

'10-'11

# San Francisco Sheriff's Dept. Climate Action Report & Plan



Kevin Lyons / SBBS

CCSF

'10-'11



# San Francisco Sheriff's Department Climate Action Plan FY '10-'11

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(Blue notations are updated '10-'11 comments, Red are unconfirmed data or questions)

## 1. INTRODUCTION

- A. The Total SFSD Carbon Footprint is 3,532.31 metric tonnes of CO2 emissions. This is a CO2 emission reduction of nearly 8 metric tones or approximately a 1% reduction from FY '9-'10.
- B. Energy costs are no longer included in the Climate Action Plan.
- C. Environmental goals: The Sheriff's Department will be able to realize a reduced carbon footprint due to the completion of various energy efficiency projects for 425 7<sup>th</sup> Street.

SFSD has voluntarily utilized energy conservation measures and building & maintenance practices that promote lower CO2 emissions. SFSD has worked closely with the SFPUC and in identifying energy conservation measures.

## 2. DEPARTMENT PROFILE

- A. Mission - San Francisco Sheriff's Department (SFSD) Mission is to be an effective and integral part of civil and criminal law-enforcement efforts of the State of California / City and County of San Francisco. The Department will accomplish its mission through competent performance by its deputized and support staff, all in accordance with the powers established by the laws of the State of California and the Charter and ordinances of the City and County of San Francisco.
- B. SFSD Budget was \$171 million dollars.
- C. Number of employees at 1052.
- D. San Francisco Sheriff's Department Facilities:
  1. County Jail #1 & #2 circa 1994. 425 7<sup>th</sup> Street, SF, CA, 256,000 square feet.
  2. CJ #3 & 4, 1950s era. 850 Bryant Street, SF, CA 124,456 sq ft. This is a Real Estate Dept. Building of which they have assessed approx. 24% of the HOJ to the SFSD.
  3. CJ#5 completed 2006, 1 Moreland Dr, San Bruno, CA, 283,257 sq ft.
  4. CJ#6, completed 1989, 1 Moreland Drive, San Bruno, CA, 50,000 sq ft.
  5. Learning Center, remodeled 1998, 1 Moreland Dr, San Bruno, CA, 14,000 sq ft.
  6. Women's Reentry Center, 1950s era bldg, 930 Bryant Street, S F, CA. 5,920 sq ft.
  7. Prisoner Legal Services, at 555 7<sup>th</sup> St, SF, CA. at 2671 sq. ft. SFSD is assessed 8% of energy values for this facility.
  8. Community Programs, at 70 Oak Grove Street, S F, CA, approx. 10,100 sq ft.
  9. Sheriff's Training Facility, at 120 14<sup>th</sup> Street, SF, CA, approx 14,760 sq. ft
  10. General Hospital - Ward 7D/7L, 1001 Potrero Avenue, SF, CA.
  11. S F City Hall, Administrative Offices and Building Security at 11720 sq. ft.
  12. 25 Van Ness. ISU Unit. A 3091 sq. ft. administrative office. SFSD is assessed 2% of energy values for this office.



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- E. Fleet: The SFSD has a total of 126 vehicles. ( 62 cars, 4 buses, 7 light duty pickups, 2HD pickups, 6 SUVs, 3 large trucks and 5 light vans and 29 HD Vans.) **25 vehicles are older than 10 years old.** Many SFSD vehicles are exempt from HATCO due to Law Enforcement status.
- F. Contact: Kevin Lyons, Manager of Building Services, 425 7<sup>th</sup> Street, SF, CA 94103  
415-734-3307, e-mail: [kevin.lyons@sfgov.org](mailto:kevin.lyons@sfgov.org)
  - 1. Contributions to produce this plan have been by:
    - a. Zero Waste/Recycling coordinator: Deputy Koehler 554-7214 [rick.koehler@sfgov.org](mailto:rick.koehler@sfgov.org)
    - b. The Fleet Group: Senior Deputy Conway
    - c. Overall support by Dan Santizo [dan.santizo@sfgov.org](mailto:dan.santizo@sfgov.org) (415) 522-8123.

