

Climate Action Plan

Fiscal Year 2012-2013



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2014 DEPARTMENTAL CLIMATE ACTION PLAN

DATA YEAR: Fiscal Year 2012-2013

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President’s Message	4
1. Introduction	5
2. Departmental Profile	5
2a. Departmental Mission	5
2b. Departmental Budget	5
2c. Number of Employees.....	6
2d. Facilities.....	7
2e. Vehicles	7
2f. Departmental Contact Information	8
3. TOTAL Energy Consumption and Carbon Footprint.....	9
3a. Facilities List Verification Statement.....	10
3b. Fiscal Year 2012-2013 - Facilities Energy Consumption and Carbon Emissions.....	10
3c. 5-Year Historical Analysis of Facilities Energy Consumption and Carbon Emissions	12
3d. Vehicle List and Fuel Data Verification Statement.....	14
3e. Fiscal Year 2012-2013 Vehicle Fuel Consumption and Carbon Emissions	15
3f. 5-Year Historical Analysis of Vehicle Fuel Consumption and Carbon Emissions	15
4. Efforts in Facilities Energy Reduction.....	17
4a. Energy Efficiency & Retrofit Projects	17
4b. Energy Benchmarking & Compliance with the Energy Performance Ordinance	17
4c. Compliance with the Commercial Lighting Efficiency Ordinance	18
4d. Information Technology.....	19
4e. Renewable Energy.....	20
4f. Green Building.....	20
5. Efforts in Water Use Reduction	21
5a. 5a. Water Data Verification Statement.....	21
5b. Fiscal Year 2012-2013 Water Consumption and Wastewater Discharge	21
5c. 4-Year Historical Analysis of Water Consumption and Wastewater Discharge.....	21
5d. Water Conservation	22
6. Efforts in Vehicle Fuel Reduction	24

6a.	Compliance with the Healthy Air and Clean Transportation Ordinance	24
6b.	Transit First Campaign	24
7.	Other Sustainable Practices	26
7a.	Zero Waste.....	26
7b.	Carbon Sequestration / Urban Forest.....	26
7c.	Community Wide Impact	26
7d.	Resiliency and Adaptation.....	27
8.	Report Summary and Departmental Climate Action Goals	27
	Appendices.....	27

LIST of TABLES

TABLE – 1:	Port Operations.....	6
TABLE – 2:	Vehicles / Equipment	8
TABLE – 3:	Annual Port CO2 Emissions	9
TABLE – 4:	Energy Consumption in FY 12/13.....	10
TABLE – 5:	Electricity Consumption in FY 12/13 at Top 10 Facilities.....	11
TABLE – 6:	Natural Gas Consumption in FY 12/13 at Top 10 Facilities.....	11
TABLE – 7:	Greenhouse Gas Emissions from Buildings in FY 12/13	12
TABLE – 8:	Vehicle Fuel Consumption and GHG Emissions in FY 12/13.....	15
TABLE – 9:	Port Facilities with Boilers.....	17
TABLE – 10:	Port Facilities – Benchmarked with Energy Star	18
TABLE – 11:	Investment-Grade Energy Audit Locations	18
TABLE – 12:	Light Retrofit Survey - November 2011	19
TABLE – 13:	LEED Projects at the Port	20
TABLE – 14:	Water and Wastewater – 4 Year Trend	21
TABLE – 15:	Increase in Water Consumption from FY11/12 to FY12/13	22

LIST of CHARTS and FIGURES

CHART – 1:	Annual CO2 Emissions by Source	9
CHART – 2a:	Electricity Consumption by Fiscal Year	13
CHART – 2b:	GHG Emissions (metric tons) from Electricity by Fiscal Year	13
CHART – 3a:	Natural Gas Consumption / 5 Year Trend	14
CHART – 3b:	GHG Emissions from Natural Gas / 5 Year Trend	14
CHART – 4a:	Vehicle Fuel Consumption / 5 Year Trend	16
CHART – 4b:	Vehicle GHG Emissions / 5 Year Trend	16
CHART – 5:	Water and Wastewater / 4 Year Trend.....	21
CHART – 6:	Commuting Patterns of Port Staff.....	25
FIGURE – 1:	Transit First - Port Carpenters.....	25

PRESIDENT'S MESSAGE

As we complete our 150th anniversary celebration the Port of San Francisco is looking ahead to new opportunities, but also to historic challenges. In the midst of an extreme drought we are reminded that foremost amongst these is climate change. This is a global issue, without boundaries and with the broadest of implications. Changes in temperature, precipitation, and in ocean acidity are placing unprecedented stresses on ecosystems of all scales. Sea level rise is increasingly well documented and we at the Port understand this with special clarity through our unique role in maintaining the sea wall. Relying on both land and sea and serving as commercial centers, ports have always represented our human instinct to transform the earth to meet our needs. More than ever we are compelled to bring a new consciousness and a deeper wisdom to this instinct. With global forces acting on the ecology and economy of our planet, it might seem daunting that the Port of San Francisco should work to mitigate global climate change. We are just one port; but we are one port that is making an effort, modelling change, doing what we can do. I am pleased to represent the Port of San Francisco and to support the entire City and County of San Francisco in this effort.

Leslie Katz – President of the Port Commission

1. INTRODUCTION

In accordance with the requirements of Chapter 9 of the Environment Code, this Climate Action Plan has been prepared to document the carbon footprint of the Port of San Francisco for FY 2012/2013 and to identify opportunities to reduce the impacts from activities at the Port that might contribute to climate change.

Carbon footprint data includes the emissions associated with energy, liquid fuels, water, and waste generation. This data is expressed as *greenhouse gas (GHG) emissions*, a term in this report that is used interchangeably with *carbon emissions*. GHG emissions at the Port have been calculated for Port operations, and when possible, for Port tenants, although relevant data is not always available. Once GHG emissions have been assessed it is possible to consider ways to reduce these emissions, a goal that the Port thoroughly embraces.

2. DEPARTMENTAL PROFILE

2a. Departmental Mission

The Port of San Francisco is a public enterprise agency committed to promoting a balance of maritime, recreational, industrial, transportation, public access and commercial activities on a safe, secure, and self-supporting basis through appropriate management and development of the waterfront for the benefit of the people of the State of California. This core mandate is stipulated in the Burton Act that entrusted the Port to the City and County of San Francisco.

The Port of San Francisco owns and operates commercial real estate and maritime facilities and manages most of San Francisco's waterfront property from Fisherman's Wharf in the north to India Basin in the south. The Port oversees a broad range of commercial, maritime and public activities and is involved in a diverse range of businesses, including cargo shipping, ship repair, excursion boats, ferry boats, commercial real estate, fishing and fish processing/distribution, tourism, filming, and harbor services and cruise-shipping. Tourism is San Francisco's No. 1 industry, and many of the city's leading tourist attractions are located at the Port, including the Ferry Building, the Exploratorium, Hyde Street Pier, AT&T Park, Fisherman's Wharf, Pier 39 and access to Alcatraz. These attractions draw more than 15 million visitors annually to the Port's northern waterfront.

In addition to being a visitor attraction, Fisherman's Wharf is also the center of Northern California's commercial fishing industry. Pier 45 is one of the nation's most modern fish-processing centers. Recognized as the Gateway to the Pacific and as one of the world's most popular cities, San Francisco is also a major cruise ship destination. Almost seventy cruise ships are expected to call at the Port in 2013 with itineraries including Alaska, Mexico, and around-the-world cruises.

2b. Departmental Budget

The Port of San Francisco is an enterprise department of the City and County of San Francisco. The expenditure budget is used to operate and maintain 7 ½ miles of waterfront property that are held in public trust by the Port for the citizens of California. The annual operating is about \$65 million.

2c. Number of Employees

The Port has close to 240 employees in several locations (see Table 1). Pier 1 and Pier 50 are the two primary employee locations. Several divisions are located at Pier 1 and these include Executive, Maritime, Finance and Administration, Planning and Development, Real Estate, and Engineering. The Maritime staff manages a wide array of maritime industries: cruise and cargo shipping, ship repair, commercial and sport fishing, ferry and excursion operations and other harbor services. The Real Estate Division is responsible for all asset management, property and lease management, marketing and leasing for the Port's commercial and industrial property. With almost 500 commercial and industrial tenants, representing 20.6 million square feet of occupied space, the division generates about \$55 million in annual revenue. The Port's Planning and Development Division is responsible for developing and maintaining planning and land use policies adopted by the Port Commission. These policies are contained in the Waterfront Land Use Plan. Within the policy framework of the Waterfront Plan, the division often works with the community to develop detailed planning studies for specific projects. In addition, the Planning and Development Division has regulatory review responsibilities to ensure that new construction, alterations and public improvements comply with applicable use, design review, environmental and other government regulations. Engineering staff include civil, structural, electrical and mechanical engineers, as well as surveyors. The division also enforces the Port Building Code based on the San Francisco Building Code, the California Building Code and the 2010 edition of the CALGreen Code. The Building Permit Group (BPG) processes and files all Code Enforcement cases and Building Permit records. The Finance and Administration Division is responsible for the management of Port operations and support services including Human Resources, Accounting, Finance, Information Systems and Business Services. Human Resources includes labor and employee relations, payroll, training programs, employee recruitment and hiring, and contract compliance. The Port's Executive Office reports directly to the Port Executive Director and includes the Communications Department, Homeland Security, Special Projects, Port Commission Secretary and the Port's General Counsel.

Pier 50 is the primary location for the Port's Maintenance Division. The Maintenance Division is comprised of a diverse group of trades that include: ironworkers-welders, sheet metal workers, machinists, gardeners, pile workers, divers, stationary engineers, asphalt paving crews, carpenters, crane maintenance workers, electricians, painters, plumbers, roofers, truck drivers, and general laborers as well as a health/safety team. More than 100 skilled craft persons are responsible for the preservation and improvement of the Port's fishing harbors, ferry landings, public parks, cargo terminals, and piers.

