

# Sustainability Roadmap 2018-2019: Green Operations

Progress Report and Plan for Meeting  
the Governor's Sustainability Goals  
for California State Agencies

California Department of Food and Agriculture

Edmund G. Brown Jr., Governor



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# California Department of Food & Agriculture Sustainability Roadmap: Green Operations

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# Acronyms

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<b>AB</b>	Assembly Bill
<b>BPMU</b>	Building and Property Management Unit
<b>CA</b>	California
<b>CALEPA</b>	California Environmental Protection Agency
<b>CALGREEN</b>	California Green Building Code (Title 24, Part 11)
<b>Caltrans</b>	California Department of Transportation
<b>CDFA</b>	California Department of Food and Agriculture
<b>CO<sub>2</sub>e (t)</b>	Carbon Dioxide Equivalent (in Tons)
<b>DGS</b>	Department of General Services
<b>EO</b>	Executive Order
<b>DRP</b>	Demand Response Program
<b>EPP</b>	Environmentally Preferable Purchasing
<b>EVSE</b>	Electric Vehicle Supply Equipment (charging equipment)
<b>FY</b>	Fiscal Year
<b>GHGe</b>	Greenhouse Gas Emissions
<b>HVAC</b>	Heating, Ventilation, and Air Conditioning
<b>IEQ</b>	Indoor Environmental Quality
<b>LEED</b>	Leadership in Energy and Environmental Design
<b>MBCx</b>	Monitoring Based Building Commissioning
<b>MM</b>	Management Memo
<b>PHEV</b>	Plug-In Hybrid Electric Vehicle
<b>RESD</b>	Real Estate Services Division
<b>SABRC</b>	State Agency Buy Recycled Campaign
<b>SAM</b>	State Administrative Manual
<b>SCM</b>	State Contracting Manual
<b>SGC</b>	Strategic Growth Council
<b>SMUD</b>	Sacramento Municipal Utilities District
<b>ZEV</b>	Zero Emission Vehicle

# EXECUTIVE SUMMARY

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Over 98 years ago, the California Legislature created the California Department of Food and Agriculture (CDFA) to serve the citizens of California by promoting and protecting a safe, healthy food supply, and enhancing local and global agricultural trade, through efficient management, innovation, and sound science, with a commitment to environmental stewardship. Currently organized in seven Divisions and located at more than 100 locations throughout the State, CDFA's employees work with its federal and county partners in striving to support and advance the success of those that have made California agriculture the recognized leader of food and agricultural products in the world.

With direction from the Governor's Office and the Department of General Services (DGS), CDFA was tasked with preparing a Road Map document to describe the status and steps CDFA is taking to meet the requirements of the Governor's Executive Orders (EO) B-18-12, B-16-12, and other water and energy conservation policies. This document is intended to outline the requirements and describe what next steps CDFA will take to comply with each EO.

CDFA currently owns 22 facilities throughout the State. These facilities provide a vast array of purposes for the Department. From greenhouses in Arvin to the 16 Border Protection Stations along California's borders, every facility is critical to meeting CDFA's mission. CDFA seeks guidance from DGS for all property management needs related to these facilities, from construction to minor maintenance repairs.

CDFA reduced natural gas use by 64% from 2010 to 2016 and reduced Greenhouse Gas Emissions (GHGe) by 20% from 2010 to 2014. CDFA recognizes the importance of energy efficiency and reduction of GHGe. To ensure CDFA's goals are achieved, CDFA has made it a priority to purchase environmentally preferable products, when possible. CDFA has also made it a priority to significantly reduce its fleet and purchase Zero Emission Vehicles (ZEV). CDFA currently has 21 electric vehicles, 24 hybrid vehicles, and five charging stations (ten ports); joining a few other State agencies in leading the movement toward reducing fleet energy consumption and gas emissions.

CDFA is committed to meeting the requirements set forth in EO B-18-12, B-16-12, and other water and energy conservation policies. I look forward to working closely with staff to achieve our goals through the execution of this Road Map.