### 3. DEPARTMENT CARBON FOOTPRINT & HISTORICAL ANALYSIS

#### A. Facilities & Reduction Measures: CO Footprint is a conversion factor for energy (CF).

- 1. **Energy:** Elect, Gas, Steam: '10-'11 year data acquired via Google Docs/ Climate links. The following summaries per facility, energy conservation specific actions and future plans:
  - a. **Electricity:** The SFSD used approx. **11,787,658 KWH of elect, CO footprint (CF) of 174 (mt).** (vs last FY: 11,978,396 K-WH, CF of 217, cost of \$452,666). **This is a usage improvement of approx. 190,738 kw-hr.**
    - i. County Jail #1 & #2 (425 7<sup>th</sup> St)-: Data **indicates nearly 130,000 kwh increase in electrical use. We are hard pressed to explain due to: One pod shut down over a year ago. Kitchen operation transferred to HOJ?** Just completed: new VFD drives & control systems, replaced VAV, air intakes/controls. Cleaned HVAC coils. Replaced two large chillers. Readings have been trending since December '11. Energy usage data not complete at this time but should be available for the next report. **Electrical Energy Saving Future:** Ozone laundry treatment is being studied at this time to potentially eliminate heated water to wash clothing.
    - ii. Women's Reentry Center (930 Bryant): **Elect. use dropped 3300 kwh.** Lights, boiler/ heaters replaced with hi-efficiency models last year. **Electrical Energy Saving Future:** New roof needed soon, this will allow insulation to be installed.
    - iii. CJ#3/ #4 HOJ (850 Bryant)+: **Over 100,000 kw-h savings!** Lighting modernized and TV's being replaced w/Energy Star hi-efficiency flatscreens last year. **Elect. Saving Future:** TV replacement to continue. HOJ replacing HVAC equipment. Considering kitchen-hood monitoring system to control run-times.
    - iv. County Jails #5/#6 (1 Moreland Dr) San Bruno: **Data indicates energy use jumped from 2.9 mil-kwh to nearly 5.6 million-kwh! Google Docs energy report note states that energy data been "...consolidated". SFSD will need to understand which accounts consolidated in order to correlate readings. CJ#6 lighting upgrades completed but the facility remains unoccupied.** The SFSD anticipates the possibility that we will need to re-occupy CJ#6 within the next year. Electricity use should have been reduced based on historical levels. **Elect. Energy Saving Future:** SFPUC Studies underway to further improve energy use. Plans to add VFD drives to AHU's, light controls, control kitchen hoods. Tie Learning Center/ CJ#6 to facility BM system. Farm building lighting has been updated but new electric space heaters installed may offset savings.



