save water on California agricultural operations.
- CDFA leads the Healthy Soils Initiative, which is intended to reduce GHGe; promote resiliency; improve the capacity of communities to prepare, respond, and recover from climate-related health risks by storing water in soil; reduce agricultural water needs; improve nutritional value of crops; and reduce the need for chemical inputs such as fertilizers.

APPENDIX A – SUSTAINABILITY LEADERSHIP

Insert Organization Chart of Department or Agency Sustainability Leadership and how connected to executive management.

SECRETARY
KAREN ROSS

UNDERSECRETARY
CHRISTINE BIRDSONG

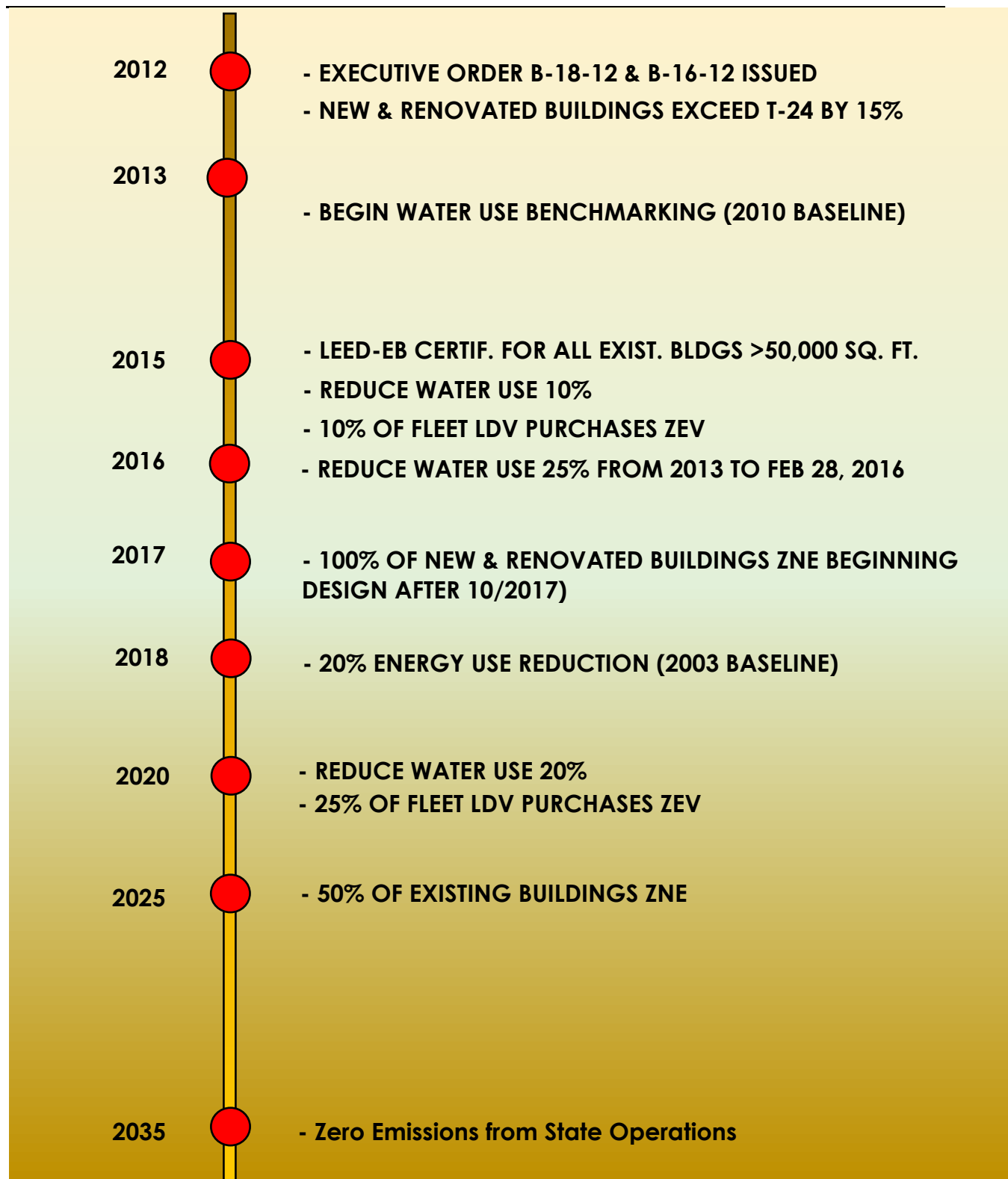
DEPUTY SECRETARY FOR FINANCE AND ADMINISTRATION
ARIMA KOZINA

DIRECTOR, DIVISION OF ADMINISTRATIVE SERVICES
JODY LUSBY

CHIEF, DEPARTMENTAL SERVICES BRANCH
KRISTI DUPREY

MANAGER, BUILDING AND PROPERTY MANAGEMENT UNIT
RENE AGUILERA

APPENDIX B - SUSTAINABILITY MILESTONES & TIMELINE



APPENDIX C – ACRONYMS

Customize to include organizations and acronyms within your specific department

ACRONYM	DEFINITION
AB	Assembly Bill
ADR	Automated Demand Response
AMB	Asset Management Branch (at DGS)
BEV	Battery Electric Vehicle
BMP	Best Management Practices
CA	California
CALGREEN	California Green Building Code (Title 24, Part 11)
CEC	California Energy Commission
CRT	Cathode Ray Tube
DGS	Department Of General Services
DWR	Department Of Water Resources
EPD	Environmental Product Declarations
EHT	Extreme Heat Threshold
EMS	Energy Management System (Aka EMCS)
EMCS	Energy Management Control System (Aka EMS)
EO	Executive Order
EPP	Environmentally Preferable Purchasing
ESCO	Energy Service Company
ESPM	Energy Star Portfolio Manager
ETS	Enterprise Technology Solutions (A Division At DGS)
EUI	Energy Use Intensity (Source Kbtu/Sq. Ft.)
EVSE	Electric Vehicle Supply Equipment (Charging Equipment)
FMD	Facilities Management Division (A Division At DGS)
GCM	Global Circulation Model
GHG	Greenhouse Gas

ACRONYM	DEFINITION
GHGe	Greenhouse Gas Emissions
GSP	Groundwater Sustainability Plan
HD	Heavy Duty Vehicles
IEQ	Indoor Environmental Quality
kBTU	Thousand British Thermal Units (Unit of Energy)
LCM	The Landscape Coefficient Method
LD	Light Duty Vehicles
LEED	Leadership In Energy and Environmental Design
MAWA	Maximum Applied Water Allowance
MD	Medium Duty Vehicles
MM	Management Memo
MPG	Miles per Gallon
MWELO	Model Water Efficient Landscape Ordinance
OBAS	Office Of Business and Acquisition Services (At DGS)
OBF	On-Bill Financing
OFAM	Office Of Fleet and Asset Management (At DGS)
OS	Office Of Sustainability (At DGS)
PHEV	Plug-in Hybrid Electric Vehicle
PMDB	Project Management and Development Branch (At DGS)
PPA	Power Purchase Agreement
PUE	Power Usage Effectiveness
PV	Photovoltaic Vehicles
RCP	Representative Concentration Pathway
SABRC	State Agency Buy Recycled Campaign
SAM	State Administrative Manual
SB	Senate Bill

ACRONYM	DEFINITION
SCM	State Contracting Manual
SGA	Sustainable Groundwater Agency
SGMA	Sustainable Groundwater Management Act
SUV	Sport Utility Vehicle
WMC	Water Management Coordinator
VHSP(s)	Vehicle Home Storage Permits
WUCOLS	Water Use Classifications of Landscape Species
ZEV	Zero-Emission Vehicle
ZNE	Zero Net Energy

APPENDIX D - GLOSSARY

Backflow - is the undesirable reversal of the flow of water or mixtures of water and other undesirable substances from any source (such as used water, industrial fluids, gases, or any substance other than the intended potable water) into the distribution pipes of the potable water system.