TABLE – 1: Port Operations

LOCATIONS	FUNCTION	# Employees
Pier 1	Executive, etc.	120
Pier 50 Shed D	Maintenance	99
2951 Hyde Street - Fisherman's Wharf	Harbormaster	3
Pier 45 Shed A	Laborers	5
Pier 80	Crane Shop	3
Pier 50 Shed A	Pile Driver 4*	5
Mobile	Pile Driver 1*	5
7	TOTAL	240

* These operations are mobile

2d. Facilities

Most of the Port's 7 ½ miles of waterfront property (over 25 million square feet) consists of former tidelands, which are held in 'public trust' for the people of California. As trustee of the property, the Port is obligated to promote maritime commerce, navigation and fisheries, as well as to protect natural resources and develop recreational facilities for public use.

The Port's property is a complex mix of piers, structures, open land, and almost 500 tenants. Most of the piers, bulkhead buildings and waterfront structures along the Embarcadero were built before World War II and have been either listed on or determined to be eligible for listing on the National Register of Historic Places (National Register). Separate from the resources in the Embarcadero Historic District, the Port's Pier 70 is endowed with the west coast's oldest collection of resources associated with the historic ship building, steel manufacturing and ship repair industries. These buildings and artifacts date from the 1850's through the heyday of the World War II ship building era.

As noted in Table 1, Port operations are based at just a few facilities. Most of Port property is either open space or occupied by maritime tenants and traditional commercial tenants. Collecting and analyzing meaningful climate data such as building energy, water, waste management, and the urban forest is a challenge with such extensive and complex property.

The Port climate action data and analysis is based on the Facility Identification Number (FIN) system, which is akin to an assessor's parcel number. The FIN system is flexible and is useful for reporting energy use and waste management at the building or structure level. It also allows for an approximate distinction between emissions from Port operations and those from Port tenants.

Although the Port owns its facilities, the majority of them are operated by private entities under the commercial and maritime leasing programs and these agreements vary significantly. Some utility accounts are paid by tenants and some by the Port. The responsibility for utilities is also affected by the nature of the infrastructure, such as the location of meters and sub-meters for electricity usage. Utilities at some facilities are sub-metered, but many are metered in common. These variables of who pays for a utility, the level of metering and sub-metering, the distribution of Port operations, and who the utility provider is, make it challenging to precisely determine the environmental impact of activities on Port property. Nonetheless, the Port's adopted approach is methodical and is a reasonable approximation.

2e. Vehicles

The Port utilizes a diverse fleet of vehicles and equipment (see Table 2) that is maintained by Central Shops staff. These include cars and vans, several types of trucks, and one boat. Uses for the light-duty fleet include management of the harbor, regulatory oversight, Fire Code and Port Building Code implementation, planning and community outreach, and traditional property management. Most of the light-duty fleet is utilized by the Pier 1 staff and parked at Pier 3.

The Maintenance Division is operated from Pier 50 and includes a wide array of trucks and heavy-equipment. The Pier 50 trade groups have maintenance responsibilities throughout the 7 ½ miles of Port property.

Vehicles are equipped specifically for each trade and assigned to individual crews, which allows for separate and efficient assignments.

TABLE – 2: Vehicles / Equipment

VEHICLE TYPE	COUNT
Cars	14
Carts	3
Light Duty Pickup Trucks	22
Light Duty Vans	1
SUV	1
Boats	1
Heavy Duty Pickup Trucks	33
Heavy Duty Vans	5
Trailers	8
Trucks	25
Heavy Equipment	9
TOTAL	122

2f. Departmental Contact Information

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It is important to note, however, that the Climate Action Plan directive is a bold initiative that aspires to complete GHG emissions accounting. Such an effort requires the cooperation and participation of all Port staff.

3a. Facilities List Verification Statement

Port staff has verified that the list of facilities used by SF Environment to calculate the Port's Fiscal Year 2012/2013 carbon footprint is the most accurate and complete available. As noted elsewhere, the Port's property is extensive and complex. The inventory in Google Docs includes PG&E data for several facilities that are billed directly to the Port.

3b. Fiscal Year 2012-2013 - Facilities Energy Consumption and Carbon Emissions

At the Port of San Francisco energy used at facilities is either from electricity or natural gas. Port facilities do not use steam. The San Francisco Public Utilities Commission (SFPUC) is the electricity provider for municipal facilities and Port operations and several tenants are served by SFPUC accounts. There are also tenants with PG&E electricity accounts to which the Port does not have access and these are excluded from this analysis. Natural gas is provided by PG&E and here as well the Port's access is limited to its own accounts.

The primary locations for Port departmental operations are at Pier 1 and Pier 50 Shed D. Electricity and natural gas consumption For FY12/13 are shown in Table 4.

TABLE – 4: Energy Consumption in FY 12/13

Energy Consumer	Electricity		Natural Gas	
	(kWh)	% of Total	(therms)	% of Total
Port Operations	2,227,122	4	-----	-----
Non-Port (Tenant)	47,292,190	96	76,123	100
Total	49,519,312	100	76,123	100.0

Table 5 shows the 10 Port facilities with the highest electricity consumption, accounting for 75% of the electricity provided by the SFPUC. Notably, most Port facilities are expansive, often with varied activities, ranging from light commercial to heavy industrial. Although 23% of the electricity consumption is attributed to the Pier 70 facility, this is one of the Port's largest (69 acres) and most complex sites. It is the site of the largest ship repair yard on the west coast of the Americas and in FY12/13 also included a metal recycler, the largest vehicle towing operation in the City, a three story office building, warehouses and other activities. The 11 million kWh is from the Pier 70 master meter serving the entire site, and is not due to a single consumer of electricity. Nonetheless, this type of information can be used to investigate the potential to introduce efficiencies in energy consumption at a site with great demand. Similarly, Pier 96 accounts for more than 10% of electricity consumption at the Port. This, too, is a large multi-acre facility with a wide range of activities that includes a 24-hour industrial recycling operation that processes all of the recyclable material in San Francisco.

TABLE – 5: Electricity Consumption in FY 12/13 at Top 10 Facilities

FACILITY	ELECTRICITY (kWh)	% of Total	% Cumulative	RANK
Pier 70	11,230,307	22.9%	22.9%	1
Ferry Bldg/World Trade Ct	6,834,404	14.0%	36.9%	2
Pier 96	5,092,560	10.4%	54.8%	3
Pier 50	3,654,054	7.5%	44.4%	4
Pier 45	3,017,060	6.2%	60.9%	5
Pier 80	2,727,013	5.6%	66.5%	6
Pier 1 (non-Port)	2,027,131	4.1%	70.7%	7
Pier 50 - Port Only	1,951,772	4.0%	74.7%	8
Pier 92	1,266,468	2.6%	73.3%	9
Pier 3	1,117,829	2.3%	75.5%	10

With two entries in Table 5, Pier 50 is also notable. The ‘Pier 50’ facility is the 4th largest consumer of electricity while ‘Pier 50 – Port Only’ ranks 8th, accounting for 7.5% and 4.0% of the electricity at the Port, respectively. (Again, PG&E electricity accounts are unavailable for this analysis). Pier 50 in its entirety is another large facility. Sheds A, B, and C are leased to tenants and these include a heavy industrial marine service business and a high-end transportation service, among others. ‘Pier 50 – Port Only’ refers to activities at Shed D, which is the hub of the Port’s maintenance operations (see Section 2c. and Table 1).

In FY12/13 there were twenty-five Port facilities with Port-paid PG&E accounts for natural gas. These facilities consumed 76,123 therms of natural gas. The top ten consumers are listed in Table 6.

TABLE – 6: Natural Gas Consumption in FY 12/13 at Top 10 Facilities

FACILITY	GAS (Therms)	% Total	% Cumulative	RANK
Noonan Building	15,113	19.9%	19.9%	1
Pier 2 / Agriculture Building	12,642	16.6%	36.5%	2
Pier 28	9,604	12.6%	49.1%	3
Pier 80 Admin / 501 Cesar Chavez	6,914	9.1%	58.2%	4
Pier 50 Admin	5,465	7.2%	65.3%	5
Pier 96	4,058	5.3%	70.7%	6
Pier 40	3,698	4.9%	75.5%	7
Sea Wall Lot 318 / Roundhouse 2	3,605	4.7%	80.3%	8
Pier 50	2,981	3.9%	84.2%	9
SWL 303	2,606	3.4%	87.6%	10

As the electricity provider for municipal facilities the SFPUC converts consumption into carbon emissions or GHG emissions. Although the primary source of SFPUC electricity is hydro-electric power with zero carbon emissions, droughts and other factors can require that the supply of electricity be supplemented

by other sources. The SFPUC’s generation portfolio also includes in-city solar and biogas generation, among others, all of which have different GHG emission rates per kWh. This GHG conversion factor is a complex function that reflects the annual variation in these sources of SFPUC electricity. Until recently this could result in a varying profile of departmental GHG emissions, even if actual electricity consumption is nearly constant. Going forward, the SFPUC will be required to provide supplemental energy with zero emissions. In the FY11/12 the emission factor for SFPUC electricity is almost zero.

For FY12/13 the emission factor for SFPUC electricity is almost zero. Only a small portion of the Port’s carbon emissions from energy use in buildings is attributable to electricity; the majority (89%) is due to consumption of natural gas. In FY12/13 electrical consumption on Port property was 49,531,308 kWh, with associated greenhouse gas (GHG) emissions of 51 metric tons (mt). Natural gas consumption on Port property was 76,123 therms, with associated GHG emissions of 404 mt (see Table 7).

