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Cc: [Simmons, Randy \(DOR\)](#); [Contris, Dan \(DOR\)](#); [Hazzard, James \(DOR\)](#)
Subject: 2015 DOR EO 12-06 Annual Report -- Achieving Energy Efficiency in State Buildings
Date: Monday, December 28, 2015 3:51:20 PM
Attachments: [EO 12-06 Reporting Form DOR Dec 2015.docx](#)

Please accept the attached Executive Order 12-06 Reporting Form for the Department of Revenue (DOR). DOR leases three facilities that meet the requirements to be benchmarked in the Energy Star Portfolio Manager. The three facilities have been benchmarked since 2009. The Department keeps the energy use data current and continues to work with the Department of Enterprise Services (DES) and building owners to implement cost-effective energy efficiency improvements when feasible. The Department is currently working with DES in the construction of a new headquarters building near our Tumwater campus. This new location will provide an opportunity to improve energy efficiency as well as space use efficiencies throughout all three of the Tumwater leased facilities.

Agency policy prohibits the use of space heaters and small appliances in personal workspaces in all DOR facilities. This policy is intended to affect additional energy saving improvements.

Should you have questions, please contact Jim Hazzard, Office Services Manager, at 725-7475 or jamesh@dor.wa.gov.

Vikki Smith

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Working Together to Fund Washington's Future

Executive Order 12-06 Report

ACHIEVING ENERGY EFFICIENCY IN STATE BUILDINGS

December 2015

Agency Name:	Department of Revenue
Agency Point of Contact:	Jim Hazzard
Point of Contact Title:	Office Services Manager
Telephone Number:	704-5774
E-mail Address:	jamesh@dor.wa.gov

Describe benchmarking, metering, audits, and energy retrofits completed by the agency in 2015 to meet the requirements of EO 12-06:

The Department of Revenue (DOR) leases three facilities with space in excess of 10,000 square feet where the agency pays the energy costs directly. These three facilities have been benchmarked in the Energy Star Portfolio Manager since 2009 and the energy use data has been kept current.

Additionally, in support of Executive Order 14-04 and Results Washington Goal 5, the Department of Revenue added a fourth leased facility to our profile in the Energy Star Portfolio Manager. The Department's Vancouver office has been benchmarked with energy use data for calendar years 2014 and 2015 and is now kept current.

Describe benchmarking, metering, audits, and energy retrofits that the agency plans to implement in 2016 to meet the requirements of EO 12-06:

In March of 2013 DOR implemented a Facilities Management and Sustainability policy. This policy prohibits the use of space heaters and other electrical appliances in employee workspaces in all DOR facilities. DOR has monitored our facilities' energy bills and Portfolio Manger profiles for evidence of improved energy efficiencies when heating and cooling systems operate without interference from alternate heating sources.

The energy use profile for our facility at 6500 Linderson Way in Tumwater has not showed improvement in the Energy Star Portfolio Manager within the last year as expected. The Energy Star score for this facility is currently at 84, four points below

Executive Order 12-06 Reporting Form

the baseline score of 88. Historically this building had scores two to four points above the baseline
DOR will work with DES and the landlord to perform an energy audit with the goal of identifying the root cause for the recent change in energy use.

Describe how the agency used Energy Star Portfolio Manager benchmarking in lease negotiations for new or renewed leases in 2015:

DOR will complete the relocation of our headquarters facility (currently at 1025 Union Avenue, Olympia) to a new leased facility currently under construction adjacent to our Tumwater offices. The Department is scheduled to move into the new facility (6400 Linderson Way, Tumwater) on or before December 1, 2016.

The new headquarters facility is projected to provide energy use savings of 30 -50% compared to the Olympia building.

Describe actions that will be taken in 2016 to save energy through operational changes and continuous monitoring using Portfolio Manager:

Following the energy audit to be performed at the 6500 Linderson Way building, DOR will work with DES and the landlord to address any energy inefficiencies identified during the audit.

Attachment:

A - Agency Progress in Implementing EO 12-06 (by building) N/A – All DOR facilities are leased

Resources:

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

Executive Order 12-06 Reporting Form