Backflow Prevention Device – a device that prevents contaminants from entering the potable water system in the event of back pressure or back siphonage.

Blowdown, Boilers - is the periodic or continuous removal of water from a boiler to remove accumulated dissolved solids and/or sludge. Proper control of blowdown is critical to boiler operation. Insufficient blowdown may lead to deposits or carryover. Excessive blowdown wastes water, energy, and chemicals.

Blowdown, Cooling Towers – Is the water discharged to remove high mineral content system water, impurities, and sediment.

Building Best Management Practices (BMPs) - are ongoing actions that establish and maintain building water use efficiency. BMPs can be continuously updated based on need and tailored to fit the facility depending on occupancy and specific operations.

Compost – Compost is the product resulting from the controlled biological decomposition of organic material from a feedstock into a stable, humus-like product that has many environmental benefits. Composting is a natural process that is managed to optimize the conditions for decomposing microbes to thrive. This generally involves providing air and moisture, and achieving sufficient temperatures to ensure weed seeds, invasive pests, and pathogens are destroyed. A wide range of material (feedstock) may be composted, such as yard trimmings, wood chips, vegetable scraps, paper products, manures and biosolids. Compost may be applied to the top of the soil or incorporated into the soil (tilling).

Cooling Degree Day - is defined as the number of degrees by which a daily average temperature exceeds a reference temperature. The reference temperature is also typically 65 degrees Fahrenheit, and different utilities and planning entities sometimes use different reference temperatures. The reference temperature loosely represents an average daily temperature below which space cooling (e.g., air conditioning) is not needed.

Critically Overdrafted - a condition in which significantly more water has been taken out of a groundwater basin than has been put in, either by natural recharge or by recharging basins. Critical overdraft leads to various undesirable conditions such as ground subsidence and saltwater intrusion.

Ecosystem Services - are the direct and indirect contributions of ecosystems to human well-being. They support directly or indirectly our survival and quality of life. Ecosystem services can be categorized in four main types:

- Provisioning services are the products obtained from ecosystems such as food, fresh water, wood, fiber, genetic resources, and medicines.
- Regulating services are the benefits obtained from the regulation of ecosystem processes such as climate regulation, natural hazard regulation, water purification and waste management, pollination, or pest control.
- Habitat services provide living places for all species and maintain the viability of gene-pools.
- Cultural services include non-material benefits such as spiritual enrichment, intellectual development, recreation, and aesthetic values.

Erosion Control Product – includes products such as compost filter socks, compost blankets and hydraulic mulch.

Environmental Product Declarations (EPD)- third-party verified reports that detail a product's impact on the environment. The [International Standards Organization \(ISO\) 14025](#) defines EPDs as a Type III declaration that “quantifies environmental information on the life cycle of a product to enable comparisons between products fulfilling the same function.” EPDs can be product-specific, factory-specific, or industry-wide.

Grass Cycling - refers to an aerobic (requires air) method of handling grass clippings by leaving them on the lawn when mowing. Because grass consists largely of water (80 percent or more), contains little lignin, and has high nitrogen content, grass clippings easily break down during an aerobic process. Grass cycling returns the decomposed clippings to the soil within one to two weeks acting primarily as a fertilizer supplement and, to a much smaller degree, mulch. Grass cycling can provide 15 to 20 percent or more of a lawn's yearly nitrogen requirements

Heating Degree Day - is defined as the number of degrees by which a daily average temperature is below a reference temperature (i.e., a proxy for when heat would be needed). The reference temperature is typically 65 degrees Fahrenheit, although different utilities and planning entities sometimes use different reference temperatures. The reference temperature loosely represents an average daily temperature *above which* space heating is not needed. The average temperature is represented by the average of the maximum and minimum daily temperature.

Hydrozone – is a portion of a landscaped area having plants with similar water needs that are served by one irrigation valve or set of valves with the same schedule.

Landscape Coefficient Method - describes a method of estimating irrigation needs of landscape plantings in California. It is intended as a guide for landscape professionals.

Landscape Water Budget - is the calculated irrigation requirement of a landscape based on landscape area, local climate factors, specific plant requirements and the irrigation system performance.

Lifecycle Cost Accounting - includes initial investment costs, as well as lifetime operation and maintenance costs under changing climate conditions, including changing average conditions and increases in extreme events. It may involve applying non-market evaluation methods such as travel cost, avoided costs or contingent valuation to capture hard to quantify benefits and costs

Makeup Water - Makeup water, or the water replacing evaporated or leaked water from the boiler, is first drawn from its source, whether raw water, city water, city-treated effluent, in-plant wastewater recycle (cooling tower blowdown recycle), well water, or any other surface water source.

Model Water Efficient Landscape Ordinance (MWELo) - The Water Conservation in Landscaping Act was signed into law on September 29, 1990. The premise was that landscape design, installation, and maintenance can and should be water efficient. Some of the provisions specified in the statute included plant selection and groupings of plants based on water needs and climatic, geological, or topographical conditions, efficient irrigation systems, practices that foster long term water conservation and routine repair and maintenance of irrigation systems. The latest update to MWELo was in 2015. MWELo applies to all state agencies' landscaping.

Mulch – Mulch is a soil topping consisting of a layer of material applied on top of soil. Examples of material that can be used as mulch include wood chips, grass clippings, leaves, straw, cardboard, newspaper, rocks, and even shredded tires. Benefits of applying mulch include reducing erosion and weeds and increasing water retention and soil vitality. Whenever possible, look for mulch that has been through a sanitization process to kill weed seeds and pests.

Natural infrastructure - is the “*preservation or restoration of ecological systems or the utilization of engineered systems that use ecological processes to increase resiliency to climate change, manage other environmental hazards, or both. This may include, but need not be limited to, flood plain and wetlands restoration or preservation, combining levees with restored*

natural systems to reduce flood risk, and urban tree planting to mitigate high heat days" (Public Resource Code Section 71154(c)(3)).

Nonpurchased Water – is water that a department uses that does not come from a third-party supplier. It may be water from domestic wells owned by the department or water that is taken from a river, lake, canal, or other source and used by the department. The water may be returned to source after use.

Trickle Flow – A device that allows users to reduce flow to a trickle while using soap and shampoo. When the device is switched off, the flow is reinstated with the temperature and pressure resumes to previous settings.


Soil Amendments and Soil Toppings - Soil amendments include adding ingredients such as sulfur, or sand to change the original soil, soil conditioner for potting or plant mix, Soil toppings include organic materials used for water conservation; organic materials such as biosolids or other comparable substitutes such as livestock, horse, or other animal manure, food residues or fish processing byproducts; mechanical breakdown of materials.

Sprinkler system backflow prevention devices – are devices to prevent contaminants from entering water supplies. These devices connect to the sprinkler system and are an important safety feature. They are required by the California Plumbing Code.

Submeter- a metering device installed to measure water use in a specific area or for a specific purpose. Also known as dedicated meters, landscape submeters are effective for separating landscape water use from interior water use, evaluating the landscape water budget and for leak detection within the irrigation system.