TABLE – 7: Greenhouse Gas Emissions from Buildings in FY 12/13

Energy Source	Energy Consumption	GHG Emissions	
		(metric tons)	%
Electricity (kWh)	49,519,312	51	11
Natural Gas (therms)	76,123	403	89
TOTAL		455	100

3c. 5-Year Historical Analysis of Facilities Energy Consumption and Carbon Emissions

From FY08/09 through FY12/13 electricity consumption has increased slightly with an average of 47,379,654 kWh per year (see Chart 2a). Port-wide consumption in FY12/13 was about 4.5% above the average, and about 9% above FY08/09.

Much of this increase is explained by changes at Pier 70. In FY12/13 consumption of electricity at Pier 70 increased from 8.9 million to 11.1 million kWh, a change of 26% at the site and of 5% Port-wide. In October 2012 the Port completed the first successful test of the new shoreside power installation at the Pier 70 ship yard. Ships in drydock typically require power to operate auxiliary equipment such as lights and communications. Traditionally this electricity has been provided by the ship’s generators burning diesel or bunker fuel, or by natural gas, both of which have significant carbon emissions. It might seem ironic but because SFPUC electricity has zero emissions, this significant increase in consumption of electricity results in a reduction in carbon emissions that were previously not captured. Shoreside power also decreases more traditional pollution emissions such as sulfur oxides, nitrogen oxides, carbon monoxide, and particulates.

Despite this upward trend in electricity consumption at the Port, the corresponding GHG emissions at the Port have fluctuated, reaching a peak of more than 800 mt in FY09/10 to as few as 100 mt in FY11/12 (Chart 2b). The fluctuation and trending decline is largely explained by the zero emissions associated with most SFPUC electricity and the factors that affect the annual conversion of kWh into GHG mt.

CHART – 2a: Electricity Consumption by Fiscal Year

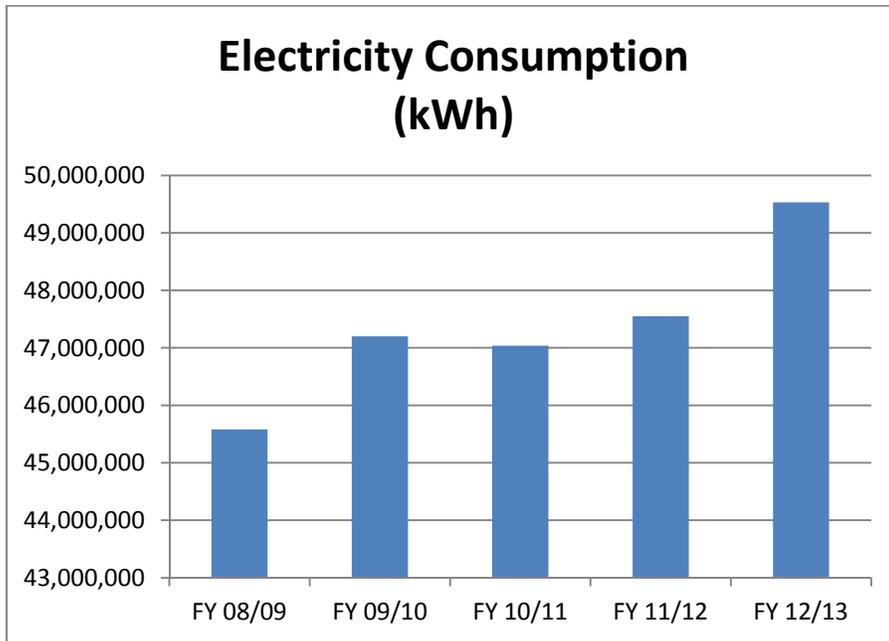
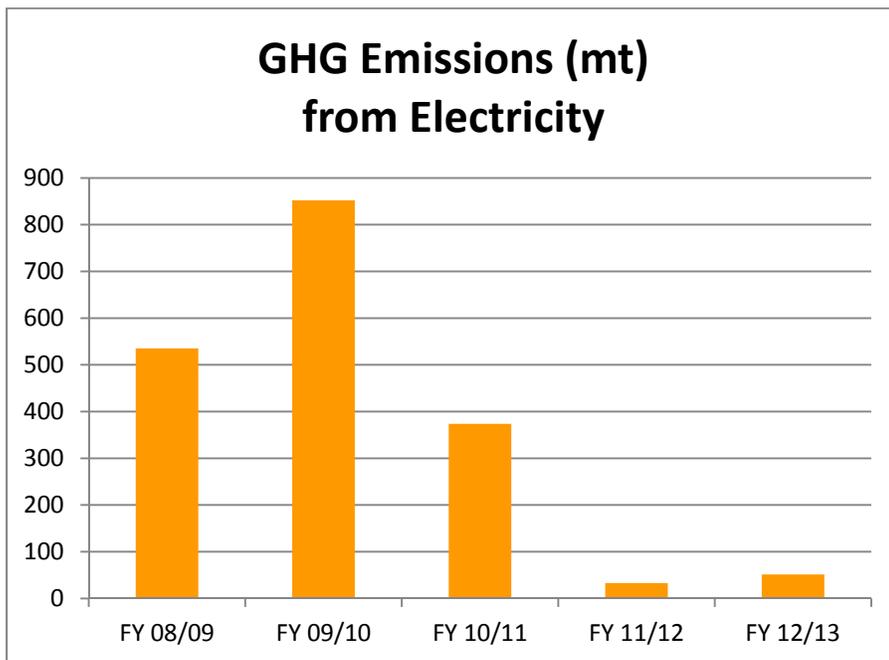


CHART – 2b: GHG Emissions (metric tons) from Electricity by Fiscal Year



From FY08/09 through FY12/13 the average natural gas consumption was 90,913 therms with a slight downward trend (see Chart 3a). Consumption in FY12/13 was about 16% below both the five year average and FY08/09. Much of this decrease is explained by a temporary reduction in demand at two facilities, and new efficiencies at a third. During the replacement of the boiler at Seawall Lot 318 / Roundhouse 2 consumption of natural gas was reduced for several months. At the Pier 80 Administration Building (501 Cesar Chavez), a major tenant left a vacancy for most of the fiscal year, thereby reducing demand for natural gas.

FY12/13 was also the first full year that the Agriculture Building (Pier 2) operated with the efficiencies of a new boiler.

Unlike electricity, the corresponding GHG emissions for natural gas closely reflect the variations in consumption (Table 5b). Because natural gas is such a potent greenhouse gas, i.e. significant carbon emissions, the Port has places extra importance in the maintenance of these systems (refer again to Table 7).

CHART – 3a: Natural Gas Consumption / 5 Year Trend

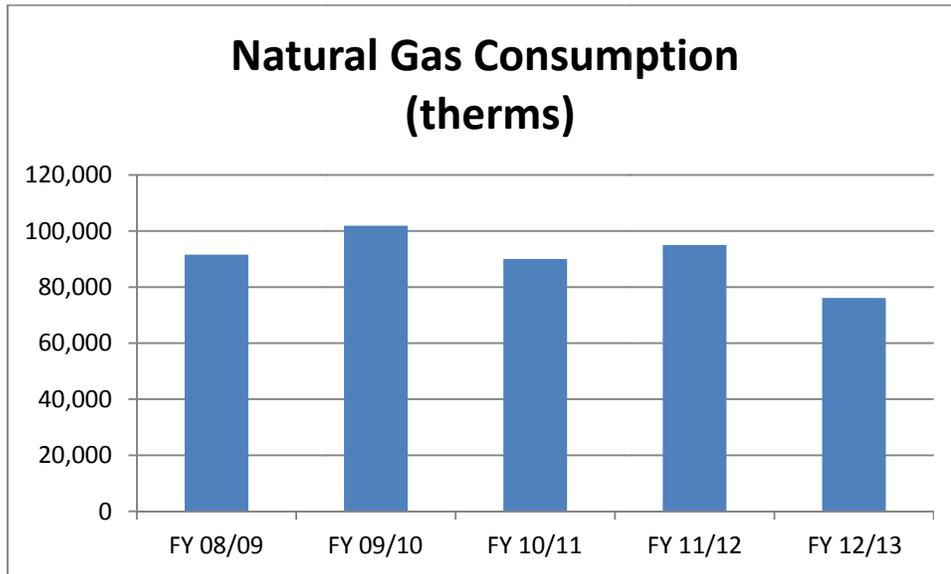
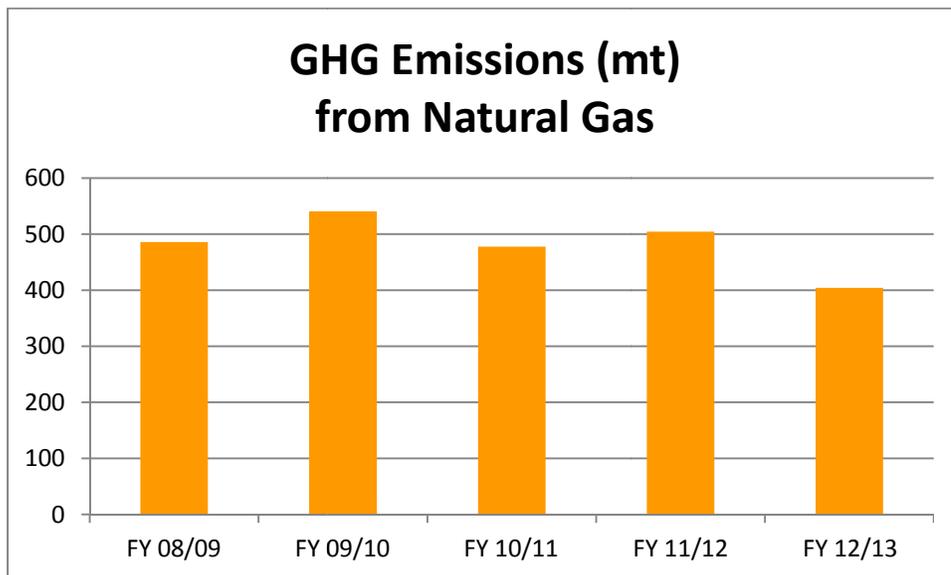


CHART – 3b: GHG Emissions from Natural Gas / 5 Year Trend



3d. Vehicle List and Fuel Data Verification Statement

Central Shops provided a list of Port vehicles and fuel totals that was used by the Department of the Environment to calculate the Port’s FY12/13 carbon foot. This list has been verified to be accurate and

complete with one exception. The Port no longer has the Mauldin 3000S Diablo, which is used in asphalt paving. This was previously retired, which corresponds to the lack of fuel usage for this vehicle in FY12/13.

