



STATE OF WASHINGTON

DEPARTMENT OF EARLY LEARNING

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January 13, 2017

Ms. Donna Albert
Energy Program Manager
Department of Enterprise Services
P.O. Box 41476
Olympia, WA 98504-1476

Dear Ms. Albert:

SUBJECT: Executive Order 12-06 Department of Early Learning Implementation Report

Please find attached the Washington State Department of Early Learning (DEL) report regarding the agency's implementation of Executive Order 12-06, *Achieving Energy Efficiency in State Buildings*. This year's report identifies our existing facilities and measures we will implement over the next five years to further improve our energy use.

Over the course of the previous year, DEL has continued to seek improvements in energy efficiency for its leased facility in Olympia and its 15 other state-wide offices that we are co-located within other state agencies.

In 2017, DEL will work with its Sustainability Committee members to further identify and implement opportunities to achieve greater efficiencies as well as seek strategic improvements through a work team chartered to implement Governor Inslee's Executive Order 16-07, *Building a Better Modern Work Environment*.

Should you have any questions regarding the attached report, please contact Ted Martin, Facilities Manager, by telephone at (360)701-9104 or via email at ted.martin@del.wa.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ross Hunter".

Ross Hunter
Director

By email

cc: Heather Moss, Deputy Director, DEL
Ted Martin, Facilities Manager, HR, DEL

Executive Order 12-06 Report

ACHIEVING ENERGY EFFICIENCY IN STATE BUILDINGS

December 2016

Agency Name:	Department of Early Learning (DEL)
Agency Point of Contact:	Ted Martin
Point of Contact Title:	Facility Manager
Telephone Number:	360-701-9104
E-mail Address:	Ted.Martin@del.wa.gov

Describe benchmarking, metering, audits, and energy retrofits completed by the agency in 2012 through 2016 to meet the requirements of EO 12-06. What percentage of agency owned square footage has been audited (all systems) and all life-cycle cost effective measures installed, since 2012?

DEL leases all facilities we occupy so this does not apply.

Describe benchmarking, metering, audits, and energy retrofits that the agency plans to implement in the next 5 years to meet the requirements of EO 12-06. What percentage of agency owned square footage will be audited (all systems) and all life-cycle cost effective measured installed, from 2012 – 2022?

DEL leases all facilities we occupy so this does not apply.

Presently working with the property manager of our 505 E. Union building to identify building utility issues.

We have identified problems with the HVAC system and the building owner will be upgrading the main HVAC computer system and some controls to be able to improve system performance/parameters that we expect that will help in lowering our utility costs in January 2017.

Executive Order 12-06 Reporting Form

Describe how the agency used Energy Star Portfolio Manager benchmarking in lease negotiations for new or renewed leases in 2012 – 2016, and how benchmarking will be used in future leased negotiations:

DEL has requested, during lease negotiations, that DES supply any energy efficient benchmarking material that is available from the owners if available. Only our Olympia H.Q. building meets the EO-12-06 criteria.

All of our other DEL offices state wide we sub-lease with other state agencies (DSHS, ES) and are co-located within their space. We maintain a small minor footprint within their space from 282 to 6,100 sqft.

Describe actions that will be taken in 2017 to save energy through operational changes and continuous monitoring using Portfolio Manager. Describe how you will engage occupants and staff to reduce energy use in the next 5 years:

DEL continues to send out correspondences reminders to staff requesting them to be utility conscience when using office resources and building, ie: turn off lights, shut down equipment when not in use and keep doors leading to outside closed.

We use our janitorial teams as backups to make sure things are turned down or off while they are in the facilities after hours.

We continue to be part of the WSU plant consortium for any new advice/strategies or classes that may be helpful to us to achieve energy efficiencies.

DEL will also consider emphasizing energy improvements with lease renewal negotiations expected to begin in 2017.

DEL will work with staff via our Sustainability Committee to implement low-cost and no-cost measures over the coming months and years. This may include modifications to scheduling, lighting controls and the use of auxiliary devices in its facilities.

Executive Order 12-06 Reporting Form

Attachment:

A - Agency Progress in Implementing EO 12-06 (by building)

No attachment required. The agency does not own any buildings. Our main primary leased building has an energy star score 88 and as a result is qualified as a completed project.

All other building space is sub-leased from other agencies that are doing the Executive Order for themselves.

Resources:

Go to the DES Portfolio Manager Webpage for a link to EO 12-06, previous reports, RCWs, EPA resources and training, Step by Step Instructions, and Frequently Asked Questions at <http://des.wa.gov/services/facilities-leasing/energy-program/energy-star-portfolio-manager>