Urban Heat Islands - are areas with localized spikes in temperature, which impact human health, increase pollution, and increase energy demand. Urban heat islands occur during the hot summer months in areas with higher percentages of impervious surface and less vegetation. This is likely in areas with large parking lots, dense development, and lower tree density and shading. Urban heat islands can be mitigated (i.e., reduced) through tree planting and other greening measures, cool roofs (e.g., lighter roofing materials that reflect light), cooler pavements, and other measures.

Water Budget - A landscape water budget is the calculated irrigation requirement of a landscape based on landscape area, local climate factors, specific plant requirements and the irrigation system performance.



Water Energy Nexus - Water and energy are often managed separately despite the important links between the two. 12 percent of California's energy use is related to water use with nearly 10 percent being used at the end water use. Water is used in the production of nearly every major energy source. Likewise, energy is used in multiple ways and at multiple steps in water delivery and treatment systems as well as wastewater collection and treatment.

Water Shortage Contingency Plans - Each urban water purveyor serving more than 3,000 connections or 3,000 acre-feet of water annually must have an Urban Water Shortage Contingency Plan (Water Shortage Plan) which details how a community would react to a reduction in water supply of up to 50 percent for droughts lasting up to three years.

Water Use Classification of Landscape Species (WUCOLS)- WUCOLS are used to help determine water budgets and irrigation schedules. Use this link to access the necessary information for your landscaping needs. [WUCOLS Plant Search Database \(ucdavis.edu\)](http://ucdavis.edu/wucols)

Zero Energy Buildings – A zero-energy building is "an energy-efficient building where, on a source energy basis, the actual annual delivered energy is less than or equal to the on-site renewable exported energy". Department of Energy, September 2015.

APPENDIX E – DEPARTMENT STAKEHOLDERS

List individuals, offices, and divisions responsible for leading efforts related to each initiative identified in this report. Include their respective titles, roles, responsibilities.

Climate Change Adaptation

Understanding Climate Risk at Existing Facilities
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Understanding Climate Risk at Planned Facilities
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Integrating Climate Change into Department Planning and Funding Programs
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Measuring and Tracking Progress
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Zero Emission Vehicles

Incorporating ZEVs Into the Department Fleet
Administrative Services Division Departmental Services Branch Fleet and Asset Manager

Telematics
Administrative Services Division Departmental Services Branch Fleet and Asset Manager



Public Safety Exemption
Administrative Services Division Departmental Services Branch Fleet and Asset Manager

Outside Funding Sources for ZEV Infrastructure
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Hydrogen Fueling Infrastructure
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Comprehensive Facility Site and Infrastructure Assessments
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

EVSE Construction Plan
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

EVSE Operation
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Energy

Zero Net Energy (ZNE)
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

New Construction Exceeds Title 24 by 15%

Administrative Services Division
Departmental Services Branch
Building and Property Management Unit
Business Services Manager

Existing Buildings Energy Efficiency

Administrative Services Division
Departmental Services Branch
Building and Property Management Unit
Business Services Manager

Energy Savings Projects

Administrative Services Division
Departmental Services Branch
Building and Property Management Unit
Business Services Manager

Demand Response

Administrative Services Division
Departmental Services Branch
Building and Property Management Unit
Business Services Manager

Renewable Energy

Administrative Services Division
Departmental Services Branch
Building and Property Management Unit
Business Services Manager

Monitoring-Based Commissioning (MBCx)

Administrative Services Division
Departmental Services Branch
Building and Property Management Unit
Business Services Manager

Building Controls

Administrative Services Division
Departmental Services Branch
Building and Property Management Unit
Business Services Manager

Decarbonization

Greenhouse Gas Emissions

Administrative Services Division
Departmental Services Branch
Building and Property Management Unit
Business Services Manager

Water Efficiency and Conservation

Indoor Water Efficiency Projects in Progress First initiative

Administrative Services Division
Departmental Services Branch
Building and Property Management Unit
Business Services Manager

Boilers and Cooling Systems Projects in Progress

DGS
DGS Facilities Management Division
DGS Building Manager

Landscaping Hardware Water Efficiency Projects in Progress

DGS
DGS Facilities Management Division
DGS Building Manager

Living Landscaping Water Efficiency Projects in Progress

Administrative Services Division
Departmental Services Branch
Building and Property Management Unit
Business Services Manager

Buildings with Urban Water Shortage Contingency Plans in Progress

DGS
DGS Facilities Management Division
DGS Building Manager

Facilities Construction and Operations

Building Design and Construction

Administrative Services Division
Office of Budget and Program Analysis
Budget Officer



LEED for Existing Buildings Operations and Maintenance
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Indoor Environmental Quality
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Integrated Pest Management
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Fossil Fuel Landscaping Equipment Replacement
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Location Efficiency
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Waste Management and Recycling

Waste and Recycling Programs
DGS DGS Facilities Management Division DGS Building Manager

SARC Report
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager



Recycling Program and Practices
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Organics Recycling
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Hazardous Waste Materials
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Universal Waste Program
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Material Exchange Programs
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Waste Prevention Program
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Reuse Program
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager



Employee Waste and Recycling Training and Education
Administrative Services Division Departmental Services Branch Building and Property Management Unit Business Services Manager

Procurement

Goods and Services with the Greatest Potential to Green
Administrative Services Division Departmental Services Branch Acquisitions Office Acquisitions Manager

EPP BMPs
Administrative Services Division Departmental Services Branch Acquisitions Office Acquisitions Manager

Reporting on EPP Training and Outreach
Administrative Services Division Departmental Services Branch Acquisitions Office Acquisitions Manager

Reporting on State Agency Buy Recycled Campaign
Administrative Services Division Departmental Services Branch Acquisitions Office Acquisitions Manager

Reducing Impacts
Administrative Services Division Departmental Services Branch Acquisitions Office Acquisitions Manager

APPENDIX F – SUSTAINABILITY STATUTORY REQUIREMENTS, EXECUTIVE ORDERS, AND MANAGEMENT MEMOS REFERENCES

The following legislative actions, executive orders, State Administrative Manual, Management Memos, resources, and guidance documents provide the sustainability criteria, requirements, and targets tracked and reported herein.

Recent Legislative Actions

Several pieces of legislation were signed in 2023 that codified several elements of the executive orders, or provided further requirements included in the policies. These include the following:

- **[Senate Bill \(SB\) 416 \(2023\)](#)**: Requires all new building and major renovation projects larger than 10,000 gross square feet undertaken by state agencies, and for which the project schematic design documents are initiated by the state agency on or after January 1, 2024, to obtain the LEED Gold or higher certification, except as provided. Requires the state agency to obtain LEED Silver certification if the state agency concerned makes a finding that achieving LEED Gold conflicts with critical operational or security requirements, is demonstrably cost ineffective, or conflicts with California Building Code requirements. Authorizes certification to an alternative equivalent or higher rating system or standard, if any, only when approved by the Director of General Services.
- **[SB 837 \(2023\)](#)**: The State Energy Resources Conservation and Development Commission as of January 1, 2024, shall consider revising the definition of “conditioned space, indirectly” for purposes of those regulations to include sealed and unvented attics, where the space is enclosed by the primary thermal and air barrier and directly adjoining conditioned space.
- **[Assembly Bill \(AB\) 43 \(2023\)](#)**: Authorizes the state board to establish an embodied carbon trading system. Authorizes the state board to integrate the embodied carbon trading system into the framework for measuring the average carbon intensity of the materials used in the construction of new buildings, as described above, on or before December 31, 2026, and to implement the system on and after January 1, 2029. Authorizes the state board to adopt rules and regulations for the credit allocation approach, the anticipated carbon price in the scheme, and trading periods. Requires the state board to periodically review and update its emission reporting and compliance standard requirements, as necessary.