3e. Fiscal Year 2012-2013 Vehicle Fuel Consumption and Carbon Emissions

In Fiscal Year 12/13 the Port used only three fuels for its fleet of vehicles and equipment: gasoline, B5 (a blend of 95% petroleum diesel and 5% biodiesel), or compressed natural gas (CNG). Port usage for FY12/13 is shown in Table 8. The GHG emissions total from Port vehicle usage for all fuels was 350 metric tons.

TABLE – 8: Vehicle Fuel Consumption and GHG Emissions in FY 12/13

Fuel Type	Fuel Consumption		GHG Emissions	
	Gallon	% of Total	metric tons	% of Total
Gasoline	27,399	70%	241.32	69%
B5	10,192	26%	98.25	28%
CNG	1,728	4%	10.55	3%
Diesel	0	0%	0	0%
B100	0	0%	0	0%
B20	0	0%	0	0%
Propane	0	0%	0	0%
TOTALS	39,319	100%	350	100%

3f. 5-Year Historical Analysis of Vehicle Fuel Consumption and Carbon Emissions

The historical trend in consumption is detailed in Chart 4a. (Note: propane levels are so low that they do barely register on the chart.) The apparent rise in gasoline consumption after FY08/09 is a function of where the Port purchased fuel. FY08/09 was the last year that the Port purchased some of its gasoline from a private vendor. The data presented here is from purchases made directly through Central Shops.

Table 12b shows the historical trends in GHG emissions associated with the Port’s fleet. These trends mirror the fluctuation in consumption as shown in Table 12a.

CHART – 4a: Vehicle Fuel Consumption / 5 Year Trend

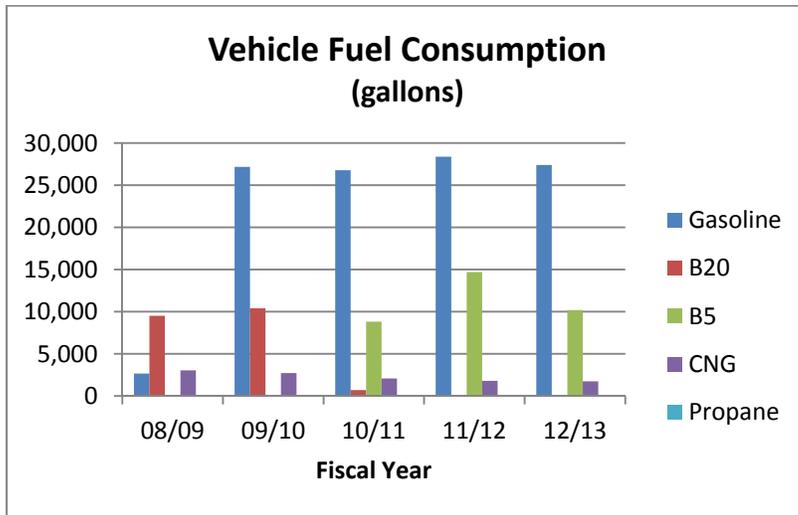
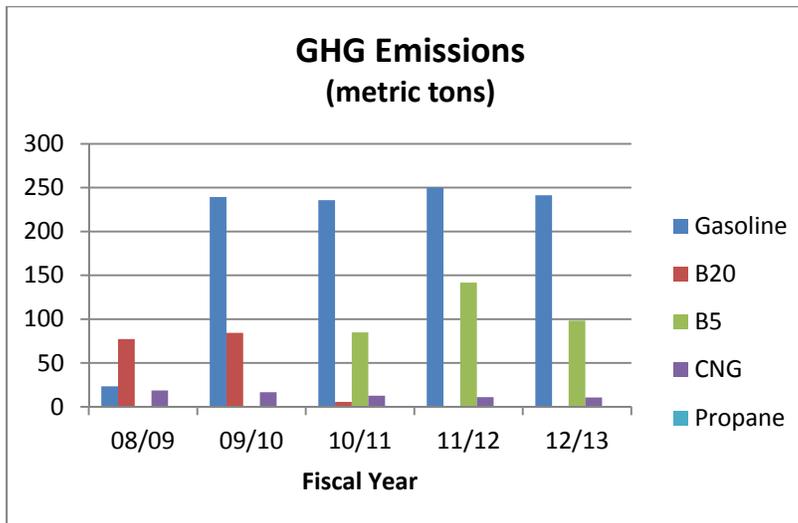


CHART – 4b: Vehicle GHG Emissions / 5 Year Trend



4. EFFORTS IN FACILITIES ENERGY REDUCTION

4a. Energy Efficiency & Retrofit Projects

As discussed earlier there are twenty-five Port facilities with Port-paid PG&E accounts for natural gas, which is a potent greenhouse gas in that it contributes more significantly to climate change than other forms of energy. Facilities tend to consume more natural gas when they have boilers and there are five locations at the Port that have boilers (see Table 9). Recognizing the implications on greenhouse gas emissions, the Port implemented a boiler maintenance program that improved inspections as well as a replacement schedule. All but one of these facilities has had the boiler systems replaced or refurbished.

TABLE – 9: Port Facilities with Boilers

Buildings With Boilers	STATUS
Sea Wall Lot 318 / Roundhouse 2	Replaced in FY 13/14
Agriculture Building	Replaced in FY 11/12
401 Terry Francois	Replaced in FY 11/13
Noonan Building	Refurbished 2004
Pier 80 Admin / 501 Cesar Chavez	Needs Replacement

4b. Energy Benchmarking & Compliance with the Energy Performance Ordinance

To comply with the Existing Commercial Buildings Energy Performance Ordinance (Ord. 17-11, SF Environment Code Chapter 20), City departments have worked directly with the SFPUC and Department of the Environment. Due to the size and complexity of its built infrastructure, the Port of San Francisco maintains its own facility records and natural gas use data, and is independently reporting its energy performance data. The ordinance requires owners of nonresidential buildings to conduct Annual Energy Benchmark Summaries for their buildings meeting the size criteria of 10,000 square feet or more.

The Port has 166 buildings. Buildings with more than 10,000 sq. ft. of conditioned space are subject to this requirement. The Port has identified and benchmarked 24 buildings that meet this threshold and for which the Port pays the utility accounts (see Table 10.) There are other buildings for which the Port does not pay the account and require tenant participation. The Port is working with its tenants to ensure this is done. Some other buildings have yet to be assessed for the area of conditioned space.

TABLE – 10: Port Facilities – Benchmarked with Energy Star

24 Benchmarked Facilities	
Pier 19	Pier 50 - Administration Building
Pier 2 - Agriculture Building	Pier 50 - Shed A, B, and D
Pier 23	Pier 50 - Shed C
Pier 26	Pier 70 - Bldg. #2
Pier 28 - Shed	Pier 80 - Admin Bldg.
Pier 29	Pier 80 - M&R Bldg.
Pier 33 Shed	Pier 80 - Service Building
Pier 35	Pier 96 - Administration Building
Pier 45 - Shed A	Pier 96 - M&R Building
Pier 45 - Shed B	SWL 318 - RoundHouse 2
Pier 45 - Shed D	SWL 349 - Bldg #12
Pier 48 - Shed A	SWL349 - Bldg #21

4c. Compliance with the Commercial Lighting Efficiency Ordinance

In 2007 the SFPUC completed a detailed investment-grade energy audit (the Audit) of Port facilities that addressed energy use in the areas of lighting, heating/ventilating/air conditioning (HVAC) and refrigeration systems. The Audit focused on several areas for which the Port directly pays the energy bills (see Table 11 for audit locations).

TABLE – 11: Investment-Grade Energy Audit Locations

FACILITY NAME	
Pier 45 East	Ferry Terminal Plaza
Pier 45 West	Agriculture Building
Pier 35	Pier 26
Pier 33	Pier 28
Piers 27-31	Pier 50
SWL 318 (Roundhouse Plaza)	Pier 50 Administration (401 Terry Francois Blvd.)
Pier 15	Pier 70
Pier 9	Pier 80
Pier 1	
Pier 96	

Based on the Audit, the Port implemented energy efficient lighting upgrades at 18 Port facilities listed in Table 11. The work involved retrofitting existing lighting fixtures; replacement of older fixtures with new fixtures; and installation of lighting controls. Incandescent and halogen fixtures were replaced with screw-in compact fluorescent lamps and high efficiency halogen lamps. The following specific energy efficiency measures were implemented:

- T-12 fixtures and older T-8 fixtures were retrofitted with T-8 lamps and electric ballasts;
- Quartz incandescent fixtures were retrofitted with linear fluorescent fixtures;
- Light-emitting diode (LED) exit signs were installed;
- Metal halide lamps were retrofitted with high-lumen, long-life fluorescent lamps;
- Daylighting controls were installed; and
- Occupancy sensors were installed.

A subsequent light retrofit survey was performed for Port staff on November 1, 2011. This focused on Piers 19, 19.5, 23, 26, 28, and 29.5 and the findings are summarized in Table 12.

