
Department of Consumer Affairs Sustainability Roadmap 2022-2023

Sustainability Master Plan
and Biannual Progress Report
on Legislative Sustainability Mandates
and the Governor's Sustainability Goals
for California State Agencies
January 5, 2024



Gavin Newsom, Governor
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DEPARTMENT OF CONSUMER AFFAIRS

Sustainability Road Map 2022-2023

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EXECUTIVE SUMMARY

The mission of the California Department of Consumer Affairs (DCA or Department) is to provide outstanding support services, oversight, and innovative solutions to boards and bureaus that regulate California professionals and vocations so that through this partnership Californians are informed, empowered, and protected.

DCA is a unique and dynamic department made up of 36 different boards, bureaus, a committee, a commission, and a program that license and regulate licensees in more than 280 license types including certificates, registrations, and permits. Together, DCA protects and serves consumers in many ways:

DCA is a service provider - Through several administrative divisions and offices, including Communications, Legislative Affairs, Legal Affairs, Human Resources, Business Services, Fiscal Office, and Information Technology, DCA provides oversight and support services for these boards and bureaus to assist them in their mission of consumer protection.

DCA is an educator - DCA and its licensing boards and bureaus educate consumers by giving them information they need to avoid being victimized by unscrupulous, unlicensed, or unqualified people who promote deceptive or unsafe services.


DCA is a licensing entity - Through its licensing boards and bureaus, DCA licenses more than 3.4 million professionals and enables consumers to check the license status of these professionals online or by phone.

DCA is a regulator - Through its licensing boards and bureaus and its Division of Investigation, DCA investigates consumer complaints on issues under its jurisdiction. If violations are found, license holders can face discipline that may include probation, suspension or revocation of a license, fines and citations, letters of reprimand, cease and desist orders, or criminal charges.

DCA is committed to supporting the core mission of consumer protection, which is shared by all its boards and bureaus.

Our vision towards completing this goal: together, protecting California consumers.

This same vision applies to accomplishing our sustainability goals. Consistent with its commitment to the consumers of California, DCA champions Sustainability



and fosters a culture of environmentally conscious practices and decision-making. Guided by the tenets of energy and water conservation and waste diversion, DCA incorporates these precepts of Sustainability into each contract, procedure, and business operation. DCA staff works in earnest to lessen the environmental impact, reduce carbon emissions, and make DCA synonymous with Sustainability.


This Sustainability Roadmap will showcase many of the accomplishments, which are a direct result of DCA's sustainability planning, tireless efforts, and the accountability DCA owes to the people of this great state. When this report reveals an opportunity for improvement, the dedication to those same people will manifest itself in creating a roadmap towards delivering excellence in Sustainability in our future endeavors. This roadmap is our promise that Sustainability is not just an afterthought for DCA, rather it is an integral component of our culture of service for all Californians.

In Chapter 1, the report illustrates some of the anticipated effects of climate change on DCA facilities statewide. It is imperative to the mission of DCA to be located in geographic areas where customers can have access to the testing and licensing opportunities afforded by DCA. Department representatives must also be in proximity to areas where investigations need to occur. The result is that DCA offices are located across nearly every region of the state where nearly every symptom of climate change must be endured by the facilities and operations.

As with nearly every portion of the state, an increase in heat and its impact is decidedly the biggest risk to all DCA facilities. The influences of rising temperatures—the occurrence of extreme heat events, the likelihood of heatwaves, the ever-present threat of forest fires, and more are all factors that will inform the type of facilities DCA inhabits in the future.

The preponderance of DCA facilities are leased from private vendors. Leasing allows DCA the flexibility of finding locations where its boards and bureaus can better serve their customer base. However, the results of Chapter 1 will certainly act as a guide to finding the best potential locations.

To better serve the customer base, DCA facilities are almost exclusively located in middle to large sized metropolitan areas. As a result, more than half of DCA's sites are located within urban heat islands. Urban landscaping often reflects heat, redirecting it into DCA buildings. In observing aerial photographs of these sites, several physical characteristics were noted in commonality amongst the twelve sites subject to the greatest severity of the heat island effect. In addition



to utilizing the tools from the Cal-Adapt website, DCA will be able to incorporate observances like these in considerations for future sites.

These considerations will all be part of a forthcoming climate risk assessment program DCA will be incorporating in evaluating future sites. Leasing opportunities have proven to be one of DCA's best opportunities to position its field locations into more desirable facilities. Utilizing the tools from the Cal-Adapt website, DCA will begin to consider predicted extreme heating events, predicted levels of precipitation, and even probabilities of forest fires.

Only one DCA facility is expected to be in any danger of rising sea levels, and this is only predicted in the late-century model. This will allow for an abundance of time to address this issue and relocate this office to another location if needed.

Chapter 2 is where the proverbial rubber meets the road in DCA's commitment to Sustainability. Vehicles play an integral role in DCA's mission to the consumers of California. Comprised of over 600 vehicles, DCA's fleet must be ready to roll out when needed to ensure compliance by any of the hundreds of different types of licensees. When they go, they go Green!

DCA's fleet is comprised of over 61% electric, hydrogen, hybrids, and plug-in hybrid vehicles. That is an increase from 57% reported in DCA's previous Roadmap!

DCA increased the number of hydrogen vehicles in its fleet by nearly 19% and boasts 19 of these fuel cell conveyances. Emitting only water vapor and warm air instead of harmful carbon dioxide, these green vehicles have capacities of traveling 300 miles per tank.

DCA is also doing its part to build the infrastructure of electric vehicle (EV) chargers throughout the state. The mandate to help foster EV charging opportunities is something that DCA takes seriously. Since the last Sustainability Roadmap published in 2022, DCA has installed twelve new level 2 EV chargers at its headquarters complex. Eight of those (plus another three at the nearby Del Paso Road site) are 100% completely energy self-sufficient. Powered by solar panels, the chargers require no hardwiring and do not draw power from overburdened electrical grids. Every one of these chargers is available for exclusive use by the personnel of DCA as well. DCA is not just converting its fleet to more sustainable vehicles but is also making it easier for its team members to make the change with their own personal vehicles as well. DCA also has plans to install 4 more traditional EV chargers at its headquarters complex and several dozen more at its facilities throughout the state.

Chapters 3 and 4 cover DCA's energy and water conservations efforts respectively. DCA continues to employ both active and passive measures to ensure that team members and building operations are acting as efficiently as possible.

DCA's first and primary check on ensuring building efficiency is to use the leasing and renewal events as opportunities to work with lessors to identify enhancements. Of its non-confidential sites, DCA maintains operations in 61 different facilities statewide, all of which are leased. That means, of its non-confidential leased sites, DCA inhabits 973,258 square feet. Whenever possible DCA proposes to lease space in Leadership in Energy and Environmental Design (LEED) and ENERGY STAR® buildings. Both LEED and ENERGY STAR® continue to set the standards for energy conservation while LEED status also considers water conservation in its evaluations.


DCA continues to encourage the purchase of ENERGY STAR® products and sets conservation standards for its personnel regarding appliances and energy-saving modes.

DCA also encourages drought tolerant landscaping and the minimizing of ornamental lawns with each leasing process. DCA headquarters also employs non-invasive passive technology like aerators for the faucets.

In Chapter 5, the Sustainability efforts of the DCA team are fully seen. DCA continues to perform exceptionally well in reducing its carbon emissions, boasting a 43% reduction from the baseline. Department emissions continue to decrease, which is a positive for the environment. In 2022 it is estimated that in-office or in-person hours accounted for an average of 52.5% of DCA's workforce hours weekly. As a result, even though emissions rose slightly in 2021, they still did not match pre-pandemic rates.

Recycling and waste diversion continue to be a Sustainability highlight for DCA as well. DCA disposed of 55.12 tons in 2022 and diverted another 439.14 tons through recycling and organics recycling. The diversion breakdown is as follows: used batteries: 0.24 tons; confidential shredded paper: 142.57 tons; property and asset: 29.145 tons; fleet (maintenance): 8.49 tons; fleet (vehicles): 64.62; office recycling (mixed): 96.305 tons; and more.

Additionally, DCA made organics recycling and diversion a huge priority and was able to record 65.96 tons of diverted green waste and nearly 31 tons of mixed organics including food and used paper towels. DCA continues to work actively with lessors to be 100% compliant with SB 1383 (2016) and cultivate



organics diversion programs at all sites or to properly request program waivers from CalRecycle and other local jurisdictions when applicable.

DCA also employs the use of a vermicomposter at its headquarters. Both worms and soldier fly larvae help to transform pre-consumer food waste from the on-site café into beautifully enriched compost.

However, DCA utilizes a comprehensive approach towards waste diversion, championing a cradle to grave philosophy. DCA starts with its Green Purchasing policies, ensuring that recycled content products (RCP) are the preferred purchase to try and close the loop on waste. In the last two State Agency Buy Recycle Content (SABRC) cycles, DCA has worked diligently to more accurately record its Fleet maintenance purchases as well as those in FI\$CAL. The results have allowed DCA to better find opportunities for improvement and we look forward to reaching new levels in both reporting and compliance. DCA took advantage of the advent of AB 661 (2022) and platformed it as an opportunity to increase overall training for all its buyers and purchasing agents.

Electronic Waste (e-waste) recycling events have returned to DCA post-pandemic as well. In 2023 alone DCA has recycled nearly 10 tons of e-waste from just two recycling events. One event yielded over 20 pallets of used computers, servers, monitors, and more.

Chapter 6 identifies funding opportunities for both water and energy conservation at some of DCA's confidential locations. It also helped to identify several opportunities to increase diversion and conservation, which will require no independent funding at all.

Chapter 7 highlights many of the educational opportunities undertaken at DCA. If knowledge is power, then DCA aims to empower all of its team members to become agents of Sustainability in both work operations as well as in their personal lives.

DCA's Sustainability personnel have been working diligently to update internal policies to put other team members in the best position to act sustainably in Environmentally Preferred Purchasing (EPP). Extensive research was conducted by the team to identify which are the most frequently visited vendors statewide for the maintenance of DCA's fleet. As a State agency, DCA extended its influence of Sustainability into the private commercial arena and contacted and identified which of the most frequented vendors sold products like recycled motor oil, recycled anti-freeze, and retreaded tires. A spreadsheet and quick-reference map were created and will be made available for all DCA members to promote the purchasing of RCPs.

DCA employs several methods to get out the Sustainable word. The preeminent tool has been DCA's own *Did You Know?* publication. Distributed internally, *Did You Know?* helps to educate DCA personnel each month with the happenings and updates at DCA. Each issue includes an article promoting the virtues and opportunities both in the office and at home. Chapter 5 includes a year's worth of these articles spanning the range of sustainable practices from updates about EV chargers to opportunities for a green burial.

The newest tools in the DCA Sustainability toolbox, however, are the dual arrivals of DCA's brand new recycling guide and its first ever Sustainability webpage. Both are located on the DCA intranet and answer all manner of Sustainability-related questions for the DCA team. Both are living references that will be updated in a timely manner to ensure that everyone is up to date with the latest sustainable news and opportunities.

At DCA, our mission is to protect the consumers of the State of California, but our goal is to act sustainably while doing so for the benefit of all Californians. We invite you to view this report and better understand DCA's commitment to protecting the environment, enhancing the ecology, and making our state better for generations to come. Thank you.



Kimberly Kirchmeyer
Director

CHAPTER 1 – CLIMATE CHANGE

Department Mission and Climate Change Adaptation

The mission of the California Department of Consumer Affairs (DCA) is to: provide outstanding support services, insight, and innovative solutions to boards and bureaus that regulate California professionals and vocations so that through partnership Californians are informed, empowered, and protected. These same principles are mirrored in DCA's approach towards sustainability.

DCA is dedicated to implementing Climate Change Adaptation into every aspect of its guidelines for the housing of its operations. With multiple offices in every part of California, DCA recognizes several opportunities to adapt and advance its operations to better meet the challenge of climate change. DCA is committed to exploring and expanding practices that will ensure its facilities, operations, and personnel will be ready to adapt to the reality of Climate Change.

Climate Change Risks to Facilities

Climate Change Risk Process:

The properties reported in this roadmap are leased from both the State of California and private lessors. As such, each property is assessed for sustainable attributes at the time of contract and contract renewal utilizing the leasing guidelines featured in the standard lease agreement provided by the Department of General Services (DGS). Further assessments occur through several annual and timely reports to other state agencies, which measure and evaluate various waste, emissions, energy, and other sustainable characteristics of DCA's various office locations and sustainable practices and operations.

However, DCA is also in the planning stages of developing a more comprehensive Climate Change Risk Assessment process based partially on the assessment exercises introduced and utilized in this Sustainability Roadmap. The exercise will be developed in concert amongst DCA's Sustainability Coordinator, its Facilities Management Unit (FMU), and other members of DCA's Business Services Office (BSO). This exercise will be implemented as part of the process to evaluate potential properties for lease. Together with other factors such as cost feasibility and business operational needs, this new Climate Change Risk Assessment will inform DCA's leasing decisions going forward. The goal will be to service the needs of DCA's customer base from more sustainable facilities.

DCA leases facilities in a wide array of socioeconomic areas to better provide testing, licensing, and other services to customers in their own communities. Through its Climate Change Risk Assessment program, DCA will aim to search out and promote the use of more sustainable facilities in all neighborhoods. DCA will work with DGS to lease facilities better suited to lessening the energy demand on local grids that are more water-wise, have better CalEnviroScreen scores, and offer other attributes that will make them more suited to climate change. Since DCA primarily leases its facilities, leasing and operating from such facilities will allow DCA to better serve the people of the State of California in their own communities.

Assessing Risk from Changing Extreme Temperatures:

Table 1.1: Top 5-10 Facilities that Will Experience the Largest Increase in Extreme Heat Events

Facility Name	Extreme heat threshold (EHT)°F	Average # of days above EHT (1961-1990)	Average # of days above EHT (2031-2060)	Change from Historical to projected average # of days above EHT (2031-2060)	Avg. # days above EHT (2070-2099)	Change from historical to projected average # of days above EHT (2070-2099)
1277 E. Alluvial Avenue, Fresno	106.2	4.0	23.0	19.0	37.0	33.0
7130 N. Marks Avenue, Fresno	106.2	4.0	23.0	19.0	37.0	33.0
1845 Business Center Drive, San Bernardino	105.8	4.0	21.0	17.0	31.0	27.0
464 West 4th Street, San Bernardino	105.8	4.0	21.0	17.0	31.0	27.0
1450 Iowa Avenue, Riverside	103.6	4.0	21.0	17.0	30.0	26.0
1130 East Shaw Avenue, Fresno	106.3	4.0	20.0	16.0	32.0	28.0
3374 E. Shields, Fresno	106.3	4.0	20.0	16.0	32.0	28.0
27202 Turnberry Lane, Valencia	104.7	3.0	18.0	15.0	28.0	25.0

Facility Name	Extreme heat threshold (EHT)°F	Average # of days above EHT (1961-1990)	Average # of days above EHT (2031-2060)	Change from Historical to projected average # of days above EHT (2031-2060)	Avg. # days above EHT (2070-2099)	Change from historical to projected average # of days above EHT (2070-2099)
10949 North Mather Blvd., Rancho Cordova	103.9	4.0	19.0	15.0	27.0	23.0
3075 Prospect Park Drive, Rancho Cordova	103.9	4.0	19.0	15.0	27.0	23.0

Table 1.2: Top 5-10 Facilities Most Affected by Changing Temperature – Annual Mean Max. Temp

Facility Name	Historical Annual Mean Max. Temp. (1961 – 1990)	Annual Mean Max. Temp. (2031 – 2060)	Change from Historical to Annual Mean Max. Temp	Annual Mean Max Temp. (2070-2099)	Change from Historical to Annual Mean Max. Temp
1845 Business Center Drive, San Bernardino	79.5	84.2	4.7	86.2	6.7
464 West 4th Street, San Bernardino	79.5	84.2	4.7	86.2	6.7
1450 Iowa Avenue, Riverside	78.0	82.7	4.7	84.4	6.4
27202 Turnberry Lane	77.4	82.1	4.7	84.1	6.7
100 No. Barranca St.	79.4	83.9	4.5	85.8	6.4
25360 Magic Mountain Pky	77.0	81.5	4.5	83.6	6.6
450 E. Foothill Blvd.	76.4	80.8	4.4	82.6	6.2
160 East Via Verde	77.2	81.6	4.4	83.4	6.2
10247 Bellegrave Avenue	79.5	83.8	4.3	85.6	6.1
1180 Durfee Avenue	78.2	82.5	4.3	84.3	6.1

Table 1.3: Top 5-10 Facilities Most Affected by Changing Temperature- Annual Mean Min Temp

Facility Name	Historical Annual Mean Min. Temp. (1961 – 1990)	Annual Mean Min. Temp. (2031 – 2060) °F	Change from Annual Mean Min. Temp (2031-2060)	Annual Mean Min. Temp. (2070-2099) °F	Change from Annual Mean Min. Temp (2070-2099)
464 West 4 th Street	51.2	55.6	4.4	57.1	5.9
1845 Business Center Drive	51.2	55.6	4.4	57.1	5.9
1450 Iowa Avenue	49.3	53.6	4.3	55.0	5.7
27202 Turnberry Lane	49.0	53.3	4.3	55.0	6.0
100 No. Barranca St.	54.2	58.5	4.3	60.1	5.9
25360 Magic Mountain Pky	48.0	52.2	4.2	53.9	5.9
450 E. Foothill Blvd.	50.0	54.2	4.2	55.8	5.8
160 East Via Verde	50.0	54.2	4.2	55.8	5.8
10247 Bellegrave Avenue	51.6	55.6	4.0	57.1	5.5
1180 Durfee Avenue	53.9	57.9	4.0	59.5	5.6

Assessing Risk from Heating Degree Days (HDD) and Cooling Degree Days (CDD)

Table 1.3a: Top 5-10 Facilities that will be Most Impacted by Projected Changes in Heating Degree Days (HDD)

Facility Name	Heating Degrees 1961-1990	Average Modeled Heating Degrees (year), 2031-2060	Change in Heating Degree Days Historical to Mid-Century	Average Modeled Heating Degrees (year), 2070-2099	Change in Heating Degree Days Historical to End-Century
27202 Turnberry Lane	2,273	1,354	-919.0	1,100	-1,173.0
301 Junipero Serra Blvd.	3,630	2,715	-915.0	2,267	-1,363.0
395 Oyster Point Blvd.	3,196	2,315	-881.0	1,947	-1,249.0
25360 Magic Mountain Pky	2,228	1,371	-857.0	1,117	-1,111.0
3855 Via Nona Marie	3,176	2,365	-811.0	1,964	-1,212.0
50 D Street	3,052	2,289	-763.0	1,995	-1,057.0
22320 Foothill Blvd.	2,670	1,921	-749.0	1,619	-1,051.0
450 E Foothill Blvd.	1,864	1,124	-740.0	913	-951.0
1901 North Rice Avenue	1,848	1,147	-701.0	923	-925.0
1735 Technology Drive	2,414	1,716	-698.0	1,457	-957.0

Table 1.3b: Top 5-10 Facilities that will be Most Impacted by Projected Changes in Cooling Degree Days (CDD)

Facility Name	Cooling Degrees 1961-1990	Average Modeled Cooling Degrees (year), 2031-2060	Change in Cooling Degree Days Historical to Mid-Century	Average Modeled Cooling Degrees (year), 2070-2099	Change in Cooling Degree Days Historical to End-Century
100 No. Barranca St.	1,836	2,892	1,056	3,375	1,539.0
27202 Turnberry Lane	1,304	2,340	1,036	2,750	1,446.0
1845 Business Center Drive	1,792	2,788	996	3,222	1,430.0
464 West 4th Street	1,792	2,788	996	3,222	1,430.0
1450 Iowa Avenue	1,377	2,306	929	2,682	1,305.0
1180 Durfee Avenue	1,589	2,509	920	2,980	1,391.0
10247 Bellegrave Avenue	1,727	2,629	902	3,057	1,330.0
450 E Foothill Blvd.	1,138	2,037	899	2,445	1,307.0
25360 Magic Mountain Pky	1,181	2,062	881	2,486	1,305.0
160 East Via Verde	1,217	2,083	866	2,508	1,291.0

Reporting Narrative on HDD and CCD

As illustrated by the findings of Tables 1.1, 1.2, and 1.3, climate change is expected to become a greater factor in the operations of DCA facilities. Increased temperatures will necessitate greater cooling needs within DCA buildings to satisfy the safe working conditions of DCA team members and customers. This may result in a greater energy consumption at DCA sites that are the most affected.