Other Significant Legislative Actions

- **[AB 661 \(2022\)](#)**: Requires a state agency, if fitness and quality are equal, to purchase recycled products instead of non-recycled products whenever recycled products are available at no more than 10 percent greater total cost than nonrecycled products, and specified circumstances exist. Requires the Department of Resources Recycling and Recovery, in concurrence with the DGS and in consultation with impacted agencies, to update a list of products and minimum recycled content percentages, as determined to be appropriate, commencing January 1, 2026, and every three years thereafter. Requires the Department of Resources Recycling and Recovery to report a state agency that does not meet SABRC purchasing requirements in each product category to the DGS. The bill requires all state agency procurement and contracting officers, or their designees, to participate in mandatory annual training, as prescribed, conducted by the Department of Resources Recycling and Recovery. The bill would require the DGS and the California Prison Industry Authority to prioritize the use of recycled content products.
- **[SB 1020 \(2022\)](#)**: *Clean Energy, Jobs, and Affordability Act of 2022*. States that eligible renewable energy resources and zero-carbon resources supply 90 percent of all retail sales of electricity to California end-use customers by December 31, 2035, 95 percent of all retail sales of electricity to California end-use customers by December 31, 2040, 100 percent of all retail sales of electricity to California end-use customers by December 31, 2045, and 100 percent of electricity procured to serve all state agencies by December 31, 2035, as specified.
- **[AB 2446 \(2022\)](#)**: Require the Air Resources Board, by July 1, 2025, to develop, in consultation with specified stakeholders, a framework for measuring and then reducing the average carbon intensity of the materials used in the construction of new buildings, including those for residential uses. The bill would require the framework to include a comprehensive strategy for the state's building sector to achieve a 40 percent net reduction in GHGe of building materials, as determined from a baseline calculated using a certain 2026 report, if that report is adequate, or as specified. The bill would require the strategy to achieve this target as soon as possible, but no later than December 31, 2035, with an interim target of 20 percent net reduction by December 31, 2030.
- **[SB 1203 \(2021\)](#)**: Requires DGS, in consultation with the state board, and to the extent feasible, to publish, on its internet website or other publicly available location, an inventory of the greenhouse gas emissions of state agencies for the prior calendar year, on or before July 1, 2024, and annually thereafter until the goal has been achieved. Requires DGS to develop and publish a plan, on or before January 1, 2026, that describes

required actions and investments for achieving net-zero emissions of greenhouse gases and an estimate of the costs associated with the planned actions and ensure that the required actions and investments are incorporated into the sustainability roadmaps of all state agencies. Requires the department to update the plan beginning June 30, 2028, and every two years thereafter until the goal has been achieved. Requires that, subject to an appropriation by the Legislature, the department to provide information, training, coordination, best practices, and other technical assistance to state agencies to help those state agencies implement the required actions and investments. Requires state agencies to incorporate the required actions and investments into their future budget proposals, as provided. Requires the department, beginning December 31, 2027, and biennially thereafter until the achievement of the above stated goal, to report to the Legislature on progress toward achieving that goal, as provided.

- **[SB 1335 \(2018\)](#)**: Enacts the Sustainable Packaging for the State of California Act of 2018, which would prohibit a food service facility located in a state-owned facility, operating on or acting as a concessionaire on state property, or under contract to provide food service to a state agency from dispensing prepared food using a type of food service packaging unless the type of food service packaging is on a list that CalRecycle publishes and maintains on its Internet Web site that contains types of approved food service packaging that are reusable, recyclable, or compostable.
- **[AB 739 \(2017\)](#)**: Requires, beginning December 31, 2025, at least 15 percent of newly purchased vehicles with a gross vehicle weight rating of 19,000 pounds or more purchased by the department and other state entities for the state fleet to be zero emission, and beginning December 31, 2030, at least 30 percent of those vehicles to be zero emission. The bill would require, if the department finds, in a public hearing on or after December 31, 2026, that it cannot meet the needs of the state while meeting this requirement, the department discloses this finding at the hearing and to the Legislature.
- **[AB 2800 \(2016\)](#)**: Requires state agencies to take the current and future impacts of climate change into planning, designing, building, operating, maintaining, and investing in state infrastructure. The California Natural Resources Agency (CNRA) will establish a Climate-Safe Infrastructure Working Group to determine how to integrate climate change impacts into state infrastructure engineering. (Public Resources Code Section 71155)

- [**AB 2812 \(2016\)**](#): Provide adequate receptacles, signage, education, staffing, and arrange for recycling services. Report annually on how each of these is being implemented
- [**SB 1383 \(2016\)**](#): 50 percent reduction in the level of the statewide disposal of organic waste from the 2014 level by 2020, a 75 percent reduction by 2025, and 20 percent of currently disposed edible food is recovered for human consumption by 2025. Agencies already in compliance with AB 1826 may need to further expand their organic waste recycling service to comply with the new requirements. January 1, 2024, Tier 2 Commercial Edible food Generators will be required to donate edible food to a recovery organization.
- [**AB 1482 \(2015\)**](#): Requires that CNRA update the state's adaptation strategy safeguarding California every three years. Directs state agencies to promote climate adaptation in planning decisions and ensure that state investments consider climate change impacts, as well as the use of natural systems and natural infrastructure. (Public Resources Code Section 71153)
- [**SB 246 \(2015\)**](#): Established the Integrated Climate Adaptation and Resiliency Program within the Governor's Office of Planning and Research to coordinate regional and local efforts with state climate adaptation strategies to adapt to the impacts of climate change. (Public Resources Code Section 71354)
- [**AB 1826 \(2014\)**](#): Implement mandatory commercial organics recycling program (if meet threshold). Report annually on organics recycling program.
- [**AB 2583 \(2012\)**](#): Statute requires reducing consumption of petroleum products by the state fleet compared to a 2003 baseline. Mandates a 10 percent reduction or displacement by January 1, 2012, and a 20 percent reduction or displacement by January 1, 2020. (Public Resources Code Section 25722.8)
- [**AB 341 \(2011\)**](#): Implement mandatory commercial recycling program (if meet threshold). Report annually on recycling program.
- [**SB 1106 \(2005\)**](#): Have at least one designated waste management coordinator. Report annually on how your designated waste and recycling coordinator meets the requirement.
- [**AB 75 \(1999\)**](#): Implement an integrated waste management program and achieve 50 percent disposal reduction target. State Agencies report annually on waste management program.
- [**AB 4 \(1989\)**](#): The State Agency Buy Recycled Campaign (SABRC) statutes are in Public Contract Code Section [12153-12217](#). The intent of SABRC is to

stimulate markets for materials diverted by California local government and agencies. It requires state agencies to purchase enough recycled-content products to meet annual targets, report on purchases of recycled and non-recycled products, and submit plans for meeting the annual goals for purchasing recycled-content products.

