

Sustainability Roadmap 2018-2019: Green Operations

Progress Report and Plan Update on Meeting
the Governor's Sustainability Goals
for State Departments

Employment Development Department
Edmund G. Brown Jr., Governor



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Employment Development Department Sustainability Roadmap 2018-2019: Green Operations

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Acronyms

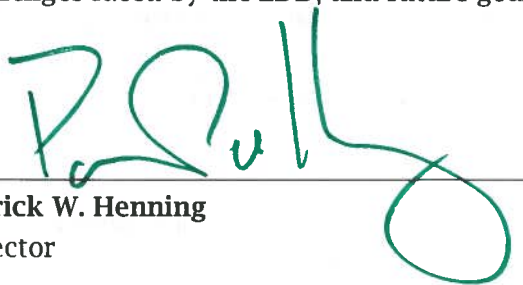
CALGREEN	California Green Building Code (Title 24, Part 11)
CALPCA	California Procurement and Contracting Academy
CALPIA	California Prison Industry Authority
DGS	Department of General Services
EDD	Employment Development Department
EO	Executive Order
EPP	Environmentally Preferable Purchasing
ESPM	EnergyStar Portfolio Manager
FMV	Fair Market Value
GHG	Greenhouse Gas
IEQ	Indoor Environmental Quality
LEED	Leadership in Energy and Environmental Design
LEED-EBOM	LEED for Existing Buildings: Operation and Maintenance
LMSU	Lease Management and Sustainability Unit
MM	Management Memo
PSG	Purchasing Services Group
SABRC	State Agency Buy Recycled Campaign
SAM	State Administrative Manual
SCM	State Contracting Manual
SUV	Sport Utility Vehicle
ZEV	Zero Emissions Vehicle

EXECUTIVE SUMMARY

The Employment Development Department (EDD) is a large state department with buildings spread throughout the State of California. While many of EDD's locations are leased from private ownership or owned by the Department of General Services (DGS), EDD also owns and operates 23 buildings. These buildings are spread throughout the state from as far north as Eureka to as far south as El Centro. EDD is responsible for the ongoing maintenance, repair, and improvement of these buildings, and is responsible for all applicable utility service to these locations. For these reasons, the EDD-owned offices require the most staff time and consume the majority of EDD's maintenance and repair budget.

Since the introduction of Governor Brown's Executive Order (EO) B-18-12, the EDD has made significant progress in meeting the requirements of the EO, including Leadership in Energy and Environmental Design (LEED) Existing Building Operating and Maintenance (EBOM) Gold certification and EnergyStar certification at the EDD-owned property in San Francisco, purchasing energy generated from renewable sources, and exceeding the executive order requirements to reduce water, energy, and greenhouse gas (GHG) emissions. As of 2016, EDD has reduced overall energy use by 32% when compared against the 2003 baseline. Many factors have contributed to this reduction in energy usage, including replacement of inefficient building infrastructure, the purchase of EnergyStar rated equipment, and the installation of more efficient lighting and plumbing fixtures. EDD has also reduced overall water use by 57% when compared against the 2010 baseline. These savings resulted from many factors, including replacement of plumbing fixtures and improvements in everyday business practices. Finally, GHG emissions have been reduced by 54% since 2010, due in part to incorporation of Zero Emission Vehicles (ZEVs) into EDD's fleet, the purchase of renewable energy, and energy savings achieved at EDD facilities. The EDD is also in the process of installing water bottle filling stations at the Central Office to encourage staff to use reusable drinking containers, thereby reducing plastic water bottle waste.

Despite having exceeded the Governor's requirements for energy savings and water conservation, the EDD recognizes that there is room for additional efforts to support green building operations. The following pages will include a discussion of progress-to-date, challenges faced by the EDD, and future goals.



Patrick W. Henning
Director

SUSTAINABILITY GOALS

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:

- *Greenhouse Gas Emissions 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*
- *Zero Emission Vehicle (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:

Executive Order 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 greenhouse gas emissions, 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.