TABLE – 12: Light Retrofit Survey - November 2011

BUILDING	FLOOR	LOCATION	AREA TYPE	FIXTURE	TOTAL FIXTURES
Pier 19	1	Entire Pier	Common Area	8' Fixture w/ 2x12 Lamps	86
Pier 19.5	1	Entire Pier	Common Area	8' Fixture w/ 2x12 Lamps	42
Pier 23	1	Entire Pier	Common Area	8' Fixture w/ 2x12 Lamps	104
Pier 23		S. Bulkhead	Office	4' Fixture w/ 2x12 Lamps	44
Pier 23	1	S. Bulkhead	Office	Incandescent	1
Pier 26	1	S. Bulkhead	Office / Storage	4' Fixture w/ 2x12 Lamps	11
Pier 26	1	S. Bulkhead	Office / Storage	8' Fixture w/ 2x12 Lamps	3
Pier 26	1	S. Bulkhead	Common Area	4' Fixture w/ 2x12 Lamps	3
Pier 26	1	S. Bulkhead	Common Area	4' Fixture w/ 2x12 Lamps	1
Pier 26	1	N. Bulkhead	Office	Incandescent	1
Pier 26	1	N. Bulkhead	Office	8' Fixture w/ 2x12 Lamps	9
Pier 26	1	Bay 85	Restroom	Incandescent	2
Pier 28	1	Bay 3	Storage	4' Fixture w/ 2x12 Lamps	4
Pier 28	1	Bay 5	Storage	4' Fixture w/ 2x12 Lamps	4
Pier 28	2	Bulkhead	Office	4' Fixture w/ 2x12 Lamps	1
Pier 28	2	S. Bulkhead	Office	Incandescent	5
Pier 28	2	N. Bulkhead	Office	4' Fixture w/ 2x12 Lamps	31
Pier 29.5	1	NE Office	Office	4' Fixture w/ 2x12 Lamps	4

4d. Information Technology

As reported last year, Port IS staff continues to incorporate energy efficiency in infrastructure and equipment procurement decisions. Desktop PC and laptop purchases are certified for EPEAT Gold (Electronic Product Environmental Assessment Tool); this is standard purchasing policy at the Port. The exception pertains to a few workstations, mostly in Engineering, that are dependent on Autodesk CAD applications. EPEAT certified workstations are not available for this application. The entire server infrastructure is virtual and compliant with Energy Star. Individual computers have not been labeled with 'energy conservation reminders' or automatic hibernation limits of 20 minutes. The barrier to the hibernation limit has been the inconvenience of waiting for the computer to 'wake up'. Last year we reported that Port staff had identified a new technology called 'solid state disks' (SSDs). These are more efficient and much faster during the 'wake up' phase. This is now standard for all replacement computers. Additional future specifications will also include 'energy efficient power supply' which is 90% efficient in delivering energy to the computer.

4e. Renewable Energy

The Port continues to look for opportunities to install and support renewable energy. Currently the Port has a fully integrated and operational solar photovoltaic (PV) renewable energy plant with 1292 solar PV panels on the roof of the Pier 96 Recology Recycling Center. The solar PV system size is 186 kilowatts (AC) equivalent to the power used by about 155 average single-family homes in San Francisco. The system included the installation of a DC-AC Inverter and Data Acquisition System on top of the ground floor storage room. Construction started in September 2007 and was completed in January 2007. The solar PV system provides 333,057 kWh of energy the 1st year and a 5-year total energy output of 1,648,720 kWh.

The Port has partnered with its master tenant at Pier 1, Prologis, to utilize the city's Property Assessed Clean Energy (PACE) bond financing program to conduct an extensive energy efficiency upgrade at the Pier 1 building facility. 90% of the retrofit is covered by PACE bonds. The retrofit includes 1,500 lighting fixtures, a 200 kilowatt rooftop solar PV array and improvements to the building's heating, ventilation and air-conditioning systems.

The Port had a team of engineers examine the potential to establish a solar re-roofing template, based upon structural need that can be used on most roofs. A fundamental barrier was the cost of upgrading the structural integrity of the roofs to accommodate the additional weight of solar panels. The Port has also contemplated a few pilot locations for the installation of wind-turbines.

The Port's standard lease agreement is used to emphasize specific local ordinances, such as mandatory recycling, as well as Port specific requirements. Standard language also reserves the Port's rights to develop On-Site Renewable Energy.

4f. Green Building

The Port maintains its building code, consistent with CALGreen and San Francisco standards. Four projects at the Port have been formerly submitted for certification with the U.S. Green Building Council system, Leadership for Energy and Environmental Design (LEED). These are listed in Table 13.

TABLE – 13: LEED Projects at the Port

PROJECT	LEED Goal	STATUS
EcoCenter at Heron's Head Park	LEED-NC Platinum	Certified
Cruise Ship Terminal	LEED-BDC Gold	Certification Pending
Exploratorium Pier 15/17	LEED-NC Gold	Certification Pending
Ferry Building	LEED-EBOM Silver	Project Performance Period

NOTE: NC = New Construction
BDC = Building Design and Construction
EMOM = Existing Building: Operations & Maintenance

5. EFFORTS IN WATER USE REDUCTION

5a. 5a. Water Data Verification Statement

Staff has reviewed the Port's water account information that is used by the Department of the Environment and verified that it is complete and accurate.

5b. Fiscal Year 2012-2013 Water Consumption and Wastewater Discharge

In FY 12/13 the total water consumption at the Port was 60,825,864 gallons. This includes all services: water, fire, irrigation, and all properties with almost 150 accounts. Total wastewater during this period was 40,557,876.

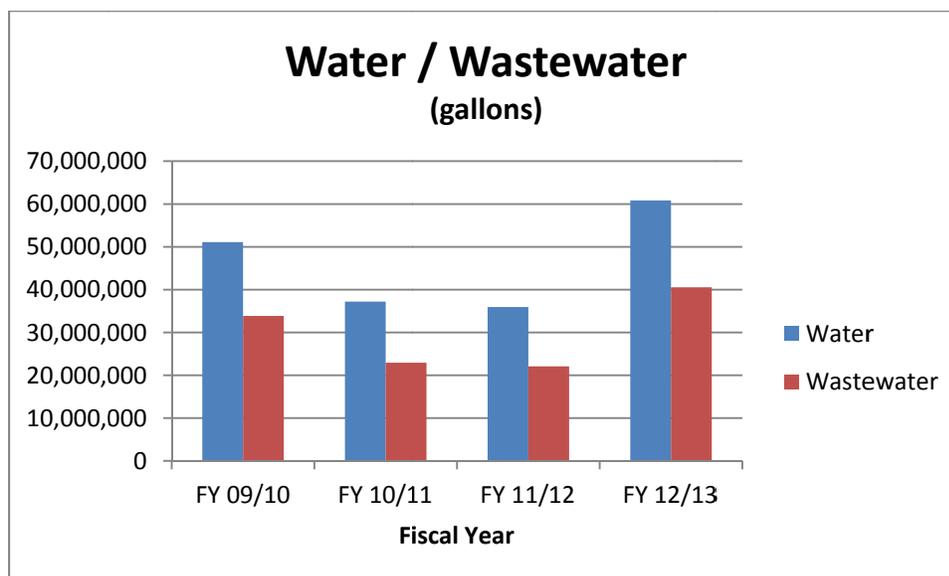
5c. 4-Year Historical Analysis of Water Consumption and Wastewater Discharge

Water and wastewater consumption have fluctuated during the last four years at the Port (see Table 14 and Chart 5). Most notably FY12/13 represented a 69% increase in water consumption over the previous year, or a difference of almost 25 million gallons. Throughout this period wastewater has been roughly 65% of water.

TABLE – 14: Water and Wastewater – 4 Year Trend

Service	FY 09/10	FY 10/11	FY 11/12	FY 12/13
Water	51,118,320	37,204,772	35,933,172	60,825,864
Wastewater	33,868,019	22,944,302	22,061,736	40,557,876

CHART – 5: Water and Wastewater / 4 Year Trend



An analysis of FY12/13 shows that ten facilities are responsible for the majority of the increase over FY11/12 (see Table15).

TABLE – 15: Increase in Water Consumption from FY11/12 to FY12/13

Facility	Increase
Pier 96	16,809,056
Pier 40	2,213,332
Pier 40	2,040,544
Pier 80	1,289,552
Pier 35	1,182,588
Jefferson Irrigation	848,232
2941 Hyde Street	843,744
Pier 98	633,556
Pier 94	399,432
Pier 28	382,976
TOTAL	26,643,012

Most of the increase is explained by a leak from a water main line at Pier 96. This involved a large underground pipe and the repair presented many challenges. Among these was the initial uncertainty about whether the fire service was affected for the Pier 96 shed; for public health and safety the water was not initially shut off. The increase is further explained by the inclusion of Pier 40 that was previously not considered in the Port’s portfolio. Rather it was included with the now defunct San Francisco Redevelopment Authority.

5d. Water Conservation

Port staff is fully engaged in efforts to conserve water and has recently formed a water conservation task force to identify ways to save water throughout the Port. This begins with education of office and field staff with an awareness campaign, but extends to working with tenants as well. The Pier 50 Maintenance yard has a wash rack that is used for equipment and vehicles. Staff is exploring a redesign to convert the system to a recycled water wash rack. Pier 50 also installed rainwater harvesting containers at the roof leaders; it is estimated that this is able to capture about 10,000 gallons. New roof projects will all be considered for rainwater harvesting opportunities. Maintenance staff is also reducing sidewalk pressure washing where space allows for a sweeper that uses recycled water. Staff in the stormwater program has been working with a major tenant in the southern waterfront to redirect stormwater runoff from the combined sewer to a holding tank for reuse as irrigation or dust control. This could capture close to 300,000 gallons per rain event. Staff has initiated contact with all major tenants such as the Ferry Building, the SF Giants, and Pier 39 to explore other possibilities for conserving water.

Previously staff reported on efforts to introduce greater efficiencies in the use of water and to improve overall conservation of water. The Port has worked with the SFPUC to implement the Automated Water Meter Program throughout Port property. This allows for highly accurate data collection and timely leak detection. The ability to identify consumption spikes as they occur also enables Port staff to investigate potential water

leaks, stop discharges, and make repairs in a matter of hours. More than 300 automated water meters were installed during 2012.