Executive Orders (EO)

The governor issued the following EO relevant to chapters of this roadmap:

- **[EO B-16-12](#)**: Directs state agencies to integrate zero-emission vehicles (ZEVs) into the state vehicle fleet. It also directs state agencies to develop the infrastructure to support increased public and private sector use of ZEVs. Specifically, it directs state agencies replacing fleet vehicles to replace at least 10 percent with ZEVs, and by 2020 to ensure at least 25 percent of replacement fleet vehicles are ZEVs.
- **[EO B-18-12](#)**: EO and the companion *Green Building Action Plan* require state agencies to reduce the environmental impacts of state operations by reducing greenhouse gas emissions, managing energy and water use, improving indoor air quality, generating on-site renewable energy when feasible, implementing environmentally preferable purchasing, and developing the infrastructure for electric vehicle charging stations at state facilities. The *Green Building Action Plan* also established two oversight groups – the staff-level Sustainability Working Group and the executive-level Sustainability Task Force – to ensure these measures are met. Agencies annually report current energy and water use into the Energy Star Portfolio Manager.
- **[EO B-29-15](#)**: Directs state agencies to take actions in response to the ongoing drought and to the state of emergency due to severe drought conditions proclaimed on January 17, 2014. Governor Brown directed numerous state agencies to develop new programs and regulations to mitigate the effects of the drought and required increased enforcement of water waste statewide. Agencies were instructed to reduce potable urban water use by 25 percent between 2013 and February 28, 2016.
- **[EO B-30-15](#)**: In 2015, the governor issued EO, which declared climate change to be a “threat to the well-being, public health, natural resources, economy and environment of California.” It established a new interim statewide GHGe reduction target of 40 percent below 1990 levels by 2030 and reaffirms California’s intent to reduce GHGe to 80 percent below 1990 levels by 2050. To support these goals, this order requires numerous state agencies to develop plans and programs to reduce emissions. It also directs state agencies to take climate change into account in their planning and investment decisions and employ life-cycle cost accounting to evaluate and compare infrastructure investments and alternatives.

State agencies are directed to prioritize investments that both build climate preparedness and reduce GHGe; prioritize natural infrastructure; and protect the state's most vulnerable populations.

- [EO B-37-16](#): Directs the Department of Water Resources to work with the Water Board to develop new water use targets as part of a permanent framework for urban water agencies. These new water use targets were to build upon the existing state law requirements that the state achieve a 20 percent reduction in urban water usage by 2020. These water-use targets are to be customized to the unique conditions of each water agency, to generate more statewide water conservation than existing requirements, and to be based on strengthened standards for: Indoor residential per capita water use; outdoor irrigation, in a manner that incorporates landscape area, local climate, and new satellite imagery data; commercial, industrial, and institutional water use; and water lost through leaks.

State Administrative Manual & Management Memos

The following sections of the State Administrative Manual (SAM), and associated Management Memos (MMs) currently impose sustainability requirements on the department under the governor's executive authority:

- [SAM Chapter 1800](#): Energy and Sustainability
- [SAM Chapter 1900](#): Waste Prevention and Recycling of Non-Hazardous Waste
- [SAM Chapter 4100](#): Transportation Services
- [SAM Chapter 3600, Section 3627](#): Purchases
- [MM 15-03](#): Minimum Fuel Economy Standards Policy
- [MM 16-07](#): ZEV Purchasing and EVSE Infrastructure Requirements

State-wide Action Plans

- [2016 ZEV Action Plan](#): The plan establishes a goal to provide electric vehicles charging 5 percent of state-owned parking spaces by 2022. It also advances the ZEV procurement target to 50 percent of light-duty vehicles by 2025.
- [Safeguarding California Implementation Action Plans](#): Directed under EO B-30-15, the Implementation Action Plans outline the steps that will be taken in each sector to reduce risks from climate change.
- [AB 32 Scoping Plan](#): The scoping plan assumes widespread electrification of the transportation sector as a critical component of every scenario that

leads to the mandated 40 percent reduction in GHG by 2030 and 80 percent reduction by 2035.

State Resources and Guidance Documents

California has invested significant resources in understanding the risks of climate change, water efficiency, strategic growth, and state actions available to respond to and reduce these risks. These include the following:

- **[Safeguarding California](#)**: The state's climate adaptation strategy organized by sector. Each sector identifies risks from climate change and actions to reduce those risks.
- **[Planning and Investing for a Resilient California](#)**: Prepared under direction of EO B-30-15, this document provides a framework for state agencies to integrate climate change into planning and investment, including guidance on data selection and analytical approach.
- **[California's Climate Change Assessments](#)**: California has completed three comprehensive assessments of climate change impacts on California. Each assessment has included development of projections of climate impacts on a scale that is relevant to state planning (i.e., downscaled climate projections). These data are available through [Cal-Adapt](#), an online data visualization and access tool.
- **[Water Use Reduction Guidelines and Criteria](#)**: Issued by the California Department of Water Resources February 28, 2013, pursuant to EO B-18-12. Each applicable agency was required to take actions to reduce water use in facilities and landscapes that are operated by the state, including owned, funded, or leased facilities. State-operated facilities are defined as facilities where the agency has direct control of the buildings' function, maintenance, and repair. For leased facilities, the Green Building Action Plan directed at that time that new and renegotiated leases include provisions for water conservation, reporting water use, and installation of sub-meters to the extent possible and economically feasible.
- **[Strategic Growth Council \(SGC\) Resolution on Location Efficiency](#)**: Location efficiency refers to the GHGe arising from the transportation choices of employees and visitors to a building as determined by the Smart Location Calculator. Adopted on December 6, 2016, the resolution directs members of the SGC to achieve a 10 percent improvement in the Smart Location Score of new leases compared to the average score of leased facilities in 2016.
- **[Environmental Product Declaration Compliance Guide](#)**: Third-party verified reports that detail a product's impact on the environment.

Tables of Applicable Statutory Requirements, EO, SAM and MM

Table F-1 Statutory Requirements, EO, MM, SAM, and the Applicable Roadmap Chapters

Legislation, EO, and MM	Year Enacted	Climate Adaptation	ZEV	Energy	Decarb	Water	Facilities	Waste	Procurement
SB 32	2015	X			X				
SB 246	2015	X							
SB 416	2023						X		
SB 837	2023						X		
SB 1016	2008						X		
SB 1020	2022	X		X	X				
SB 1106	2005							X	
SB 1168	2014					X			
SB 1203	2021	X			X				
SB 1319	2014					X			
SB 1335	2018							X	
AB 32	2006	X	X		X				
AB 43	2023	X			X				
AB 75	1999							X	
AB 197	2016	X			X				
AB 262	2017								X
AB 341	2011						X	X	
AB 498	2002								X
AB 661	2022							X	
AB 739	2017		X						
AB 939	2021							X	
AB 1343	2010							X	
AB 1482	2015	X							
AB 1739	2014					X			
AB 1826	2014							X	
AB 2396	2016						X	X	
AB 2446	2022				X				
AB 2800	2016	X							
AB 2812	2016						X		
EO B-16-12	2012		X				X		
EO B-18-12	2015		X	X		X	X		
EO B-29-15	2015					X			
EO B-30-15	2015	X	X	X			X		
EO B-37-16	2016					X			
MM 15-03:	2015		X						

Legislation, EO, and MM	Year Enacted	Climate Adaptation	ZEV	Energy	Decarb	Water	Facilities	Waste	Procurement
MM 16-07	2016		X						
Public Resources Code 25722.8	2001		X						

Table F-2 Action Plans, State Resources and Guidance Documents, and the Applicable Roadmap Chapters