Executive Order B-16-12

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 ten percent with ZEVs, and by 2020 to purchase at least 25% replacement fleet as ZEVs.

Executive Order 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 greenhouse gas emission reduction target of 40 percent below 1990 levels by 2030, and reaffirms California's intent to reduce greenhouse gas emissions 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 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.

SGC Resolution on Location Efficiency

Location efficiency refers to the greenhouse gas emissions 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 Strategic Growth Council to achieve a 10% improvement in the Smart Location Score of new leases compared to the average score of leased facilities in 2016.

The following Management Memos (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: Indoor Environmental Quality: New, Renovated, And Existing Buildings*
- *MM 14-07: Standard Operating Procedures For Energy Management In State Buildings*
- *MM 16-07: Zero-Emission Vehicle Purchasing and Electric Vehicle Service Equipment Infrastructure Requirements*

GREEN OPERATIONS

Greenhouse Gas (GHG) Emissions

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

Greenhouse gases are produced by all forms of energy consumption and contribute to global warming by trapping heat in the atmosphere. State agencies track their GHG emissions based on energy use through purchased electricity, natural gas, and vehicle fuels. EDD's efforts to date have resulted in a reduction of GHG emissions by 54% since 2010.

As of 2016, EDD has reduced total energy use by over 32% when compared against the 2003 baseline year. This can be attributed to a number of different factors, including the installation of high efficiency building infrastructure, the purchase of energy efficient IT equipment, and encouraging employee best practices that result in lower energy use.

In order to monitor, track, and report on energy usage, the EDD's Lease Management and Sustainability Unit (LMSU) confirms the accuracy of data entries in EnergyStar Portfolio Manager (ESPM) and clears relevant alerts on an ongoing basis. This is a valuable tool for monitoring utility usage for unexpected spikes. When a spike in energy use is detected, the LMSU issues a "Red Flag Alert" to the appropriate facility manager, who is required to investigate the cause and report back on any remedial action. By implementing this system, EDD has been able to detect and resolve a number of building deficiencies that may have otherwise gone undetected for months or years.

For example, the EDD Riverside DI office experienced unusual fluctuations in natural gas usage on a month-to-month basis. The facility manager and the servicing vendor were unable to identify any equipment issues or leaks. Upon further investigation, it was discovered that the building management system had been adjusted, resulting in the boiler system operating unnecessarily. When the software was updated and reprogrammed, the boiler system was reset to operate on standby, resulting in zero unnecessary gas usage.

The EDD has also pursued numerous projects which have helped to reduce energy use at its facilities. Some examples include:

- The Inglewood location recently replaced two 50-ton HVAC units and installed energy management software to maximize efficiency. In addition, this location will complete a lighting retrofit in late 2017 which will further reduce energy use and meet Title 24 requirements.
- HVAC replacement projects in San Francisco, San Jose, Oakland, and Santa Rosa, which will improve overall system efficiency.
- Completion of LEED-EBOM Gold certification and EnergyStar certification in San Francisco.
- Participation in a REV Sustainability Circle in Torrance.

- Installation of window tint at all EDD-owned locations for the combined benefit of increased security and reduced ambient heat and glare.

Presently, EDD does not have renewable on-site power generation at any locations. EDD would be interested in pursuing on-site generation at locations in the future, however, limitations in available operating budgets and restrictions on capital improvements in properties with federal equity have prevented EDD from completing any installations. Furthermore, EDD does not possess any large properties with open land that would allow for large-scale generation.

Despite the limitations installing on-site energy generation, EDD has pursued the purchase of renewable energy generated off-site through a number of programs offered by local and regional utility providers. These “green power” options have enabled EDD to reduce the overall greenhouse gas emissions resulting from operation of several EDD-owned locations including Santa Rosa, San Francisco, Sacramento, and Eureka. The use of renewable energy reduced GHG emissions by 69% for these sites. EDD will also encourage lessors to participate in demand-response and “green power” programs, where feasible, in order to support the Department’s energy conservation goals.