Yours truly,



*Kevin Masuhan*  
for

**Karen Ross**  
Secretary

# SUSTAINABILITY GOALS

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The Governor has directed California State Agencies to demonstrate sustainable operations and to lead the way by implementing sustainability policies set by the state. Sustainability includes the following general initiatives:

- GHGe Reductions
- Building Energy Efficiency and Conservation
- Indoor Environmental Quality (IEQ)
- Water Efficiency and Conservation
- Monitoring Based Building Commissioning (MBCx)
- Environmentally Preferable Purchasing (EPP)
- Financing for Sustainability
- ZEV Fleet Purchases
- Electric Vehicle Charging Infrastructure
- Monitoring and Executive Oversight

The Governor and legislature have directed state agencies to prioritize sustainable operations. The orders and legislation relevant to operations described in this roadmap are:

## **EO B-18-12**

EO B-18-12 and the companion Green Building Action Plan require state agencies to reduce the environmental impacts of state operations by reducing GHGe, managing energy and water use, improving indoor air quality, generating onsite 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.

## **EO B-16-12**

EO B-16-12 directs state agencies to integrate 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 ten percent with ZEVs, and by 2020 to purchase at least 25% replacement fleet as ZEVs.

## **EO B-30-15**

EO B-30-15 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.

## **Assembly Bill 4**

Assembly Bill (AB) 4, was passed in 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.

## **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% improvement in the Smart Location Score of new leases compared to the average score of leased facilities in 2016.

## **State Administrative Manual and Management Memos (MM)**

The following MM currently impose requirements for green operations on the department under the Governor's executive authority:

- MM 15-04: Energy use reduction for new, existing, and leased buildings
- MM 15-06: Building and grounds maintenance and operation
- MM 14-05: IEQ: new, renovated, and existing buildings
- MM 14-07: Standard operating procedures for energy management in state buildings

# GREEN OPERATIONS

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## GHGe

State agencies are directed take actions to reduce entity-wide GHGe by at least 10% by 2015 and 20% by 2020, as measured against a 2010 baseline.

To achieve the 20% minimum reduction by 2020 goal, CDFA has taken several steps and measures. CDFA has used each of the below strategies to meet the goal.

### Energy Efficiency

- CDFA has been working with the California Environmental Protection Agency (CalEPA), DGS' Office of Sustainability and the Climate Registry to further reduce energy use and GHGe at its State-owned facilities.
- CDFA partnered with Sacramento Municipal Utilities District (SMUD) on various projects at CDFA's Center for Analytical Chemistry Laboratory in Sacramento, California. CDFA participates in SMUD's Energy Rebate Program for the replacement of Heating, Ventilation, and Air Conditioning (HVAC) chillers.
- CDFA installed energy efficiency projects, including:
  - Computer energy reduction: CDFA began using the Verdiem Surveyer power management software in 2008 to control and reduce power usage by desktop computers. Estimated annual kWh savings is unknown. CDFA has not received a baseline usage reading or any kind of measurement from DGS in the past five years.
  - CDFA has reduced its use of standalone Windows servers from 60 prior to 2010, to approximately five, by consolidating and virtualizing the systems and functions they served into two virtualized multi-blade chassis.
  - CDFA has made strides to ensure computers, copiers and printers are set to utilize their Energy Saver mode during periods of inactivity wherever possible.
  - CDFA ensures that data centers are operated at the base maximum temperature allowed by equipment manufacturers.
- Furloughs reduced usage (2008-2013). Since furloughs ended in 2013, electricity use went up again because CDFA had more staff hours and was therefore using more power for all the extra staff/hours.
- CDFA partnered with the statewide energy conservation campaign to reduce energy use in 2017. CDFA encouraged all employees to reduce energy consumption by powering off computers every night, using power strips, unplugging charging devices once fully charged, and turning off the lights when room(s) are not in use.

### On-Site Renewable Energy

- **Meadowview:** CDFA worked with DGS in developing a project plan for the installation of solar panels at the Meadowview facility which would have generated over 50% of the department-wide energy. In the fall of 2015, CDFA explored a different use for the land originally envisioned as the site for the solar panels. CDFA is currently in the process of

exploring new projects that would meet the energy consumption and zero net energy requirements set forth in the Governor’s EOs.