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- v. 25 Van Ness Admin Offices – City Building: Data indicates elect. use dropped 1564 kwh, over 5%! SFSD will encourage the continued energy vigilance.
  - vi. City Hall: SFSD offices had a modest (1%) decline in energy usage.
  - vii. SFSD Training Fac. 120 14<sup>th</sup> St – Leased Building: Savings of +/-3600 kw-h, nearly 2%. **Elect. Energy Saving Future**: Energy audit should be performed.
  - viii. SFSD Programs 70 Oak Grove – Leased Building: Electrical use went down from 118,000 kw-hrs to 109,000 kw.
- b. Natural gas**: SFSD utilized approx. 539,538 therms of gas with a CF of 2872 (vs last FY: 532,425 therms & CF of 2832.29 mt). This is an increase of around 7113 therms - 1.3% or 42 CF. To properly analyze SFSD will need to review monthly billing cycles.
- i. County Jail #1 & #2 (425 7<sup>th</sup> St): Gas use declined. Facility utilizes offsite steam generation for conversion to hot water. Recent retrofit of outside-air controls/dampers and coil cleaning should improve overall efficiencies. **Natural Gas Saving Future**: Only the kitchen (closed at this time) and laundry uses gas.
  - ii. Women's Resource Center (930 Bryant): Gas usage dropped by over 700 therms. Boiler/water heaters replaced with hi-efficiency models. **Gas Saving Future**: New roof needed in the near future this would allow for adding roof insulation.
  - iii. CJ#3 & #4: Hall of Justice: SFSD experienced an overall increase of gas usage by approx. 3000 therms. RED has installed new equipment at the fan rooms that should improve overall energy usage. **Natural Gas Saving Future**: SFSD studying if laundry wash cycle ozone injection will eliminate the use of laundry hot water. SFSD is consulting with PG&E representatives for their input.
  - iv. CJ #5/ #6 - San Bruno: Gas usage increase approx. 5000 therms even though we have moderately reduced heating requirements at the less-used CJ#6. **Natural Gas Saving Future**: Energy efficiency studies being completed. Some plans include reducing high-firing rates for the boilers & modify operational strategies.
  - v. 25 Van Ness Admin Off.: Data indicates an increase of 33 therms for the offices. SFSD is not aware of any studies to assess energy efficiency potentials. **Energy Saving Future**: Building commissioning should analyze this professionally.
  - vi. SFSD Training Fac. 120 14<sup>th</sup> St (Leased):- Data indicates an increase of 2628 therms up 30% - SFSD to investigate! **Building commissioning needed! Gas Saving Future**: Various energy savers could be implemented from solar gain eliminating film on the south facing windows to thermal glazing etc.
  - vii. SFSD Program Facility – 70 Oak Grove (Leased):- Data indicates an increase of over 1000 therms –nearly 65%! Limited investigation by SFSD indicates that thermostats need re-calibrating, temp zones need to be reconfigured! Building re-commissioning should analyze this professionally.
- c. Steam**: The SFSD used over 1-million lbs of steam with a CF of 104.13. (vs last FY use of 1154177lbs and a CF of 110.71). Steam use has gone down approx 5.8%.



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- i. County Jail #1, #2, #3 & #4: Improvements to the CJ#1/ #2 HVAC systems should further improve steam usage. **Steam Saving Future**: Laundry wash ozone injection would eliminate the use of hot water for the laundry.

## 2. Water Consumption Efficiency & Conservation

- a. **Water** Data indicates SFSD consumed **39,477,698** gallons of water (vs previous usage of 50-mil- gal.: **Reduction of over 10-mil-gal. or 20%**). Some attributable to reduced inmate counts. SFSD performed underground pipe repairs at the San Bruno site.
  - i. County Jail #1 & #2: Data indicates that the downtown jail is **using 11,184,096 gallons of water – this exceeds last year by over 300,000 gallons. This appears suspect for the following contra-indicating reasons: 1. We have shut down one of our pods for over a year. 2. Cooking has been transferred to the HOJ kitchen. 3. SFSD maintenance staff has improved inmate flooding response. Water Saving Future**: SFSD is in process with a pilot program to install high efficiency toilet flushing systems (ICON systems) to CJ#1, #2 and #6.
  - ii. Women's Resource Center: **Water use has spiked from 78540 gallons to 212,432 gallons exceeding last year by nearly 134,000 gallons – 75%! No known reason. Last year we remodeled the bathrooms with high-efficiency toilets and low flow faucets. If this continues we need to have a follow-up investigation by the water dept. Water Saving Future**: All water use sources have been modernized.
  - iii. CJ#3 & #4- HOJ (RED Bldg): Data indicates the jails have **reduced water usage by nearly 36% - Yea!** This may be due to reduced inmate pop. **Water Saving Future**: SFSD continues to plan more ICON toilet retrofitting as budget allows.
  - iv. County Jails #5 & #6: in San Bruno: **Data indicates that we have saved over 7-million gallons of water.** Although much can be attributed to the complete lack of inmates at CJ#6 the facility has been used for extensive daily training of staff. **Water Saving Future**: Separate water meters for CJ#5, #6, and the Learning water would help in assessing savings. CJ#6 planned toilet flush-o-meter retrofits.
  - v. SFSD Programs at 70 Oak Grove – **nearly 40,000 gallons of water were saved last year. This may be attributable to the reduced vehicle washing at this facility. SFSD installed new energy saving washer machine.**
  - vi. The SFSD Training Center: Data indicates their efforts **have saved nearly 80,000 gallons! Another Yea!**
- b. **Waste Water Discharge**: The SFSD was noted as discharging **15,688,721** gallons of **wastewater. This is over 20% savings.** It appears that data does not exist for the waste water accounting of the San Bruno site. **SFSD will gather the Daly City billing records.**
- c. **Water reduction.** SFSD continues to repair broken water lines. Response times by facility maintenance to stop stuck or over-flowing toilets has improved.

