



DENNIS J. HERRERA  
City Attorney

MARYJANE WINSLOW  
Manager, Facilities and  
Operations

DIRECT DIAL: (415) 554-4276  
E-MAIL: maryjane.winslow@sfgov.org

## San Francisco City Attorney's Office Climate Action Plan 2012

### 1. INTRODUCTION

**Purpose:** The purpose of this section is to summarize the key elements of the carbon footprint for the City Attorney's Office, as specified by the Department of the Environment. Most of the reported information is data provided to the City Attorney's Office by the Department of the Environment.

The carbon footprint of the City Attorney's Office includes the consumption of energy (electricity and steam) in the two facilities that we occupy and liquid fuels from City owned vehicles that this department uses. For Fiscal Year 2010-2011, electricity produced 9.92 metric tons of CO<sub>2</sub>e emission and steam produced 249.05 metric tons of CO<sub>2</sub>e. The use of unleaded gasoline contributes 8.16 CO<sub>2</sub>e metric tons and CNG contributes 24.17 CO<sub>2</sub>e metric tons to our total carbon footprint.

### 2. DEPARTMENTAL PROFILE

The mission of the San Francisco City Attorney's Office is to provide the highest quality legal services to the Mayor, Board of Supervisors, and nearly 100 departments, boards, commissions and offices of the City and County of San Francisco. With three hundred employees and a total budget of \$63,231,277 during Fiscal Year 2010-11, the office accounts for less than one percent of the City's budget.

The City Attorney's Office occupies three suites of office space at City Hall and leases 68,783 square feet of office space at 1390 Market Street (Fox Plaza). The leased space at 1390 Market Street is managed by Transwestern.

The City Attorney's Office leases thirteen (13) City owned vehicles from Central Shops/Fleet Management for use by Investigators. The Investigators report to and investigate accidents involving Municipal Transportation Agency vehicles and other accidents involving City property. The oldest vehicle is a 1996 Ford Crown Victoria, CNG, that is described to be in fair condition. The three (3) newest vehicles are 2005 Honda Civics, CNG, and described to be in very good condition. These vehicles are managed by Mike Haase, Assistant Chief, Claims Unit.

Climate Liaison: Mary Jane Winslow, Manager of Facilities and Operations  
maryjane.winslow@sfgov.org  
554-4276

Climate Action Report 2012  
Page 2  
July 11, 2012

### **3. DEPARTMENTAL CARBON FOOTPRINT & HISTORICAL ANALYSIS**

#### **3a. FACILITIES & REDUCTION MEASURES**

The City Attorney's Office uses electrical energy, water, steam, and fuel in its operation as legal counsel for the City and County of San Francisco. The energy use and carbon footprint is calculated by the San Francisco Environment Climate Team using data received from various sources.

#### **FACILITIES VERIFICATION**

The list of facilities that is being used by SF Environment to calculate the FY10-11 departmental carbon footprint has been verified by the City Attorney's Office to be complete.

The FY '10-FY'11 Facility Detail indicates consumption and emission levels used in space that is occupied by the City Attorney's Office at City Hall and 1390 Market Street.

#### **3a1. ENERGY**

#### **Fiscal Year 2010-2011 Carbon Footprint from Consumption of Electricity, Natural Gas and Steam**

The following summarizes the amount of electricity and steam consumed by the City Attorney's Office at City Hall and 1390 Market Street during Fiscal Year 2010-2011:

Electricity Consumption (kWh)	991,707.26	Co2e (mt)	9.92
Steam Consumption (lbs.)	2,607,638.54	Co2e (mt)	249.05
Natural Gas	0.0		0.0
Co2e Emissions (metric tons)	296.02		

#### **ENERGY EFFICIENCY AND CONSERVATION**

#### **Energy Efficiency and Retrofit Projects**

The City Attorney's Office leases space at 1390 Market Street. Broadreach Capital Partners (BRCP), the owners of commercial space at 1390 Market Street, and Archstone Properties, the owners of the residential space at 1390 Market Street, undertook the following energy efficiency projects.