- CDFA currently has two ongoing new building construction projects (a lab in Tulare and a Border Protection Station in Yermo) and no new renovation projects. CDFA is working with DGS and other relevant property management entities to ensure the new buildings will meet energy conservation requirements.
- CDFA continues to lease the 2800 Gateway Oaks building, which installed solar panels prior to CDFA leasing it.

**Purchased Renewable Energy**

- CDFA buildings and facilities enrolled in a Demand Response Program (DRP) include:
  - 1220 N Street, Sacramento, California.
  - 3288-3294 Meadowview Road, Sacramento, California.
  - 2800 Gateway Oaks Drive, Sacramento, California.
- 100% of CDFA owned buildings over 10,000 square feet are currently enrolled in a DRP. 63.15% of square feet for CDFA buildings (leased and owned) over 10,000 square feet are currently enrolled in a DRP.

**Fuel Efficient Vehicles**

CDFA currently owns a total of 579 vehicles, 45 of which are fuel efficient vehicles (24 hybrids and 21 electric vehicles).

**Table 1: Vehicles Purchased 2004-2017**

	2004/2005	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	TOTAL
<b>Hybrids</b>	1	6	1	1	10	5	24
<b>Electric Vehicles</b>				10	3	8	21
<b>Total Hybrids &amp; Electric</b>	<b>1</b>	<b>6</b>	<b>1</b>	<b>11</b>	<b>13</b>	<b>13</b>	<b>45</b>
<b>Other Vehicles</b>	99	94	99	89	87	87	<b>555</b>
<b>TOTAL</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>600</b>

The information in the above table was pulled from CDFA’s internal historical data. The above amounts only include vehicles purchased 2004-2017 and do not list CDFA’s vehicles purchased prior to 2004.

**Hybrid Vehicles**

Per DGS’ guidance, Plug-In Hybrid Electric Vehicles (PHEV) can be purchased in place of ZEVs but the hybrids will be counted differently depending on the emissions. All Chevy Bolts purchased in Fiscal Year (FY) 15/16 and FY 16/17 will be counted the same as ZEVs. All other

PHEVs CDFA purchased are considered long range PHEVS and therefore will be counted on a two to one ratio (two PHEVs = one ZEV).

- CDFA owns 24 Hybrid Vehicles (one hybrid purchased in FY 04/05, six hybrids purchased in FY 12/13, one hybrid purchased in FY 13/14, one hybrid purchased in FY 14/15, ten Chevy Bolts purchased in FY 15/16, and five Chevy Bolts purchased in FY 16/17).

### **Electric Vehicles**

CDFA has met the Governor's EO, EO B-16-12 to have at least 10% of fleet purchases of light-duty vehicles are zero-emission by 2015; and is working toward the goal of at least 25% of fleet purchases of light-duty vehicles are zero-emission by 2020.

- CDFA owns 21 electric vehicles (ten purchased in FY 14/15, three purchased in FY 15/16, and eight purchased in FY 16/17).

### **Vehicle Charging Stations**

To meet the goals set forth in the Governor's EOs of at least 10% of fleet purchases of light-duty vehicles that are zero-emission by 2015 and at least 25% of fleet purchases of light-duty vehicles that are zero-emission by 2020 EO B-16-12, CDFA needs the Infrastructure to support these electric vehicles so it is reasonable to keep using them. This means having the charging stations in place to sustain the use of these vehicles.

- CDFA analyzed its State-owned facilities for Electric Vehicle Supply Equipment (EVSE) parking capacity to determine where installation will be most cost-effective and appropriate. An EVSE Infrastructure Plan was completed in 2015.
- CDFA purchased five dual charging stations for electric vehicles for CDFA facilities, and entered into an agreement with DGS (three stations for Gateway Oaks and one station for the Division of Measurement Standards at Florin-Perkins) and a private contractor (one at Meadowview) for the installation.
- CDFA corresponded with DGS to install four ZEV solar panel charging stations at the 13<sup>th</sup> and P parking garage roof with energy coming directly from solar panels so they could be separate from the electric grid. DGS ended up installing eight dual charge-point stations (16 total) connected to the electric grid, and a row of solar panels on the roof.