The EDD has reduced vehicle GHG emissions by incorporating ZEVs into the fleet when replacing eligible vehicles. As a part of the Fiscal Year 2016/2017 acquisition plan, EDD will increase fleet ZEVs to 24 of the 235 fleet vehicles, and expects to nearly double this number over the next 5 years. The EDD is also working to install the infrastructure needed to support current and future ZEVs in accordance with the mandates of EO B-16-12 and MM 16-07.

Figure 1: EDD Fleet - Standard Vehicles and ZEVs

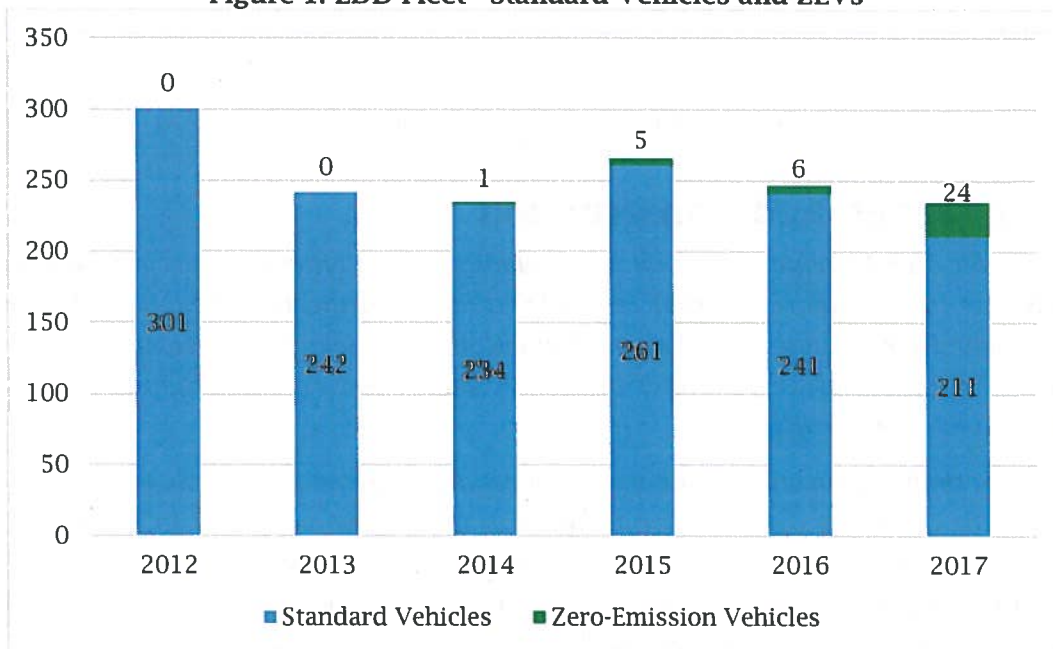
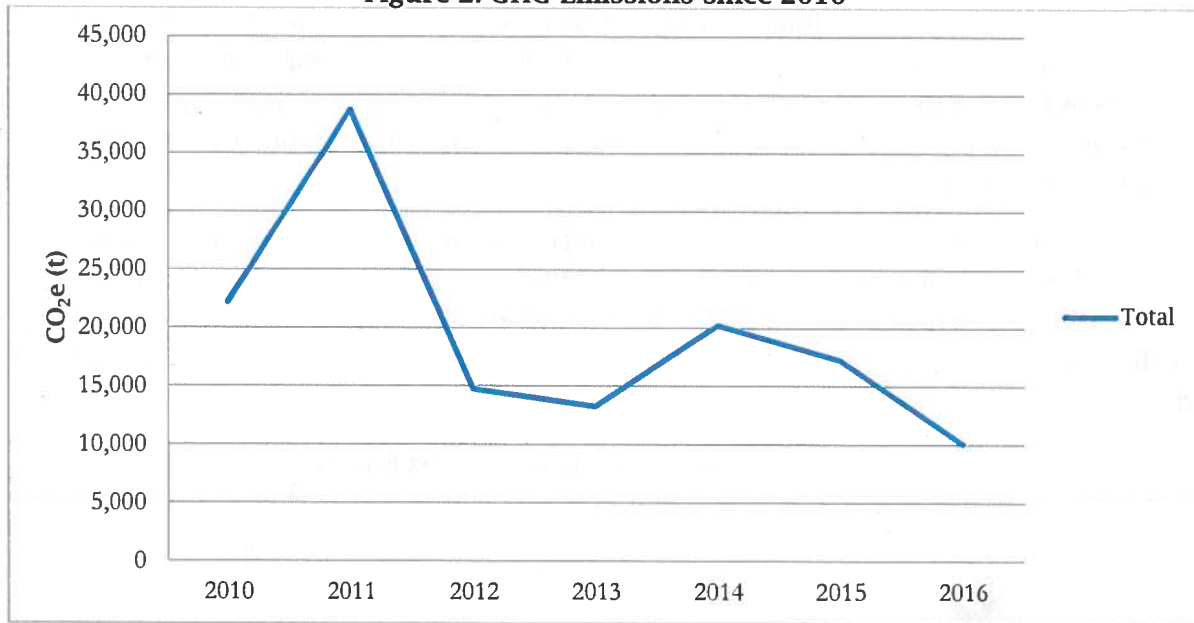