## B. Fleet and Fuel Reduction Measures

1. **SFSD Vehicle Fleet Fuel Usage**: CCSF Fleet Manager is Mr. Tom Fung 415-550-4650, [tom.fung@sfgov.org](mailto:tom.fung@sfgov.org). SFSD Fleet contact is Kevin Lyons. Total CF this year was **381.88** vs 380.64 from last year – an increase in CF production of 1.2 MT.



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- a. Gasoline: usage of 31811.1 gallons vs last year 29925.8 gal. with an associated CF increase of 16.61 mt.
  - b. CNG: usage of 9278 with a CF of 56.64 (vs last year use of 11592 with the CF of 70.77). This is a CF decrease of nearly 25-percent.
  - c. LPG – The SFSD Storekeeper operation uses two forklifts - they use propane for fuel. At this point we are guessing that we use approximately 20 gallons of fuel a month each. Data shows that we are using 15 gallons of LPG vs last year's use of 70 gal.
  - d. Diesel: SFSD is using 4264 gallons of B-5 (5% biodiesel) a CF of 41.11. (vs last year's 4760.9 gallons – CF of 45.89). This is 500 gallons less fuel (5% CF reduction).
  - e. Diesel B-20: The SFSD is using 474 gallons of the 20% blend biodiesel with a CF of 3.
  - f. HACTO - Healthy Air and Clean Transportation Plan for FY '11-'12: SFSD continues to purchase as many green vehicles as possible and turn-in the oldest vehicles.
  - g. Vehicle Maintenance: Vehicles are maintained per DOT requirements, mileage, or elapsed time. 90% of the vehicles were serviced last FY. The department evaluates vehicles annually. This evaluation includes fleet requirements, proper assignment of vehicles, possible application of alternative fuel vehicles, condition, mileage and service history. Law enforcement agencies do require full size vehicles. The SFSD replacement plan: replace vehicles after ten (10) years of service after an evaluation of the vehicle, application, and alternative fuel issues. This would result in fifty (50) percent of the fleet being less than five (5) years old. Nonetheless: SFSD acknowledges that older vehicle retirement will benefit the environment.
  - h. The SFSD continues to explore opportunities from the City Car Share/ Car Pooling programs. The department does have limited internal car-sharing ability.
2. **Biofuel:** SFSD is investigating if all SFSD stationary equipment gensets, boilers, water heaters etc can use biodiesel. SFSD will contact Caterpillar (2 gen-sets), RF MacDonald (3 boilers), Kohler (genset) for this purpose.