CDFA continues to explore options, including the following, to reach the goals set forth in the **Governor's EOs:**

- CDFA met with CalEPA to discuss solutions, audited usage, and continues to correspond with CalEPA and reach out to other departments to discuss viable options.
- CDFA will continue to purchase ZEVS and integrate charging stations to support them.

### **Biofuels**

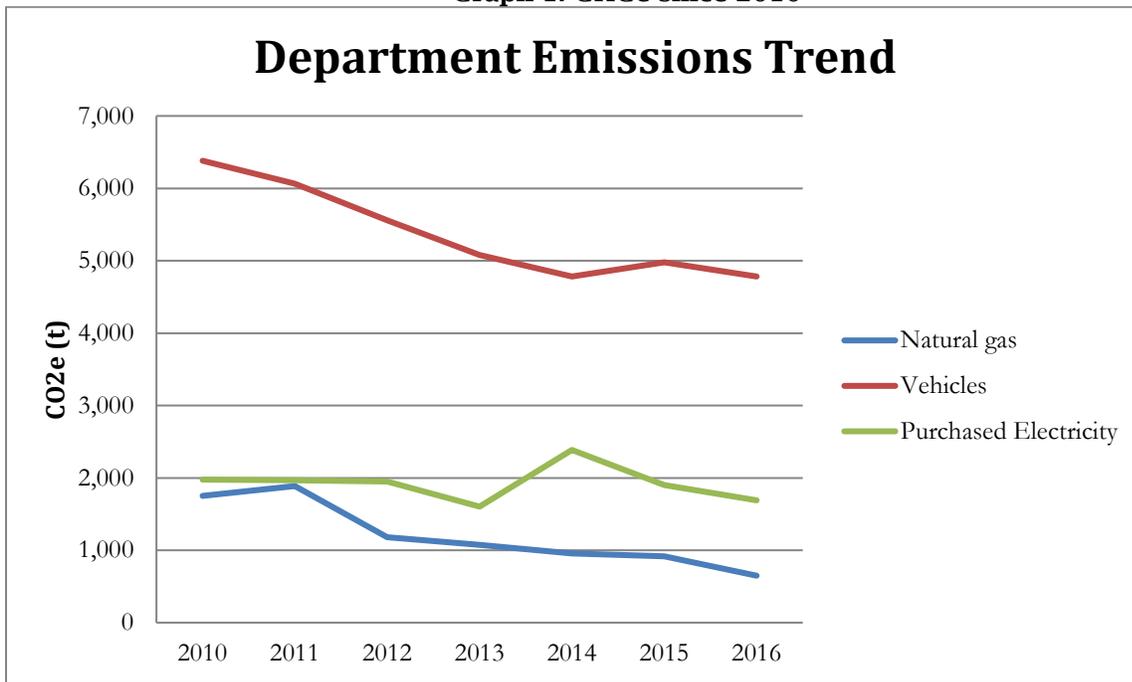
CDFA does not use biofuels.

**Table 2: GHGe since 2010**

	2010	2011	2012	2013	2014	2015	2016	Percent Change since Baseline
Natural gas	1,752	1,887	1,182	1,076	955	918	649	63%
Vehicles	6,381	6,065	5,558	5,081	4,782	4,978	4,782	25%
Purchased Electricity	1,974	1,966	1,948	1,603	2,386	1,901	1,688	14%
Total	10,107	9,918	8,688	7,760	8,124	7,796	7,120	30%

The information in the above table was pulled from CDFA's internal historical data.

**Graph 1: GHGe since 2010**



The information in the above table (Carbon Dioxide Equivalent (CO<sub>2</sub>e) (Tons = t)) was pulled from CDFA's internal historical data (using the same data as Table 1).

Furloughs were 2008-2013. Since they ended in 2013, electricity use went up again because CDFA had more staff hours and was therefore using more power for all the extra staff/hours.

## Building Design and Construction

EO B-18-12 requires that all new buildings, major renovation projects and build-to-suit leases over 10,000 square feet shall obtain Leadership in Energy and Environmental Design (LEED) Silver certification or higher. All new buildings under 10,000 square feet shall meet applicable California Green Building Standards Code (CALGreen) Tier 1 Measures. New buildings and major renovations greater than 5,000 square feet are also required to be commissioned after construction.