Many Port piers extend almost 1,000 feet over the bay. As originally constructed, the water supply and waste water lines were located underneath the pier deck. This is a harsh environment due to tidal action, debris, and corrosion. Port Maintenance has been diligent about repairing leaks when they are found. A more strategic approach, when possible, is to move these utilities above the pier deck and away from the damaging forces underneath the pier deck. The Port just completed the re-piping of the water supply lines for Piers 26 and 28, relocating these lines above deck. Furthermore, the Port is in the second year of a Port-wide inspection program of these under-pier utilities to identify problems before they result in leaks.

6. EFFORTS IN VEHICLE FUEL REDUCTION

6a. Compliance with the Healthy Air and Clean Transportation Ordinance

The Healthy Air and Clean Transportation Ordinance (HACTO) is a mandate that all City employees and departments should use sustainable transportation such as public transit, walking, ridesharing or biking to minimize single-occupancy vehicle transportation as much as possible and, when it is not possible, to use green vehicles. To implement this ordinance, each department is required to develop a Transit First plan outlining how the department will implement the various sustainable options to reduce vehicle usage and a Transit First report on implementation. For departments that manage their own fleet of vehicles, fleet size must be reduced by 5% annually.

To comply with this year's Healthy Air and Clean Transportation Ordinance requirements, the Port has filed a waiver request for a portion of its fleet (see Appendix A). The HACTO Submission Form – FY2013 is attached as Appendix B to this report.

6b. Transit First Campaign

The Port encourages and provides resource for Transit First at work. The Port's Transit First Policy is outlined in section 19.1.3 of the Port Policy and Procedure manual:

Employees are encouraged to make Public transit their first choice for travel on City/Port business whenever it is reasonable walk, bike, take muni, BART or carpool.

These manuals are distributed to all employees. The Port's Human Resources group also distributes to all staff related communications from the Department of the Environment in department-wide email and bulletin board postings.

The Port provides Muni tokens to employees for travel on public transportation within the City and the Port maintains a fleet of bicycles for use by employees in the effort to promote the City's transit first policy. In addition to promoting the Pre-Tax Commuter Benefits Program, the Port also encourages Transit First Commuting by providing secure bike parking and showers. Finally, we have reduced the number of pool vehicles over the years as part of this effort to encourage the use of public transportation by Port staff.

Chart 6 shows the results of a 2012 survey (with a 52% response rate) on the commuting patterns for Port staff. The results show that less than 25% drive alone. Figure 1 shows the initiative of Port carpenters to reduce vehicle trips by finding ways to transport tools by bicycle.

The Port has selected the Office Hours campaign to further promote transit first. This will be implemented in April and May. There will be at least two 2-office hour sessions at Pier 1 and two additional 2-hour sessions at Pier 50 in addition to a presentation at an all-Maintenance staff meeting.

CHART – 6: Commuting Patterns of Port Staff

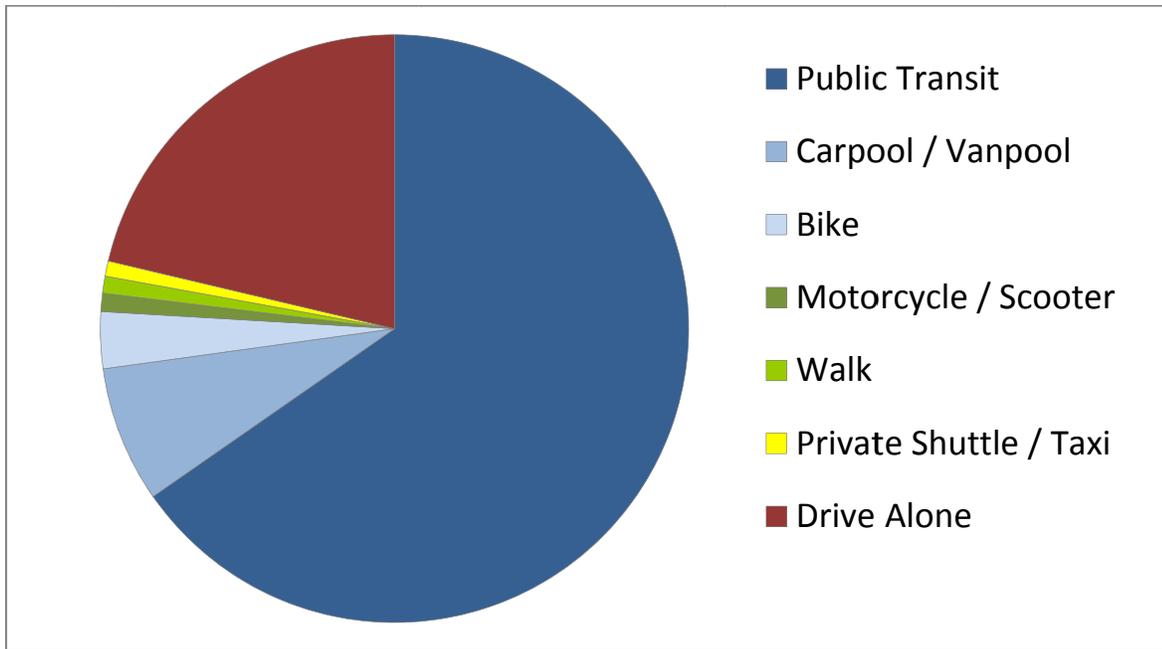


FIGURE – 1: Transit First - Port Carpenters



6c. Biodiesel

The Port uses B5 for its entire diesel vehicle and equipment needs. B20 was used in two earlier years until FY11/12 when it became unavailable. The Port understands that this is due to regulatory prohibitions to storing B20 in underground storage tanks (USTs) until the compatibility of tank materials and B20 is properly demonstrated. B5 does not present regulatory issues of compatibility. The Port buys all of its B5 from Central Shops and is willing to use B20 as soon as it is available.

7. OTHER SUSTAINABLE PRACTICES

7a. Zero Waste

The Port remains committed to Zero Waste. In the last several months the Port implemented a policy that any events of any size in Port meeting rooms must be zero waste, whether or not they are Port events.

As previously reported the Port has also prioritized zero waste efforts in the Fisherman's Wharf area. This included an education and outreach campaign for Port tenants who operate restaurants and the successful use of BigBelly Solar, Inc. collection systems. The receptacles can be used for compostables, recyclables, and landfill trash. The compaction allows for the collection of more material before they are full and the pressure can be adjusted to allow for post-collection separation to maximize landfill diversion. The wireless technology informs staff when the receptacles are full enough to be emptied. This allows staff to increase the efficiency of labor and to reduce the number of truck trips by more than 50%. This also reduces the problems of overflowing receptacles and scavenging of waste by birds and people. Both problems create an unsightly mess in a tourist area and increase the debris that is carried to the bay by wind or stormwater runoff. The Port has sixteen BigBellies at Fisherman's Wharf for trash, recycling, and organics, with plans to install them at additional locations.

In 2012, the Port Commission adopted a Zero Waste Event Policy that bans the sale, use, and distribution of single-use plastic bottles, bags, and food ware, all of which can be replaced with reasonable alternatives. Additionally, the policy prohibits the intentional release of balloons. The policy applies to events that attract 5,000 or more people.

7b. Carbon Sequestration / Urban Forest

The Port maintains large areas of open space including landscaping for parks and public access, and streets. Port gardeners, on their own initiative, completed a street tree inventory of more than 1,600 trees that includes species, location by street, coordinates for latitude/longitude, basin type and size, canopy, height, condition and age of the tree.

7c. Community Wide Impact

The Port is the trustee of a large inventory of infrastructure and open space. Recognizing its responsibilities to the larger community, the Port works with several Advisory Committees made up of community stakeholders for all areas along the waterfront. While these committees are not for the sole purpose of eliminating GHG emissions, the advisory committees do provide a public forum for interested citizens to participate. Through policy and the standard lease agreement the Port encourages or requires its tenants to adopt environmental best management practices, some of which contribute directly to a reduction in GHG emissions.

In November 2007, the Port adopted the Policy for Southern Waterfront Community Benefits and Beautification. These assets include the Pier 66 public access area, Warm Water Cove, Islais Creek, Heron's Head Park, India Basin and the forthcoming Blue Greenway. The Policy is intended to ensure that

industrial, maritime and commercial uses on Port property contribute rather than detract from the open space and public assets in this area.

In December 2010, the City and County of San Francisco and the America's Cup Event Authority agreed to bring the 34th America's Cup (AC34) yachting event to San Francisco. The magnitude of this two year event dominated much of the environmental planning work at the Port from 2011 to 2013. Additionally, Phase 1 of construction of the James R. Herman Cruise Terminal was finished in early 2013. Because these two projects share the Pier 27/29 location and the projects overlap in time, much of the environmental review treated them as a single project.

In collaboration with the Port and other City departments, the America's Cup Event Authority produced an event sustainability plan, including an AC34 Zero Waste Plan. At the conclusion of the event the America's Cup Event Authority published an analysis documenting their efforts to achieve a carbon neutral event.

In recent years, the Port has worked on several major waterfront park projects. These projects have been largely funded from the voter approved 2008 Clean & Safe Neighborhood Parks Bond. Five of the ten Port waterfront park projects are complete and open to the public.

7d. Resiliency and Adaptation

The Port is engaged in several efforts to plan for sea-level rise including studies to enhance and refurbish the seawall and to understand the potential for flood events from sea level rise and surge events associated with storms. Port staff recently participated in a three day Tsunami emergency exercise.

8. REPORT SUMMARY AND DEPARTMENTAL CLIMATE ACTION GOALS

Among Port highlights in FY12/13 is the initiation of shoreside power at the Pier 70 ship yard. As discussed in Section 3c, this new infrastructure makes zero-emission electricity available to displace the burning of diesel or bunker fuel, eliminating both hazardous air pollutants and carbon emissions. The completion of the America's Cup Event with its carbon neutral goals was another major highlight with great excitement as well.

