



STATE OF WASHINGTON
DEPARTMENT OF LICENSING
PO Box 9047 Olympia, Washington 98507-9047

December 23, 2013

Donna K. Albert, PE, MCE, CEM, LEED-AP
Department of Enterprise Services
Energy Program
1500 Jefferson Street
Olympia, WA 98504

RE: 2014 Department of Licensing Goals for Energy Efficiency Improvements

Dear Ms. Albert:

Attached you will find the Department of Licensing's completed Executive Order 12-06 report outlining benchmarking activities to date.

The agency has set the following goals for 2014:

- Benchmark our remaining 12 facilities, although not required, so we can track energy consumption and provide the data to Real Estate Services for use during lease negotiations. Anticipated date of completion: November 2014.
- Obtain quotes for budget consideration to implement a lighting retrofit, add new insulation and a vapor barrier at the DOL owned Morton Licensing Services Office. Anticipated date of completion: April 2014.
- Author and publish a new tenant handbook for DOL facilities that focuses on energy use reduction and brings the agency into compliance with DES recommendations. Anticipated date of completion: November 2014.

Sincerely,

Laurie Milligan, COB ASSISTANT DIRECTOR

for Pat Kohler
Director

PK:las

Attachments: Executive Order 12-06 Report
Executive Order 12-06 Benchmarking and Retrofit Checklist

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Executive Order 12-06 Report

ACHIEVING ENERGY EFFICIENCY IN STATE BUILDINGS

December 2013

Agency Name:	Department of Licensing
Agency Point of Contact:	Lynn Stullick
Point of Contact Title:	Administrator, COR Facilities and Procurement
Telephone Number:	(360) 292-4506
E-mail Address:	lstullick@dol.wa.gov

Describe benchmarking, metering, audits, and energy retrofits completed by the agency in 2013 to meet the requirements of EO 12-06:

All agency facilities have been entered into Energy Star. Twelve (12) of these facilities are not benchmarked because they are shared facilities and/or the owner is paying the utilities.

However, all required facilities have been benchmarked.

Describe benchmarking, metering, audits, and energy retrofits that the agency plans to implement in 2014 to meet the requirements of EO 12-06:

Working with landlords and collocation business partners, we will benchmark the remaining 12 facilities. Anticipated date of completion is November 2014.

We will obtain quotes for a lighting retrofit, new insulation and vapor barrier installation at the Morton LSO. Anticipated date of completion for obtaining quote is April, 2014. If funding is approved, this should result in significant energy savings.

Describe how the agency used Energy Star Portfolio Manager benchmarking in lease negotiations for new or renewed leases in 2013:

DES was provided with available Energy Star Portfolio information for all DOL lease renewals to use as a starting point for negotiations with the landlord(s).

Executive Order 12-06 Reporting Form

Describe actions that will be taken to save energy through operational changes and continuous monitoring using Portfolio Manager in 2014:

DOL will rework and publish an updated tenant handbook that brings the agency in alignment with DES energy standards at our Olympia area office buildings.

Attachment:

Agency Progress in Implementing EO 12-06 (Please attach the EO 12-06 Benchmarking and Retrofit Checklist here.)

FIS OWNED 2012																							
AS OF 10/1/12																							
Number			Association				Space Type																
Agency	Unique Facility Identifier	Agency SAAM Number	Agency Assigned Regional Name	Agency Assigned Regional Number	Agency Assigned Common Name	Agency Assigned Number	Agency Assigned Complex, Campus, Regional Center	Reported Square Feet	Primary Space Type	No Benchmarking Required	Benchmarking Required	Benchmarking Completed	Energy Data in Portfolio Manager Current	No Preliminary Audit Required	Comprehensive Preliminary Audit	Comprehensive Preliminary Audit	No Cost Eff Energy Conservn Measures	Investment Grade Audit Initiated	Investment Grade Audit Completed	No Cost Effective Projects Identified	Cost Effective Projects Identified	All Cost Effective Projects Completed	All Required Actions Completed and Current
DOL	A00127	240	TACOMA COMBINED TRANSPORTATION CENTER**		PARKLAND LSO (**reported by WSP A01585)	3644E		8530	312		X	X											
DOL	A00629	240	MORTON DRIVER LICENSING SERVICES OFFICE		MORTON LSO	3655F		1200	312	X													
DOL	A02992	240	VANCOUVER EAST DRIVER LICENSING SERVICES OFFICE		VANCOUVER EAST LSO	3655H		9406	312	X													
DOL	A08766	240	UNION GAP DRIVER LICENSING SERVICES OFFICE		UNION GAP LSO	3666F		10031	312	X	X	X	X							X			X

Resources:

Go to the DES Portfolio Manager webpage for a link to EO 12-06, RCWs, EPA resources and training, Step by Step Instructions, and Frequently Asked Questions at <http://www.des.wa.gov/services/facilities/Energy/EnergyStar>