CDFA currently has two ongoing new building construction projects (a lab in Tulare and a Border Protection Station in Yermo) and no new renovation projects.

**The Tulare lab:** The certificate of occupancy was issued December 2017. CDFA anticipates moving into the facility in February 2018 and the University of Davis California Animal Health and Food Safety anticipates moving into the facility in March 2018.

**The Border Protection Station at Yermo:** A construction contract has been awarded by California Department of Transportation (Caltrans) and CDFA broke ground on construction in the fall of 2017. The target completion date is September 2018.

**Table 3: New Construction since July 1 2012**

Project Name	LEED Level Achieved	Commissioning Performed (Y/N)
Tulare lab	Still in progress	Still in progress
Yermo Border Protection Station	Still in progress	Still in progress

The information in the above table was pulled from CDFA’s internal historical data.

State agencies shall implement mandatory measures and relevant and feasible voluntary measures of CALGreen, Part 11, related to IEQ that are in effect at the time of new construction or alteration 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 has and will continue to work with DGS Real Estate Services Division (RESO) on all building design and construction projects. CDFA also strongly encourages implementation of CALGreen measures related to IEQ.

## **LEED for Existing Buildings Operations and Maintenance**

All State buildings over 50,000 square feet were required to complete LEED existing buildings operations and maintenance certification by December 31, 2015 and meet an Energy Star rating of 75 to the maximum extent cost effective. CDFA leases three facilities (N Street, Gateway Oaks, and Phoenix) and owns one building (Meadowview) over 50,000 square feet.

**Table 4: LEED for Existing Buildings and Operations**

Number of Buildings over 50,000 square feet	Number of Building over 50,000 square feet that have met requirements	Percentage of buildings over 50,000 square feet that have met requirements
4	4	100%

The information in the above table was pulled from CDFA’s internal historical data.

CDFA works closely with DGS to ensure all regulations are followed and all requirements are met. DGS takes point on LEED standards and advises CDFA on any changes needed.

## IEQ

When accomplishing alterations, modifications, and maintenance repairs and when relevant and feasible; state agencies shall implement the mandatory and voluntary measures of CALGreen, Part 11, related to IEQ.

IEQ must also be maintained through the use of low emitting furnishings, cleaning products and cleaning procedures.

CDFA has strongly encouraged implementation of CALGreen measures related to IEQ. CALGreen regulations are specified in property leases and construction contracts as appropriate. CDFA disseminated CALGreen requirements to employees; and CDFA has and will continue to work with DGS RESD on all materials applicable to CALGreen requirements; including but not limited to new construction and renovation, furnishings, cleaning products, cleaning procedures, and HVAC operation.

Details CDFA worked with DGS RESD, disseminated to employees, and included in property leases and construction contracts (when appropriate) include:

**New Construction and Renovation** - Building project measures from CALGreen related to IEQ:

- Using only adhesives, sealants, caulks, paints, coatings, and aerosol paints and coatings that meet the volatile organic chemical content limits specified in CALGreen.
- Using carpet systems, carpet cushions, composite wood products, resilient (e.g., vinyl) flooring systems, and thermal insulation, acoustical ceilings and wall panels that meet the volatile organic compounds emission limits specified in CALGreen.

**New construction and renovation projects:**

- Commissioning to ensure proper operation of all building systems, including delivering the required amount of outside air.
- All relevant mandatory and all feasible voluntary measures from CALGreen Division 5.5 and Appendix section A5.5.
- Specialized air treatment for buildings where air quality standards are routinely exceeded, including Minimum Efficiency Reporting Value 13 or 16 air filters and ozone removing air cleaning devices.
- Outdoor airflow monitoring systems.
- An IEQ Construction Management Plan that meets CALGreen Sections A5.501.1-A5.504.2.

CDFA currently has no new construction projects other than the Yermo and Tulare projects mentioned above.

**Furnishings** - Furniture and seating purchases compliant with at least one of the below:

- The DGS' Purchasing Standard and Specifications (*Technical Environmental Bid Specification 1-09-71-52*, Section 4.7).
- The American Society of Heating, Refrigerating and Air-conditioning Engineers' *Standard 189.1-2011* (Section 8.4.2.5).
- CALPIA manufacturing and associated products are compliant with the DGS' Purchasing Standard and Specifications (*Technical Environmental Bid Specification 1-09-71-52*).