Table 1: GHG Emissions since 2010

	2010	2011	2012	2013	2014	2015	2016	Percent Change since Baseline
Natural Gas	580	485	543	446	303	589	569	-2%
Vehicles	1,595	1,598	1,377	1,200	1,174	1,163	1,238	-22%
Purchased Electricity	20,003	36,644	12,835	11,626	18,772	15,504	8,313	-58%
Total	22,178	38,727	14,755	13,272	20,249	17,256	10,120	-54%

Figure 2: GHG Emissions since 2010



Building Design and Construction

Executive Order B-18-12 requires that all new buildings, major renovation projects and build-to-suit leases over 10,000 square feet shall obtain LEED Silver certification or higher. All new buildings under 10,000 square feet shall meet applicable CalGreen Tier 1 Measures. New buildings and major renovations greater than 5,000 square feet are also required to be commissioned after construction.

State agencies shall implement mandatory measures and relevant and feasible voluntary measures of the California Green Building Standards Code (CalGreen), Part 11, related to indoor environmental quality (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 (VOC) content limits specified in CalGreen.

In general, the EDD does not construct new facilities or pursue major renovations at its existing facilities, but instead maintains and updates its buildings and infrastructure on an ongoing basis. State owned property poses many challenges due to federal funding restrictions, the cost

and logistics of maintenance, and the lack of flexibility when accommodating changing program needs. For these reasons, EDD has not undertaken projects that would trigger the requirement to exceed Title 24 by 15%. In the event that EDD completes a major renovation, the requirements of EO B-18-12 and CalGreen would be incorporated into the project.

In accordance with federal regulations¹, the EDD may not alter or renovate Department-owned buildings in a way that substantially adds value and life to those buildings without first receiving prior approval from the Department of Labor (DOL). However, based on the limited guidance provided by DOL this doesn't necessarily mean federal funds could be leveraged. These requirements limit EDD's ability to make renovations, and would require the Department to secure additional state funding to accomplish such projects.

EDD will continue to work with Fiscal Programs Division and the Department of Labor to identify feasible methods and funding resources to pursue sustainability innovations.

LEED for Existing Buildings Operations and Maintenance

All State buildings over 50,000 square feet were required to complete LEED for Existing Buildings: Operation and Maintenance (EBOM) certification by December 31, 2015 and meet an EnergyStar rating of 75 to the maximum extent cost effective.

The EDD San Francisco office was certified LEED-EBOM Gold in January 2017. The EDD used the professional consulting services of EnVision Realty Services to guide the Department through the LEED certification process. The consultant's experience and knowledge of the certification process were invaluable to the Department obtaining the Gold certification for this office. The building also received an EnergyStar rating of 85.