The Port's has made a strong commitment throughout the department to reducing its carbon footprint. This commitment includes everyone from Port carpenters and gardeners, to engineers, the executive staff as well as the Port Commission. In January 2014, staff made an informational presentation to the Port Commission about these goals to which the Port Commissioners extended their great appreciation and pledged their full support. With this leadership, Port staff looks forward to the coming year and opportunities to further reduce its carbon footprint.

APPENDICES

Port of San Francisco - HACTO Fleet Inventory and Waiver Request

Appendix A

As of the baseline date of June 30, 2010, the Port of San Francisco fleet that is subject to HACTO consisted of thirty-nine vehicles. The fleet has been segmented to identify those vehicles that are deemed essential to core functions of the Port. The Port is requesting a waiver for these twenty-two essential vehicles. Of the remaining twenty vehicles, the Port is prepared to return one vehicle in each of the specified fiscal years: FY11/12, FY 12/13, FY13/14, FY14/15.

Baseline Total 40

Waiver Request 22

Subject to HACTO 19

Annual Reduction (5% of Fleet 'Subject to HACTO') 1

Subject to HACTO

TOTAL 19

5% of Total = 1

Pier 3 / Pool

<u>Make</u>	<u>Model</u>	<u>Year</u>	<u>VIN #</u>	<u>Status</u>	<u>CS ID</u>	<u>Old ID</u>	<u>Proposed Removal</u>	<u>Actual Removal</u>	<u>Mileage / Yr</u>	<u>Vehicle Assignment</u>
FORD	TAURUS	1999	1FAFP52U6XG231656	In-Use/Active	77501062	775462			5,671	PIER 1 / POOL
FORD	NEIGHBOR	2002	1FABP225920104679	Retired	77501184	220F019	FY12/13	FY12/13		PIER 1 / BUSINESS SERVICES
FORD	F150	2002	2FDPF17M02CA86557	In-Use/Active	77501129	775608			1,581	PIER 1 / WHARFINGER
FORD	TAURUS	1998	1FAFP52U8WG268982	In-Use/Active	77501038	775436			3,289	PIER 1 / POOL
FORD	TAURUS	1998	1FAFP52UXWG268983	In-Use/Active	77501039	775437			1,676	PIER 1 / REAL ESTATE
FORD	TAURUS	1998	1FAFP52U1WG268984	In-Use/Active	77501040	775438			1,496	PIER 1 / POOL
FORD	WINDSTAR	1999	2FMZA5142XB457690	Proposed Retire	77501047	775445	FY13/14		8,408	PIER 1 / FIRE MARSHAL
GEM	E825	2002	5ASAG474X1F013462	Retired	77501000	775001	FY11/12	FY11/12		PIER 1 / MARITIME
HONDA	CIVIC	2001	1HGEN26471L000527	In-Use/Active	77501074	775483			1,935	PIER 1 / ENGINEERING / PERMITS
HONDA	CIVIC	2008	JHMFA36208S029627	In-Use/Active	77501003	775103			2,787	PIER 1
TOYOTA	PRIUS	2001	JT2BK12U210037649	In-Use/Active	77501083	775493			2,842	PIER 1 / REAL ESTATE
TOYOTA	PRIUS	2002	JT2BK18U720055637	In-Use/Active	77501084	775494			2,019	PIER 1 / ENGINEERING

TOYOTA	PRIUS	2002	JT2BK18UX20059402	In-Use/Active	77501085	775495			2,004	PIER 1 / PLANNING
TOYOTA	PRIUS	2007	JTDKB20U777608066	In-Use/Active	77501002	775102			4,041	PIER 1 / REAL ESTATE
TOYOTA	PRIUS	2007	JTDKB20U877608013	In-Use/Active	77501001	775101			3,312	PIER 1 / ENGINEERING
TOYOTA	PRIUS	2009	JTDKB20U493543770	In-Use/Active	77500005	NA			2,758	PIER 1
TOYOTA	PRIUS	2001	JT2BK12U010037634	In-Use/Active	77501082	775492			2,028	PIER 1 / BUSINESS SERVICES

Pier 50 - Shed D / Pool

<u>Make</u>	<u>Model</u>	<u>Year</u>	<u>VIN #</u>	<u>Status</u>	<u>CS ID</u>	<u>Old ID</u>	<u>Proposed Removal</u>	<u>Actual Removal</u>	<u>Mileage / Yr</u>	<u>Vehicle Assignment</u>
FORD	NEIGHBOR	2002	1FABP215420104865	Retired	77501186	220F099	FY14/15	FY12/13		STOREROOM
GEM	E825	2002	5ASAG47471F0131290	In-Use/Active	77501185	220F069				STOREROOM

WAIVER REQUEST**TOTAL 21****5% of Total = 1****Pier 3 / Specialty Assignment**

<u>Make</u>	<u>Model</u>	<u>Year</u>	<u>VIN #</u>	<u>Status</u>	<u>CS ID</u>	<u>Old ID</u>	<u>Proposed Removal</u>	<u>Actual Removal</u>	<u>Mileage / Yr</u>	<u>Vehicle Assignment</u>
FORD	F150	2001	1FTPF17MX1KB85059	In-Use/Active	77501076	775485			3,506	PIER 1 / ENG. (CONST. INSPECT.)
FORD	CROWN VIC	2002	2FDFP173932X122132	In-Use/Active	77501086	775497			3,211	PIER 1 / BUSINESS SERVICES
FORD	F150	2002	2FDFP17M72CA86555	In-Use/Active	77501127	775606			2,351	PIER 1 / ENG. (CONST. INSPECT.)
FORD	F150	2002	2FDFP17M92CA86556	In-Use/Active	77501128	775607			594	PIER 1 / ENG. (PERMIT GROUP)
FORD	ESCAPE HYBRID	2009	1FMCU59339KB62357	In-Use/Active	77500001	NA			842	PIER 1 / HOMELAND SECURITY

Pier 45 / Trade

<u>Make</u>	<u>Model</u>	<u>Year</u>	<u>VIN #</u>	<u>Status</u>	<u>CS ID</u>	<u>Old ID</u>	<u>Proposed Removal</u>	<u>Actual Removal</u>	<u>Mileage / Yr</u>	<u>Vehicle Assignment</u>
FORD	F150	2002	2FDPF17M22CA86558	In-Use/Active	77501130	775609			3,692	PLUMBERS
FORD	F150	1998	1FTZF1761WKB16584	In-Use/Active	77501035	775433			385	LABORERS
FORD	F150	2002	2FDPF17M52CA86554	In-Use/Active	77501126	775604			4,338	LABORERS

Pier 50 - Shed D / Trade

<u>Make</u>	<u>Model</u>	<u>Year</u>	<u>VIN #</u>	<u>Status</u>	<u>CS ID</u>	<u>Old ID</u>	<u>Proposed Removal</u>	<u>Actual Removal</u>	<u>Mileage / Yr</u>	<u>Vehicle Assignment</u>
FORD	F150	1999	1FTZF1724XNA03435	In-Use/Active	77501043	775441			3,638	PAINTERS
FORD	F150	2002	1FTRW07L82KD27680	In-Use/Active	77501088	775499			11,283	HEALTH & SAFETY
FORD	F150	2001	1FTPF17M81KB85058	In-Use/Active	77501075	775484			1,647	MACHINISTS
FORD	F150	1999	1FTRX17W1XKB60339	In-Use/Active	77501064	775464			3,914	ADMIN
FORD	F150	1999	1FTRX17WXXKB60338	In-Use/Active	77501063	775463			4,530	ADMIN
FORD	F150	1999	1FTZF172XXNA03438	In-Use/Active	77501046	775444			5,602	ROOFERS
FORD	F150	1999	1FTZF1726XNA03436	In-Use/Active	77501044	775442			3,500	MACHINISTS
FORD	F150	2009	1FTRF12W39KA89626	In-Use/Active	77501141	775624			3,287	STATIONARY ENGINEERS

FORD	F150	1998	1FTZF1765WKB16586	In-Use/Active	77501037	775435	3,324	IRON WORKERS
FORD	F150	1998	1FTZF1763WKB16585	In-Use/Active	77501036	775434	2,219	SHEETMETAL
FORD	F150	1998	1FTZF176XWKB16583	In-Use/Active	77501034	775432	3,208	CARPENTERS
FORD	F150	1999	1FTZF1728XNA03437	In-Use/Active	77501045	775443	2,529	STATIONARY ENGINEERS

Pier 80 / Trade

<u>Make</u>	<u>Model</u>	<u>Year</u>	<u>VIN #</u>	<u>Status</u>	<u>CS ID</u>	<u>Old ID</u>	<u>Proposed Removal</u>	<u>Actual Removal</u>	<u>Mileage / Yr</u>	<u>Vehicle Assignment</u>
FORD	F150	1999	1FTZF1722XNA03434	In-Use/Active	77501042	775440			7,464	CRANES

Berman, Richard

From: Confirmation Message <no-reply@wufoo.com>
Sent: Wednesday, February 05, 2014 11:56 AM
To: Berman, Richard
Subject: HACTO Waiver Form - FY 2013-14

Thank you for submitting your HACTO Waiver.

The next step in the waiver process is to receive approval from your Department director. To do this, please forward this confirmation email to him/her. Your director must then send an email to HACTO@sfgov.org with "APPROVED" in the body of the email. This approval confirms that the information submitted is correct and ready for submission.