As reported in Table 1.1, the opportunity for Extreme Heat Events is projected to affect three primary areas of DCA facilities more than others. Offices in Fresno appear four times in the list of DCA sites that will see the biggest increase in

Extreme Heat events, including the top two spots. These four Fresno sites will see an average increase of 21.5 instances of at least 106.2 degrees or more during the mid-century model. Other regions that are projected to see the greatest increase in Extreme Heat Events are the San Bernardino/Riverside area east of the lower Los Angeles Basin and the Rancho Cordova/Sacramento area. While no buildings located in Sacramento are in the top ten most affected DCA sites, facilities with Sacramento addresses comprise 15 of the next 17 sites on the list beyond the top ten. This makes the Sacramento region the most represented of the 25 sites most projected to have Extreme Heat Events.

By the very nature of its mission and operations, DCA offices are located in nearly every region of the state so customers may regularly access these facilities for enforcement and other services. Many of these smaller offices comprise the top ten sites most vulnerable in Extreme Heat Events. Many of the buildings located in the Sacramento area house essential DCA functions including its departmental headquarters as well as the headquarters for nearly every board and bureau. DCA's servers are primarily located at its headquarters located at 1625 N. Market Blvd. in Sacramento—a location that is currently ranked 21st and tied for the 6th highest increase in the amount of Extreme Heat Events in the mid-century model.

As illustrated in Tables 1.2 and 1.3, other regions will also be vulnerable to greater changes in the Annual Mean Maximum Temp and the Annual Mean Minimum Temp, but rising temperatures in the Fresno, San Bernardino/Riverside, and the greater Sacramento region in particular may have the greatest impact on DCA operations and its personnel. The Cal Adapt website also extrapolates the data to project heat wave events will likely increase in these regions. Defined by the site as instances where the Extreme Heat Threshold (EHT) is met in at least four consecutive days, none of the sites in the top ten positions of Table 1.1 were recorded to have had a heatwave in the historical model, but all are now projected to experience between 2-4 annually by the mid-century model. Understanding that the mid-century begins in 2031, DCA is now less than a decade from the projections made in these tables.

These sites are all historically warmer and may continue to utilize a significant amount of energy to cool, the sites that may most contribute to DCA's energy use profile may be those indicated in Tables 1.3a and 1.3b. These are the sites most vulnerable to an overall change in temperature in terms of operational changes and increased energy draw to regulate the occupancy comfort levels.

Six of the sites projected to increase in Cooling Degree Days (CDD) are not included in the Table for Extreme Heat Events in Table 1.1. On average these sites are projected to have a need to cool their facilities by 921 days during the

mid-century model. That's an average of 921 more days of cooling for each of those six sites, which will require a higher energy demand from locations that did not traditionally require as much to cool. Several of these listed sites are enforcement or testing facilities that act as field offices for customers to access and utilize services from several of the boards and bureaus. It is likely that the operational necessities will remain to service these areas and DCA will need to explore methods to mitigate the strain of the draw from local energy grids.

Plan to Mitigate HDD and CDD

Planning Outline PO1:a: Plan for Top 5-10 Facilities HDD and CDD Mitigation

Facility Name	2030
No facilities at risk	

Planning Narrative to Mitigate HDD and CDD

DCA leases facilities in a wide array of socioeconomic areas to better provide testing, licensing, and other services to customers in their own communities. Through its Climate Change Risk Assessment program, DCA will aim to search out and promote the use of more sustainable facilities in all neighborhoods. DCA will work with DGS to lease facilities better suited to HDD and CDD mitigation, and those that lessen the energy demand on local grids; operate with more efficient heating, ventilation, and air conditioning (HVAC) systems; and offer other attributes that will make them more suited to climate change. When possible, DCA will lease from facilities utilizing alternative forms of energy production and with lessors willing to participate in energy on-demand programs. DCA will work with all lessors, but particularly those in areas that will be most affected by HDD and CDD such as those in the Fresno, San Bernardino, and Rancho Cordova/Sacramento areas. DCA primarily leases its facilities; leasing and operating from facilities will allow DCA to better serve the people of the State of California in their own communities.

Assessing Risk from Urban Heat Islands

Table 1.4: Facilities in Urban Heat Islands

Facility Name	Located in an Urban Heat Island (Yes or No)	Sq. ft. of Surrounding Hardscape or Pavement if greater than 5000 sq. ft.
464 West 4th Street	Y	Less than 5,000 Sq.ft.
1845 Business Center Drive	Y	9,548.86

Facility Name	Located in an Urban Heat Island (Yes or No)	Sq. ft. of Surrounding Hardscape or Pavement if greater than 5000 sq. ft.
1450 Iowa Avenue	Y	9,923.10
9166 Anaheim Place	Y	7,753.54
450 E. Foothill Blvd.	Y	Less than 5,000 Sq.ft.
2151 Convention Center Way	Y	10,775.01
10247 Bellegrave Avenue	Y	7,964.98
100 No. Barranca St.	Y	Less than 5,000 Sq.ft.
160 East Via Verde	Y	5,171.85
320 Arden Avenue	Y	Less than 5,000 Sq.ft.
710 South Central Avenue	Y	Less than 5,000 Sq.ft.
1855 Gateway Blvd.	Y	5,000.00
1180 Durfee Avenue	Y	5,000.00
12501 East Imperial Highway	Y	21,500.00
22320 Foothill Blvd.	Y	20,000+
1601 Response Rd.	Y	12,200.00
1610 Arden Way	Y	28,000.00
2005 Evergreen Street	Y	12,800.00
3750 Rosin Ct.	Y	8,000.00
3374 E. Shields	Y	Less than 5,000 Sq.ft.
4995 Murphy Canyon Road	Y	Less than 5,000 Sq.ft.
9246 Lightwave Avenue	Y	6,705.07
9555 Chesapeake Drive	Y	10,000+
12750 Center Court Drive South	Y	13,879.23
1300 National Drive	Y	13,500.00
1625 N. Market Blvd.	Y	18,000.00
1747 N. Market Blvd.	Y	43,000.00
4244 South Market Court	Y	11,500.00
1130 East Shaw Avenue	Y	Less than 5,000 Sq.ft.
6860 Santa Teresa Blvd.	Y	5,200.00
333 S. Anita Drive	Y	11,500.00

Facility Name	Located in an Urban Heat Island (Yes or No)	Sq. ft. of Surrounding Hardscape or Pavement if greater than 5000 sq. ft.
7320 Madison Street	Y	5,500.00
10190 Systems Parkway	Y	Less than 5,000 Sq.ft.
9821 Business Park Drive	y	30,000+
2535 Capitol Oaks Drive	Y	15,000.00
2420 Del Paso Road	Y	12,500.00
2450 Del Paso Road	Y	20,000.00
625 Alfred Nobel Drive	Y	Less than 5,000 Sq.ft.
3075 Prospect Park Drive	Y	14,000.00
2450 Venture Oaks Way	Y	7,000.00
2720 Gateway Oaks Drive	Y	12,200.00
395 Oyster Point Blvd.	Y	30,000+
3960 Paramount Blvd.	Y	6,500.00
50 D Street	Y	6,000.00
10949 North Mather Blvd.	Y	15,500.00
1277 E. Alluvial Avenue	Y	Less than 5,000 Sq.ft.
15641 Redhill Avenue	Y	9,000.00
100 Paseo De San Antonio	Y	5,500.00
5800 District Blvd.	Y	Less than 5,000 Sq.ft.
7130 N. Marks Avenue	Y	Less than 5,000 Sq.ft.

Reporting Narrative on Urban Heat Islands

DCA has 55 sites in some level of an urban heat island, and 50 of which are reported in Table 1.4 because they maintain a degree-hours per day (DegHourDay) score of more than 10. The facility with the highest DegHourDay score of 192.805 is identified as 464 West 4th Street in San Bernardino. However, this location is also coded green which, according to the CalEPA website, represents “the smallest effect” of an urban heat island. The next 12 sites are located in areas coded from deep red to light yellow representing greater intensity. Of these sites, there are some common attributes of the surrounding hardscape and landscape, but none of these attributes seem to be exclusive to these 12 sites. All 12 of the sites with the highest DegHourDay and located in red to yellow intensity zones are surrounded by slightly less than 5,000 sq. ft. to approximately 11,000 sq. ft. Two have adjacent parking garages. A few have

some type of ornamental lawn, and all have at least a few trees in the immediate area. Two consistencies from these sites are that none of them have larger parking lots (some of the sites have parking lots estimated to be more than 20 or 30 thousand sq. ft) and at least five of the sites also have an empty, unpaved lot next door. Some of these lots appear to be manicured and some have more natural elements like trees or even some grass. However, none has asphalt or concrete and appear to be generally unused. It is not possible to scientifically ascertain any qualities of the degree of permeability of the soil from the Google Earth website. Other sites in greener zones do have empty adjacent lots, but they do not occur with the same frequency.

Offices are leased from each of these sites and DCA only maintains a partial presence in the buildings. As a result, DCA is not privy to the total energy consumption for these buildings and cannot calculate any strain on the local power grids due to the urban heat island effect.

There have been no reported impacts on facilities operations due to urban heat island effects.

Planning Outline for Urban Heat Islands Mitigation:

Planning Outline PO1:b: Plan for Urban Heat Islands Mitigation

Facility Name	Mitigation or Plan	Est. Implementation Date
1845 Business Center Drive	Climate Change Risk Assessment	Spring 2024
1450 Iowa Avenue	Climate Change Risk Assessment	Spring 2024
9166 Anaheim Place	Climate Change Risk Assessment	Spring 2024
450 E. Foothill Blvd.	Climate Change Risk Assessment	Spring 2024
2151 Convention Center Way	Climate Change Risk Assessment	Spring 2024
10247 Bellegrave Avenue	Climate Change Risk Assessment	Spring 2024

Planning Narrative for Urban Heat Islands Mitigation

DCA leases facilities in a wide array of socioeconomical areas to better provide enforcement, testing, licensing, and other services to customers in their own communities. Through its Climate Change Risk Assessment program, it will be the aim of DCA to search out and promote the use of more sustainable facilities in

all neighborhoods. By working with DGS to lease facilities better suited to mitigating the effects of Urban Heat Islands and climate change. When possible, DCA will lease from facilities not in areas designated as urban heat islands or in areas rated Green to have “the smallest effect.” DCA will work with all lessors, but particularly those in areas with higher amounts of green scape and, when possible, not adjacent to any open fields. DCA primarily leases its facilities, leasing and operating from such facilities will allow DCA to better serve the people of the State of California in their own communities.

Assessing Risk from Changes in Precipitation

Table 1.5: Top 5-10 Facilities that will be Most Impacted by Projected Changes in Precipitation

Facility Name	Annual Mean Max. Precip. (1961 – 1990) (in/yrs.)	Annual Mean Precip. (2031 – 2060) (in/yrs.)	Percent Change by mid-century	Annual Mean Precip. (2070 – 2099) (in/yrs.)	Percent change by end of century	Extreme Precip (1961-1990) (in/day)	Extreme Precip (2031-2060) (in/day)	Extreme Precip (2070-2090) (in/day)
6860 Santa Teresa Blvd.	20.7	23.7	14.5%	23.2	12.1%	1.6	1.7	1.8
395 Oyster Point Blvd.	22.9	25.9	13.1%	25.7	12.2%	1.9	2.0	2.1
1747 N. Market Blvd	18.4	20.8	13.0%	20.4	10.9%	1.5	1.6	1.6
2420 Del Paso Road	18.4	20.8	13.0%	20.4	10.9%	1.5	1.6	1.6
2450 Del Paso Road	18.4	20.8	13.0%	20.4	10.9%	1.5	1.6	1.6
625 Alfred Nobel Drive	18.8	21.2	12.8%	20.5	9.0%	1.3	1.4	1.5
2535 Capitol Oaks Drive	18.6	20.9	12.4%	20.5	10.2%	1.5	1.6	1.7
2450 Venture Oaks Way	18.6	20.9	12.4%	20.5	10.2%	1.5	1.6	1.7
2720 Gateway Oaks Drive	18.6	20.9	12.4%	20.5	10.2%	1.5	1.6	1.7

Facility Name	Annual Mean Max. Precip. (1961 – 1990) (in/yrs.)	Annual Mean Precip. (2031 – 2060) (in/yrs.)	Percent Change by mid-century	Annual Mean Precip. (2070 – 2099) (in/yrs.)	Percent change by end of century	Extreme Precip (1961-1990) (in/day)	Extreme Precip (2031-2060) (in/day)	Extreme Precip (2070-2090) (in/day)
22320 Foothill Blvd.	18.0	20.2	12.2%	19.8	10.0%	1.2	1.3	1.4
1855 Gateway Blvd.	17.4	19.5	12.1%	19.0	9.2%	1.3	1.4	1.4
50 D Street	30.8	34.5	12.0%	34.2	11.0%	2.1	2.2	2.3

Reporting Narrative on Precipitation Impacts

DCA facilities identified in this roadmap, are projected to experience increased precipitation through the mid-century model. None of the present DCA facilities are anticipated to experience a decline in projected precipitation levels before the end of the century. The facilities most affected by increased precipitation will be those in the northern half of the state. Of the top ten facilities expected to experience increased precipitation, six are in the Sacramento area. All seventeen of the Sacramento area's sites are projected to be amongst the top twenty-five of all DCA sites. DCA's top ten facilities are expected to increase on average by 12.88% by the mid-century model.

However, no current DCA facilities are expected to be at risk from elevated levels of precipitation. As stated in the [Summary of Projected Climate Change Impacts on California](#): "there is high confidence in projections that even if precipitation remains stable or increases, drought severity and the number of dry years will increase, even as more extreme precipitation events may occur. Warm air temperatures will increase moisture loss from soils, which will lead to drier seasonal conditions even if precipitation increases. The snowpack in California's mountains is a key source of surface and groundwater in the state, and rising temperatures will cause a decline in snowpack by more than a third by 2050 and more than half by 2100, even if precipitation levels remain stable."

Planning Outline to Mitigate Precipitation Changes

Planning Outline PO1:c: Plan for Top 5-10 Facilities Most Impacted by Projected Changes in Precipitation

Facility Name	Extreme Precip (2030) Plan or strategy
No facilities at risk	

Planning Narrative on Precipitation Changes Mitigation Plan

Assessing Risk from Sea Level Rise

Table 1.6: All Facilities at Risk from Rising Sea Levels

Facility Name	Tide Chart Region	2050 Water Level (ft)	Exposed in 2050? (y/n)	2100 Water Level (ft)	Exposed at 2100? (y/n)
395 Oyster Point Blvd.	San Francisco	1.1	N	2.4	Y

Reporting Narrative on Sea Level Rise Impacts

After reviewing the Cal Adapt projections of Sea Level Rise Impacts for every DCA facility, only one facility is projected to be at risk. No risk is projected by the mid-century model; however, one facility is at risk by the end-of-the-century model. DCA's 395 Oyster Point Blvd in South San Francisco is projected to be at risk by 2100. Water levels for the San Francisco Tide Chart Region are expected to rise 2.4 meters by the 2100 model. Though rising sea levels are not exclusively a threat to coastal regions due to inland flood-plains, this is the only facility projected to be at future risk.

Utilization of the National Oceanic and Atmospheric Association's (NOAA) [Sea Level Rise Viewer](#) allowed for illustrative documentation of flooding at this facility due to rising sea levels.

While it is currently unknown if the lessor intends to take measures to mitigate future flooding at this site, DCA has opportunity to lease space at a different location. DCA will use this tool as well as its forthcoming Climate Change Risk Assessment tool to determine another suitable location in the area not at risk of flooding due to climate change.

Planning Outline to Mitigate Sea Level Rise Impacts

Planning Outline PO1:d: Planning for Sea Level Rise impacts Mitigation

Facility Name	Tide Chart Region	Plan 2030?
395 Oyster Point Blvd.	San Francisco	Climate Change Risk Assessment

Planning Narrative of Sea Level Rise Impact

DCA will be augmenting its leasing opportunities to include a new Climate Change Risk Assessment tool. This tool will mimic the risk assessments made in this roadmap and will allow for a nuanced approach towards leasing and lease renewals. Through its Climate Change Risk Assessment program, it will be the aim of DCA to search out and promote the use of more sustainable facilities in all neighborhoods. By working with DGS to lease facilities better suited to mitigating the effects of sea level rise and climate change. When possible, DCA will lease from facilities not in areas projected to be at risk of future flooding. Because DCA primarily leases its facilities, leasing and operating from such facilities will allow DCA to better serve the people of the State of California in their own communities.

Assessing Risk from Wildfire

Table 1.7: Top 5-10 Facilities Most at Risk to Current Wildfire Threats by Fire Hazard Severity Zone

Facility Name	Fire Hazard Severity Zone Designation (low, medium, high, very high)
No facilities at risk	

Table 1.8: Top 5-10 Facilities that will be Most Impacted by Projected Changes in Wildfire by Acres Burned

Facility Name	Acres Burned (1961-1990)	Acres Burned (2031-2060)	Acres Burned (2070-2099)
3855 Via Nona Marie	72.7	97.6	96.5
4995 Murphy Canyon Road	73.1	92.3	91.1
9555 Chesapeake Drive	73.1	92.3	91.1
27202 Turnberry Lane	76.0	82.4	82.0
21601 Devonshire Street	48.3	46.1	45.1

Facility Name	Acres Burned (1961-1990)	Acres Burned (2031-2060)	Acres Burned (2070-2099)
395 Oyster Point Blvd.	33.1	41.6	41.6
25360 Magic Mountain Pky	66.6	37.2	35.7
6860 Santa Teresa Blvd.	49.8	28.5	25.1
625 Alfred Nobel Drive	27.2	27.0	25.8
9246 Lightwave Avenue	59.4	25.3	22.4

Reporting Narrative on Wildfire Risks

According to the [California Air Resources Board](#), “extreme fires are a growing threat to public health and safety, to homes, to air quality and climate goals, and to our forests. California is seeing fires that burn larger and hotter on average than ever before.” Additionally, “smoke from extreme fires can occur with little warning and travel long distances and into urban areas many miles from the flames, negatively impacting public health and degrading quality of life.”

Though DCA has offices throughout California, these facilities are located in populated urban areas and—as indicated in Table 1.7—stand little direct risk of current wildfire threats. The biggest risk to DCA facilities is smoke particles in the air related to wildfires.

Planning Outline to Mitigate Wildfire Risks

Planning Outline PO1:e: Plan for Mitigating Wildfire Risk by Acres Burned for Top 5-10 Facilities Most at Risk

Facility Name	Plan 2023-2030
No facilities at risk	

Planning Narrative of Wildfire Risk Mitigation Plan

Understanding Climate Risk to Planned Facilities

Tables 1.9: a-g: Climate Risks to New Facilities

a.1 Annual Mean Max. Temperature

Facility Name	Historical Annual Mean Max. Temp. (1961 – 1990)	Annual Mean Max. Temp. (2031 – 2060)	Change from Historical to Annual Mean Max. Temp (2031-2060)	Annual Mean Max Temp. (2070-2099)	Change from Historical to Annual Mean Max. Temp (2070-2099)
10089 Willow Creek Road, San Diego	74.3	78.2	3.9	79.9	5.6
1741 Technology Dr. San Jose	70.9	73.9	3	75.3	4.4
3621 South Harbor Blvd., Santa Ana	74.8	78.7	3.9	80.3	5.5

a.2 Annual Mean Min. Temperature

Facility Name	Historical Annual Mean Min. Temp. (1961 – 1990)	Annual Mean Min. Temp. (2031 – 2060) °F	Change from Annual Mean Min. Temp (2031-2060)	Annual Mean Min. Temp. (2070-2099) °F	Change from Annual Mean Min. Temp (2070-2099)
10089 Willow Creek Road, San Diego	51.4	55.3	3.9	56.8	5.4
1741 Technology Dr. San Jose	49.4	52.3	2.9	53.7	4.3
3621 South Harbor Blvd., Santa Ana	53.5	57.2	3.7	58.6	5.1

b. Annual Mean Max. Precipitation

Facility Name	Annual Mean Maximum Precipitation (1961 – 1990) (in/yr.)	Annual Mean Precipitation (2031 – 2060) (in/yr.)	Extreme Precipitation (1961-1990) (in/day)	Extreme Precipitation (2031-2060) (in/day)
10089 Willow Creek Road, San Diego	13.5	13.7	3.49	3.28
1741 Technology Dr. San Jose	14.5	15.9	3.52	2.66
3621 South Harbor Blvd., Santa Ana	12.2	12.6	3.49	3.8

c. Largest Increase in Extreme Heat Events

Facility Name	Extreme heat threshold (EHT) °F	Average number of days above EHT (1961-1990)	Average number of days above EHT (2031-2060)	Increase in number of days above EHT
10089 Willow Creek Road, San Diego	95.7	3	11	8
1741 Technology Dr. San Jose	95.6	33	65	32
3621 South Harbor Blvd., Santa Ana	96.1	31	61	30

d. Sea Level Rise

Facility Name	Area (California Coast, San Francisco Bay, Delta)	Sea Level Rise 0.0 m	Sea Level Rise 0.5 m	Sea Level Rise 1.0 m	Sea Level Rise 1.41 m
10089 Willow Creek Road, San Diego	San Diego	No	No	No	No
1741 Technology Dr. San Jose	San Francisco	No	No	No	No
3621 South Harbor Blvd., Santa Ana	Los Angeles	No	No	No	No

e. Wildfire Risks by Fire Hazard Severity Zone

Facility Name	Current Fire Hazard Severity Zone (low, medium, high, very high)
10089 Willow Creek Road, San Diego	Low
1741 Technology Dr. San Jose	Low
3621 South Harbor Blvd., Santa Ana	Low

f. Wildfire Risk by Acres Burned

Facility Name	Acres Burned (1961-1990)	Acres Burned (2031-2060)
10089 Willow Creek Road, San Diego	29.1	18.5
1741 Technology Dr., San Jose	None	None
3621 South Harbor Blvd., Santa Ana	None	None

g. Risk from HDDs/CDDs

Facility Name	Heating/Cooling Degree Days (1961-1990) (HDD/CDD)	Heating/Cooling Degree Days (2031-2060) (HDD/CDD)
10089 Willow Creek Road, San Diego	1,574/927	955/1,600
1741 Technology Dr. San Jose	2,414/548	1,716/1,027
3621 South Harbor Blvd., Santa Ana	1,224/1,028	676/1,743

Planning Narrative for Understanding Climate Risks to Planned Facilities

DCA has not used the information contained in Tables 1.9a through 1.9g in assessing new lease properties. All sustainability related considerations stem from the DGS leasing agreements.