The LEED and EnergyStar certification processes presented several challenges and barriers, including:

- The cost of third party consultation and LEED Accredited Professional services to achieve LEED certification, including recertification every five years.
- The level of detail in tracking and compiling data for certification is a time-intensive workload to incorporate into staff's existing duties.
- Maintaining EnergyStar certification requires third party consultation due to professional license requirements. Recertification is required annually.

Table 2: LEED for Existing Buildings: Operations and Maintenance

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 buildings over 50,000 sq. ft. required to achieve LEED-EBOM that have achieved it
San Francisco #0736	1	100%

Indoor Environmental Quality

When accomplishing Alterations, Modifications, and Maintenance Repairs and when relevant and feasible, state agencies shall implement the mandatory and voluntary measures of the California Green Building Standards Code (CalGreen), Part 11, related to indoor environmental quality.

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

Furnishings

As discussed previously, EDD's budget restrictions limit the Department to maintenance projects, such as replacing carpet or modular furniture systems at the equipment or material end of life.

DGS and EDD procurement contracts require that flooring products meet the California Gold Sustainability Carpet Standard, and installation contract specifications require the use of low or zero VOC materials.

EDD purchases furniture from California Prison Industry Authority (CALPIA) in accordance with DGS mandates. CALPIA products exceed environmental standards and are ANSI/BIFMA e3 level certified. In the event that a physician has recommended a chair not available from CALPIA, CALPIA must authorize a waiver for EDD to purchase the specified chair.

Cleaning Products

The EDD makes every effort to comply with MM 14-05, including the purchase and use of green cleaning products, building materials that meet VOC limits, vacuum cleaners that comply with Carpet and Rug Institute standards, and air filters that meet minimum efficiency reporting value ratings.

The EDD Warehouse stocks an all-purpose cleaner which does not currently meet Green Seal Standards. The EDD Purchasing Service Group (PSG) will work with the Warehouse management to replace this with a product that meets Green Seal standards. The PSG purchases additional janitorial supplies as requested by field offices through a certified small business under DGS's Grainger contract. Small orders of cleaning products are purchased by the field office using supply order processes, such as the CalCard. The PSG currently recommends Green Seal Standard products, and is working on formalized guidelines for field offices to encourage the purchase of eco-friendly and Green Seal Standard products.

In order to improve compliance with and tracking of these standards, the PSG will also revise the Request for Quote form to require the vendor to certify that products meet the GS-37 standards, provide field offices with a list of approved products, and monitor requests to offer green products when appropriate.

Cleaning Procedures

The EDD works with DGS and contracted janitorial staff to maintain offices using green cleaning products. Entryways are covered with walk-off matting, floors are vacuumed regularly and deep-cleaned using Chem-Dry, an all-natural dry carpet cleaning alternative to steam cleaning.

In accordance with MM 14-05, the DGS is responsible for encouraging lessors to implement measures of CalGreen, including those related to indoor environmental quality.

HVAC Operation

EDD's heating and cooling systems are maintained through a combination of private vendor contracts and DGS maintenance engineers. These contracts detail service requirements including daily purging with outdoor air, monthly maintenance, system programming and adjustments, and major servicing such as quarterly boiler system water recharge, as appropriate for the facility. All EDD-owned buildings are purged with outdoor air prior to occupancy on a daily basis.

Integrated Pest Management

Department staff and contracted pest management companies will follow an integrated pest management (IPM) 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.

The EDD regularly incorporates IPM strategies into all of its pest control agreements. Strategies used include interior and exterior prevention of various vermin using approved insecticides, bait stations, traps, and other rodent control materials in conformance with local and state regulations. Pest control treatments are applied based on a set treatment schedule incorporated into the service agreement. Service agreements require Environmental Liability Insurance and records of all treatments. The EDD follows a mandatory 72 hour advanced notification to the Department's Labor Relations Office and a 48 hour advanced union notification in accordance with collective bargaining unit contracts.