Action Plans, State Resources, and Guidance Documents	Year Enacted	Climate Adaptation	ZEV	Energy	Decarb	Water	Facilities	Waste	Procurement
2016 ZEV Action Plan	2016		X						
Cal-Adapt website		X							
California's 4th Climate Change Assessment	2018	X							
Planning and Investing for a Resilient California	2018	X							
Safeguarding California	2014	X							

APPENDIX G LIST OF TABLES AND GRAPHS

Table 1.1: Top 10 Facilities that Will Experience the Largest Increase in Extreme Heat Events.....	9
Table 1.2a: Top 10 Facilities Most Affected by Changing Temperature – Annual Mean Maximum (Max.) Temperature (Temp.).....	11
Table 1.2b: Top 10 Facilities Most Affected by Changing Temperature - Annual Mean Minimum (Min.) Temp.	12
Table 1.3a: Top 10 Facilities that will be Most Impacted by Projected Changes in Heating Degree Days (HDD)	13
Table 1.3b: Top 10 Facilities that will be Most Impacted by Projected Changes in Cooling Degree Days (CDD)	14
Table 1.4: Facilities in Urban Heat Islands.....	16
Table 1.5: Top 10 Facilities that will be Most Impacted by Projected Changes in Precipitation.....	17
Table 1.6: All Facilities at Risk from Rising Sea Levels	18
Table 1.7: Top 5-10 Facilities Most at Risk to Wildfire Threats by Fire Hazard Severity Zone	19
Table 1.8: Facilities Impacted by Previous Wildfire Events (Last 20 Years)	20
Tables 1.9: a-g: Climate Risks to New Facilities.....	22
a.1 Annual Mean Maximum Temperature	22
a.2 Annual Mean Minimum Temperature.....	22
b. Annual Mean Maximum Precipitation.....	23
c. Largest Increase in Extreme Heat Events.....	23
d. Sea Level Rise.....	23
e. Wildfire Risks by Fire Hazard Severity Zone.....	24
f. Facilities Impacted by Previous Wildfire Events (Last 20 Years).....	24
g. Risk from Heating Degree Days/Cooling Degree Days.....	25
Table 1.10: Facilities Located in Disadvantaged Communities	26
Table 1.11: New Facilities and Disadvantaged Communities and Urban Heat Islands	27
Table 1.12: Integration of Climate Change into Department Planning	27
Table 1.13: Community Engagement and Planning Processes	28

Table 1.14: Climate Change Implementation Planning in Department Funding Programs	29
Table 2.1: Total Fuel Purchased in 2023 and 2024.....	33
Table 2.2 Total Miles Traveled	35
Table 2.3 LD Miles per Gallon	35
Table 2.4 LD Vehicles in Department Fleet Currently Eligible for Replacement ...	37
Table 2.5 Plan for Light Duty ZEV Additions to the Department Fleet	38
Table 2.6 MD/HD Vehicles in Department Fleet Currently Eligible for Replacement	38
Table 2.7 Planned Medium/Heavy Duty ZEV Additions to the Department Fleet	39
Table 2.8 Take-Home Vehicle Fleet Status.....	39
Table 2.9: High Priority EVSE Projects.....	42
Table 2.10 EV Charging Infrastructure Site Assessments Conducted.....	42
Table 3.1: Total Purchased Energy 2023 and 2024.....	45
Table 3.2: Facilities with Largest 2024 Energy Consumption	46
Table 3.3 Zero Net Energy Buildings	48
Table 3.4: New Building Construction Exceeding Title 24 by 15 percent	49
Table 3.5: Department-Wide Energy Trends (if available)	50
Table 3.6: Summary of Energy Savings Projects 2023-2024.....	51
Table 3.7: Demand Response Program Participation	52
Table 3.8: 2024 On-Site and Off-Site Renewable Energy	53
Table 3.9: Current and Potential MBCx Projects	54
Table 3.10: Building Controls.....	54
Table 4.1: GHGe since 2010 (Metric Tons)	56
Table 4.2 Option B: Baseline Building Inventory – Owned Facilities.....	59
Table 4.3: Baseline Building Inventory – Leased Facilities.....	60
Table 4.4: CUP Inventory	61
Table 4.5: Building Electrification Measure Summary	61
Table 4.6: CUP Measure Summary	62
Table 4.7: Energy Efficiency Measure Summary	62
Table 4.8: Decarbonization Strategy Summary.....	63

Table 4.9: Pilot and Priority Projects for Initial Implementation	64
Table 4.10: Funding Opportunity Summary	64
Table 5.1: Total Purchased Water	65
Table 5.2: Properties with Purchased Largest Water Use Per Capita	66
Table 5.3: Properties with Largest Landscape Area Irrigated with Purchased Water	67
Table 5.4: Department-Wide Purchased Water Use Trends	68
Table 5.5: Total Purchased Water Reductions Achieved in Gallons	69
Table 5.6: Building Indoor Water Fixtures and Water Using Appliances Needs Inventories Summary	70
Table 5.7: Summary of Current Indoor Water Efficiency Projects Completed 2020-Present or In Progress	71
Table 5.8: Department-Wide Nonpurchased Water Use	73
Table 5.9: Annual Amount of Boiler Makeup Water Used	75
Table 5.10: Cooling Tower Water Use	76
Table 5.11: Summary of 2024 Boiler Needs Inventory	77
Table 5.12: Summary of 2024 Cooling System Needs Inventory	78
Table 5.13: Summary of Efficiency Projects for Boilers and Cooling Systems	78
Table 5.14: Summary of 2024 Outdoor Irrigation Hardware Needs Inventory	79
Table 5.15: Summary of Outdoor Hardware Water Efficiency Projects Completed 2020 -Present or In Progress.....	80
Table 5.16: All Facilities With > 500 sq. ft. of Living Landscape Inventory.....	81
Table 5.17: Summary of Completed Living Landscaping Water Efficiency Projects	83
Table 5.18: Large Landscape Inventory (>20,000 sq. ft.) and the Required Associated Landscape Water Budget Schedule	84
Table 5.19: Buildings in Designated Critically Overdrafted Groundwater Basins..	85
Table 5.20: Buildings with Urban Water Shortage Contingency Plans	86
Table 6.1: New Building Construction since July 1, 2012	88
Table 6.2: Large Building LEED Certification for Existing Buildings	89
Table 6.3: Self-Managed Pest Control.....	92
Table 6.4: External Pest Control Contracts.....	93



Table 6.5: Top 5 Department Pests Requiring Pest Control.....	94
Table 6.6: Smart Location Score for New Leases after January 1, 2020	95
Table 6.7: Current (non-expired) Leases Prior to 2020 - Lowest Smart Location Score.....	95
Table 7.1: State Agency Reporting Center (SARC) Report on Total Waste per Capita	98
Table 7.2: Edible Food Recovery Program Elements.....	99
Table 7.3: Food Service Concessionaire Items Program Elements	99
Table 7.4: Hazardous Waste Materials.....	100
Table 7.5: Reporting on Department- Wide Universal Waste Materials	100
Table 8.1: Goods and Services Categories with the Greatest Potential to Green	105
Table 8.2: 2024 EPP Basic Training Completions.....	106
Table 8.3: 2024 EPP Executive Training Completions for Executive Members	106
Table 8.4: SABRC FY 23/24 Performance.....	107
Table 9.1: Climate Change Priority Projects	110
Table 9.2: EV Priority Projects	111
Table 9.3: Building Energy Conservation and Efficiency Priority Projects.....	111
Table 9.4: Funding Opportunities for Decarbonization	111
Table 9.5: Water Conservation and Efficiency Priority Projects.....	111
Table 9.6: Sustainable Operations Priorities	112
Table 9.7: Waste Management and Recycling Priorities	112
Table 9.8: Procurement Priorities	112
Table F-1 Statutory Requirements, EO, MM, SAM, and the Applicable Roadmap Chapters	138
Table F-2 Action Plans, State Resources and Guidance Documents, and the Applicable Roadmap Chapters	139
Graph 2.1: 2024 Composition of Vehicle Fleet.....	33
Graph 2.2: Composition of LD Vehicle Fleet	36
Graph 2.3: Composition of Medium and Heavy-Duty Vehicle Fleet Subject to the ZEV and Hybrid First Purchasing Mandate	37