However, DCA is also in the planning stages of developing a more comprehensive Climate Change Risk Assessment process based partially on the assessment exercises introduced and utilized in this Sustainability Roadmap. The exercise will be developed in concert with DCA's Sustainability Coordinator, its FMU, and other members of DCA's BSO. This exercise will be implemented as part of the process to evaluate potential properties for lease. Together with other factors such as cost feasibility and business operational needs, this new Climate Change Risk Assessment will inform DCA's leasing decisions going forward. The goal will be to service the needs of DCA's customer base from more sustainable facilities.

The three facilities indicated in the above tables are in various degrees of leasing by DCA with expected move-in dates set to occur by the completion of the 2024 calendar year. Though initiation of the leasing processes for these three locations pre-date the implementation of DCA new Climate Change Risk Assessment process, they have been assessed in this roadmap. The new program will be implemented by Spring 2024 and all future proposed facilities for lease will be assessed by using these standards. All DCA FMU agents will request that DGS leasing agents weigh these considerations when proposing new facilities for DCA to lease.

Understanding the Potential Impacts of Facilities on Communities

Reporting on Facilities located in Disadvantaged Communities

Table 1.10: Facilities Located in Disadvantaged Communities

Facility Name	CalEnviroScreen Score	Is it located in a disadvantaged community? Yes/No
2151 Convention Center Way	100	Y
710 South Central Avenue	99	Y
1450 Iowa Avenue	98	Y
1845 Business Center Drive	97	Y
7320 Madison Street	96	Y
2005 Evergreen Street	94	Y
1901 North Rice Avenue	92	Y
1180 Durfee Avenue	92	Y
6150 Van Nuys	91	Y
3374 E. Shields	87	Y
464 West 4th Street	87	Y
12501 East Imperial Highway	86	Y
320 Arden Avenue	85	Y
1130 East Shaw Avenue	84	Y
3750 Rosin Ct.	83	Y
395 Oyster Point Blvd.	83	Y
10190 Systems Parkway	77	Y



Facility Name	CalEnviroScreen Score	Is it located in a disadvantaged community? Yes/No
9821 Business Park Drive	77	Y

Planning Narrative for Facilities in Disadvantaged Communities

DCA leases facilities in a wide array of socioeconomic areas to better provide enforcement, testing, licensing, and other services to customers in their own communities. Through its Climate Change Risk Assessment program, it will be the aim of DCA to search out and promote the use of more sustainable facilities in all neighborhoods. DCA will work with DGS to lease facilities better suited to lessening the energy demand on local grids, and those that are more water-wise, have better CalEnviroScreen scores, and offer other attributes that will make them more suited to climate change. Because DCA primarily leases its facilities, leasing and operating from such facilities will allow DCA to better serve the people of the State of California in their own communities.

Opportunities to pursue programs such as urban forestry programs, urban greening grants, and more will be introduced to DCA's potential lessors as requested leasing amendments when applicable. DCA is also working with several of its current lessors to increase the California electric vehicle (EV) infrastructure by adding EV chargers to facilities when possible. These EV chargers may increase opportunities for the populations of disadvantaged communities to utilize EVs.

New Facilities and Disadvantaged Communities and Urban Heat Islands

Table 1.11: New Facilities and Disadvantaged Communities and Urban Heat Islands

Facility Name	Located in a Disadvantaged Community (yes/no)	Located in an urban heat island (yes/no)
10089 Willow Creek Road, San Diego	no	no
1741 Technology Dr. San Jose	no	yes
3621 South Harbor Blvd., Santa Ana	yes	yes

Integrating Climate Change into Department Funding Programs

Table 1.12: Integration of Climate Change into Department Planning

Name of Plan	Have you integrated climate?	If no, when will it be integrated?
In progress	Yes/No	Spring 2024

Reporting Narrative for Integrating Climate Change into Department Planning Process

Currently, DCA requests all sustainable considerations mentioned in DGS leasing agreements when leasing from new facilities. They work with DGS agents to search for facilities that have implemented such considerations whenever possible. Because DCA chooses sites that integrate its operations and services into an array of communities, these sustainable considerations, however, have not always been available and DCA has had to select alternative facilities instead. Going forward, DCA will further request the climate change planning processes above and beyond the current DGS leasing agreement. The exercise will be developed in concert with DCA's Sustainability Coordinator, its FMU, and other members of DCA's BSO. This exercise will be implemented as part of the process to evaluate potential properties for lease. This will be DCA's new Climate Change Risk Assessment program. It will be developed with each new lease and lease renewal and implementation should start by the spring of 2024.

Planning Narrative for Integrating Climate Change into Department Planning Process

Currently DCA is in the planning stages of implementing its Climate Change Risk Assessment program. This program is being developed by the DCA Sustainability Coordinator, FMU agents, and other BSO offices—all of whom are integral to the leasing opportunities for DCA. It is expected that this program will be fully implemented by Spring 2024. In addition to those assessments included in the roadmap, the Sustainability Coordinator will also research other sustainable and climate change considerations that should be included in DCA's leasing processes. Once this research is completed, the full list of requests will be vetted by FMU and BSO agents and then implemented with each new lease and lease renewal process. Upon completion of the vetting process, FMU leasing agents will incorporate these climate change and sustainable considerations when asking DGS to search for potential leasing facilities. When options are made available, these considerations will be included—though not exclusively—into the choice for lease and lease renewal. For many of these instances, the

opportunity for renewal will be made when current leases are up for renewal. The program, however, should be implemented by Spring 2024.

Community Engagement and Planning Processes

Table 1.13: Community Engagement and Planning Processes

Name of Plan	Does this plan consider impacts on vulnerable populations? Yes/No	Does this plan include coordination with local and regional agencies? Yes/No	Does this plan prioritize natural and green infrastructure? Yes/No
No community engagement process	Not covered	Unknown	Not prioritized

Reporting Narrative for Community Engagement and Planning Processes

DCA leases facilities in a wide array of socioeconomical areas to better provide testing, licensing, and other services to customers in their own communities. Through its Climate Change Risk Assessment program, it will be the aim of DCA to search out and promote the use of more sustainable facilities in all neighborhoods. DCA will work with DGS to lease facilities better suited to lessening the energy demand on local grids, and those that are more water-wise, have better CalEnviroScreen scores, install EV chargers, and offer other attributes that will make them more suited to climate change. Because DCA primarily leases its facilities, leasing and operating from such facilities will allow DCA to better serve the people of the State of California in their own communities.

Planning Narrative for Community Engagement and Planning Processes

Climate Change Implementation Planning in Funding Programs

Table 1.14: Climate Change Implementation Planning in Department Funding Programs

Name of Grant or Funding Program	Have you integrated climate change into program guidelines? Yes/No	If no, Date it be integrated?	Does this Funding Program consider impacts on vulnerable populations? Yes/No	Does this Funding Program include coordination with local and regional agencies? Yes/No
No funding or grant programs	Climate changes not in funding program guidelines		Not considered	Unknown

Reporting Narrative for Climate Change Implementation Planning in Funding Programs

No grant or other funding provided.


Planning Narrative for Climate Change Implementation Planning in Funding Programs

No grant or other funding provided.

Measuring and Tracking Progress

Reporting Narrative on Measuring and Tracking Progress

The climate impacts of most concern to DCA are those of extreme heat events, sea level rising, and its CalEnviroScreen scores. Increase in extreme heat events extrapolates to increased heat wave events—more intense heat for longer periods of time. As indicated in Table 1.6, DCA has one facility that will be at risk of sea levels rising by the late century model timeframe if measures are not taken to mitigate the accompanying flooding of said facility. DCA has several facilities with CalEnviroScreen scores above 75, including eight in the 90s and even a facility which has been scored 100.



DCA primarily leases from facilities. This affords DCA the opportunity to select locations more aligned with climate change goals with each new lease and renewal. The simplest way to address these risks is to incorporate these extra criteria into the leasing process and, when possible, choose facilities that are more in line with DCA climate change goals. DCA will include these options in its new Climate Change Risk Assessment program. This new program should be implemented by Spring 2024. Upon its implementation, DCA's Sustainability Coordinator will work with FMU leasing agents and will record the ongoing results from the program. The Sustainability Coordinator will assist by introducing all the new Climate Goals and leasing expectations. The Sustainability Coordinator will also aid by grading all potential sites so that a more nuanced consideration can be made of potential sites for leasing or renewal which include DCA's climate goals. These results will be recorded and shared appropriately to alert all applicable agents of DCA's progress.

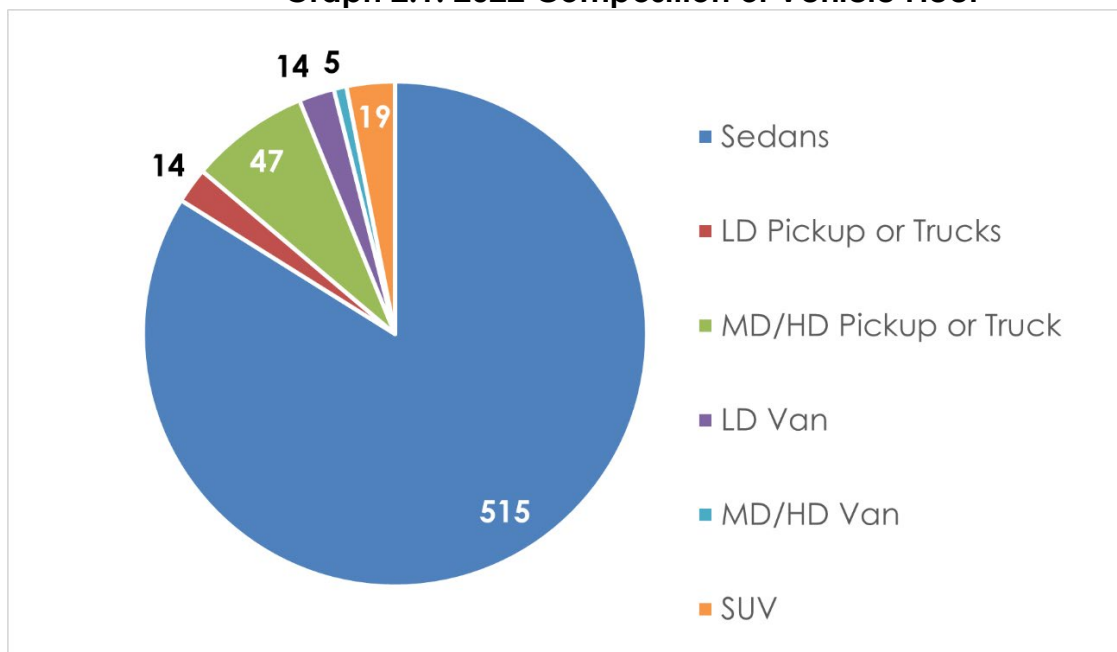
CHAPTER 2 – ZERO-EMISSION VEHICLES

Department Mission and Fleet

DCA's mission is to provide outstanding support services, oversight, and innovative solutions to boards and bureaus that regulate various California professionals and vocations so that through this partnership Californians are informed, empowered, and protected. DCA's fleet plays a crucial role in fulfilling the department's mission. The boards and bureaus that regulate the various professions throughout California investigate, inspect, and educate professional and vocational licensees to better protect California consumers. The duties performed while driving a state vehicle include inspection of licensed establishments and licensee's work premises, conducting surveillance of premises, investigating complaints received by interviewing witnesses and licensees, issuing citations and corrective actions, issuing subpoenas and search warrants, making arrests, and confiscating evidence. The vehicles used in day-to-day operations are driven on cities, highways, paved and un-paved roads, rugged mountain terrain and remote locations. The employees are in their vehicle a majority of their workday.

Composition of Vehicle Fleet

Graph 2.1: 2022 Composition of Vehicle Fleet



Fuel Types

Reporting on Total Fuel Use by Fuel Type.

Table 2.1: Total Fuel Purchased in 2021/2022

Year	Diesel (Gallons)	Gasoline (Gallons)	Renewable Diesel (Gallons)
2021	10,442	138,878	0
2022	10,076	123,669	0

Reporting Narrative on Fuel Type Selections

DCA determines which type of fuel it uses by following the vehicle manufacturer's recommendations. DCA's fleet consists of petroleum, battery electric vehicles (BEV), plug-in hybrid electric vehicles (PHEV), and hydrogen vehicles. DCA currently has 16 hydrogen fueled vehicles in its fleet. Unfortunately, hydrogen fuel is a very unreliable fuel source in California. Many times, our investigators are unable to drive hydrogen vehicles due to various reasons, which include the unavailability of fuel at the hydrogen fueling stations, the limited number of stations built, and the long wait times experienced while waiting to re-fuel. Hydrogen vehicles are also not currently on the state contract. DCA utilizes the state fleet card, which includes the purchase of only unleaded gasoline instead of premium gasoline in its Fleet Management Policy. The current state fleet card does not work at the hydrogen stations, therefore, DCA had to request Citibank cards from DGS for the drivers to be able to refuel the hydrogen vehicles currently in the fleet. All these issues hinder the Department from focusing on strictly purchasing hydrogen vehicles. The Department continues to focus on purchasing BEV and PHEV vehicles to aid in reducing the consumption of gasoline.

Rightsizing the Fleet

Telework, Mission Changes, and Technology Changes

Some DCA positions such as inspectors, supervising inspectors, investigators, and supervising investigators have a home-as-headquarters designation, where staff work from their residence. These classifications have always performed their duties remotely throughout California. DCA only purchases fleet if a vehicle has been totaled or is not repairable, or when replacement of an older and less efficient vehicle is required, or when a new position has been approved in a Budget Change Proposal by the Department of Finance (DOF) and the duties of the position require driving a state vehicle. DCA has incorporated telematics in its fleet. With the implementation of telematics, in the future, DCA will be able to determine if vehicles are meeting the required usage thresholds. Telematics

provides information on the status of BEVs and what percentage of the battery is charged. If vehicles are not meeting the usage thresholds, DCA can be proactive in transferring assets if directed by DGS. There are no mission changes.

Telematics

Implementation Status

Reporting Narrative on Telematics Implementation Status

DCA has resumed the telematics implementation on its existing fleet.

Planning Narrative for Telematics Data

DCA will use the telematics data to advise DCA programs of underutilized vehicles within its fleet. DCA currently follows DGS', State Administrative Manual, Chapter 4121.1, Zero Emission Vehicle (ZEV) and Hybrid First Purchasing Mandate directive within the Department. DCA educates departmental programs to always consider purchasing ZEVs first. DCA will utilize the information in the telematics database to further advise programs when electricity usage could be used or needs to improve.

Existing Fleet Description

Light Duty Fleet Vehicles

DCA's boards and bureaus, who regulate the various professions throughout California, investigate, inspect, and educate professional and vocational licensees to better protect California consumers. The duties performed while driving a state vehicle include inspecting licensed establishments and licensee's work premises, conducting surveillance of premises or individuals, investigating complaints received by interviewing witnesses and licensees, issuing citations and corrective actions, issuing subpoenas and search warrants, making arrests, and confiscating evidence, etc. The vehicles used in day-to-day operations are driven on cities, highways, paved and un-paved roads, rugged mountain terrain, and remote locations. The employees are in their vehicle a majority of their workday.

Reporting On Total Miles Traveled

Table 2.2: Total Miles Traveled

Year	2017	2018	2019	2020	2021	2022
Miles Traveled	5,027,471	5,608,146	5,001,930	2,823,044	3,829,280	3,561,462

Reporting Narrative on Total Miles Traveled

Prior to the pandemic, five million miles were reported annually for light duty vehicles. In 2020, the pandemic affected the amount of driving the Department typically does. Investigators and inspectors were unable to perform site visits as places of business were shut down. In 2021, businesses began reopening and the investigators and inspectors were able to perform site visits and resume other tasks. Since 2020, the miles driven are trending upward. However, in 2022, many DCA entities experienced recruitment challenges to fill positions. In addition, some duties that previously needed retrieval are now available via electronic processes, which also impacts the number of miles driven. However, mileage is expected to continue to increase.

Telematics data is still relatively new. Each board or bureau has access to monitor their fleet miles and can adjust the usage within their own fleet. Telematics was initially installed into DCA vehicles beginning in October 2021. Telematics allows the DCA program fleet liaisons to view mileage and days-used information electronically via a website. The boards and bureaus can monitor their vehicles, including gas tank levels and battery charged percentages. DCA boards and bureaus use the information to make decisions to move fleet around within their respective board of bureau to avoid underutilization. DGS is currently working on interfacing the telematics data to their Fleet Asset Management System (FAMS) portal and by doing so will eventually negate the use and collection of physical mileage logs.

Reporting On Miles Per Gallon

Table 2.3: Miles per Gallon

Year	2017	2018	2019	2020	2021	2022
MPG	26	27	29	34	35	37

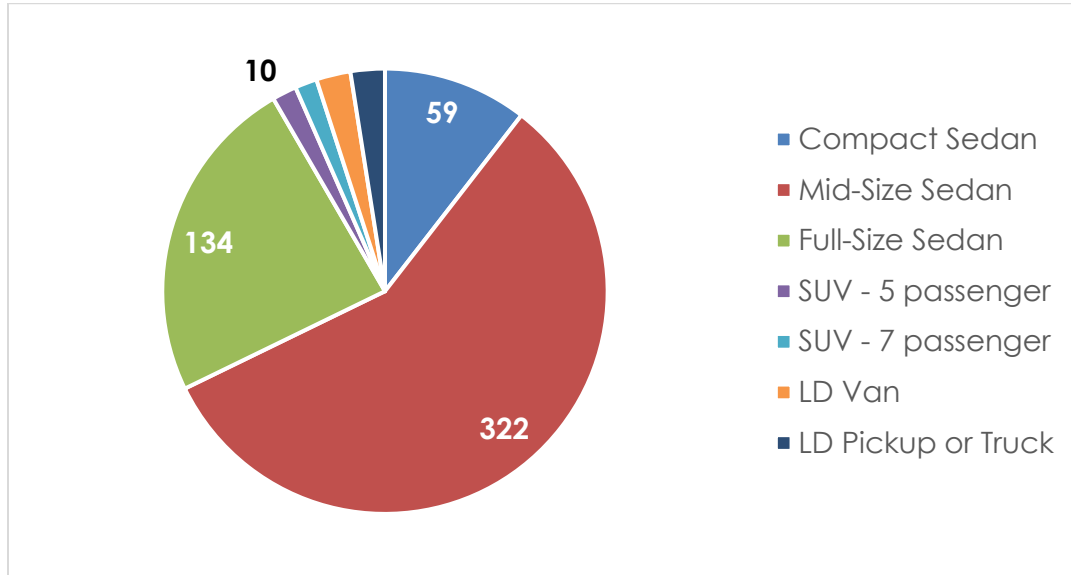
Reporting Narrative on Miles Per Gallon

In 2017, DCA's miles per gallon (MPG) averaged 26, and the MPG has increased each year. In 2022, the average MPG was 37. Overall, DCA has experienced an increase in the Department's MPG. Telematics data will allow fleet liaisons to

monitor the fleet for their board or bureau and collaborate with staff to ensure vehicles are maintained properly, i.e., check tire pressure, oil changes, fuel additives. The staff assigned to vehicles can monitor their speed and revolutions per minute (RPMs) or use cruise control to further increase MPG.