Table 3: Pest Control Contracts

Pest Control Contractor	IPM Specified (Y/N)
Advanced Integrated Pest Management	Yes
American City Pest & Termite	Yes
Bugman Pest Control	Yes
Central Sierra Pest Control	Yes
Ecotech Pest Management, Inc.	Yes
Take Care Termite, Inc.	Yes
Tibbett & Associates, Inc.	Yes
Valley Pest Services	Yes
Valley Wide Pest Control	Yes
Woods Pest Control	Yes

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 the goods and services we purchase.

EDD's procurement practices are generally in compliance with EPP and the State Agency Buy Recycled Campaign (SABRC) requirements. IT goods and toner cartridges are purchased through EPP-compliant DGS contracts. Cleaning products are purchased through certified small businesses under the State's Grainger contract. Janitorial and copier paper goods are compliant with SABRC purchasing requirements.

Measure and Report Progress

While EDD's current purchasing practices are compliant with both EPP and SABRC requirements, the PSG will pursue the DGS California Procurement and Contracting Academy (CalPCA) training for the most current information regarding the benefits of buying EPP products, how to comply with EPP best practices, and the importance of accuracy in reporting practices. The implementation of Fi\$cal in EDD procurement will improve the Department's ability to report on labor and good costs in service contracts, and listing EPP goods by line item and category.

In 2016, EDD was fully compliant in all product categories but antifreeze, which was an incidental purchase. SABRC requirements will be considered if and when the Department makes such a purchase in the future. Painting of EDD facilities is coordinated through DGS painters, who are responsible for providing compliant paint and related products.

Table 4: State Agency Buy Recycled Campaign 2016 Performance

Product Category	SABRC Reportable Dollars	SABRC Compliant Dollars	% SABRC Compliant
Antifreeze	\$114.45	\$0	0%
Compost and Mulch	\$3,700.00	\$3,700.00	100%
Glass Products	---	---	---
Lubricating Oils	\$44.81	\$44.81	100%
Paint	---	---	---
Paper Products	\$729,352.89	\$729,352.89	100%
Plastic Products	\$31,144.98	\$31,144.98	100%
Printing and Writing Paper	\$1,649.48	\$1,649.48	100%
Metal Products	\$85,168.64	\$85,168.64	100%
Tire Derived Products	---	---	---
Tires	---	---	---

Sustainability Development and Education

One example of EDD's sustainability development includes a project to install water bottle filling stations throughout the Central Office Complex. These specialized drinking fountains allow staff to utilize reusable drinking containers, thereby reducing water waste through runoff and the use of disposable plastic bottles.

The EDD uses several templates for Request for Quotes regarding procurement and service contracts when such services are not provided by the DGS. These templates include specifications requiring compliance with GS-37 and CalGreen standards, as well as any other relevant DGS requirements. The PSG will review these templates and incoming requests and quotes to ensure compliance with these standards, and provide additional guidelines to the local offices to inform requests.

Total Number of Employees Assigned as Buyers: 4

Table 5: Buyers who have completed EPP Training

CalHR Classification	Total Number of Buyers	Percent Completing EPP Training	Commitment to have buyers complete EPP training (%)
Staff Services Analyst	2	0	100%
Business Services Officer II	1	0	100%
Business Services Assistant	1	0	100%

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, bikeable and transit-accessible worksites and aligns department operations with California's planning priorities.

EDD appreciates the importance of selecting office locations for accessibility by both employees and the public. However, due to EDD's mandate to maintain a presence in defined regions using established service delivery methods and provide services to isolated populations, the Department's business needs may require some offices with lower location efficiency scores in order to better serve communities in need.

EDD's owned portfolio has an average Smart Location score of 81, and EDD's leased and subleased portfolio has an average Smart Location score of 69. Table 6 below includes EDD's agreements executed in 2016, which also have an average score of 69. EDD will work with the DGS to develop EDD-specific standards for all lease requests, including various green standards and practices, location requirements, and security requirements, as appropriate.