**Cleaning Products** - Cleaning products used meet Green Seal Standard, Green Seal -37: Cleaning Products for Industrial and Institutional Use.

### **Cleaning Procedures**

- All vacuum cleaners used in department facilities achieve the Carpet and Rug Institute Seal of Approval.
- Entryways are maintained as specified in CALGreen Section A5.504.5.1.
- Cleaning procedures meet the Green Seal -42 standard.
- Cleaning procedures follow the Carpet and Rug Institute's *Carpet Maintenance Guidelines for Commercial Applications*.
- Cleaning procedures meet [Title 8 Section 3362](#).

### **HVAC Operation**

- 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. These inspections must include:
  - Verification of minimum outdoor airflows using hand-held airflow measuring instruments.
  - Confirmation that air filters are clean and replaced based on manufacturer's specified interval.
  - Air filters used have a Minimum Efficiency Reporting Value of no less than 11.
  - Verification that all outdoor dampers, actuators and linkages operate properly.
  - Checking condition of all accessible heat exchanger surfaces for fouling and microbial growth. Taking action if fouling is found.
  - Checking the first 20 feet of ductwork downstream of cooling coils for microbial growth. Taking action if growth is found.
  - Ensuring that cooling towers are properly maintained and that records of chemical treatment are kept. Retrofit to prevent cooling tower plumes closer than 25 feet to any building air intake.
- A computer-based preventative maintenance program is in place for all HVAC equipment.
- CDFA works closely with DGS to ensure all regulations are followed and all requirements are met. DGS takes point on HVAC standards and advises CDFA on any changes needed.

## **Integrated Pest Management**

Department staff and contracted pest management companies will follow an integrated pest management strategy that focuses on long-term prevention of pest problems through monitoring for pest presence, improving sanitation, and using physical barriers and other nonchemical practices. If nonchemical practices are ineffective, [Tier 3 pesticides](#) may be used, progressing to Tier 2 and then Tier 1 if necessary.

CDFA works closely with DGS to ensure all regulations are followed and all requirements are met. DGS takes point on integrated pest management standards and advises CDFA on any changes needed. All MSDS sheets are required and submitted for on-site treatments.

**Table 5: Pest control contracts**

<b>Pest Control Contractor</b>	<b>IPM Specified (Y/N)</b>
Contractor 1	N/A

Any current pest management was set up by DGS. CDFA does not deal with pest management issues.

## Environmentally Preferable Purchasing

State agencies are required to purchase and use environmentally preferable products (EPP) that have a reduced effect on human health and the environment when compared with competing goods that serve the same purpose.

### Reducing Impacts

The environmental impact of the goods we buy is often larger than the impact of our own department operations. Our department is committed to reducing the environmental impact of our goods and services we purchase.

CDFA works closely with the California Department of Resources Recycling and Recovery and DGS to ensure all regulations are followed and requirements are met. CDFA also compiles and submits annual recycling reports to track progress and will attend the green purchasing training provided by DGS to continue to ensure compliance with all regulations, including:

- Buying goods and services that lessen any negative impacts to public health, natural resources, economy, and environment.
  - Reducing environmental impacts such as energy, water and natural resource conservation when making purchasing decisions.
  - Ensuring contractors provide EPP goods and meet SABRC requirements in service contracts.
  - Ensuring goods and services bought meet the current DGS purchasing standards and specifications available from the Department of [General Services Buying Green website](#)
- Ensuring purchases (such as paint, Information Technology goods, janitorial supplies and cleaners, paper products, desk lamps, office equipment, and toner) are EPP.

### Measure and Report Progress

CDFA encourages environmentally friendly purchasing and is considering various strategies and plans to increase EPP, which may include:

- Increasing EPP spending to include identifying top five percent of spending with largest opportunity to use “green” options.
- Measuring the percent EPP spent in comparison to non-EPP spent.
- Incorporating EPP criteria in the goods and services the state buys.
- Embedding sustainability roles and responsibilities into purchasing procedures.
- Training buyers in the benefits of buying EPP products, how to apply EPP best practices, the importance of accuracy in recording buys within State Contract and Procurement Registration System and reporting labor separate from goods in service contracts, and listing EPP goods by line item.
- Engaging and educating suppliers, and encouraging them to offer EPP products when selling to the state.
- CDFA will disseminate purchasing requirements to all buyers to ensure that all EPP purchases are tracked and recorded, into the State Contract and Procurement Registration System.