Composition of Light Duty Vehicle Fleet

Graph 2.2: Composition of Light Duty Vehicle Fleet



Light Duty Take-Home Vehicle Fleet Status

Table 2.24: “Take Home” Vehicle Fleet Status

Vehicle Type	Sedans	LD Pickup or Trucks	MD/HD Pickup or Truck	LD Van	MD/HD Van	SUV
Totals	236	8	0	1	1	9

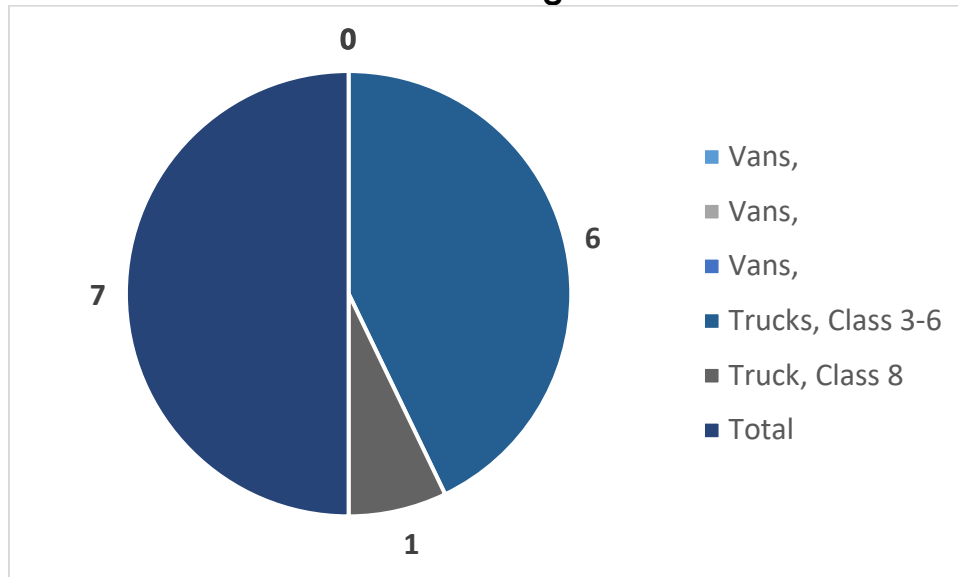
Planning Narrative on Integrating the Take Home Vehicle Program with Telework and Emissions Reduction Strategies

Each board or bureau under DCA’s purview, works with their staff to assign and determine if the need for a vehicle home storage permit (VHSP) is cost-effective. Each entity is responsible to assign the appropriate vehicle to staff, taking into consideration the staff location, available charging stations, road conditions, etc. Staff members are assigned a vehicle if the majority of their duties involve driving during the performance of their job. These employees use their vehicles

as their office and travel a majority of their workday. Some entities share pooled vehicles to promote emission reduction strategies.

Medium and Heavy-Duty Fleet Vehicles

Graph 2.3: Composition of Medium and Heavy-Duty Vehicle Fleet Subject to the ZEV First Purchasing Mandate



Incorporating ZEVs into the State Fleet

Light-Duty ZEV Adoption

Table 2.35: Light Duty Vehicles in Department Fleet Currently Eligible for Replacement

# of Vehicles eligible for replacement	Sedans	LD vans	LD Pickups	SUVs, 5 passengers	SUVs, 7 passengers	SUVs, 8 passengers	Total
Totals	244	10	9	0	0	2	265

Table 2.46: Plan for Light Duty ZEV Additions to the Department Fleet

ZEV Category	21/22	22/23	23/24	24/25	25/26
Battery Electric Vehicle (BEV)	7	0	TBD	TBD	TBD
Plug-in Hybrid Vehicle (PHEV)	0	9	TBD	TBD	TBD

ZEV Category	21/22	22/23	23/24	24/25	25/26
Fuel Cell Vehicle	0	0	TBD	TBD	TBD
Percent of total purchases	35%	100%	TBD	TBD	TBD
Required ZEV Percentage	35%	40%	45%	50%	55%
Total number of ZEVs in Fleet*	181	181+	TBD	TBD	TBD

Reporting Narrative for Light Duty ZEV Additions to the Department Fleet.

The majority of the vehicles in DCA's fleet consist of light duty sedans. By incorporating ZEVs into DCA's fleet, this allows DCA to reduce emissions. The DCA staff who are assigned to drive state vehicles are located throughout the state. California's environment includes mountainous and rural areas where charging infrastructure can be scarce. This makes it difficult to assign ZEVs, depending upon employee location and assigned workload territories. DCA has contracted with ChargePoint to allow electric vehicles to be charged outside of DCA facilities.

DCA is currently preparing the annual Fleet Acquisition Plan (FAP) that is due to DGS no later than April 1, 2024.

Planning Narrative for Integrating ZEVs into Take-Home Vehicles

DCA currently provides VHSPs to its boards and bureaus if it is cost-effective to do so. Each board and bureau assigns their own vehicles to their designated staff. When assigning ZEVs to employees, the employee location must be considered in relation to available charging stations in their area and the range of their assigned territories. In addition, the state has not developed guidance for employees charging their state vehicles at their home residences. Most of the ZEVs in DCA's fleet are on VHSPs. In the future, it would be beneficial if there is guidance to have employee's charge their assigned state vehicles at home.

Medium- Heavy-Duty ZEV Adoption

Medium and Heavy-Duty Vehicles in Department Fleet currently Eligible for Replacement

Table 2.57: MD/HD Vehicles in Department Fleet Currently Eligible for Replacement

Vehicle Type	Vans, Class 2b	Vans, Class 3 & 4	Vans, Class 5 & 6	Trucks, Class 3-6	Truck, Class 8	Total
Totals Eligible for Replacement	0	0	0	6	1	7

Table 2.68: Planned Medium/Heavy Duty ZEV Additions to the Department Fleet

ZEV Category	21/22	22/23	23/24	24/25	25/26
Battery Electric Vehicle (BEV)	2	10	9	15	10
Plug-in Hybrid Vehicle (PHEV)	19	3	10	4	3
Fuel Cell Vehicle	0	0	0	0	0
Percent of total purchases	42%	48%	83%	61%	68%
Total number of ZEVs in Fleet	39	60	73	92	111

Reporting Narrative for Medium-Heavy Duty ZEV Adoption

The medium-heavy duty trucks are used for transporting cargo or other vehicles for enforcement and investigative tasks. They are used throughout the state, including in snow and rocky terrains, through the mountains and city suburbs. Daily use can be sporadic; a vehicle may be used all day one day and not used again for several days. One of the typical uses for DCA's heavy duty vehicles is to haul vehicles throughout the state for sting operations. Due to the nature of the purpose of the medium and heavy-duty transporters, buying electric could impact an undercover operation if the vehicle would need to be charged en route to a sting. The Fiscal Year 2023-24 FAP is still to be determined as the fleet plan will be submitted no later than April 1, 2024, to DGS.

ZEV Public Safety Exemption

Reporting Narrative for ZEV Public Safety Exemption

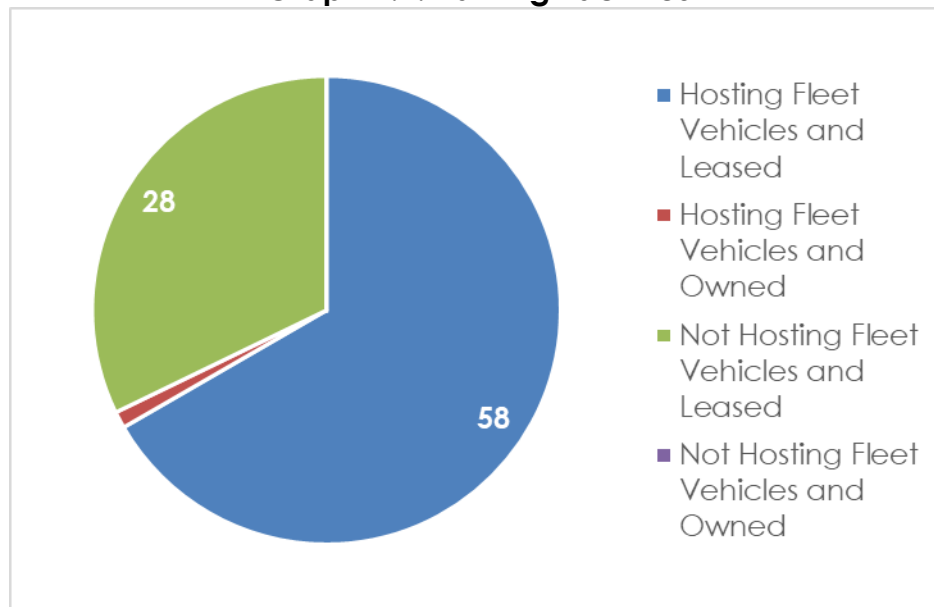
DCA does have sworn officers, but does not maintain a Public Safety Exemption.

Planning Narrative for ZEV Public Safety Exemption

DCA doesn't have a Public Safety Exemption on file. Many of the alternative fuel vehicle makes and models introduced through the statewide contract are being considered for purchase by DCA.

Department's Parking Facilities

Graph 2.4: Parking Facilities



Reporting Narrative on Parking Facilities

DCA continues to operate offices in commercial zones and may occupy an entire building or a section of a building. The number of parking spaces is based on the square footage occupied. Depending on negotiations with each of DCA's lessors, the fleet, employee, and visitor parking areas may be physically separated or mixed. For security reasons, DCA will request a lessor to provide a gated area for state vehicles to be stored.

Reporting on Status of EVSE Projects

Table 2.9: Status of EV Charging Projects

Facility Name	Total Parking Spaces	Existing L1 Charging Ports (2022)	Existing L2 Charging Ports (2022)	Existing L3 Charging Ports (2022)	Total Charging Ports (2022)	EV Charging Ports Needed by 2025
1747 N. Market Blvd.	300	0	4	0	2	6 Level 2 ports
7130 N. Marks Ave, Fresno	53	0	11	0	0	9 Level 2 ports
625A Alfred Noble Drive	97	0	0	0	0	12 Level 2 ports
6001 Bristol Parkway	54	0	0	0	0	10 Level 2 ports
1180 Durfee Avenue	97	0	0	0	0	10 Level 2 ports
2420 Del Paso Road	399	0	3	0	3	0 Level 2 ports
9246 Lightwave Ave.	167	0	2	0	2	0 Level 2 ports
1625 N. Market Blvd.	1,200	0	12	0	12	0 Level 2 ports
Total	2,367	0	32	0	19	47

EV Charging Site Assessments

Reporting on 2022 Facility Site and Infrastructure Assessments

Table 2.10: 2022 EV Charging Infrastructure Site Assessments Conducted

Facility Name	L1 EVSE Project Assessments	L2 EVSE Project Assessments	L3 EVSE Project Assessments	Entity that Conducted the Site Assessment
No EV charging assessments completed.				
Total				

Planning Narrative on EVSE Construction Plan

DCA leases all but one of its office locations. Negotiations are conducted with lessors to install EV charging stations at their locations and is dependent upon whether the lessor chooses to install chargers onsite. DCA also works with DGS Office of Sustainability Clean Transportation Unit and Real Estate Services Division (RESO) on EV charging projects.

On-going EVSE Charging Operations and Maintenance

Public EV Charging Policies

Reporting Narrative on Public EV Charging Policies

DCA primarily leases its facilities and has no public EV chargers at any owned sites. Of DCA's leased facilities, three sites with public EV chargers are: 1625 N. Market Blvd. (which serves as DCA's headquarters) has two public EV chargers; 9821 Business Park Drive has two public EV chargers; and 10949 North Mather Blvd. which has 19 public/employee EV chargers. The two chargers at DCA headquarters were installed by the lessor and are unassociated with DCA's efforts to add EV chargers for state employees and state vehicles. DCA does not engage in cost-recovery for these two units, nor does it have any mechanical means to limit charging time per charger. DCA has not developed a Public EV Charger Policy. DCA does maintain a general guideline for users of the EV chargers to spend no more than four hours at a time on these chargers. This guideline is located on DCA's [Facilities Management Unit website](#) and states the following: "HQ1 offers two (2) charging stations for both DCA employees and the public. The chargers are operational between 8:00 a.m. through 6:00 p.m., seven (7) days a week, based on first come first served with a 4-hour maximum charge time."

Planning Narrative on Public EV Charging Policies

DCA is currently focused on ensuring that there are enough EV charging stations for state vehicles in all state-owned and -leased locations. There is no need to create a public EV charging use policy at this time.

Employee EV Charging Policies

Reporting Narrative on Employee EV Charging Policies

As previously stated, DCA primarily leases its operation sites. DCA promotes opportunities for its lessors to install and operate EV chargers. DCA also does not

pay for or track the energy used for the EV chargers at all leased sites. This makes it impractical for DCA to apply a universal Employee EV Charging policy for all EV chargers at each of its facilities. However, for the sites with EV chargers for which DCA does monitor energy usage, DCA does not apply any cost recovery programs. DCA has adopted the working practice of promoting the use of ZEVs and EV charging to its team members by not charging or applying cost recovery. DCA does not employ any mechanical means to set charging time-limits for its chargers, however, DCA does maintain a general guideline for users of all its EV chargers to spend no more than four hours at a time on these chargers. This guideline is available on DCA's [Facilities Management Unit website](#) and states the following: "HQ1 offers two (2) charging stations for both DCA employees and the public. The chargers are operational between 8:00 a.m. through 6:00 p.m., seven (7) days a week, based on first come first served with a 4-hour maximum charge time." Additionally, there are 4 ChargePoint EV chargers at HQ1 along with a solar powered EV charger with four (4) level 2 ports. HQ also hosts a solar EV charger with another 4 level 2 ports. Four more ChargePoint EV chargers are expected to be installed at this location by the end of 2023. There are a total of 44 employee EV chargers statewide.

Furthermore, as previously stated, DCA does not maintain the operations of every EV charger at each site, nor does it pay directly for the energy use at each site and, therefore, cannot accurately or practically track the total energy usage for all EV chargers at DCA facilities.

Planning Narrative on Employee EV Charging Policies

Since most DCA employees have a hybrid work model and there are limitations on data available from the EV chargers, DCA does not have plans to develop a specific Employee EV charger policy. DCA personnel will review current guidelines to determine if changes are required.

Fleet EV Charging Policies

Reporting Narrative for Fleet EV Charging

DCA currently has 14 facilities with EV chargers specifically designated for state vehicles/fleet vehicles. Seventy-eight Level 2 EV charging stations charge DCA Fleet vehicles. Most of these EV chargers, however, are at leased facilities where DCA is not contracted to be invoiced for the charge of the energy used by these chargers or these chargers are not individually metered so specific energy use cannot be measured. DCA personnel monitors energy use via Telematics of EV fleet vehicles but this program does not include energy use of the electric

vehicle supply equipment (EVSE). Collectively, DCA has no practical means to record the energy use of any EVSE related to DCA fleet vehicles.

DCA recognizes the importance of creating programs that reduce energy use during Flex Alerts. Because all DCA's fleet EV chargers are located at leased facilities, DCA will continue to urge lessors to adhere to Flex Alert energy consumption guidelines and restrictions.

Planning Narrative for Fleet EV Charging

DCA's State Fleet Card and Telematics Procedures policy does not regulate charging procedures related to energy use through EVSEs. The primary reason for this is that DCA's EV chargers are located at leased facilities and DCA does not manage the bulk of these chargers. Most of these chargers are not run by DCA, and there are currently no efficient ways to monitor or control energy use during Flex Alerts. DCA personnel will review the policy and current practices to create policy amendments that will allow for regulation when possible and to create contractual opportunities that allow for lessors to provide energy use information. Furthermore, DCA personnel will explore contractual amendment opportunities to promote energy conservation with EV chargers during Flex Alerts.

Hydrogen Fueling Infrastructure

Planning Narrative for Hydrogen Fueling Infrastructure

DCA currently has 16 hydrogen fuel vehicles located throughout the state. Many of these vehicles are used every day. The hydrogen stations are scarce throughout the state. Employees who have driven the vehicles have reported extremely long wait times and the unavailability of hydrogen fuel at the nearest fill stations. DCA has experienced having to rent a vehicle while the hydrogen stations have been inoperable for weeks at a time. DCA's plan is to replace the 16 hydrogen vehicles with ZEVs when they meet the required replacement criteria in the State Administrative Manual (SAM).

CHAPTER 3 – ENERGY

Department Mission and Building Infrastructure

Reporting Narrative for Department Mission and Building Infrastructure:

DCA's mission is to provide outstanding support services, oversight, and innovative solutions to boards and bureaus that regulate California professionals and vocations so that through this partnership Californians are informed, empowered, and protected. DCA licenses and regulates million licensees in more than 280 license types, including certificates, registrations, and permits. Through its licensing boards and bureaus and Division of Investigation, DCA investigates consumer complaints on issues under its jurisdiction. If violations are found, license holders can face discipline that includes probation, suspension or revocation of a license, fines and citations, letters of reprimand, or cease and desist orders. Finally, DCA educates consumers by giving them the information they need to avoid being victimized by unscrupulous or unqualified people who promote deceptive or unsafe services.

To fulfill these duties in a way that protects both the consumer and the integrity of licensees, investigative personnel, and operations under DCA must operate in a confidential capacity. The confidential nature of these operations necessitates the exclusion of site and building locations and their operative metrics from documents made available to the public. Even providing the operative metrics of these sites may inadvertently indicate the kinds of operations that occur within them. For these reasons, any confidential sites, the buildings built thereon, and operative metrics for these sites will be withheld from this document. DCA's state-owned property/properties falls under this need for confidentiality, therefore, the portions of this section that explicitly require information on owned properties cannot be completed.

Of its non-confidential leased sites, DCA inhabits 973,258 square feet. To better serve the intended customer base, DCA operates several leased facilities throughout the entire state, including regions that are subject to projected increased extreme heat events, heatwaves, and reside in urban heat islands. These projections generally increase the instances of projected cooling degree days per site as higher temperatures will necessitate the need to operate HVAC systems to ensure adequate comfort levels for operative personnel and building visitors.

Of its non-confidential sites, DCA maintains operations in 61 different facilities statewide, all of which are leased. Due to the nature of some of the operations and services provided by some of its confidential functions, DCA requires the flexibility to lease facilities and occasionally move said operations more often than would be feasible by owning facilities. Certain DCA boards/bureaus must be allowed the flexibility to move and maintain operations where the services are required. Leasing typically allows for this flexibility. Additionally, the operational needs for DCA boards/bureaus necessitate the need for certain types of facilities that are not always available in state-owned facilities. Leasing in more industrial areas away from city centers where state buildings are not often located becomes necessary. Because DCA must often utilize commercially owned leased facilities, options for grid-based energy are subject to the available utilities and the type of energy consumed. DCA maintains facilities that consume grid-based electricity, natural gas, and a mixture of both.

When DCA is ready to pursue a facility in a certain area, it provides all parameters needed for the location to DGS and DGS assists DCA by providing possible leasing locations in the desired service area that meet the parameters. The desired parameters for operational performance in a prescribed area can affect opportunities for leasing availability in a general service area. DCA does express interest in leasing from LEED buildings and from facilities that have sustainable attributes, e.g., renewable energy processes and energy efficient infrastructure. However, given the necessary parameters, facilities with these options are not always available. DCA does submit requests during leasing and lease renewals for the inclusion of amended sustainable options, however. Even if the options are not available at the time of the original lease, DCA does work with lessors to eventually make amendments to these commercial properties to ensure that DCA operates from more sustainable facilities. These amendments, however, are subject to lessor participation.