Graph 2.4: Parking Facilities.....	41
Graph 4.1: GHGe Since 2010	57
Planning Outline: PO1:a: Plan for Top 5-10 Facilities HDD and CDD Mitigation....	15
Planning Outline: PO1:b: Plan for Urban Heat Islands Mitigation	16
Planning Outline PO1:c: Plan for Top 5-10 Facilities Most Impacted by Projected Changes in Precipitation	18
Planning Outline PO1:d: Planning for Sea Level Rise impacts Mitigation	18
Planning Outline PO1:e: Plan for Mitigating Wildfire Risk for Top 5-10 Facilities Most at Risk.....	21
Planning Outline PO3a: Planning for Facilities with Largest Energy Use.....	47
Planning Outline PO5:a: Building Indoor Water Efficiency Priority Projects for the Next 5 Years	71
Planning Outline PO5:b: Planned Projects for Living Landscape Upgrades for the Next 5 Years	82
Planning Outline PO5:c: Achieving Large Living Landscape Area Requirements (>20,000 sq. ft.)	85

APPENDIX H – CDFA FLEET AND TELEMATICS POLICY

The following pages include CDFA's Fleet and Telematics Policy. This is an internal policy for all CDFA employees.

Policy

It is the California Department of Food and Agriculture's (CDFA) policy to ensure the safety of its employees and the public by enforcing the proper use and maintenance of vehicles utilized for official State business, and that all state-owned vehicles are equipped with telematics Global Positioning System (GPS) devices. The Departmental Services Branch, Fleet and Asset Unit, administers CDFA's Fleet and Telematics Program.

Authority

California Code of Regulations (CCR), Title 2, Article 15

California Government Code, Sections 19570-19572

California Vehicle Code, Division 11

CDFA Fleet Manual

CDFA Travel Guide

Department of General Services (DGS) Management Memo 11-04 State Administrative Manual (SAM), Chapter 4100 and Sections 0750-0753, 2420-2440

Definitions

General Use Mobile Equipment: Self-Propelled mobile equipment such as boats, all-terrain vehicles, forklifts, golf carts, and tractors.

Global Positioning System (GPS): A form of technology that provides long-distance transmission of computerized vehicle data. The telematics data gathered through GPS devices is used as a tool for operational performance of CDFA's fleet.

Long-Term Rental (LTR): Fleet asset leased from DGS through the annual Fleet Acquisition Plan (FAP) for use by CDFA in official state business and/or activities for a period exceeding 29 consecutive calendar days.

Mobile Trailers: Boat trailers, office trailers, light tower trailers, and refrigerator trailers.

Motor Vehicles: A vehicle registered by the Department of Motor Vehicles (DMV) for street use.

State-Owned Vehicle: Vehicle procured by CDFA through the annual FAP for use in official state business.

Short-Term Rental (STR): Fleet asset rented from the state's rental car contract for use by CDFA in official state business and/or activities for a period of 29 calendar days or less

Telematics: Tool to collect data via a GPS device to evaluate the operational performance of CDFA's vehicle fleet while enhancing employee and public safety.

Vehicle Home Storage Permit: Required when a state vehicle is stored at an employee's home more than 72 nights over a 12-month period or more than 36 nights over any 3-month period.

WEX Card: The state fleet fuel card designated for fuel purchases for official state business

Responsibility

Fleet and Asset Unit:

- Serves as the Liaison for all fleet and telematics matters between CDFA, DGS, and DMV.
- Coordinates, analyzes, and submits required reports to DGS such as the Annual Mobile Equipment Inventory, Annual Miles Traveled, Clean Cities, State Owned Vehicles FAP, Leased Vehicles FAP, Energy Policy Act, and Underutilized Assets.
- Manages CDFA's WEX Fuel Card Program.
- Manages CDFA's Vehicle Home Storage Permits.
- Reports vehicle accidents to DGS, Office of Risk and Insurance Management (ORIM) within 48 hours of accident.
- Coordinates vehicle purchases with the programs and Acquisitions Office, receives new vehicles from the vendors, processes DMV documents, distributes license plates, and coordinates telematics installations on all CDFA owned vehicles and DGS LTRs.
- Maintains CDFA's fleet asset inventory, including processing vehicle transfers and surveys.
- Notifies programs of vehicle recalls.
- Reviews invoices for vehicle repairs, tolls, and parking and traffic citations.

- Provides training to employees and supervisors on fleet processes and policies, and the annual FAP process.
- Provides access to the telematics online portal to approved program staff and management.
- Submits Annual State Agency Defensive Driver Training (DDT) Report to DGS-ORIM by September 1 each year.

Managers and Supervisors:

- Ensure all employees authorized to operate CDFA fleet vehicles, DGS LTRs, and STRs for official state business comply with the policy, the CDFA Fleet Manual, and state driving laws; and adhere to the guidelines set forth by DGS.
- Determine when it is appropriate for employees to use either a state-owned vehicle or their private vehicle to carry out their official duties. Private vehicles shall only be used when a state owned or leased vehicle is not available. If using a private vehicle, ensure an Std 261 Authorization to Use Privately Owned Vehicle on Official State Business is on file and updated at least annually.
- Verify the employee has a valid California driver's license for operating the type of vehicle that is necessary.
- Ensure all employees authorized to operate a vehicle on official state business complete the Defensive Driver Training every four years and read and sign the SO-56 State Fleet Card User Agreement within 30 days of hire and when completing required Defensive Driver Training.
- Annually obtain a copy of the Department of Motor Vehicles Pull Notice (CDFA policy 9.2.5) for required drivers and keep a record in the employee file.
- Ensure that all employees are authorized to operate a CDFA vehicle following procedures for state-owned vehicles, STRs, and LTRs, including following mileage reporting procedures as specified in the CDFA Fleet Manual and verifying the usage data provided is accurate.
- Promptly and thoroughly investigate the alleged misuse of State vehicles and submit a report to the Branch Chief, Division Director, and the Performance Management Unit (PMU), Human Resources Branch (HRB) to initiate the necessary disciplinary action.

- Ensure all accidents are reported within 24 hours of the accident to the Fleet and Asset Unit, and if the accident results in bodily injury, to DGS ORIM immediately.
- Collaborate with PMU on disciplinary measures for all State vehicle misuse and at-fault accidents.
- Review WEX Card statements assigned to the Program's vehicle monthly and investigate unauthorized purchases.
- Submit timely all data as requested by the Fleet and Asset Unit to comply with DGS reporting requirements.

Program Fleet Coordinators:

- Serve as the Liaison between programs and the Fleet and Asset Unit for all fleet and telematics matters.
- Ensure monthly mileage logs are accurate and submitted to the Fleet and Asset Unit by the 7th of each month.
- Oversee completion of the Programs' VHSP applications and annual recertifications, including verification that VHSP packages are complete and all required documentation is included.
- Notify the Fleet and Asset Unit when a surplus vehicle has been delivered to the auction for disposal.