1390 Market Street, San Francisco, CA. 94102 – Owned by Broadreach Capital Partners (BRCP)  
Tenant status: Floors 7, 6, 5, and parts of 4 and 10 are leased by the City Attorney's Office

#### **Project Description:**

**Boilers** -- The Bay Area Air Quality Management District issued lower emission requirements for oil and natural gas fired boilers used in High Rise Office Buildings and/or any commercial structure using a boiler that is 2.5 million BTU or higher. Two boilers at 1390 Market Street fit that category. BRCP and Archstone Properties partnered to retro-fit the boiler burner in the building. The burners on the two boilers were replaced with a Lo Nox natural gas burner. The replacement boilers have reduced natural gas use by 22% and drastically reduced emissions.

Climate Action Report 2012  
Page 3  
July 11, 2012

**Exhaust Fans** – The parking garage at 1390 Market Street is equipped with two huge exhaust fans. Archstone Properties proactively took steps to reduce the Kilowatt energy use by replacing the old exhaust fan system. The exhaust fans now operate with a sensing system that controls the fan start and stop by use of carbon monoxide sensors. The fan controllers operate with new variable frequency drive modules on each level of the garage. These improvements have resulted in a 95% decrease of KWH. PG&E issued Archstone Properties a rebate for this work.

**Energy Efficient Air Compressor** -- The air compressor is fundamental to the ventilation system at 1390 Market Street. It provides pneumatic control of air flow to all thermostats, pneumatic valves and dampers throughout the building. BRCP and Archstone partnered to replace the old 15 horsepower air compressor with a newer turbine air compressor. The new air compressor reduces by 33% the power used to operate the system.

Participation and role of other departments such as DPW or SFPUC – None/Not Applicable

#### **Compliance with the Existing Commercial Building Energy Performance Ordinance**

Not Applicable – The Office of the City Attorney is not a building owner of a municipally owned building.

#### **Compliance with the Lighting Efficiency Ordinance**

Not Applicable – The Office of the City Attorney does not own any City buildings.

#### **GREEN BUILDING**

Not Applicable – The Office of the City Attorney is not undertaking new construction or major renovation projects.

#### **RENEWABLE GENERATION**

The SFPUC is not implementing any renewable energy projects in the Office of the City Attorney. The City Attorney's Office does not have existing renewable systems, potential sites for solar PV, micro wind or solar thermal projects, or potential sites for co-generation.

### **3a2. WATER**

City Attorney's Office	FY 2010-2011	Water Consumption	778,716.58 gallons
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#### **WATER EFFICIENCY & CONSERVATION**

The City Attorney's Office has not undertaken any water efficiency retrofit projects.

Climate Action Report 2012  
Page 4  
July 11, 2012

### **3b. FLEET & FUEL REDUCTION MEASURES**

#### **FLEET VERIFICATION**

The City Attorney's Office has reviewed the list of vehicles in the Google Docs spreadsheet and finds the following item to be incorrect:

Vehicle Number 22000011 1999 Ford Crown Vic  
This vehicle is no longer included in the fleet of vehicles leased by the City Attorney's Office from Central Shops. It was replaced with Vehicle Number 220000045, which is also a 1999 Ford Crown Vic and included on the spreadsheet.

The City Attorney's Office uses a total of 13 vehicles, not 14 as indicated on the spreadsheet.