Total Purchased Energy

Table 3.1: Total Purchased Energy 2021 and 2022

Purchased Energy	2003 Baseline Quantity	Unit	2021 Quantity	2022 Quantity	% Qty. Change 2003-22
Electricity	No Data	kWh	78,277,675.69	80,188,389	n/a
Less EV Charging	No Data	kWh	No Data	No Data	n/a
Natural Gas	No Data	therms	57,369,991.88	59,634,813	n/a
Propane	No Data	gallons	No Data	No Data	n/a
Fuel Oil	No Data	gallons	150,630	135,384	n/a

Purchased Energy	2003 Baseline Quantity	Unit	2021 Quantity	2022 Quantity	% Qty. Change 2003-22
Steam	No Data	pounds	No Data	No Data	n/a
Chilled H2O	No Data	kBtu	No Data	No Data	n/a
TOTALS	n/a	kBtu Site	135,798,297.57	139,958,586	n/a

Department Energy Use

Reporting High Energy Use Buildings

Table 3.2: Properties with Largest 2022 Energy Consumption

Building Name	Floor Area (ft ²)	Site Energy (kBTU)	Source Energy (kBTU)	Source EUI (kBTU/ft ² -yr)
4244 South Market - Leased	25,440	81,157,027	159,938,252	3,190
10949 North Mather Blvd. - Leased	93,807	47,661,467	124,945,248	508
10247 Bellegrave Avenue - Leased	10,052	5,114,139	16,109,538	508
6860 Santa Teresa Blvd. - Leased	8,944	3,357,752	8,623,965	375
10190 Systems Pky., Unit 100, 110 - Leased	9,385	1,326,984	4,180,000	141
7320 Madison Street - Leased	7,155	1,205,830	3,798,366	168
Total for Buildings in This Table	154,783	139,823,199	317,595,369	4,890
Total for All Department Buildings	n/a	n/a	n/a	n/a
% of Totals	n/a	n/a	n/a	n/a

Energy Efficiency Solutions for Largest Energy Using Buildings

Planning Outline PO3a: Planning for Buildings with Largest Energy Use

Building Name	Proposed Energy Efficiency Solutions
4244 South Market - Leased	Energy efficiency lease/lease renewal review
10949 North Mather Blvd. - Leased	Energy efficiency lease/lease renewal review
10247 Bellegrave Avenue - Leased	Energy efficiency lease/lease renewal review
6860 Santa Teresa Blvd. - Leased	Energy efficiency lease/lease renewal review
10190 Systems Pky., Unit 100, 110 - Leased	Energy efficiency lease/lease renewal review
7320 Madison Street - Leased	Energy efficiency lease/lease renewal review

Narrative for Building Energy Efficiency

Data is omitted due to location confidentiality.

DCA's infrastructure plan to optimize energy efficiency at its non-confidential sites is tailored to the Department's operational standard of primarily leasing from commercial facilities. DCA's attempts toward optimizing energy efficiency to its leased facilities will incorporate the following: when DCA is ready to pursue a facility in a certain area, it provides all parameters needed for the location to DGS and DGS assists DCA by providing possible leasing locations in the desired service area that meet the parameters. The desired parameters for operational performance in a prescribed area can affect opportunities for leasing availability in a general service area. DCA does express interest in leasing from LEED buildings and from facilities that have sustainable attributes, e.g., renewable energy processes and energy efficient infrastructure. However, given the necessary parameters, facilities with these options are not always available. DCA does submit requests during leasing and lease renewals for the inclusion of amended sustainable options, however. Even if the options are not available at the time of the original lease, DCA does work with lessors to eventually make amendments to these commercial properties to ensure that DCA operates from more sustainable facilities. These amendments, however, are subject to lessor participation.

All requests to DGS for site evaluation are made with the current sustainability considerations as prescribed by DGS. DCA personnel include DGS personnel in every aspect of facility evaluation and lease renewal, thus ensuring that DCA is consistent in attempting to meet the State's Sustainability goals.

Working together with DGS and its lessors, DCA has worked to optimize energy efficiency at many of its facilities, such as adding EV charging stations, some of which have been installed and operate completely independent of the local energy grid. Requests are generated at leasing and renewal opportunities and are also made throughout the term of the lease. DCA will continue to practice its Energy Efficiency Lease/Lease Renewal Review in times between leasing and lease renewal. Recently, in the September 2023 meeting of the Sustainable Buildings Work Group, the presentation by Enersponse included recent updates to include leased facilities and smaller facilities in the aggregate in the State's Demand Response program. DCA will pursue the opportunity to work with this agency in implementing this option at as many of its 61 non-confidential sites as possible.

Zero Net Energy (ZNE)

Reporting on Existing Building ZNE

Table 3.3 Zero Net Energy Buildings

Status of ZNE Buildings	Number of Buildings	Floor Area (ft ²)	% of Building Area
Buildings Completed and Verified	0	0	0
Building in Design or Under Construction	Confidential	Confidential	Confidential
Building Proposed for Before 2025 (but not yet in design)	0	0	0
Addtl. Exist. Bldg. Area within 15% of ZNE target EUI and have EE projects planned	0	0	0
Totals for ZNE Buildings by 2025	Confidential	Confidential	Confidential
Totals for All Department Buildings by 2025	Confidential	Confidential	Confidential
% ZNE by 2025	Confidential	Confidential	Confidential

Planning Narrative of Table 3.3: Zero Net Energy Buildings

Data is omitted due to location confidentiality.

To fulfill its duties in a way that protects both the consumer and the integrity of the licensees, investigative personnel, and its operations, DCA must operate some of its facilities in a confidential capacity. The confidential nature of these operations necessitates the exclusion of site and building locations and their operative metrics from documents made available to the public. Even providing the operative metrics of these sites may inadvertently indicate the kinds of operations that occur within them. For these reasons, any confidential sites, the buildings built thereon, and operative metrics for these sites will be withheld from this document. DCA's state-owned property/properties falls under this form of confidentiality, therefore, the portions of this section that explicitly require information on owned properties cannot be completed.

However, DCA is in the process of renovating its currently owned confidential site(s). Though no details can be revealed in this public report to ensure confidentiality, it can be reported that once renovations are complete, all owned facilities will meet the ZNE standards set forth by the State. Renovations should be completed by Spring 2024.

New Construction Exceeds Title 24 by 15%

Table 3.4: New Building Construction Exceeding Title 24 by 15%

New Buildings Exceeding Title 24 by 15%	Number of Buildings	Floor Area (ft²)
Completed Since July 2012	n/a	n/a
Under Design or Construction	n/a	n/a
Proposed Before 2025	n/a	n/a

[Narrative of Table 3.4 New Building Construction Exceeding Title 24 by 15%](#)

Data is omitted due to location confidentiality.

However, DCA is in the process of renovating its currently owned confidential site(s). Though no details can be revealed to ensure confidentiality, it can be shared that once completed, all owned facilities will meet the ZNE standards set forth by the State. Renovations should be completed by Spring 2024.

DCA is not currently constructing new confidential or non-confidential facilities, nor are there plans to do so. A five-year Capital Improvement Plan has not currently been needed.

Conversely, DCA is currently employing a strategy of consolidation with its leased facilities, bringing as many as possible into fewer buildings where DCA is the sole or primary tenant. This will allow greater leverage to DCA to implore lessors that greater sustainability improvements and considerations be made to DCA leased facilities.

Although most of DCA's construction/retrofits in leased facilities do not exceed 5,000 sq. feet, DCA continues to ensure Title 24 requirements are executed in renovation projects for tenant improvements.

Existing Buildings Energy Efficiency

Reporting on Energy Efficiency for Existing Buildings

Table 3.5: Department-Wide Energy Trends (if available)

Year	Floor Area (ft ²)	Total Source kBtu Consumption	Department Average EUI (Source kBtu /square foot)
Baseline Year 2003	No data	No data	No data
2013	129,299.00	42,766,884.34	330.76
2014	138,243.00	160,110,597.00	1,158.18
2015	145,398.00	150,918,282.98	1,037.97
2016	145,398.00	153,798,192.79	1,057.77
2017	145,398.00	150,881,052.36	1,037.71
2018	145,398.00	148,774,009.19	1,023.22
2019	145,398.00	148,466,994.11	1,021.11
2020	145,398.00	139,585,704.93	960.02
2021	154,783.00	135,744,970.65	877.00
2022	154,783.00	139,823,201.81	903.35
% Change 2003-2022	No data %	No data %	No data %

Narrative for Table 3.5: Department-Wide Energy Trends

Data is omitted due to location confidentiality.

DCA has six non-confidential sites for which it collects energy data, including four sites that were included in the previous roadmap. The average Energy Use Intensity (EUI) has decreased since the last roadmap. During the last roadmap period, most of the DCA workforce still worked remotely. It is estimated that during that baseline period, only around 20% of the DCA workforce was in-

office. During the 2022 baseline year, however, the average percentage of personnel working in-office rose to 52.5%--more than twice the previous percentage. More energy was required to accommodate this increased workforce. DCA does employ several practices to reduce energy consumption.

Energy Savings Projects

Table 3.6: Summary of Energy Savings Projects 2021-2022

Year Funded	Estimated Energy Savings (kBTU/yr)	Floor Area Retrofit (sq.ft.)	Percent of Department Floor Area
2021	n/a	n/a	n/a
2022	n/a	n/a	n/a
Total			

Planning Narrative for Table 3.6 Energy Savings Projects 2021-2022

Data is omitted due to location confidentiality.

DCA is in the process of renovating its currently owned confidential site(s). Though no details can be revealed in this public report in order to ensure confidentiality, it can be reported that once renovations are complete, all owned facilities will meet the ZNE standards set forth by the State. Renovations should be completed by Spring 2024.

At the time of this report, DCA has not captured all data for Energy Savings Projects at many of its non-confidential sites. However, beginning in the Spring of 2024, DCA's Sustainability Coordinator will undertake an operational exercise to capture the data from all of DCA's owned and leased facilities. This internal report will be created to capture details of these projects as well as monitor their ongoing operational figures.

Energy Audits/Surveys Completed or In-Progress

Table 3.7: Energy Audits/Surveys Completed or In-Progress

Year	Total Department Floor Area (sq. ft.)	Energy Audits/ Surveys Under Way (sq. ft.)	Percent of Department Floor Area
2021	n/a	n/a	n/a

Year	Total Department Floor Area (sq. ft.)	Energy Audits/ Surveys Under Way (sq. ft.)	Percent of Department Floor Area
2022	n/a	n/a	n/a

Planning Narrative for Table 3.7 Energy Audits/Surveys Completed or In-Progress

Data is omitted due to location confidentiality.

DCA is in the process of renovating its currently owned confidential site(s). These renovations are based in part on energy audits. Though no details can be revealed in this public report in order to ensure confidentiality, it can be reported that once renovations are complete, all owned facilities will meet the ZNE standards set forth by the State. Renovations should be completed by Spring 2024.

Regular audits are performed at the DCA HQ1 facility (a non-confidential site) to ensure that HVAC systems are operating within prescribed parameters. Digital thermometers are used to monitor internal temperatures and corrective action is taken in all applicable suites. HVAC systems are turned off in any vacant suites. Additional audits are conducted of this non-confidential site to ensure that all window blinds are closed during the summer months to reduce the need to cool building interiors.

Demand Response (DR)

Participating in DR Utility Programs & Participating in DR Events

Table 3.8: Demand Response (DR) Program Participation

DR Program Participation	Number of Buildings	Estimated Available Energy Reduction (kW)	Actual Curtailment (kW)
Number of Buildings Participating in 2021	n/a	n/a	n/a
Number of Buildings Participating in 2022	n/a	n/a	n/a
Planned Number of Buildings that will Participate in 2023	n/a	n/a	n/a
Total Number of Department Buildings	n/a	n/a	n/a

DR Program Participation	Number of Buildings	Estimated Available Energy Reduction (kW)	Actual Curtailment (kW)
2022 Department Buildings Participating (Percent)	n/a	n/a	n/a

Planning Narrative for Table 3.8: Demand Response (DR) Program Participation

Recently, in the September 2023 meeting of the Sustainable Buildings Work Group, the presentation by Enersponse included recent updates to include leased facilities and smaller facilities in the aggregate in the State's Demand Response program. DCA will pursue the opportunity to work with this agency in implementing this option at as many of its 61 non-confidential sites as possible.

Renewable Energy

Table 3.9: On-Site and Off-Site Renewable Energy

Status	Number of Sites	Capacity (kW)	Estimated Annual Power Generation (kWh)	Percent of Total Annual DCA Power Use
Current On-Site Renewables in Operation or Construction	0	0	0	0
On-Site Renewables Planned	0	0	0	0
On-Site Renewables Totals	0	0	0	0
Department-Wide Total Energy Use (kWh equivalent)	0	0	0	0
Current Off-Site Renewables	0	0	0	0
Planned Off-Site Renewables	0	0	0	0
Off-Site Renewables Combined Current & Planned	0	0	0	0
Current Combined On-Site and Off-Site Renewable Energy	0	0	0	0
<i>Additional Planned On-Site and Off-Site Renewables</i>	0	0	0	0

Planning Narrative for Table 3.9, for all Existing Building Renewable Energy

Data is omitted due to location confidentiality.

DCA's infrastructure plan to optimize energy efficiency at its non-confidential sites is tailored to the Department's operational standard of primarily leasing from commercial facilities. DCA's attempts towards leasing from facilities with renewable energy infrastructure will incorporate its Energy Efficiency Lease/Lease Renewal Review. DCA does express interest in leasing from LEED buildings and from facilities that have sustainable attributes, e.g., renewable energy processes and energy efficient infrastructure. However, given the necessary parameters, facilities with these options are not always available.

DCA does practice requests during leasing and lease renewals for the inclusion of renewable energy programs, however. Even if the options are not available at the time of the original lease, DCA does work with lessors to eventually make amendments to these commercial properties to ensure that DCA operates from more sustainable facilities. These amendments, however, are subject to lessor participation.

All requests to DGS for site evaluation are made with the current sustainability considerations as prescribed by DGS. DCA personnel include DGS personnel in every aspect of facility evaluation and lease renewal, thus ensuring that DCA is consistent in attempting to meet the State's Sustainability goals. DCA will pursue the opportunity to work with this agency in implementing this option at as many of its 61 non-confidential sites as possible as well as its confidential as well.

Monitoring-Based Commissioning (MBCx)

Table 3.10: Current & Potential MBCx Projects

Facility	Building Name	Location	Floor Area (sq. ft.)	EMS Make, Model, Installation/ Upgrade	EMS Year	MBCx Capable, Difficult, or No EMS	MBCx Projected Start Date	MBCx Projected Cost (\$ if known)
No Data	No Data	No Data	No Data	No Data	No Data	No Data	No Data	No Data

Planning Narrative for Table 3.10: MBCx Status of Buildings

Data is omitted due to location confidentiality.

DCA's owned building is currently undergoing sustainability tenant improvements (TI). DCA's Sustainability Coordinator has reached out to the DGS Project Manager to ensure MBCx is part of these TIs.

Building Controls

Reporting on EMS/BMS/Controls Building Capability

Table 3.11: Building Controls

All DCA-owned buildings are confidential sites.

Equipment Controls	% of Buildings Controlled Remotely Offsite	% of Buildings with Controls Onsite	% of Total Buildings
Lighting	No Data	No Data	No Data
HVAC: EMS/BMS	No Data	No Data	No Data
HVAC: Smart Thermostats	No Data	No Data	No Data
Other: _____			

Planning Narrative for Table 3.11: EMS/BMS/Controls Building Capability

Data is omitted due to location confidentiality.

DCA leases at 61 non-confidential facilities. DCA works directly with property managers and owners at each facility to set and monitor energy parameters against current Sustainability standards.

Energy Management Systems (EMS) continue to be employed in most DCA's occupied lease spaces to ensure lighting and HVAC usage are controlled outside of normal business hours. Although lessors continue to establish setpoints for heating and cooling systems, DCA has added additional procedures to request above energy standard HVAC controls during lease negotiations and lease renewals. HVAC controls are requested to allow a +2 or -2-degree fluctuation from the temperature setpoint on all future lease agreements. In addition, this language has also been added to the Sustainability Checklist to ensure it is requested during lease renewals and new leases.

Currently, HVAC equipment, boilers, and fixture repair and maintenance remain the responsibility of lessors. Lease agreements continue to reflect that building owners must provide these ongoing services. DCA continues to remain diligent and proactive in holding lessors accountable for these services at all occupied facilities.

Energy Reduction Strategies - Best Management Practices (BMPs)

Planning Narrative) for Energy Reduction Strategies in Department Buildings Best Management Practices (BMPs)

DCA maintains revised energy efficiency policies BSO 22-02 and OIS20-01 and provides updates/revisions as the Governor provides new efficiency requirements and goals. DCA also implements the "Standard Operating Procedures for Energy Management in State Buildings" found in Management Memo 14-07.

The DCA Energy Efficiency Policy OIS 20-01 continues to mandate staff to shut down computers and turn off all lights and equipment in their workspace, except for equipment designated as 24/7 or for a specific need for after-hours operations (e.g., email servers, fax machines, or other essential equipment). Personal devices, including but not limited to coffee pots, microwaves, and refrigerators remain prohibited at individual workstations. These devices are not permitted to plug into electrical outlets or computer towers. Exceptions are only task lighting, use of a wall charger for cell phones and tablets, and approval due to a reasonable accommodation. Personal space heaters also continue to be prohibited without the express written consent of the facility manager or an approved reasonable accommodation request.

DCA continues to uphold the practice of distributing an annual email to educate and remind all DCA employees about the importance of minimizing electrical plug loads and to review relevant state policies and guidelines regarding energy efficiency. DCA also continues to provide sustainability articles in the DCA monthly online newsletter, reminding employees steps they can take to help meet the Governor's sustainability goals at work and measures they can participate in at home.

FMU/Sustainability has added into the Sustainability Checklist a stipulation to ensure all lease renewals or new leases agreements contain light motion sensors in interior spaces, i.e., common areas, restrooms, and areas with significant foot traffic. This assists in providing safeguards against misused lighting in unoccupied rooms and spaces. In addition, DCA added that daylight controls be placed on electric lights in spaces over 10,000 square feet that contain skylights or windows.

DCA contains no incandescent light bulbs or magnetic fluorescent ballasts in DCA-occupied space. DCA currently does not have any de-lamping projects but remains observant of opportunities to reduce emissions through excessive

lighting. DCA continues to achieve LED upgrades/retrofits in renovations and new buildouts.


Although breakroom and kitchen appliances remain unfunded by DCA, the DCA Energy Efficiency Policy BSO 22-02 mandates that equipment used in DCA breakrooms or kitchenettes must be ENERGY STAR® certified. Coffee makers must contain an automatic shut-off feature, and the appliances must be cleaned and maintained to maximize efficiency while utilized in DCA-occupied space. Email reminders, articles, and policies are disseminated quarterly to remind employees of this mandate, as well as additional resources to assist with finding and purchasing appliances that meet the ENERGY STAR® requirement. Water Coolers also remain employee funded. Employees are encouraged to select ENERGY STAR® models that utilize less energy than conventional models. In addition, DCA is researching the use of biodegradable faucet filters as an alternative to water coolers and bottled water.

To assist in administering the Department of Technology's Basic Policy 4819.31, item 13, DCA continues to utilize Microsoft Windows settings to manage power on all computing devices. It remains that 90% of DCA's copiers, printers, and multi-function devices are set to the manufacturer's default energy-saving mode. Eighty-five percent of DCA's computers/systems are set to go into energy-saving mode after 15 minutes of inactivity. In addition, all paper shredders are in the off position when not in use.

To safeguard energy efficiency, ENERGY STAR® rated equipment is purchased whenever practical. DCA utilizes the State mandated contract when purchasing computers, printers, copiers, servers, and multi-function devices. The contract requires that hardware meets the Electronic Product Environmental Assessment Tool (EPEAT) "Gold" standard. EPEAT is a procurement tool to help purchasers evaluate, compare and select electronic equipment based on their environmental attributes.

To remain in compliance with the ASHRAE-TC 9.9, Class A1-A4 guidelines pertaining to all state-owned and leased data centers and server rooms greater than 200 square feet, DCA has set the thermostats to 78 degrees Fahrenheit, which is the highest allowed temperature, per manufacturer's requirements for several components in that space. As new components are installed and old equipment is removed, DCA continues to review the manufacturer's requirements to see if it is safe and feasible to set thermostats to a higher temperature.

Currently, DCA has one data center over 1,000 square feet in Sacramento at the HQ1 facility. DCA has meters installed on power feeds to the DCA HQ data



center to report their power usage effectiveness (PUE). Readings are taken monthly; power consumed by IT equipment (network hardware, servers, etc.) is calculated from these readings and reported on an annual basis. In addition, all network switches and routers purchased by DCA have low power idle (LPI) mode per the IEEE 802.3 standard.

DCA maintains the following procedures to reduce the PUE: server virtualization, thermostats increased to 78 degrees, removal of unnecessary equipment, moving cable pathways from beneath raised floor to the top of cabinets to free space under the raised floor to allow better air circulation in the data center making cooling more efficient. These continued efforts have assisted DCA in reducing its PUE by 10% to achieve the current PUE of 1.04.

Most servers utilized by DCA have been virtualized. When new servers are required, DCA considers the utilization of existing servers and the option of hosted cloud-based servers, such as SAAS.

To help ensure overall reduced energy consumption, DCA continues to make leasing — including lease renewals — at buildings engaged in certification processes a priority. DCA currently leases spaces in 14 buildings with Energy Star certified projects or designations. Six of the buildings were recertified in the label years 2020 or 2021, all with a score of 78 or better. Also notable is that DCA leases space in 29 buildings that are either LEED registered or certified, most of which contain energy reduction components in their programs.