Compliant with SABRC, CDFA compiles and submits annual recycling reports to track progress:

**Table 6: State Agency Buy Recycled Campaign 2016 Performance**

Product Category	SABRC Reportable Dollars	SABRC Compliant Dollars	% SABRC Compliant
Antifreeze	0	0	0
Compost and Mulch	0	0	0
Glass Products	573	0	0
Lubricating Oils	91	0	0
Paint	0	0	0
Paper Products	23,810	19,411	81.52
Plastic Products	194,776	194,776	100
Printing and Writing Paper	3,119	3,119	100
Metal Products	135,011	89,942	66.62
Tire Derived Products	0	0	0
Tires	79,070	0	0

The information in the above table was pulled from CDFA's internal historical data.

Due to DGS' directions, CDFA purchases new tires instead of retreaded tires. CDFA procures post-consumer recycled content products whenever feasible, including contract materials. CDFA requires contractors to adhere to the SABRC purchasing requirements per Public Contract Code 12203(d) and use recycled products to the maximum extent economically feasible in the performance of contract work per Public Contract Code Section 12200-12217. All outside contractors working with CDFA are required to report recycled content purchased and this content is reported in CDFA's annual SABRC report.

**Table 7: Commodities categories with the greatest Potential to Green**

Commodity	2016 Total Spend (\$)	2016 Percent EPP Spend (%)	EPP Target (%)
Plastic Products	194,776	100	10
Metal Products	135,011	66.62	10
Paper Products	23,810	81.52	30
Printing and Writing Paper	3,119	100	30
Lubricating Oils	91	0	70

The information in the above table was pulled from CDFA's internal historical data.

As demonstrated in the table above, for four of the top five commodities that CDFA buys that have the greatest potential to green, CDFA exceeds the postconsumer content requirements, per statute Public Contract Code 12209. CDFA will work with DGS to follow all regulations.

**Table 8: Buyers who have completed EPP Training**

California Department of Human Resources Classification	Total Number of Buyers	Percent Completing EPP Training	Commitment to have buyers complete EPP training (%)
Staff Services Manager I	1	100	100
Associate Governmental Program Analyst	3	100	100

All four CDFA buyers have completed all training requirements and work with DGS to follow all regulations.

## Location Efficiency

Location efficiency refers to the effect of a facility’s location on travel behavior and the environmental, health and community impacts of that travel behavior including emissions from vehicles. Locating department facilities in location efficient areas reduces air emissions from state employees and users of the facilities, contributes to the revitalization of California’s downtowns and town centers, helps the department compete for a future workforce that prefers walkable, and bike and transit accessible worksites and aligns department operations with California’s planning priorities.