#### **3b1. FUEL**

The following is a summary of fuel use by the City Attorney's Office and resultant carbon emissions:

Annual Gasoline during FY 2010-2011	926.53
Annual Gasoline CO2 (mt)	8.16
Annual CNG (GGE) during FY 2010-2011	3,958.99
Annual CNG CO2 (mt)	24.17

#### **3b2. FLEET**

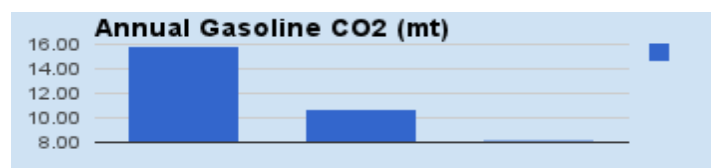
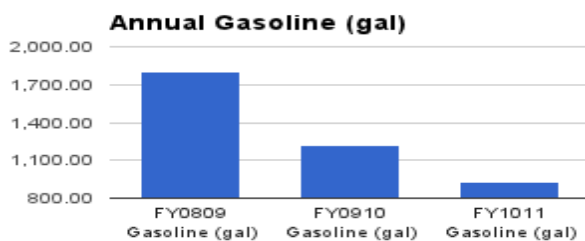
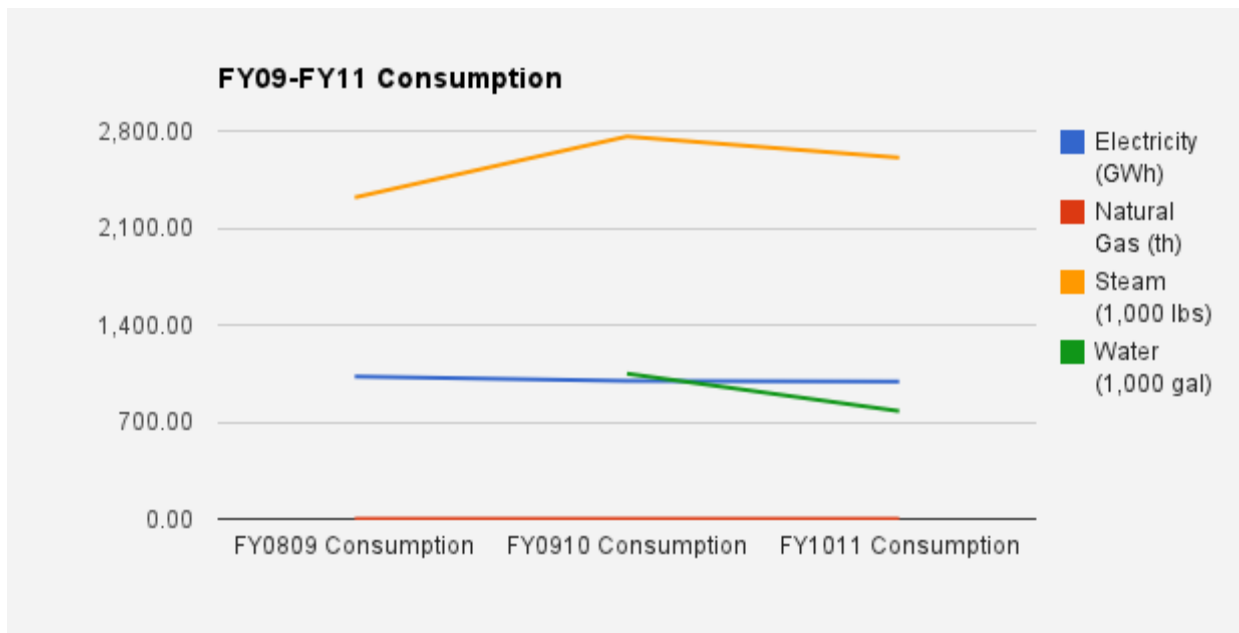
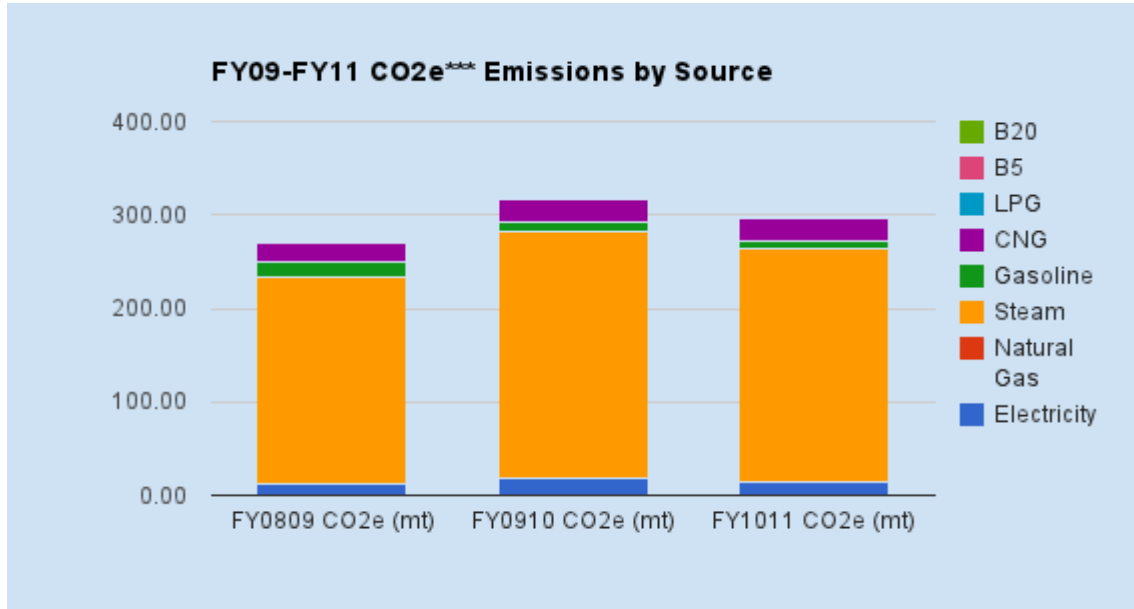
The City Attorney's Office submitted a plan to SF Environment in compliance with the requirements set forth by the Healthy Air and Clean Transportation Ordinance (Chapter 4 of the City's Environment Code). This plan is attached as Appendix A.