Thank you

HACTO Waiver Form – FY 2013–14

Department * Port

Name of Person Preparing Report *
Richard Berman

Title of Person Preparing Report *
Utility Specialist

Email of Person Preparing Report *
richard.berman@sfport.com

Name of Department Head *
Monique Moyer

Email of monique.moyer@sfport.com

Department

Head *

**The number 4
of fleet
sections for
which you are
requesting
waivers: ***

Fleet Section Pier 3 / Specialty Assignment

Name *

**Number of 5
vehicles
included in
the waiver. ***

Describe what operational requirements or work will not be met if these vehicles are removed from your department's fleet, and why Transit First options cannot meet these requirements. *

A Fire Marshal and Fire Inspector are dedicated to the Port. In addition to review and approval of all building permits, this team provides fire/life safety inspections throughout the Port for all structures, and responds to complaints and emergencies. The Homeland Security Director provides emergency planning, coordination and training, and has emergency response obligations. The Engineering Construction Group spends the majority of its time in the field. This group inspects all encroachment permits that are issued by the Port and provides construction inspection services for the majority of Port sponsored construction activities. The Engineering Permit Group issues building permits as required by the Port Building Code and they conduct all associated inspections. These groups often need equipment in the field. Public transit does not provide efficient links to much of Port property, especially whenhauling equipment. Bicycles present similar limitations in addition to the added safety issues.

**Does this Yes
fleet section
have any
underutilized
vehicles?**

Describe The three vehicles in this section travel fewer than 3,000 per year. These are assigned to Port Homeland

what operational requirements or work will not be met if these vehicles are removed from your department's fleet. Security, Engineering Permit and are used as described above. These operations are essential, supporting emergency response, regulatory compliance, and safety.

Would you like to request a waiver for another fleet section? * Yes

Fleet Section Name * Pier 45 / Trade

Number of vehicles included in the waiver. * 2

Describe what operational requirements or work will not be met if these vehicles are removed from your department's fleet and why The Pier 45 laborers are responsible for maintenance and cleaning of the Fisherman's Wharf area. This includes the Pier 45 valley, which is the heart of the fish processing industry in San Francisco, and the public access areas from Pier 39 to Hyde Street Harbor. Trucks carry heavy equipment and supplies that are essential.

Transit First

options
cannot meet
these
requirements.
Please be
specific by
vehicle type.

*

Does this
fleet section
have any
underutilized
vehicles?

Describe what operational requirements or work will not be met if these vehicles are removed from your department's fleet. There is one vehicle that travels fewer than 3,000 miles per year. As noted above, the Pier 45 laborers provide essential maintenance services to the Fisherman's Wharf area. They are moving heavy supplies and equipment which requires this vehicle.

Would you
like to
request a
waiver for
another fleet
section? *

Fleet Section Name * Pier 50 Shed D / Trade

Number of vehicles 13

included in
the waiver. *

Describe what operational requirements or work will not be met if these vehicles are removed from your department's fleet and why Transit First options cannot meet these requirements. Please be specific by vehicle type.

The Pier 50 trade groups have maintenance responsibilities throughout the 7.5 miles of Port property. Each vehicle is equipped specifically for the assigned trade. The trade groups also require separate vehicles for each crew within the trade so they may be assigned to different jobs.

*

Does this fleet section have any underutilized vehicles? Yes

Describe what operational requirements or work will not be met if these vehicles are removed There are two vehicles in this section that travel fewer than 3,000 miles per year. These are assigned to the Sheetmetal trade and the Stationary Engineers. A crew can easily drive 3 miles and spend 8 hours at a job site, using the tools and equipment from the truck. Vehicle mileage in these instances is a poor indicator of vehicle utilization.

from your department's fleet.

Would you like to request a waiver for another fleet section? *

Yes

Fleet Section Pier 80 / Trade
Name *

Number of vehicles included in the waiver. *

1

Describe what operational requirements or work will not be met if these vehicles are removed from your department's fleet and why
Transit First options cannot meet these requirements.
Please be specific by vehicle type.

The Pier 80 crane crew is responsible for maintenance of the cargo cranes at Pier 80 to Pier 96. The truck is equipped specifically for this trade specialty. Cargo is a core maritime activity and an essential function of the Port under the Burton Act.

*

Does this fleet section have any underutilized vehicles? No

Would you like to request a waiver for another fleet section? * No

How many vehicles would be subject to HACTO if the waiver(s) are approved? * 19

What is 15% of the number above? * 3

How many vehicles does your department plan to remove? * 3

The number of vehicles planned for removal is: * More than or equal to the number of vehicles needed to be compliant

Please attach

the

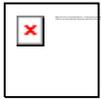
completed

HACTO Base

Fleet

spreadsheet

below: *



[port_hacto_base_fleet_spreadsheet.xlsx](#) 157.08 KB · XLSX

APPENDIX B

PORT HACTO PLAN

Berman, Richard

From: Moyer, Monique
Sent: Tuesday, January 21, 2014 3:23 PM
To: HACTO@sfgov.org
Cc: Berman, Richard
Subject: APPROVED

Dear Colleague,
Thank you for your stewardship on behalf of all of us.
Please be advised that I approve the Port's HACTO submission.
Sincerely,

Monique Moyer
Executive Director
Port of San Francisco

From: Confirmation Message [mailto:no-reply@wufoo.com]
Sent: Tuesday, January 21, 2014 2:10 PM
To: Berman, Richard
Subject: HACTO Submission Forms 2013

Thank you for submitting your HACTO Plan.

The next step in the compliance process is to receive approval from your Department director. To do this, please forward this email to him/her. Your director must then send an email to HACTO@sfgov.org with "APPROVED" in the body of the email.

For resources on developing and implementing your Transit First plan, please be in touch with the CommuteSmart team at commutesmart@sfgov.org or go to the designated City employee page: www.sfenvironment.org/ccsfcommute

Thank you

HACTO Submission Forms 2013

Department *	Port Of San Francisco
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Name of Person Preparing Report *	Richard Berman
--	----------------

Title of Person Preparing Report *	Utility Specialist
---	--------------------

Email of Person Preparing Report *	richard.berman@sfport.com
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Name of Department Director *	Monique Moyer
Acknowledgement *	I acknowledge that the information provided is accurate.
Does your department promote or plan to promote employees to use public transit for work-related travel? *	Yes
What resources will your department offer? *	Clipper Card Communal FastPass Tokens Reimbursement
From looking at last year's HACTO Plan, please describe the successes and challenges of promoting transit for work-related travel: *	The program works well, especially for trips to the Civic Center area for meetings at City Hall or with other departments. The Clipper Cards from MTA are only valid within San Francisco. This is a problem when staff takes BART to meetings in the East Bay with the Regional Water Quality Control Board and other agencies.
Does your department offer employees access to bicycles for work-related travels? *	Yes
Are they part of the CityCycle program? *	No
How many bicycles are available? *	12
How many locations have CityCycle bikes? *	2
From looking at last year's HACTO Plan, please describe the successes and challenges of promoting bicycles for work-related travel:	Bicycles provide clean transportation for shorter trips that do not require the transport of much equipment or materials. They are limited to those who are physically able to ride and who feel safe riding on City streets. The Port provides safety helmets and vests as well as showers and lockers. Some prefer not to ride in business attire, especially to a meetings.
Does your department belong or have a plan to belong to a City vehicle pool or car-sharing program for work-related travels? *	No
What are the reasons for not encouraging or planning to encourage employees to use car-	The Port is not co-located near other departments and most trips are restricted to Port property.

sharing for work-related travel? *

Is your department able or have plans to host a tele-conference call? *

Is your department able or have plans be able to host a video-conference call? *

Please use this space to describe in greater detail all of your department's Transit-First programs related to at work travel: *

Several of the Maintenance trade shops utilize bicycles. The carpenter, gardeners, stationary engineers, and the SFPD assigned to the Port use bikes at times to get to and from job sites. Almost all other shops use bikes as a quick way to get up and down the sheds. Not all trucks have bike racks, so staff will transport some bikes in their trucks to get them to a job site where they may be used.

Does your department promote or have plans to promote the use of public transit for commuting to/from work? *

How will you promote public transit? * Encourage participation in the Pre-Tax Commuter Benefits program

Does your department promote or plan to promote the use of bicycles for commuting to/from work? *

How will you promote bicycle commuting? * Provide indoor/safe bike storage
Offer on-site showers and/or lockers

These bicycle-friendly resources are available at: *

Does your department plan to promote the use of ridesharing for commuting to/from work? *

How will you promote ridesharing? * Encourage registration in the 511-matching program

From looking at last year's HACTO Plan, please describe the successes and challenges of promoting ridesharing for commuting to/from work: *

Less than 25% of Port employees drive alone to work. The majority take public transit. Several employees bike to work, although the safety issue is a deterrent to some. The Clipper Card is convenient, but the pre-tax benefit program is confusing to some.

D. Does your department offer or plan to offer tele-commuting? *

Yes

From looking at last year's HACTO Plan, please describe the successes and challenges of promoting tele-commuting: *

Telecommuting is available and is especially helpful as a supplement for those employees who have extraordinary circumstances, such as unusual work loads, responsibilities or other extenuating circumstances.

Please use this space to describe in greater detail all of your department's Transit-First programs related to commuting to/from work: *

The Port promotes Transit-First programs in policy and in practice. The employee manual promotes the Telecommute Program (Section 8.1.4) and alternate work schedules (Section (8.1.3). Section 19.1.1 promotes the City's Transit First Policy. All employees have access to showers and lockers to support bicycling and other alternate means of travel. In the coming year, the Port will be strengthening these messages in the new employee orientation.

Campaign Options *

3. Office hours

How many vehicles is your department planning to remove from service in FY13-14 (July 1, 2013-June 30, 2014)? *

1

How many vehicles is your department planning to change the status of vehicles turned in for credit toward your vehicle reduction requirement in FY13-14 (July 1, 2013-June 30, 2014)? *

0

The number of vehicles your department plans to remove is: *

Fewer than the number needed to be compliant.

Your department is not in compliance with the HACTO reduction requirement. Please contact the Clean Vehicle team at HACTO@sfgov.org for assistance with the waiver process. *

I confirm that I will contact the Clean Vehicle team to discuss the waiver process.