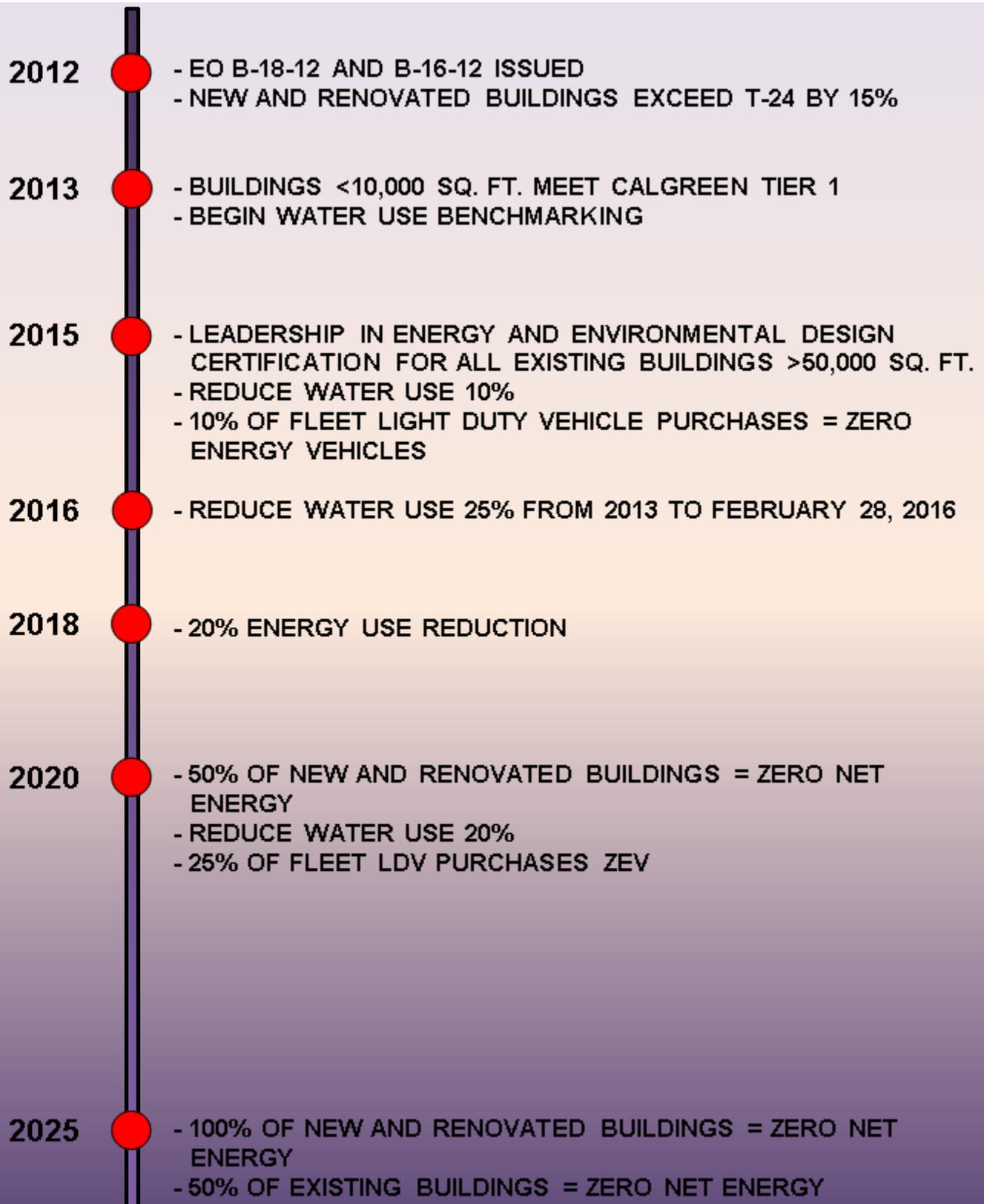
CDFFA’s headquarters is located at 1220 N Street, Sacramento, California. This building is located less than a block away from the Archives Plaza light rail stop and approximately one and a half miles away from two entrances to the American River Bike Trail. CDFFA’s other Sacramento facilities boast free parking options and all locations encourage carpooling and bicycling. CDFFA works closely with DGS to ensure all regulations are followed, all requirements are met, and the goal of average location efficiency score for all new leases be 10% higher than the statewide average.

**Table 9: Smart Location Score for new Leases**

<b>Facility name</b>	<b>Smart Location Calculator Score</b>
724 N. Ben Maddox Way, Visalia	68
403 Avenue 33, Los Angeles	75
1317 N Melrose Self Storage, Vista	60
Average	68
Baseline	Unknown
% change from Baseline	Unknown

The information in the above table can be found at <https://www.slc.gsa.gov/slc/#>

# SUSTAINABILITY MILESTONES AND TIMELINE



# DEPARTMENT STAKEHOLDERS

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<b>GHGe</b>	
Administrative Services, Building and Property Management	Mari McNeill, Energy Conservation Liaison

<b>Building Design and Construction</b>	
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<b>LEED for Existing Buildings Operations and Maintenance</b>	
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<b>IEQ</b>	
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<b>Integrated Pest Management</b>	
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<b>Environmentally Preferable Purchasing</b>	
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<b>Location Efficiency</b>	
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