CHAPTER 4 – WATER EFFICIENCY AND CONSERVATION

Department Mission and Water Use

The DCA's mission is to protect California consumers by providing a safe and fair marketplace through oversight, enforcement, and licensure of professionals. DCA licenses and regulates licensees in more than 280 license types, including certificates, registrations, and permits. Through its licensing boards and bureaus and Division of Investigation, DCA investigates consumer complaints on issues under its jurisdiction. If violations are found, license holders can face discipline that includes probation, suspension or revocation of a license, fines and citations, letters of reprimand, or cease and desist orders. Finally, DCA educates consumers by giving them the information they need to avoid being victimized by unscrupulous or unqualified people who promote deceptive or unsafe services.

To fulfill these duties in a way that protects both the consumer and the integrity of the licenses, investigative personnel, and operations under DCA must operate in a confidential capacity. The confidential nature of these operations necessitates the exclusion of site and building locations and their operative metrics from documents made available to the public. Even providing the operative metrics of these sites may inadvertently indicate the kinds of operations that occur within them. For these reasons, any confidential sites, the buildings built thereon, and operative metrics for these sites will be withheld from this document. DCA's state-owned property/properties falls under this banner of confidentiality. Therefore, the portions of this section that explicitly require information on owned properties cannot be completed.

Of its non-confidential leased sites, DCA inhabits 973,258 square feet. To better serve the intended customer base, DCA operates several leased facilities throughout the entire state, including regions that are subject to water metering, use restrictions, and aridification.

Of its non-confidential sites, DCA maintains operations in 61 different facilities statewide, all of which are leased. Due to the nature of some of the operations and services provided by some of its confidential programs, DCA requires the flexibility to lease facilities and occasionally move said operations more often than would be feasible by owning facilities. Certain DCA boards and bureaus must be allowed the flexibility to move and maintain operations where the services are required. Leasing typically allows for this flexibility. Additionally, the

operational needs for DCA boards and bureaus necessitate the need for certain types of facilities that are not always available in state-owned facilities. Leasing in more industrial areas away from city centers where state buildings are not often located becomes necessary.

When DCA is ready to pursue a facility in a certain area, it provides all parameters needed for the location to DGS and DGS assists DCA by providing possible leasing locations in the desired service area that meet the parameters. The desired parameters for operational performance in a prescribed area can affect opportunities for leasing availability in a general service area. DCA does express interest in leasing from LEED buildings and from facilities that have sustainable attributes, e.g., water conservation and water efficient infrastructure. Given the necessary parameters, facilities with these options are subject to availability. DCA does provide requests during leasing and lease renewals for the inclusion of amended sustainable options. Even if the options are not available at the time of the original lease, DCA does work with lessors to eventually make amendments to these commercial properties to ensure that DCA operates from more sustainable facilities. These amendments, however, are subject to lessor participation.

Reporting on Total Purchased Water

Table 4.1: Total Purchased Water

Water at all non-confidential sites is paid by lessor.

Purchased Water	2021 Quantity	2022 Quantity	2021 Cost (\$/yr.)	2022Cost (\$/ yr.)
Potable	No data	No data	No data	No data
Recycled Water	No data	No data	No data	No data

Reporting on Properties with Largest Purchased Water Use per Capita.

Table 4.2: Properties with Purchased Largest Water Use Per Capita

Building Name	Area (ft2)	# of Building Occupants	Total 2022 Gallons	Total 2022 Irrigation in Gallons (if known)	Gallons per Capita
1625 N. Market Blvd.--Leased	187,944	704	No data	No data	No data
2005 Evergreen--Leased	92,599	321	No data	No data	Not valid
1747 N. Market Blvd.--Leased	90,372	284	No data	No data	Unknown

Building Name	Area (ft2)	# of Building Occupants	Total 2022 Gallons	Total 2022 Irrigation in Gallons (if known)	Gallons per Capita
10949 North Mather Blvd.-- Leased	93,807	278	No data	No data	No data
9821 Business Park Drive-- Leased	91,400	276	No data	No data	No data
Total for Buildings in This Table	556,122	1,863	Unknown	Unknown	---
Total for All Department Buildings	973,258	2,945	Unknown	Unknown	---
% of Totals	57 %	63 %	Unknown	Unknown	---

Reporting on Properties with Largest Landscape Area Using Purchased Water

Table 4.3: Properties with Largest Landscape Area Using Purchased Water

Building Name	Landscape Area (ft2)
1625 N. Market Blvd.--Leased	49,219.22
1747 N. Market Blvd.--Leased	38,168.68
9821 Business Park Drive--Leased	11,838.94
2005 Evergreen--Leased	7,413.36
Total Landscaping area for Buildings in This Table	106,640.2
Total Landscaping for All Department Buildings	No data
% of Totals that is large landscape	No data

Reporting on the Department's Purchased Water Use Trends from 2010 to Present

Table 4.4: Department Wide Purchased Water Use Trends

Year	Total Occupancy /year	Total Amount Used (Gallons/year)	Per capita Gallons per person per day
Baseline Year 2010	No data	1,535,644	No data
2018	3,196	No data	No data
2019	3,207	No data	No data
2020	3,172	2,298,604	724.65
2021	3,156	No data	No data



Year	Total Occupancy /year	Total Amount Used (Gallons/year)	Per capita Gallons per person per day
2022	2,945	No data	No data
2024 Goal	--	No goal	Not valid

Reporting Narrative on Purchased Water Use Trends from 2010 to Present

Data is omitted due to location confidentiality.

DCA does not have information concerning water usage totals from any of its non-confidential sites, all of which are leased facilities. DCA does not directly pay for invoiced water usage at any of these leased sites, nor were usage totals able to be determined from any of its lessors. Because of these factors, and because DCA cannot report on operative metrics from any of its confidential sites, it is difficult to present an accurate water use representation in this public report. Any water-use for confidential sites and for which DCA does manage invoicing or records water usage can be found in the DCA Energy Star portfolio. Access and viewing rights to these profiles include agents with the DGS Sustainability team. These sites are confidential and so the site profiles as well as the information contained therein are confidential as well. Thus, many of the tables contained in this chapter may have no available data to be shared. Whenever possible, however, DCA will contribute information that is available for public consumption in all tables and narratives.

Of its non-confidential sites, DCA maintains only leased facilities. These sites include office buildings, labs, and storage facilities, or combinations thereof. Most of these sites are shared facilities where DCA leases only a minority of the space. Five of these sites, however, are either solely leased or primarily leased by DCA. These five sites also headquarter 63.2% of DCA's workforce. These sites include 10949 N. Mather, 1625 N. Market Blvd., 1747 N. Market Blvd., 2005 Evergreen, and 9821 Business Park Drive. Each site is leased and, for context, is located in the greater Sacramento area. When weighted against population numbers per site, it was determined that each DCA facility averaged 52.5% in-office occupancy in 2022. It is estimated that this average of 42.7% of teleworking DCA team members ultimately contributed to reductions in utility use. DCA is committed to maintaining teleworking practices and, as such, utility reductions should remain.

Furthermore, DCA's Sustainability coordinator will solicit water invoices from the lessors of the five previously mentioned non-confidential facilities. The goal will be to maintain an independent record of the water use for these five facilities.

DCA will make informed recommendations about how the lessors can more closely match the water conservation practices of the state standards.

Reporting on Total Purchased Water Reductions from 2010 to Present

Table 4.5: Total Purchased Water Reductions Achieved in Gallons

Purchased Water Use	2021 Totals (Gallons) Y	2022 Totals (Gallons) Z
2010 Baseline totals (Gallons) X	No data	No data
	No data	No data
+ or -Gallons Compared to Baseline Year	No data	No data
Department-Wide Reduction as a % from 2010 baseline	No data	No data

Department Indoor Water Use

Fixtures and Water Using Appliances Needs Inventories

Reporting on Building Indoor Water Fixtures and Water Using Appliances Needs

Table 4.6: Building Indoor Water Fixtures and Water Using Appliances Needs Inventories Summary

# of toilets to be replaced	# of urinals to be replaced	# of faucet aerators to be replaced	# of showerheads to be replaced *	# of clothes washers to be replaced	# of garbage disposals to be replaced.	# of pre-rinse valves to be replaced
Water Conservation requirements achieved	Water Conservation requirements achieved	Water Conservation requirements achieved	Water Conservation requirements achieved	Water Conservation requirements achieved	Water Conservation requirements achieved	Water Conservation requirements achieved

Planning Narrative for Indoor Building Water Fixtures and Water Using Appliances Needs

Water conservation requirements were achieved. Data is omitted due to location confidentiality. However, water conservation requirements have been achieved at DCA's owned facility (facilities).

Water Conservation and Water Efficiency Projects for Purchased Water

Reporting on Current Indoor Water Efficiency Projects 2020-Present

Table 4.7: Summary of Current Indoor Water Efficiency Projects Completed 2020-Present or In Progress

Completed Projects per Year	Water Saved (Gallons/yr.)	Number of Indoor Water Efficiency Projects Completed	Cost Savings per Year
2020	No data	No data	No data
2021	No data	No data	No data
2022	No data	No data	No data

Planning for Future Indoor Water Efficiency for the Next 5 Years- Building Priority Projects

Planning Outline PO4:a: Building Indoor Water Efficiency Priority Projects for the Next 5 Years

Building Name	Type of Project	Est Water Savings	Est. Start Date
No projects planned	N/A	N/A	N/A

Planning Narrative for Future Indoor Water Efficiency-Building Priority Projects

Indoor water efficiency was achieved.

Data is omitted due to location confidentiality. However, water conservation requirements have been achieved at DCA's owned facility (facilities).

Planning Narrative on General Water Management BMP

No data. Currently DCA does not have a plan on General Water Management BMP. DCA's Sustainability coordinator will investigate this opportunity and coordinate with DCA Facilities. An update will be available by the succeeding Sustainability Roadmap.

Planning Narrative on Leak Detection and Repair BMP

No data. Currently DCA does not have a plan on Leak Detection and Repair BMP. DCA's Sustainability coordinator will investigate this opportunity and coordinate with DCA Facilities. An update will be available by the succeeding Sustainability Roadmap.

Planning Narrative on Kitchen Water Conservation BMPs, Fixtures

Data is omitted due to location confidentiality.

Planning Narrative on Laundry Facilities Water Conservation BMPs

Data is omitted due to location confidentiality.

Department Total Non-purchased Water

Reporting on Total Non-purchased Water Excluding Water Reuse or Recycling

Table 4.8: Department-Wide Non-purchased Water Use

Year	Groundwater Basin(s) Name	Number of Domestic or Irrigation Wells	Groundwater Use in Gallons	Surface Water Use in Gallons	Total (Gallons/Year)
Baseline Year 2020	Non-purchased water not used.	No data	No data	No data	---
2021	Non-purchased water not used.	No data	No data	No data	---
2022	Non-purchased water not used.	No data	No data	No data	---

Reporting Narrative for Non-purchased Water

Data is omitted due to location confidentiality.

Reporting Narrative for Non-purchased Water Use Trends

Data is omitted due to location confidentiality.

Planning Narrative for Non-purchased Water Unavailability.

Data is omitted due to location confidentiality.

Department Water Energy Nexus Reporting

Reporting on Annual Amount of Boiler Makeup Water Used

Table 4.9: Annual Amount of Boiler Makeup Water Used

Boiler Water Use	Year 2021	Year 2022
Amount of Water Used for Makeup (Gallons)	Non-purchased water not used	Non-purchased water not used
Amount of Water Currently Reused. (Gallons)	Non-purchased water not used	Non-purchased water not used
Remaining additional water suitable for other purposes (Gallons)	No data	No data
Totals for all Facilities	---	---

Planning Narrative on Boiler Water Reuse Opportunities

Data is omitted due to location confidentiality.

Planning Narrative for Boiler Efficiency

Data is omitted due to location confidentiality.

Reporting on Cooling Towers' Water Use

Table 4.10: Cooling Tower Water Use

Cooling Tower Water Use	Year 2021	Year 2022
Amount of Water Used for Make-up (Gallons)	No data	No data
Totals for all Facilities	No data	No data

Planning Narrative on Cooling Tower Water Use.

Data is omitted due to location confidentiality.

Planning Narrative for Cooling Tower Water Reuse

Data is omitted due to location confidentiality.

Planning for Narrative for Cooling Tower Efficiency

Data is omitted due to location confidentiality.

Reporting on Boilers Needs Inventories Summary

Table 4.11: Summary of Boilers Needs Inventory

Number of meters to purchase and install	Water Treatment	Other
No boiler water treatment needs		

Planning Narrative for Boilers Needs

Data is omitted due to location confidentiality.

Reporting on Cooling Systems Needs Inventory Summary

Table 4.12: Summary of Cooling System Needs Inventory

Equipment Needed	Equipment Totals for all Facilities
Meters	No cooling system needs
Water Treatment	No cooling system needs
Other	No cooling system needs

Planning Narrative for Cooling Systems Needs

Data is omitted due to location confidentiality.

Reporting on Efficiency Projects for Boilers and Cooling Systems 2020-Present

Table 4.13: Summary of Efficiency Projects for Boilers and Cooling Systems

Project Type	Water Saved (Gallons/yr.)	Number of Completed Projects	Number of Projects in Progress
2020		No current projects	
2021		No current projects	
2022		No current projects	

Planning Narrative for BMPs for Building Boilers and Cooling Systems

Data is omitted due to location confidentiality.

Department Outdoor Water Use:

Reporting on Outdoor Irrigation Hardware Inventory

Table 4.14: Summary of Outdoor Irrigation Hardware Needs Inventory

Irrigation Hardware Type	Total Hardware Needed
Separate meters or sub-meters	No data
Irrigation controllers required with weather or soil moisture adjustment and flow sensing capabilities	No data
Backflow prevention devices	No data
Flow sensors to be purchased and installed	No data
Automatic rain shut-off devices	No data
New pressure regulators	No data
New hydro-zones	No data
New valves	No data
Filter assemblies	No data
Drip irrigation emitters	No data
Booster pumps	No data
Rotary nozzles or other high efficiency nozzles	No data

Planning Narrative for Outdoor Irrigation Hardware Needs

Data is omitted due to location confidentiality.

Reporting on Outdoor Irrigation Hardware Water Efficiency Projects

Table 4.15: Summary of Outdoor Hardware Water Efficiency Projects Completed 2020 -Present or In Progress

Year Funded	Water Saved (Gallons/yr.)	Completed Hardware Water Efficiency Projects	Hardware Water Efficiency Projects in Progress
2020		No current projects	
2021		No current projects	
2022		No current projects	

Planning Narrative for Irrigation Hardware Water Efficiency Projects

Data is omitted due to location confidentiality.

Planning Narrative on Irrigation Hardware Maintenance BMPS

Data is omitted due to location confidentiality.

Reporting on Living Landscape Inventory

Table 4.16: All Facilities With > 500 sq. ft. of Living Landscape Inventory

Facilities with Landscape >500 Sq.	Total Turf (sq. ft.)	Number Of Historic Sites Or Memorials	MWEO Landscape Area (sq. ft.)	Climate Appropriate Landscape Area (sq. ft.)	Groundwater Basin Name	Irrigation Source is Groundwater (Yes or No)	Irrigation source is Surface Water (Yes or No)
No living landscape	No living landscape	No living landscape	No living landscape	No living landscape	No living landscape	No living landscape	No living landscape

Reporting Narrative on Living Landscape Inventory

No living landscape.

Reporting on Living Landscape Upgrades for the Next 5 Years

Planning Outline PO4:b: Planned Projects for Living Landscape Upgrades for the Next 5 Years

Landscape >500Sq. ft.) Facility Name	Replace Turf (Sq. ft.)	MWEO landscape area Upgrade (sq. ft.)	Climate appropriate landscape Upgrade area (sq. ft.)	Date for Achieving Upgrades
No living landscapes.				

Planning Narrative on Living Landscape Upgrades for the Next 5 Years

No living landscape.

Planning Narrative for Remaining non MWEO Compliant Living Landscape Upgrades

No living landscape.

Reporting on Living Landscape Water Efficiency Projects 2020 – Present

Table 4.17: Summary of Completed Living Landscaping Water Efficiency Projects

Year Funded	Est Annual Water Savings (Gallons)	Sum of MWELO Landscape installed (sq. ft.)	Sum of Climate Appropriate Landscape Installed (sq. ft.)
2020	No data		
2021	No data		
2022	No data		

Planning Narrative on Living Landscape BMPs

Data is omitted due to location confidentiality.

Reporting on Large Living Landscape Inventory (>20,000 sq. ft.)

Table 4.18: Large Landscape Inventory and Water Budget Requirements

Name of Facility Sites/Locations with > 20,000 sq. ft. of Landscaping	Landscape Area per Facility	Water Budget per Facility	EPA WaterSense or Irrigation Association Certified Staff per Facility
No data			

Reporting on Achieving Large Living Landscape Requirements

Planning Outline PO4:c: Achieving Large Living Landscape Area Requirements

Facility Name	Landscaping sq. ft. to be upgraded to MWELO standards	Water Budget per Facility in Gallons	Ground Water Basin	# of staff Needing EPA WaterSense certification	Date for Achieving
No data					

Planning Narrative on Achieving Large Living Landscape Requirements

Data is omitted due to location confidentiality.

Critically Overdrafted Groundwater Basins and Water Shortage Contingency Plans

Reporting on Buildings in Critically Overdrafted Groundwater Basins

[Table Instructions:](#)

Table 4.19: Buildings in Designated Critically Overdrafted Groundwater Basins

Building Name	Basin Name	Amount of water Used 2021 (Gallons)	Amount of water Used 2022 (Gallons)
No data			

Reporting on Buildings with Urban Water Shortage Contingency Plans

Table 4.20: Buildings with Urban Water Shortage Contingency Plans

Building Name	Name of Water Supplier with Urban Water Shortage Contingency Plans	Year of Publication or Update
5800 District Blvd.	Bakersfield District	2021
3855 Via Nona Marie	Marina Coast Water District	2021
1275 Center Court Drive South	City of Cerritos	2022
21601 Devonshire Street	West Basin Water District	2021
1855 Gateway Blvd.	Contra Costa Water District	2021
6001 Bristol Parkway	Golden State Water	2023
7130 N. Marks Avenue	City of Fresno	2021
1277 E Alluvial	City of Fresno	2021
1130 East Shaw Avenue	City of Fresno	2021
320 Arden Avenue	City of Glendale	2022
22320 Foothill Blvd.	City of Haywood	2021
625 Alfred Noble Drive	East Bay Municipal Utility District	2020
10247 Bellegrave Avenue	Jurupa Community Services District	2020
12501 East Imperial Highway	City of Norwalk	2021
2151 Convention Center Way	City of Ontario	2021
333 S. Anita Drive	Municipal Urban Water Management Plan	2020
1901 North Rice Avenue	City of Oxnard	2020
7320 Madison Street	City of Paramount	2022
450 E. Foothill Blvd.	City of Pomona	2020
10949 North Mather Blvd.	Sacramento County	2021
3075 Prospect Park Drive	Sacramento County	2021
9166 Anaheim Place	Cucamonga Valley Water District	2020
2986 Bechelli Lane	City of Redding	2021

Building Name	Name of Water Supplier with Urban Water Shortage Contingency Plans	Year of Publication or Update
1450 Iowa Avenue	City of Riverside	2021
2450 Venture Oaks Way	City of Sacramento	2021
10190 Systems Parkway 100, 110	City of Sacramento	2021
4244 South Market Court	City of Sacramento	2021
1747 N. Market Blvd	City of Sacramento	2021
2535 Capitol Oaks Drive	City of Sacramento	2021
9821 Business Park Drive	City of Sacramento	2021
2420 Del Paso Road	City of Sacramento	2021
1625 N. Market Blvd.	City of Sacramento	2021
2005 Evergreen Street	City of Sacramento	2021
1610 Arden Way	City of Sacramento	2021
2450 Del Paso Road	City of Sacramento	2021
1300 National Drive	City of Sacramento	2021
2720 Gateway Oaks Drive	City of Sacramento	2021
3750 Rosin Ct.	City of Sacramento	2021
1601 Response Rd	City of Sacramento	2021
464 West 4th Street	San Bernardino County	2020
9555 Chesapeake Drive	San Diego County Water Authority	2020
9246 Lightwave Avenue	San Diego County Water Authority	2020
4995 Murphy Canyon Road	San Diego County Water Authority	2020
160 East Via Verde	Golden State Water Company	2021
301 Junipero Serra Blvd.	San Francisco Public Utilities Commission	2021
6860 Santa Teresa Blvd.	San Jose Water	2021
100 Paseo De San Antonio	San Jose Water	2021
1735 Technology Drive	San Jose Water	2021
1741 Technology Drive	San Jose Water	2021
3621 South Harbor	City of Santa Ana	2021
25360 Magic Mountain Pky.	Santa Clarita Valley	2021
50 D Street	Santa Rosa Water	2020
1180 Durfee Avenue	City of El Monte	2022
395 Oyster Point Blvd.	California Water Service	2020
15641 Redhill Avenue	City of Tustin	2021
27202 Turnberry Lane	Santa Clarita Valley	2021



Building Name	Name of Water Supplier with Urban Water Shortage Contingency Plans	Year of Publication or Update
6150 Van Nuys	LA County Public Works	2020
100 No. Barranca St.	City of Covina	2020

Planning Narrative for Urban Water Shortage Contingency Plans

Data is omitted due to location confidentiality.