Table 6: Smart Location Score for new Leases (2016)

Facility Name	Smart Location Calculator Score
Bakersfield #1305	87
Oakland #1303	50
Los Angeles #0419	77
Norwalk #0516	69
Irvine #1310	57
Oxnard #1315	72
Average	69

Table 7: Lowest Smart Location Score Leases

Facility name	Smart Location Calculator Score
Blythe #1301	16
Hollister #0315	16
Stockton #1297	25
Concord #1127	27
Salinas #0992	33
Chula Vista #0946	39

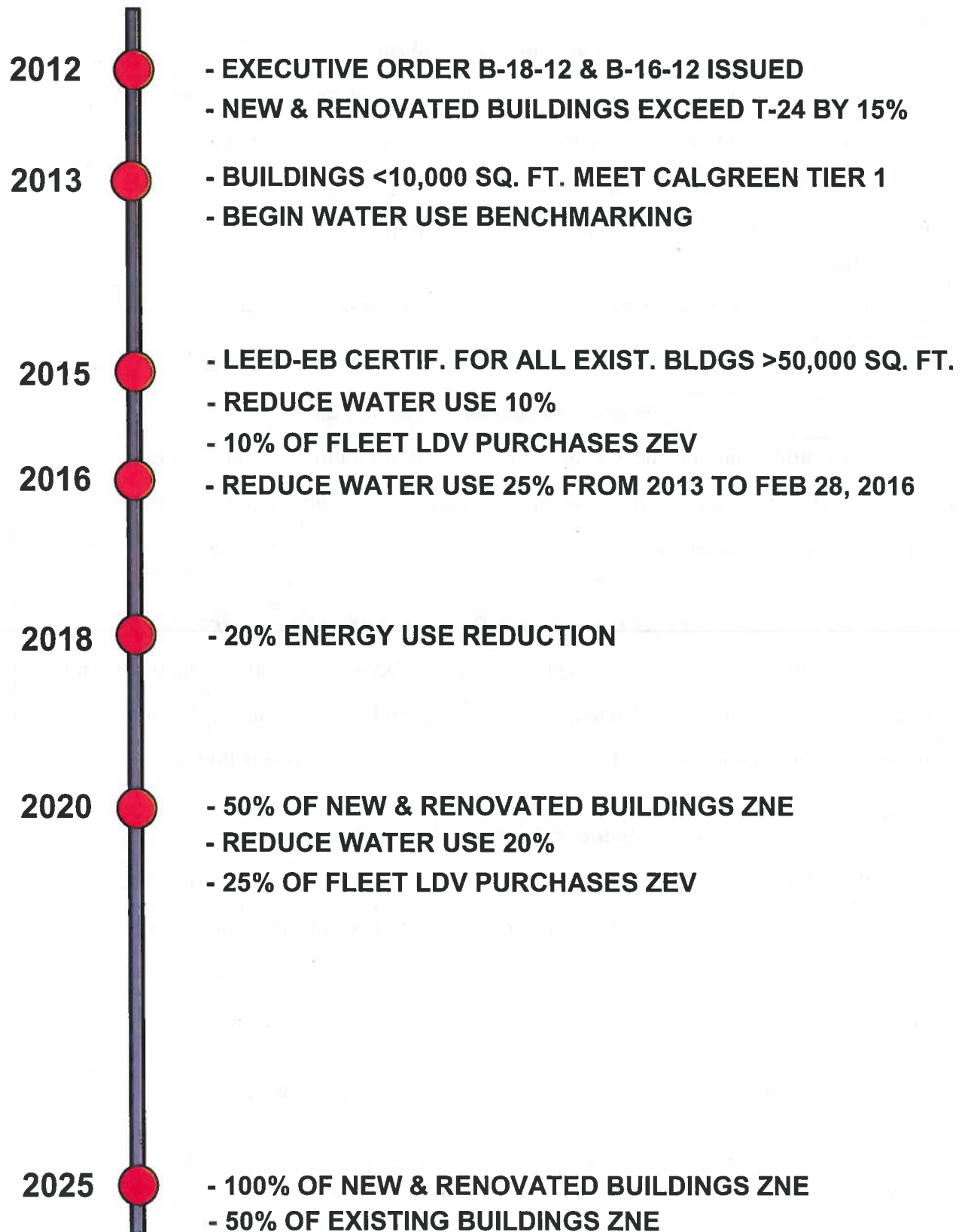
As part of EDD’s continuing dedication to supporting the state’s mission of promoting sustainability efforts by example, the Department will continue with existing efforts to reduce and conserve energy consumption, limit negative impacts on IEQ through optimal business practices and building maintenance procedures, and improve both requirements and monitoring of procurements. EDD will also work with the DGS to ensure green practices are implemented in building maintenance and improvement projects, and to improve the overall location efficiency of the facility inventory when feasible with program requirements.