## C. Historical Analysis

1. **Improvements:** Overall the SFSD energy/resource trending (even with some apparent spikes) appears to be improving. SFSD Facilities Maintenance Staff have closely worked with SF PUC engineers to plan and execute SF PUC sponsored projects for the past two years. Significant improvements to lighting systems, HVAC equipment modernization etc will have positive impacts to the overall energy and resource usage by the SFSD operated facilities.
2. **Yearly Climate Variations:** It appears appropriate to apply an overall correction factor to take into consideration yearly climate fluctuations. (i.e. ASHRAE based HDD records).
3. **Further Investigations:** Insomuch that the SFSD is experiencing an overall reduced carbon-footprint, some significant individual facility energy/resource increases need further investigation. SFSD is experiencing some high energy spikes at some facilities yet we are unable to identify specific causes. We are dedicated to review monthly records to identify spikes in as close-to real-time in order to take actionable measures. Major water usage increases will be reviewed with the SF Water department. SFSD engineers are trained to



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find and deal with global facility issues that impact the proper functioning of HVAC equipment (i.e. eliminate plug-in heating units, personal refrigerators when possible or similar issues). It is our continuing management commitment effort to improve our communications skills to most effectively engage building occupants for professional and responsive actions. To summarize the anomalies (noted above):

- a. Electrical at County Jail #1 & #2: Nearly 130,000 kwh increase in electrical use – One of our pods shutdown for over a year and the kitchen operation stopped?
- b. Electrical at County Jails #5 & #6: Data indicates that the energy use jumped from 2.9 million-kwh to nearly 5.6 million-kwh!
- c. Natural Gas at County Jails #5 & #6: in San Bruno: SFSD usage has apparently increased approx. 5000 therms even though we have moderately dialed-down some space heating requirements at the less used CJ#6.
- d. Natural Gas at CJ#3 & #4: Data indicates an overall increase of gas by approx. 3000 therms even though inmate counts remain low and some cell blocks remain closed.
- e. Natural Gas SFSD Training Facility @ 14<sup>th</sup> St - Rental-: Data indicates an increase of 2628 therms - 30%! This needs to be investigated!! The City should perform a building wide re-commissioning of this facility.
- f. Natural Gas SFSD Program Facility – 70 Oak Grove - Rental: Data indicates an increase of over 1000 therms –nearly 65%! This needs to be investigated! The City should perform a building wide re-commissioning of this facility.
- g. Water at County Jail #1 & #2: Data indicates water use increase of over 300,000 gal.
- h. Water at Women's Resource Center: Water use increased from 78540 gallons to 212,432 gallons exceeding last year by nearly 134,000 gallons – 75%!
- i. Mobile Fuel: SFSD fuel use has increased modestly.

## 4. OTHER SUSTAINABLE PRACTICES

### A. Zero Waste

1. SFSD recycling coordinator and compliance officer: Deputy Koehler – City Hall Room 456, 415-554-7214. All SFSD facilities are required to recycle and compost
2. SFSD is still attempting to bring a composting program to the San Bruno jails site SFSD continues to fine tune sorting of waste stream products to the recyclable components.
3. The SFSD combines its waste stream with the Hall of Justice so specific improvements are difficult to analyze. Facility status:
  - a. Facilities that recycles and composts:
    - i. Jails 1, 2, 3 & 4 @ 850 Bryant St., and 425 7<sup>th</sup> St, ii. City Hall, iii. WRC @ 930 Bryant St, iv. Training @ 120 14 Street, Programs @ 70 Oak Grove
  - b. Unconfirmed SFSD Facilities:
    - i. 25 Van Ness, 400 McAllister, 1011 Turk St., Youth Guidance Cntr, Training Cntr at 120 14<sup>th</sup> Street, Laguna Honda & San Francisco General Hosp., 555 Seventh St.



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4. The SFSD kitchens in SF have implemented composting this service still not available through the scavenger company providing services to CJ# 5 & 6. Discussions continue to work out details for a pilot composting project for the facilities located in San Bruno

## **B. Transportation Options**

1. SFSD would look forward to having more electric vehicles and charging stations.
2. SFSD to evaluate possibilities to provide a secure, weather protected bicycle parking area.
3. Increase efficiency in the SFSD vehicle fleet. SBBS is taking every opportunity to request more efficient vehicles in the next fiscal year.
  - a. The SFSD has confirmed the outreach seminar for the department will be 5/15/21012.
  - b. SFSD to promote emergency ride home program to employees. This program consists of providing the employee with a free ride home in cases of emergency. The Department does distribute this information to employees on a regular basis.
  - c. Telecommuting program. Application of this is limited for the SFSD.
  - d. Rideshare program. The nature of SFSD mission limits this measure.
4. Commute Contact person: Adeline Canez, 415-355-3729, [adeline.canez@sfgov.org](mailto:adeline.canez@sfgov.org).