Employees:

- Operate CDFA fleet vehicles, DGS LTRs, and STRs for official state business only, in compliance with this policy, the CDFA Fleet Manual, and state driving laws; and adhere to the guidelines set forth by DGS.
- Must be at least 18 years of age and have a valid California driver's license, which must be verified prior to any vehicle use authorization.
- Must complete mandatory Defensive Driver Training and read and sign SO-56 State Fleet Card User Agreement within 30 days of hire and at least every four years thereafter.
- Must adhere to California traffic laws, including wearing seat belts, refraining from phone use, refraining from alcohol or drug consumption while driving, and not be accompanied by anyone not authorized to be in the vehicle.
- Ensure vehicles are properly serviced and submit SO-55 Vehicle Safety Inspection forms to the Fleet and Asset Unit annually by December 31.

STRs and LTRs

STRs are restricted to 29 calendar days or less and may be rented from a state approved vehicle rental as specified in the CDFA Travel Guide. Employees must only use STRs if no CDFA vehicles are available. Continually re-renting vehicles week to week or with a short break after 29 days without seeking DGS approval for an LTR is prohibited.

LTRs are intended for use exceeding 29 calendar days. LTRs require prior approval, and monthly mileage reporting must be submitted in accordance with DGS guidelines and as specified in the Fleet Manual.

Acquisition of LTRs must be completed through the annual FAP process as outlined in the Fleet Manual.

The ability to rent an STR/LTR may be temporarily or permanently revoked at management's discretion should there be documented negligence, including at fault accidents, carelessness, misuse, and/or not following this and any related policies or procedures.

WEX Cards

Every state-owned vehicle is issued a WEX Card through the Fleet and Asset Unit for CDFA-owned vehicles or through DGS for LTRs. Each WEX Card is assigned to a specific vehicle and is prohibited from being used for another vehicle. Refer to the Fleet Manual for appropriate WEX Card uses.

Managers and supervisors are responsible for reviewing WEX statements monthly to ensure appropriate use and must investigate any unauthorized purchases.

Effective July 1, 2025, all CDFA drivers authorized to use a State Fleet Card must complete fleet card training and electronically sign the State Fleet Card User Agreement via CDFA's Online University.

Additional information regarding WEX Cards can be found in the Fleet Management section of the CDFA SharePoint Portal or in the Fleet Manual.

Vehicle Home Storage Permits

A Vehicle Home Storage Permit (VHSP) is allowed under limited circumstances. A VHSP is required when the state vehicle is home-stored for more than 72 nights over a 12-month period or more than 36 nights over any 3-month period. State vehicles must be parked off the street overnight, as street parking increases the possibility of accidental damage, theft, or vandalism.

The Fleet and Asset Unit maintains records of all VHSPs and reports on all CDFA permits annually to DGS. VHSPs cannot be transferred among staff. VHSPs must

be re-certified annually on September 30 and whenever there is a change to the information on the approved permit.

Additional information regarding VHSPs can be found on the Fleet Management section of the CDFA SharePoint Portal or in the Fleet Manual.

VHSPs may be temporarily or permanently revoked at management's discretion should there be documented negligence, including at-fault accidents, carelessness, including misuse, and/or not following this and any related policies or procedures.

Zero Emissions and Plug-In Hybrid Electric Vehicles

Zero Emission Vehicles (ZEV) and Plug-In Hybrid Electric Vehicles (PHEV) must use designated charging stations or authorized commercial stations in the absence of state facilities.

Personal ZEVs/PHEVs may be charged at state stations only with prior authorization, and only if there are no state vehicles at the location in need of charging. State Vehicle charging takes priority over personal vehicle charging.

Additional information regarding ZEV/PHEV charging can be found on the Fleet Management section of the CDFA SharePoint Portal or in the Fleet Manual.

Vehicle Utilization Standards

CDFA-owned and leased vehicles must meet a minimum utilization of 1,000 miles per month. Those that do not must justify continued use via DGS reporting coordinated by the Fleet and Asset Unit. Those vehicles not appropriately justified may be reassigned or may not be approved for replacement.

ZEVs and PHEVs must meet the state utilization standards of 1,000 miles per month, with at least 50% of travel in electric mode.

Telematics

SAM requires state agencies to install, activate, and maintain operational telematics devices on all state-owned vehicles, as well as boats, ATVs, farm equipment, snowmobiles, etc. Data collected through telematics devices will be used as a tool to evaluate the operational performance of CDFA's fleet. This technology allows CDFA to monitor vehicle fuel efficiency, engine diagnostics, speed, location, idling time, trips, miles traveled and ensure seatbelt usage. The use of telematics enhances employee and public safety, and serves other business purposes, such as recovering stolen vehicles, improving public safety, and managing resources more effectively.

If a CDFA fleet asset has non-exempt license plates, is used for undercover purposes, and the collection and transmission of data could endanger the

operator's safety or compromise the integrity of the operation, a telematics installation exemption may be requested from the Fleet and Asset Unit.

Employees engaged in the following activities are subject to disciplinary action:

- Tampering with or removing the telematics GPS monitoring device from state fleet assets.
- Interfering with or obstructing the proper operation of the telematics GPS monitoring device.
- Allowing any unauthorized person to tamper or interfere with the proper operation of the telematics monitoring equipment.

Additional information regarding telematics can be found on the Fleet Management section of the CDFA SharePoint Portal or in the Fleet Manual.

Vehicle Accidents

Vehicle accidents must be reported within 24 hours to the Fleet and Asset Unit, who will then report the accident to DGS ORIM within 48 hours. If the accident involves an injury, the supervisor must also immediately report the accident to DGS ORIM at (916) 376-5302.

Employees are prohibited from making statements as to fault or payment for damages to anyone. All claimants are to be referred directly to DGS ORIM.

Additional information regarding vehicle accidents can be found in the Fleet Management section of the CDFA SharePoint Portal or in the Fleet Manual.

All subpoenas and summonses must be served directly to the CDFA Legal Office at the Headquarters facility in Sacramento. If service is attempted at a field office, it should be refused, and the server should be provided with directions to Headquarters. Subpoenas and summonses improperly received in a field office must be sent to the CDFA Legal Office via email at CDFA.LegalOffice@cdfa.ca.gov. Failure to immediately email an improperly received subpoena or summons to the CDFA Legal Office may seriously impair CDFA's ability to legally defend itself.

Reporting of Traffic Citations and Convictions

Each employee, whether driving a state-owned, leased, private, or rental vehicle, is required to report in writing to their immediate supervisor all traffic citations and convictions of traffic offenses received during business and non-business hours, including weekends and holidays, while employed with CDFA.

State-owned, leased, and rented vehicles must be used for official state business only. Transportation of passengers is limited to individuals involved in the

performance of assigned state activities. Any employee who misuses a state-owned, leased, or rented vehicle is subject to disciplinary action.

Non-Compliance

All CDFA employees are expected to comply with the laws, regulations, and guidelines outlined in this policy and are responsible for being good stewards of the state's resources. Non-compliance with these guidelines will be investigated and appropriate action will be taken by division management.

Failure to comply with CDFA Fleet and Telematics Policy will result in loss of the privilege to operate a state fleet asset. CDFA may take disciplinary action against the violating employee, up to and including dismissal from state service.

Distribution

Distribution of the above policy includes all CDFA employees.