The HACTO Plan for Fiscal Year 2010-2011 includes the Transit First policy of the City Attorney's Office that encourages driving alternatives to reduce vehicle usage by employees in performing their duties.

#### **BIODIESEL FUEL**

The City Attorney's Office does not use diesel-using vehicles.

**3c. HISTORICAL ANALYSIS**



Climate Action Report 2012  
Page 6  
July 11, 2012

#### **4. OTHER SUSTAINABLE PRACTICES**

##### **Waste Assessment Questionnaire**

The City Attorney's Office has submitted the Waste Assessment Questionnaires for its office at City Hall and at 1390 Market Street. The Questionnaires are attached as Appendix B.

##### **Buy Green Scorecard**

The City Attorney's Office has submitted the Buy Green Scorecard and is attached as Appendix C.

##### **Computer Practices**

It is the practice of the City Attorney's Office to completely power down computers when they are not in use for an extended period of time (e.g., overnight, office closures, etc.). Power management is used on all computer boxes. Printers and copiers are all operated with power saving functions ("sleep mode").

##### **Outreach Activities for Promoting Commuter Programs**

The HR staff in the City Attorney's Office informs employees of the availability of commuter programs through periodic office wide email communications.

**City's Urban Forest Program** – Not Applicable

#### **4a. ZERO WASTE**

The results of the City Attorney's Office Waste Assessment Questionnaire are attached to the report as Appendix B. The City Attorney's Office is fully equipped with recycling and compost containers, as well as labeling and user helpful signs. Our employees regularly and appropriately use the containers. The City Attorney's Office has informed employees of the availability and access procedures of ePayroll.

#### **4b. TRANSPORTATION OPTIONS**

Two outreach events were held for the the Department of Environment's Commute Smart Division to present to employees in the City Attorney's Office.

The events were held as follows:

City Attorney's Office, 1390 Market Street on Tuesday, March 6, 2012  
City Attorney's Office, City Hall on Friday, March 9, 2012

The City Attorney's Office distributes commuter travel information to employees through HR staff. Work travel information is communicated to employees through team leaders.