Reporting Narrative for Department's Contingency Plan

Data is omitted due to location confidentiality.

Planning Narrative on Department's Contingency Plan

Data is omitted due to location confidentiality.

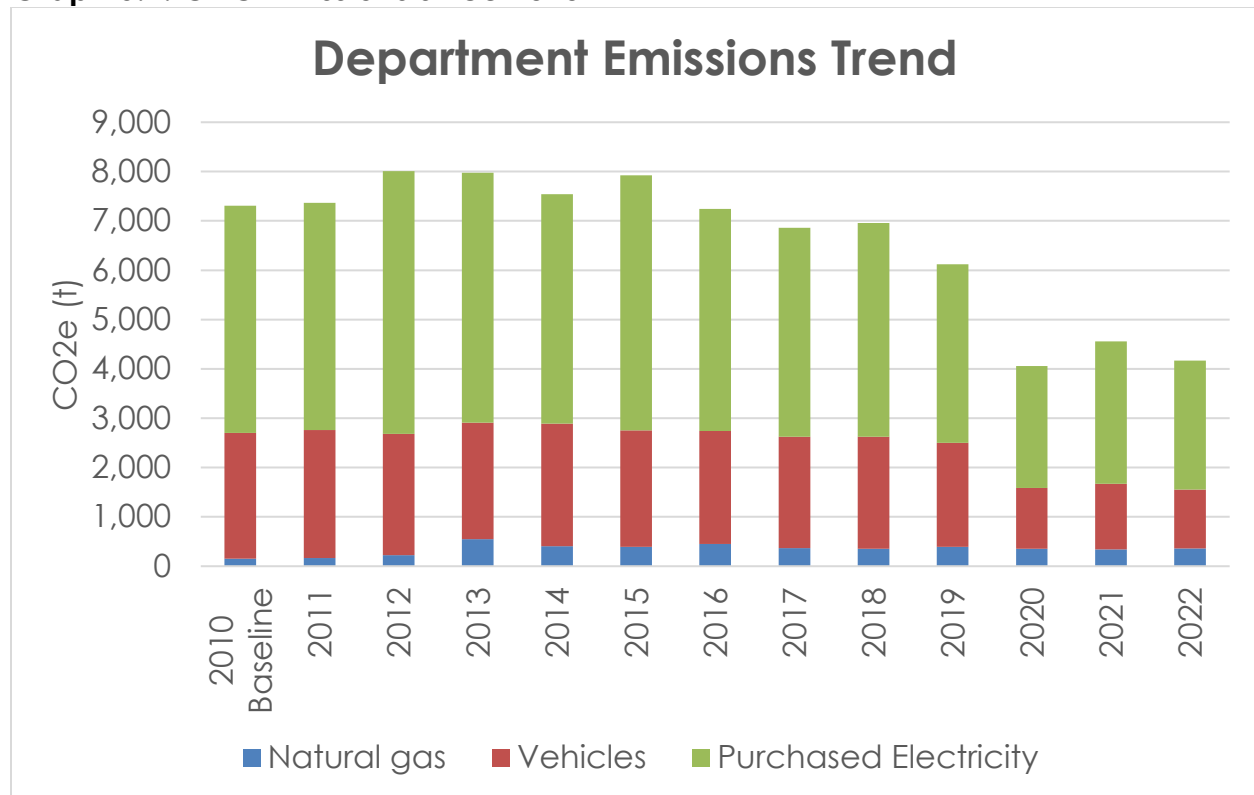
CHAPTER 5 – SUSTAINABLE OPERATIONS

Greenhouse Gas Emissions

Table 5.1: GHG Emissions since 2010 (Metric Tons)

Emissions Source	Natural gas	Vehicles	Purchased Electricity	Total
2010 Baseline	153	2,549	4,605	7,307
2011	165	2,594	4,609	7,368
2012	224	2,461	5,323	8,008
2013	549	2,364	5,063	7,976
2014	404	2,487	4,649	7,540
2015	390	2,361	5,173	7,924
2016	453	2,286	4,503	7,242
2017	366	2,260	4,235	6,861
2018	355	2,272	4,331	6,958
2019	394	2,104	3,621	6,119
2020	355	1,230	2,473	4,058
2021	343	1,330	2,882	4,555
2022	363	1,189	2,618	4,170
Percent Change since Baseline	137%	-53%	-43%	-43%

Graph 5.1: GHG Emissions since 2010



Planning Narrative for Current GHG Reduction Goals and 2035 Reduction Goals Strategies

State agencies are directed to take actions to reduce entity-wide greenhouse gas emissions by at least 10% by 2015 and 20% by 2020, as measured against a 2010 baseline.

In 2022, DCA exceeded its goals of an overall reduction in greenhouse gas (GHG) emissions of 20% when measured against its 2010 baseline figures. While the figures in Table 5.1 exhibit a 43% decrease in GHG generated by DCA - more than twice the required reductions - the rate of decrease and the overall trends towards reduction in emissions illustrate the greatest advance in DCA's sustainability efforts.

In 2020, at the onset of the pandemic, DCA's teleworking population rose to an estimated 75% and in-office populations dropped to a quarter of the usual expected workforce. This resulted in less energy use by DCA offices. Much of DCA's mobile force also halted in-person services resulting in fewer vehicle emissions.

DCA instituted a procedural shift in the subsequent years and part-time teleworking became a more permanent practice throughout most of DCA. In 2022, it is estimated that in-office or in-person hours accounted for an average of 52.5% of DCA's workforce hours weekly. As a result, even after emissions rose in 2021, they still didn't match pre-pandemic rates. As Graph 5.1 illustrates, DCA was already trending towards lower emissions. 2021 emissions rates stabilized after the 2020 anomalous pandemic rates, yet still indicated an overall rate of emissions reductions. 2022 continued to show decreased emissions and resulted in 43% reductions below the 2010 baseline, nearly matching the 2020 pandemic rate of 44%. This marks 2022 as DCA's lowest non-pandemic GHG emissions year since the 2010 baseline year.

DCA continues to commit to achieving zero carbon emissions by the year 2035. DCA is currently conducting renovations on all owned facilities to achieve carbon neutrality. Furthermore, DCA continues to assist and direct its boards and bureaus to purchase ZEVs when available. The bulk of DCA's property portfolio is comprised of commercially owned buildings. DCA will continue to work with DGS to ensure that leasing opportunities follow all guidelines and prescriptions towards leasing from more carbon neutral facilities. DCA is currently working to update its sustainability considerations when leasing and hopes to have this program fully instituted in 2024.

Carbon Inventory Worksheet

Planning Narrative for Carbon Inventory Worksheet

DCA continues to conduct an annual report of GHG Inventory Data through the Climate Registry portal. DCA is continuing to work with local utilities to determine market-based emissions from location-based emissions for each DCA facility to ensure that all annual assessments continue to grow in accuracy. These site profiles offer annual assessments of which DCA sites produce greater amounts of emissions and will better inform future leasing opportunities.

Building Design and Construction

New Building LEED Certification

Table 5.2: New Building Construction since July 1, 2012

Building Name	LEED Certification Type & Level Achieved	Commissioning Performed (Y/N)
12750 Center Court Drive South	LEED EB 2009 Gold	Y
1855 Gateway Blvd.	LEED EB 2009 Silver	Y

Building Name	LEED Certification Type & Level Achieved	Commissioning Performed (Y/N)
1625 N. Market Blvd.	LEED CI 2009 Silver	Y
1747 N. Market Blvd.	LEED CI 2009 Silver	Y
2420 Del Paso Road	LEED EB 2009 Silver	Y
2450 Venture Oaks Way	LEED CI 2009 Silver	Y
2535 Capitol Oaks Drive	LEED EB 2009 Silver	Y
2720 Gateway Oaks Drive	LEED EB 2009 Silver	Y
10949 North Mather Blvd.	LEED BD+C Gold	Y
2005 Evergreen, Suite 2600	none	no
10190 Systems Parkway, Suites 100,110	none	no
3075 Prospect Park Drive, Suite 190	none	no
3750 Rosin Ct., Suite 100	none	no

Planning Narrative of Table 5.2: New Building Construction since July 1, 2012

DCA continues to encourage lessors and property management to obtain Silver or above LEED Certification and follow the California Green Building Standards, Title 24, Part 11. This request has also been added to DCA's Sustainability Checklist utilized during lease renewals and new leases.

The buildings included in Table 5.2 are all DCA locations where the building size or the project square footage in question exceeds 5,000 sq. ft. The majority of these buildings are also lease renewals, which demonstrates DCA's resolve to continue to work with lessors to create more sustainable buildings even at locations it already inhabits. Four of the buildings have been certified LEED Existing Building with a ranking of Silver and 12750 Center Court Drive South location in Cerritos has achieved Gold level ranking in the same category. Three of these locations have been certified LEED Commercial Interiors with a ranking of Silver. These buildings all saw significant renovations occur in a project area within their walls. The building at 1625 N. Market Blvd., otherwise referred to as HQ1, saw significant renovations occur to portions of its first-floor lighting and restroom fixtures. These improvements include changing out all the lights in the Facilities Management and Mailroom suites for more energy efficient LED fixtures. Additionally, some fixtures in the 1st floor restrooms were converted to low-flow infrared devices and sinks were fitted with aerators to help with water conservation. A shower was also made more water efficient and wheelchair accessibility paddles were installed to ensure equitable opportunity to utilize these more sustainable options.

DCA has one built-to-suit leased building and it has been certified LEED Building Design and Construction with a stellar ranking of Gold. Located at 10949 North Mather Blvd. in Rancho Cordova, this building serves as the Bureau of Automotive Repair’s headquarters and boasts some of the most sustainable innovations of any DCA site. The building uses sustainable building products including stones and is surrounded by all water efficient landscaping. The restrooms also all contain water efficient and low flow fixtures and the building’s operations utilize Energy Star devices and appliances also earning it Energy Star certification as well. It also has dozens of electric vehicle chargers located at this site—a fitting attribute for a building for an organization looking to lead in excellence in automobile repair.

LEED certification for the 3750 Rosin Ct. property in Sacramento was suggested to the owner of the property at the time of renovation. The owner of the property found it unfeasible to finance an application for LEED certification at the time of the renovation.

DCA will make it a priority to find leases with buildings that are already LEED certified so that there are fewer downstream questions about a property applying for future LEED certification.

LEED for Existing Buildings Operations and Maintenance

Table 5.3: Large Building LEED Certification for Existing Buildings

Number of Buildings over 50,000 sq. ft. and eligible for LEED EBOM	Number of Building over 50,000 sq. ft. that have achieved LEED EBOM	Percentage of Buildings over 50,000 sq. ft. that have achieved LEED EBOM
5	1	20%

Planning Narrative for Table 5.3 Large Building LEED Certification

DCA leases space in five buildings where the leased square footage is greater than 50,000 sq. ft. Of these sites, only 9821 Business Park Dr. has achieved LEED EBOM. Three of the other buildings have also achieved other LEED status. 1625 N. Market and 1747 N. Market have both achieved LEED CI and 10949 N. Mather has achieved LEED New Construction Gold. Only 2005 Evergreen has not achieved any LEED certification.

DCA’s sustainability and leasing personnel will continue to work with these lessors to evolve the building operations to a degree that could allow for LEED EBOM certification. Several of these buildings have already earned Energy Star certifications and all of them have relatively little landscaping. Only 1625 N.

Market still has several small ornamental grass lawns, but the rest of the landscaping at this site is drought tolerant. The other buildings on this list also all have drought tolerant landscaping. All these buildings have several sustainable operative features. DCA personnel will work with lessors and property managers to correct the balance of operation and maintenance for these sites to ensure LEED EBOM qualifications.

Indoor Environmental Quality (IEQ)

Daylighting in New Construction

DCA has no current plans for new construction and renovations. DCA will work with DGS to ensure that lessors will meet daylighting standards in all future projects.

Planning Narrative for CALGreen Tier 1 Indoor Environmental Quality Measures

DCA has no current plans for new construction and renovations. DCA will work with DGS to ensure that lessors will meet CALGreen Tier 1 Indoor Environmental Quality Measures standards in all future projects.

Planning Narrative for IEQ-New Buildings and Renovation Measures

DCA has no current plans for new construction and renovations. DCA will work with DGS to ensure that lessors will meet IEQ-New Buildings and Renovations Measures standards in all future projects.

Planning Narrative for Compliance with Furnishing Standards

FURNISHING STANDARDS ACHIEVED.

Planning Narrative on Using Green Seal Cleaning Products

Currently DCA utilizes a DGS lease template in executing new leases or renewals. The current verbiage does not invoke Green Seal Cleaning Product standards. However, DCA will work with DGS to investigate the opportunity to begin including these standards in all new leases and renewals. Additionally, when there is opportunity, DCA will investigate instituting amendments to existing leases to include the use of Green Seal Cleaning Products for all contracted custodial services.

Planning Narrative for Cleaning Procedures – Various Standards

Currently DCA utilizes a DGS lease template in executing new leases or renewals. The current verbiage does not invoke Green Seal Cleaning

Procedures standards. However, DCA will work with DGS to investigate the opportunity to being including these standards in all new leases and renewals. Additionally, when there is opportunity, DCA will investigate instituting amendments to existing leases to include the use of Green Seal Cleaning Procedures for all contracted custodial services.

Planning Narrative for HVAC Operations

Currently DCA utilizes a DGS lease template in executing new leases or renewals. The lease stipulates HVAC systems shall be furnished, maintained, and repaired at the expense of the lessor. It also stipulates that the HVAC system shall remain operative for the working hours provided by DCA (including overtime hours when requested). The lease also stipulates that the lessor shall maintain the services of a building engineer who shall remain ready to assess and remedy any HVAC issues. This shall be maintained for the comfort of the employees working in the building.

DCA additionally provides a work order service through its FMU that acts as the point of contact for all HVAC related services for several Sacramento area buildings. In other buildings, staff are provided with means to contact other agents acting in this capacity.

The lease does not stipulate that there shall occur three complete air changes nor of a minimum ventilation rate allowed in accordance with Title 24, section 120.1(c)2.

DCA staff will first contact leasing offices with DGS to confirm if there are other leasing templates with these stipulations. If not, DCA will investigate the option to add these requirements into all new lease templates.

Planning Narrative for HVAC Inspection Requirements

Currently DCA utilizes a DGS lease template in executing new leases or renewals. This template stipulates that all HVAC related equipment shall remain in good working order or otherwise repaired by the lessor. The lease includes in the maintenance any and all preventative maintenance as prescribed by the manufacturer of said equipment so that it is maintained in good working order. However, the lease template does not contain any verbiage outlined in the HVAC Inspection Requirement.

DCA staff will first contact leasing offices with DGS to confirm if there are other leasing templates with these stipulations. If not, DCA will investigate the option to add these requirements into all new lease templates.

Integrated Pest Management (IPM)

Reporting on IPM plans

Table 5.4: Integrated Pest Management Contracts

Pest Control Contractor Name	IPM Specified (Y/N)	Contract Renewal Date
Advanced Integrated Pest Management (AIPM)	Y	Renewal currently occurring

Planning Narrative for Pest Control Contracts

Integrated pest management requirements achieved.

Fossil Fuel Landscaping Equipment Replacement with Low Emitting Landscaping Equipment

Planning Narrative for Replacing Fossil Fuel Landscaping Equipment

DCA does not directly contract landscapers for its facilities. Lessors are required to contract landscapers to maintain the grounds and promote sustainable landscaping. Equipment utilizing fossil fuels is being phased out. Upon the end of life for each piece of equipment, non-fossil fuel equipment is purchased as a replacement.

Waste and Recycling Programs

Designated Waste and Recycle Coordinator and Program Basics

Reporting Narrative on Designated Waste and Recycle Coordinator and Program Basics

The Sustainability Coordinator collaborates with others to maintain diversion efforts at the Sacramento area facilities specifically. While DCA and its boards and bureaus maintain offices statewide, the majority of its workforce is in the Sacramento area, much of it is concentrated into just five buildings comprised almost exclusively of DCA offices and personnel. Because of this, these five buildings are primarily used to exhibit DCA's waste output and, conversely, its comprehensive waste diversion programs.

DCA offices include recycle and other waste diversion receptacles including deskside bins and common areas in both offices and hallways such as lobbies

and near copy machines. At its HQ1 and Headquarters 2 (HQ2) facilities—the two sites where the majority of DCA employees have their offices — DCA also features commingled bins to collect recyclables like paper, plastic, glass, tin/aluminum, cardboard, and newspaper. There are also specialized bins for battery recycling and services to collect used toner and ink cartridges for recycling. The onsite café has bins to collect both pre- and post-consumer organic waste and organic waste collection bins are also placed in the 1st floor lobby area.

The Sustainability Coordinator maintains ongoing contact with representatives and staff at all DCA facilities to act as a liaison in all aspects of waste and waste diversion. Annually inquiries are conducted to ensure that each facility maintains an adequate amount of waste and waste diversion bins, signage, and waste diversion opportunities.

Except for a few facilities, organics diversion programs have been established at all sites statewide or are in the process of applying for an organics-diversion waiver, typically for a de minimis standard. The Sustainability Coordinator works with both staff and lessors through the processes of establishing an adequate program; ensuring one has already been established; or to correctly conduct the waiver process. The handful of sites with no verified organics programs have been reported to Cal Recycle. The Sustainability Coordinator has acted to contact all these lessors and either received no reply or was advised by the lessor that they were not participating in organic recycling and were not necessarily choosing to comply with achieving an organics waiver. In these instances, the DCA Sustainability Coordinator made repeated attempts to advise the lessor of applicable laws and to urge the lessor to seek compliance. In the instances where no further progress could be achieved in creating an organics program or the lessor chose non-compliance, the DCA Sustainability Coordinator reported the lessor to a JACE representative at Cal Recycle.

Planning Narrative on Designated Waste and Recycle Coordinator and Program Basics

Designated waste, recycle coordinator, and program basics achieved.

State Agency Reporting Center (SARC) Report

Table 5.5: State Agency Reporting Center (SARC) Report on Total Waste per Capita

Per Capita Disposal Rate	2021	2022	Total Waste 2021	Total Waste 2022	% Change from 2021-22
.4	.07	.10	40.80 tons	55.12 tons	35.098%

Reporting Narrative on SARC Report on Total Waste per Capita

DCA included 61 facilities in its 2022 SARC report. DCA maintains operations at other facilities, however, the addresses were omitted to protect the confidentiality of these sites. Their waste totals were still included in DCA's overall waste profile. In 2022, DCA averaged 2,945 full time employees (FTE) with a per capita disposal rate of .10 pounds per person per day. The reported percentage of employees in the office was averaged to 53%. DCA disposed of 55.12 tons in 2022 and diverted another 439.14 tons through recycling and organics recycling. The diversion breakdown is as follows:

Batteries: 0.24 tons
 Confidential Shredded Paper: 142.57 tons
 Property (various streams): 29.145 tons
 Fleet (maintenance): 8.49 tons
 Fleet (vehicles): 64.62
 Green waste: 65.96 tons
 Organics (mixed): 30.975 tons
 Recycling (mixed): 96.305 tons
 Pallets: 0.24 tons
 Toners: 0.584

DCA achieved an 88% diversion rate in 2022. This reporting year was the first year that DCA was able to record organics tonnages. These tonnages were all diverted and contributed greatly to DCA's diversion rates. DCA is also progressing its reporting procedures to ensure accuracy, this has resulted in more waste streams and tonnages reported.

Planning Narrative on SARC Report on Total Waste per Capita

Per capita disposal rate achieved.

Recycling Program and Practices

Reporting Narrative on Recycling Program and Practices

DCA operations are primarily office-based activities. DCA has created diversion opportunities for most office-related waste streams. Some of DCA's operations include laboratory, investigative, or other operations that may be confidential in nature. The total tonnages for these were included in DCA's waste totals, but further details were omitted from public reports.