## **C. Green Purchasing**

1. SFSD Purchasing is under the Sheriff's CFO Ms Maureen Gannon (415) 554 4316. Finance staff was represented at the Green Purchasing Conference.
2. Contact Jessian Choy 415 353-3776 [jessian.choy@sfgov.org](mailto:jessian.choy@sfgov.org)
3. SFSD is still in process of developing a Green Product Purchasing policy.
4. SFSD score on the Green Purchasing this year is fair.
5. SFSD has made progress in green purchasing.

## **D. Information Technology**

1. DT contact: Mr. Brian Roberts, 415-554-0861, [brian.roberts@sfgov.org](mailto:brian.roberts@sfgov.org).
2. SFSD IT: Lt Hardy 415 575 4449, [Dave.Hardy@sfgov.org](mailto:Dave.Hardy@sfgov.org)
3. SFSD will encourage employees to use the electronic pay stub system.
4. SBBS elect/computer energy conservation plan continues to be in process. Parts of the plan will include latest generation of electronic components (ie. Energy Star computers /screens, low voltage xformers) SFSD/SBBS conservation plan: SFSD to follow SFPUC "sleep" protocols as feasible. Default settings for copy machines are for the machine to hibernate after approx. two minutes. The default setting for printing shall be 2-sided. This will be confirmed each quarter when the copy machines are examined for billing counters. When ordering new computer equipment, the department will purchase equipment that meets the lasts EPEAT standards. SFSD continues to consolidate printing activities and most importantly communicate resource management policies.

## **E. Carbon Sequestration/ Urban Forest**



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1. Womens Resource Center at 930 Bryant St. may be a good candidate for solar application it has good orientation and a large roof. The roof needs replacement as well so with a little more planning some supports could be installed to meet near future needs
2. Urban Forestry Contact is Mei Ling Hui DOE, (415) 355 3731 [meiling.hui@sfgov.org](mailto:meiling.hui@sfgov.org).
3. The SFSD/SBBS has a caretaker status for the designated wetlands and the undeveloped acreage at the San Bruno facility.
4. SFSD currently sponsors the Garden Project, which provides labor and support for green planting throughout the city and its associated watershed areas. The Garden Project also provides invasive species control in the San Bruno site.

## 5. COMMUNITY WIDE IMPACT

### A. Outreach

1. Install local/global educational/informational signage at strategic locations for conservation measures from recycling to walking up stairs to switching the lights off. SBBS continues to request and purchase bulletin boards and signage.

### B. Impact Reduction

1. In addition to the commitments and measures already taken, sponsors & team leaders to foster a supportive, proactive backdrop for future implementation of green practices.
2. SFSD currently complies with the strict regulations limiting the use of the diesel generator due to the proximity to the elementary school on 7<sup>th</sup> Street. SFSD further complies with BAAQMD guidelines for generator run-time operations.
3. Expand environmental curriculum in inmate classroom activities.

### C. Infrastructure

1. SFSD is involved with the preliminary planning of the CJ#3 & #4 replacement project (HOJ replacement). SFSD will be an advocate for sustainable and community sensitive practices.

## CONCLUDING OBSERVATIONS

The Sheriff's Department continues to make steady progress in various areas related to improving our energy efficiency, recycling and tracking our energy consumption. The Department continues to focus on the completion of the Capital projects identified in this report and the continued outreach to our employees regarding energy consumption, commute alternatives and recycling programs for the upcoming year.

## Appendix-A

See the enclosed Waste Assessment Questionnaires Attached Electronically