¹ OMB Code of Federal Regulations Title 2 subtitle A Chapter II Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards §200.452 :

“Costs incurred for utilities, insurance, security, necessary maintenance, janitorial services, repair, or upkeep of buildings and equipment (including federal property unless otherwise provided for) which neither add to the permanent value of the property nor appreciably prolong its intended life, but keep it in an efficient operating condition, are allowable. Costs incurred for improvements which add to the permanent value of the buildings and equipment or appreciably prolong their intended life must be treated as capital expenditures (see §200.439 Equipment and other capital expenditures). §200.439 Equipment and other capital expenditures (3) Capital expenditures for improvements to land, buildings, or equipment which materially increase their value or useful life are unallowable as a direct cost except with the prior written approval of the federal awarding agency, or pass-through entity.”

Additional information regarding EDD’s funding limitations is available in the [Training and Employment Guidance Letter \(TEGL\) No. 3-07](#), Transfer of Federal Equity in State Real Property to the States.

SUSTAINABILITY MILESTONES & TIMELINE



DEPARTMENT STAKEHOLDERS

Greenhouse Gas Emissions	
Office of Facilities Planning and Management	Lease Management and Sustainability Unit
Office of Facilities Planning and Management	Northern Facilities Planning Section
Office of Facilities Planning and Management	Southern Facilities Planning Section
Office of Procurement, Contracting and Administration	Procurement Section
Office of Procurement, Contracting and Administration	Vehicle Management Unit

Building Design and Construction	
Office of Facilities Planning and Management	Northern Facilities Planning Section
Office of Facilities Planning and Management	Southern Facilities Planning Section
Department of General Services	Real Estate Services Division

LEED for Existing Buildings Operations and Maintenance	
Office of Facilities Planning and Management	Lease Management and Sustainability Unit
Office of Facilities Planning and Management	Northern Facilities Planning Section
Local Office Management and Staff	San Francisco LEED-certified Office

Indoor Environmental Quality	
Office of Facilities Planning and Management	Lease Management and Sustainability Unit
Office of Facilities Planning and Management	Northern Facilities Planning Section
Office of Facilities Planning and Management	Southern Facilities Planning Section
Office of Procurement, Contracting and Administration	Procurement Section
Office of Procurement, Contracting and Administration	Vehicle Management Unit
Department of General Services	Facilities Management Division

Integrated Pest Management	
Office of Facilities Planning and Management	Lease Management and Sustainability Unit
Office of Facilities Planning and Management	Northern Facilities Planning Section
Office of Facilities Planning and Management	Southern Facilities Planning Section

Environmentally Preferable Purchasing	
Office of Facilities Planning and Management	Lease Management and Sustainability Unit
Office of Facilities Planning and Management	Northern Facilities Planning Section
Office of Facilities Planning and Management	Southern Facilities Planning Section
Office of Procurement, Contracting and Administration	Procurement Section
Local Office Purchasers	Statewide

Location Efficiency	
Office of Facilities Planning and Management	Lease Management and Sustainability Unit
Department of General Services	Real Estate Services Division