The City Attorney's Office does not maintain data as to employees who personally choose to enroll in the Pre-Tax Commuter Benefits program.

Climate Action Report 2012  
Page 7  
July 11, 2012

### **CCSF WORK-RELATED TRIP PROGRAMS**

The Transit-First plan for the City Attorney's Office, as submitted in the HACTO plan, is as follows:

#### **Section 3: Transit-First Plan**

Under the Healthy Air Ordinance, City Departments must promote public transportation, ride sharing or other driving-alternatives to minimize single-occupancy vehicle transportation for official duties. Each City Department needs to write a Transit-First plan, which outlines how the department will use driving-alternative options to reduce vehicle usage.

In the box below, please outline how your department intends to use walking, biking, MUNI, BART, car share, or other driving-alternative programs to reduce vehicle usage. Please attach a separate sheet if more space is needed:

All employees of the City Attorney's Office use public transportation for official duties, except under the following circumstances:

1. The official duty requires that a large volume of material and/or equipment be transported.
2. The official duty is located outside of the City of San Francisco.
3. It makes more practical sense for a vehicle to be shared than for each person to travel by public transit.
4. The official duty requires an emergency or immediate response.
5. The use of public transit may affect the safety of the employee or is impractical in performing the official duty.
6. The destination is not located along a transit line.

### **4c. GREEN PURCHASING**

#### **Buy Green Scorecard**

The results of the Buy Green Scorecard for the Office of the City Attorney are attached as Appendix C.

### **4d. INFORMATION TECHNOLOGY**

- All computers are labeled with "energy conservation reminder – turn off when not in use. **YES**
- All PCs are automatically set to go into hibernation/standby mode after 20 minutes of inactivity. **NO, Application base restrictions.**
- Obsolete servers have been replaced Climate Savers Gold or Energy Star servers. **YES**
- You have virtualized servers. **No, We are in the planning stage of virtualizing our departmental servers.**
- Describe any challenges encountered and successful aspects of IT energy conservation projects. **N/A**

Climate Action Report 2012  
Page 8  
July 11, 2012

#### **4e CARBON SEQUESTRATION/URBAN FOREST**

**Not Applicable** -- The City Attorney's Office does not plant, care for or otherwise support the City's urban forest.

#### **5. COMMUNITY WIDE IMPACT**

The following is a summary of some of the environmental issues that were addressed through legal action led by City Attorney Dennis Herrera and describe how the role of the City Attorney can affect a climate secure future:

January 3, 2012 --- The San Francisco City Attorney's Office, as part of a coalition of cities and health, environmental and mothers' groups, filed opening arguments in a lawsuit challenging the California Department of Food and Agriculture's (CDFA) statewide light brown apple moth eradication program.

The coalition's opening brief, filed in late December 2011, charges that CDFA violated state law by:

1. Misrepresenting or failing to evaluate health effects of the program
2. Making a last-minute change in the program that would allow spraying to go on indefinitely, and
3. Pursuing an unnecessary program because there remains no documented evidence of apple moth damage in California although the moth has been in the state for many years.

The lawsuit challenges the environmental impact report (EIR) that CDFA belatedly prepared under court order. CDFA was forced to prepare the EIR after it repeatedly sprayed residents of densely populated Santa Cruz and Monterey counties from low-flying airplanes with largely untested pesticide for the apple moth in 2007, following which hundreds of residents reported illness.

June 23, 2011 -- The San Francisco City Attorney Office was part of a coalition of ten major California counties and cities who received a total of \$8.7 million under a court-approved settlement with bankrupt Millennium Holdings LLC. Millennium Holdings, a successor of Glidden Paint, paid this amount in order to be dismissed from a pending public nuisance abatement suit. Ten California county counsel and city attorneys are jointly prosecuting that action against multiple defendants who marketed and promoted lead pigment for use in paints, despite knowledge of the health and environmental harmful effects that lead paint causes. The settlement funds will be divided among the ten jurisdictions, and used primarily to fund lead paint abatement efforts.