However, DCA does have some waste stream issues that can be included in this report. When DCA separates unusable furniture (chairs, desks, etc.), it is hauled away by contracted movers. Service contracts designate that materials should be recycled when feasible, but this is less likely to occur with mixed-material items like office chairs. It is assumed that if the possibility to recycle is not cost-effective for the contracted movers, it may be taken to the landfill instead. DCA does send operating furniture and equipment to state waste or donation agencies when possible. DCA will continue to pursue these opportunities to try and ensure more tonnages are diverted from waste.

Planning Narrative on Recycling Program and Practices

Recycling practices achieved.

Organics Recycling

Reporting Narrative on Organic Recycling Program and Practices

DCA's organic recycling program is thorough and varied. DCA primarily leases space from commercial facilities throughout the state. The organics recycling needs vary by facility. Most locations do have fully engaged organics recycling programs where post-consumer organic waste is collected as well as landscaping waste. Some facilities do not have landscaping waste and no facility, except DCA's 1625 N. Market Blvd. location in Sacramento, has a café. This is regarded as a small café—fewer than 20 chairs—and both pre-consumer and post-consumer waste are collected at this site. The pre-consumer waste is donated to DCA and composted on-site through a vermicomposting unit. The organics recycling programs are comprised of pre- and post-consumer food waste, landscaping waste, soiled paper towels, or some combination thereof, depending on the site. The DCA Sustainability Coordinator continues to work with lessors and property managers to offer as all-encompassing an organics-recycling program as possible. This also includes adequate and correct collection vessels with adequate signage. Through annual audits, the

Sustainability Coordinator determines which sites need additions or adjustments to each site's organics recycling programs.

Conversely, when such instances occur that a lessor can adequately explain as to why an organics program is not justified, the Sustainability Coordinator works with said lessor to ensure that all applications and paperwork are submitted for organics waivers from the local jurisdiction. The Sustainability Coordinator also works with Cal Recycle to ensure that all applications for organics waivers are submitted on behalf of DCA as well.

As a result of the 2023 audit, DCA applied for several organics waivers through Cal Recycle. As of this writing, DCA has not learned of the results of these applications. Through subsequent discussion with another lessor, DCA will be applying for a waiver for another site as well.

Additionally, through the 2023 audit, DCA identified a small handful of sites where the lessor/property management were either non-responsive to the audits or expressed that they had no intentions or plans to incorporate an organics-recycling program, nor would they be pursuing an organics-waiver application. The addresses for these sites were provided to Cal Recycle. As of this writing, DCA does not have further knowledge regarding the outcome of these reports.

Planning Narrative on Organic Recycling Program and Practices

Reporting on Edible Food Recovery Program

Table 5.6: Edible Food Recovery Program Elements

Building Name	Cafeteria ≥ 5,000 Square Feet (Enter sq. ft.)	Cafeteria +250 Seats (Enter actual number of seats)	Was Cafeteria Open in 2022?	Food Recovery Agreement Yes, No or Unknown
No edible food recovery program required.				

Reporting Narrative on Edible Food Recovery Program

No edible food recovery program required. Planning Narrative on Edible Food Recovery Program

No edible food recovery program required..

Reporting on Food Service Items Program

Table 5.7: Food Service Concessionaire Items Program Elements

Building Name	Prepared Food Service Operations Type	Food Service Packaging Meets Requirements	Process in Place for selecting Food Services that meet Packaging Requirements
NO FOOD SERVICES			

Planning Narrative on Food Service Items Program

No food services.

Jogi's Café is located at DCA's HQ1 facility, but the proprietor is an independent agent contracted through the Department of Rehabilitation (DOR). Vendor space is allotted under DCA's lease free of charge, however, DCA does not hold direct contracts with the vendor. Jogi's Café is an approved DOR vendor.

Hazardous Waste Materials

Reporting on Hazardous Waste Materials

Table 5.8: Hazardous Waste Materials

Department -Wide Hazardous Material Name	Department Total Hazardous Material Amount (lbs.)
Lubricating Oils	5,317.30
Lead Acid Batteries	3,362

Reporting Narrative for Hazardous Waste Materials

DCA's fleet vehicles routinely generate used lead acid batteries and used lubricating oils. Each of these items is recycled at the time of maintenance service through certified service vendors. Certified automobile centers recycle these materials. DCA requires fleet liaisons to only use certified vendors as identified by the Bureau of Automotive Repair.

Planning Narrative for Hazardous Waste Materials

DCA continues to transition to green vehicles when possible, which will result in fewer of the above mentioned hazardous waste materials being generated.

Universal Waste

Reporting on Department-Wide Universal Waste Materials

Table 5.9: Reporting on Department- Wide Universal Waste Materials

Category	Universal Waste Contract in Place YES or NO
Electronic Waste	No
Batteries	Yes
CRTS	No
CRT glass	No
Lamps	Yes (lease)
Mercury Wastes	No
Non-empty aerosol cans	Yes (lease)
PV modules	Yes (lease)

Planning Narrative for Department-Wide Universal Waste Materials

DCA manages contracts for used household batteries and all lamps. Non-empty aerosol cans, and PV modules are managed by the lessors as stipulated in DCA leases. Though DCA does not manage contracts for electronic waste, CRTS, CRT glass, or Mercury Wastes, property personnel work directly with Cal PIA or private vendors to haul away these materials at no cost to DCA. Though there are formal contracts, these materials are routinely generated and recycled by DCA.

Material Exchange

Reporting Narrative on Department-Wide Material Exchange

When DCA fleet vehicles are assessed to be in operational condition but no longer fit for DCA purposes, said vehicles are sold through GovDeals via the Davis Auctions. In 2022 DCA released 64.62 tons worth of vehicles. Weights were estimated from published curb weights from automobile manufacturers. One aspect of DCA's waste stream that will need to be addressed going forward is the excess furniture, which cannot be housed or stored with DCA and, since it is usually part of a specific furniture system, it cannot be donated. Though this furniture does not comprise a significant portion of DCA's waste, it is currently taken to the landfill via DCA's contracted movers. Most of the wood and metal from these pieces of furniture are most likely diverted at the site of the landfill, however, DCA will need to confirm this and work on a method to capture these weight totals. The sustainability coordinator is already in communication with BSO leasing agents to acquire general estimates of how much cubicle furniture is being discarded.

Planning Narrative on Department-Wide Material Exchange

DCA plans to continue with the materials exchange programs laid out in the previous section. There are no anticipated issues with participation in these programs.

Waste Prevention Program

Reporting Narrative on Department-Wide Waste Prevention

DCA utilizes a comprehensive approach towards waste diversion. Promoting a cradle to grave idea, DCA starts with its Green Purchasing policy diverting waste when it can easily be designated as recyclable or compostable. Often, this process starts with purchasing products containing recycle content already.

DCA aggressively pursues all waste related figures and identifies areas for improvement. To provide the most accurate reporting, the DCA sustainability coordinator works with personnel to identify all areas where waste is not being accounted for in reports or otherwise. This has led to opportunities to expand current programs or even create new diversion programs.

One such instance when a new program was created to prevent waste was the implementation of a vermicomposting unit at DCA's HQ1 site. By providing such a program to divert pre-consumed food waste, DCA is demonstrating the effectiveness of urban composting programs—an absolute must when considering DCA's offices and operations are often located in urbanized areas.

Planning Narrative on Department-Wide Waste Prevention

Through its ardent information gathering, DCA has identified several areas for improvement in its waste prevention program.

DCA primarily leases space from commercial properties located throughout the state. This has created a fractured and disparate messaging in terms of waste diversion opportunities. DCA has decided to combat this by unifying its messaging to create a singular program for the entire department which will remain amenable enough to satisfy varying jurisdictional and commercially available waste hauling programs and will also create a funnel of information to the Sustainability Coordinator so that even more areas for improvement can be identified.

To advertise opportunities for diversion department wide, DCA has created a Sustainability page on its intranet to, in part, make its users better informed in

their sustainable pursuits. One such method was to create a universally accessible, formalized waste guide. This living document will be updated as needed when new opportunities arise. It also introduces the Sustainability Coordinator as their advocate within the department for all things Sustainability. It empowers the user to better identify new waste streams for diversion, while inviting them to contact the Sustainability Coordinator directly to address procedural concerns and reporting.

Reuse Program

Reporting Narrative for Department-Wide Material Reuse

DCA reuses office supplies until the items are ineffective. All recyclable items are then surveyed out and sent to a recycler. This process is followed at all DCA's facility sites. Following DCA's Waste Reduction and Recycled Content Policy BSO-14-01, DCA's Property and Asset Management Coordinator works collaboratively with liaisons located at each facility site to ensure unwanted/surplus materials are reutilized internally when possible.

If items are unable to be reused within DCA, items may be sold on GovDeals, an online auction where the DCA can post surplus items for sale or donated. In 2022, DCA boards and bureaus donated and diverted 1.89 tons of assorted electronics, office supplies, or specialty equipment. Property liaisons also identified opportunities for 11.82 tons worth of equipment reuse within DCA boards and bureaus. Another .65 tons were also diverted through property transfers.

Planning Narrative for Department-Wide Material Reuse

DCA plans to continue with the materials reuse programs laid out in the previous section. There are no anticipated issues with participation in these programs.

Employee Waste and Recycling Training and Education

Reporting Narrative for Employee Waste and Recycle Training and Education

In 2023, a page was created on DCA's intranet to promote Sustainability and educate DCA team members of DCA's sustainable business practices. The recycling section of the intranet page offers numerous tools for DCA personnel to increase waste diversion. In addition to links to the various applicable laws, there are forms for internal processes to correctly recycle electronic waste, batteries, toner, and more.

DCA also created a new waste guide which is available to all DCA personnel on its website. The waste guide features information outlining which waste streams can be diverted from landfills and how to do so. There are also additional tips for recycling and trivia illustrating DCA's past successes in waste diversion. This waste guide will be a living document and will be updated as new processes are instituted.

Planning Narrative for Employee Waste and Recycle Training and Education

DCA currently reports an 88% diversion rate, however, there are several areas of improvement for this department program.

DCA has an official policy educating staff on the recycling practices of the department. Policy BSO 21-02 'Recycling – DCA Waste Reduction and Recycled Content Policy', however, needs updating to reflect newer legislation and programs. DCA's green purchasing policy was recently updated, and the Sustainability Coordinator plans to update the recycling policy in 2024.

Environmentally Preferred Purchasing (EPP)

Reporting Narrative for Measure and Report Progress on EPP Spend

To engage and educate suppliers to offer Environmentally Preferred Purchasing (EPP) products, buyer's specifications are listed in the Request for Quote. These specifications include requests for environmentally preferable products and products containing post-consumer recycled content whenever available, practical, and cost effective.

DCA continues to use Fi\$Cal to obtain EPP expenditure reports to oversee progress to increase EPP. The DCA Recycling Coordinator generates and reviews Fi\$Cal EPP reports monthly to track, measure and record EPP expenditure reports.

DCA's Waste Reduction and Recycle Content Policy BSO 14-01 states that DCA shall ensure that at least 75% of reportable purchases are Recycled Content Products (RCPs). To be compliant with State Agency Buy Recycled Campaign (SABRC) requirements, DCA purchases recycled products when available and cost-efficient.

Planning Narrative for Measure and Report Progress on EPP Spend

DCA continues to publish articles and send email blasts to encourage and remind buyers to purchase paper products and copy paper that are EPP, SABRC and DGS-441200-A compliant.

Goods and Services Categories with the Greatest Potential to Green:

Reporting on Goods and Services Categories with the Greatest Potential to Green

Table 5.10: Goods and Services Categories with the Greatest Potential to Green

Good or Service	2022 Total Spend (\$)	2022 Percent EPP Spend (%)	EPP Target (%)
Lubricating Oils	14,796.72	0	75
Tires	34,532.22	0	15
Antifreeze	191.92	0	50

EPP BMPs

Reporting Narrative for EPP BMPS

DCA will continue to encourage and remind buyers to purchase paper, toner, and other goods that are EPP, SABRC and DGS-441200-A compliant in its procurement trainings and email blasts.

Planning Narrative for EPP BMPs

EPP BMPS Achieved. Several of the categories offer goods that DCA does not directly purchase. Because DCA leases most of its facilities, the categories of Paint, Janitorial Supplies, and Desk Lamps are typically included as services provided by the lessor. However, DCA is committed to growing more sustainable partnerships with its lessors regarding the products purchased in the execution of its leases. In addition to the many other changes DCA has made in its commitment to purchase EPP products—and the many yet to come—DCA will also urge their lessors to purchase EPP products in these categories. DCA's Sustainability Coordinator is currently creating an addendum to the current leasing process that will encourage lessors and potential lessors to engage in the process of obtaining LEED EB 0+M status. Inherent in this process is the purchase and use of products in these EPP categories.

Reporting on EPP Training and Outreach

Table 5.11: 2022 EPP Basic Training Completions

CalHR Classification	Total Number of Staff	EPP Basic Training Completion	Percent Trained	2023 EPP Training Goal
SSA	6	6	100	100%
AGPA	12	12	100	100%
SSM I	5	5	100	100%
SSM II	1	1	100	100%
SSM III	1	1	100	100%

Table Instructions:

Table 5.12: 2022 EPP Intermediate Training Completions at DCA

Classification	Total number of staff	EPP Intermediate Training Completions	Percent Trained	2023 EPP Training Goal (%)
None	0			

Table Instructions:

Table 5.13: 2022 EPP Executive Training Completions for Executive Members at DCA

Executive Member	Title	Date Completed
None	0	

Reporting Narrative on EPP Training and Education

DCA's Sustainability Coordinator has also observed the CalRecycle required training for AB661 and is familiar with the changes that were effective 1/1/2023. The Sustainability Coordinator has also shared this training with the Contracts and Procurement officers. Training will be required by all DCA purchasing agents going forward.

Sustainability personnel have also spent the past year documenting the service vendors frequented by board and bureau Fleet liaisons for the maintenance of their vehicles. These vendors have been contacted and asked about their availability to provide EPP products such as lubricating oils, tires, and antifreeze. Vendors were sorted into one of three categories: those willing to offer said products for sale and use on state vehicles; those unwilling to offer the products for sale but will use them in the course of maintenance if provided said products; and those who would neither sell nor use said products even if they were provided by the customer. The most frequented vendors of the past year have been categorized into spreadsheets created to catalogue these results. Additionally, a map has been created to indicate vendors throughout the state that are willing to sell and use or simply use lubricating oils and antifreeze containing recycled content. Going forward, buyers will be notified to frequent only vendors willing to use these EPP products as dictated by purchasing codes and guidelines. These spreadsheets and map will be dispensed as needed to ensure that EPP products in these categories are available for DCA's fleet maintenance.

Planning Narrative on EPP Training and Education

Procurement and contracting officials (SSA/AGPA analysts/buyers, managers) will complete the sustainable purchasing practices training offered by CalRecycle starting in 2024 and going forward. All five of the non-IT goods analysts/buyers will complete the CalRecycle EPP/SABRC 40-slide Power Point and 1.5 hours webinar before the end of 2023 and will review any new training annually.

Reporting on State Agency Buy Recycled Campaign (SABRC), and Reducing Impacts

Reporting on SABRC Progress

Table 5.14: State Agency Buy Recycled Campaign (SABRC) FY 21/22 Performance

Product Category	SABRC Reportable Dollars	SABRC Compliant Dollars	% SABRC Compliant
Antifreeze	191.92	0.00	0
Carpet	--	--	--
Compost and Mulch	0.00	0.00	0
Glass Products	3240.14	3240.14	100



Product Category	SABRC Reportable Dollars	SABRC Compliant Dollars	% SABRC Compliant
Erosion Control Products:	--	--	--
Lubricating Oils	14,796.72	0.00	0
Paint	398.00	0.00	0
Paper Products	65,707.98	50,221.62	76.43
Pavement Surfacing	--	--	--
Plastic Products	133,691.89	109,474.66	81.89
Printing and Writing Paper	75,612.89	62,008.52	82.01
Metal Products	340,354.02	302,270.96	88.81
Soil Amendments and Soil Toppings	--	--	--
Textiles	--	--	--
Tire Derived Products	0.00	0.00	0
Tires	34,532.22	0.00	0

Planning Narrative for Measure and Report SABRC Progress

DCA is committed to making more sustainable purchases. In the past year, DCA has taken several steps to improve its compliance for future SABRC reports. First, DCA has edited and expanded its Green Purchasing policy. In Spring 2023, the DCA policy outlining the EPP plan was updated to be compliant with all current laws and standards. Within the content of the updated policy, all new RCP thresholds to meet new SABRC reporting standards were outlined. Additionally, all stipulated ZEV purchase standards were included in the new policy content. The roles of the Purchasing Liaisons as well as the Procurement Buyer were more clearly defined to ensure accountability. The role of the DCA Sustainability Coordinator was greatly expanded in part to be more proactive and to allow for more expedient introductions of new laws and purchasing guidelines to all Liaisons and Buyers. The Sustainability Coordinator's expanded role will allow for more direct interaction in educating purchasing agents on all current and new sustainable purchasing parameters.

Reducing Impacts

Reporting Narrative for Reducing Impacts

DCA will continue to improve compliance in specific categories through the following means:

Antifreeze/Lubricating Oils/Paint: These figures were calculated directly from the vendor receipts. Since services were purchased with WEX Fleet cards and not reported through FI\$Cal, notation of recycled content was not reported. DCA's sustainability coordinator calculated from receipts which vendors statewide received the most total business (in dollars) from DCA. The sustainability coordinator and additional personnel contacted these frequently used vendors to determine the availability of RCPs. Currently frequented vendors that do not carry product explicitly identified as containing post-consumer content will be notified of mandates for State agencies. DCA will work with these vendors to procure and utilize products with post-consumer content for these three categories. After contacting these vendors, DCA personnel determined which offered RCP products. Further vendors were identified that were willing to use RCP products if DCA provided its own oil lubricants at the time of service. The sustainability coordinator will continue to educate and provide resources to DCA programs about where to purchase these items and how to properly report their procurement to the sustainability coordinator for future SABRC reports. DCA board and bureau staff will be directed towards these cooperating vendors in the future.

Tires: As with 'Antifreeze/Lubricating Oils/Paint', procurement information was collected directly from receipts. This past year, the sustainability coordinator worked with personnel to identify several vendors throughout the state that sell retreaded tires and confirmed which vendors sell the specific types of tires that DCA intends to purchase. DCA Procurement is working with vendors to register these vendors as state approved. All personnel procuring DCA heavy duty vehicles and trailers will seek to procure retreaded tires when available/applicable. Findings indicate that only heavy-duty tires can be retreaded and that no passenger tires can. Furthermore, no information on passenger tires containing any amount of recycled content could be identified. Approximately 50 vehicles of DCA's 685 vehicle fleet use heavy duty tires. DCA will strive to fit heavy duty vehicles with retread, but do not anticipate that it will reach the 50% of procurement dollars threshold since it cannot identify tires with post-consumer content for passenger tires.

DCA anticipates using this leverage as a means to encourage more vendors to earn DCA business by using RCP-containing products, thus encouraging broader use of the products.

Location Efficiency

Smart Location Score for New Leases after January 1, 2020

Table 5.15: Smart Location Score for New Leases after January 1, 2020

Facility name	Smart Location Calculator Score
3960 Paramount Blvd, Lakewood CA 90712	7
5800 District Blvd, Bakersfield CA 93313	23
2720 Gateway Oaks Dr, Sacramento CA 95833	15
1845 Business Center Dr, San Bernardino, CA 92408	6
6001 Bristol Pkwy, Culver City, CA 90230	61
100 N Barranca St, West Covina CA 91791	90
320 Arden Ave, Glendale CA 91203	71
9555 Chesapeake Dr, San Diego 92123	27
27202 Turnberry Ln, Valencia CA 91355	7
1130 E Shaw, Fresno CA 93710	30
Average	33.7
Baseline	8.6
% change from Baseline	291.86

Planning Narrative Instructions for Smart Location Score after January 1, 2020

Location efficiency achieved.

Current (non-expired) Leases Prior to 2020 - Lowest Smart Location Score

Table 5.16: Current (non-expired) Leases Prior to 2020 - Lowest Smart Location Score

Facility name	Smart Location Calculator Score
3855 Via Nona Marie, Carmel	14
1300 National Dr, Sacramento CA 95834	6
1625 N Market Blvd, Sacramento CA 95834	6

CHAPTER 6 – FUNDING OPPORTUNITIES

Funding Opportunity Climate Change Adaptation

Table 6.1: Climate Change Priority Projects

Building Name	Project	Funding Source	Est. Begin Date	Est. Completion Date
No priorities		Choose an item.		

Funding Opportunities for ZEVs and EV Infrastructure

Table 6.2: EV Priority Projects

Building Name	Project	Funding Source	Est. Begin Date	Est. Completion Date
No priorities		Choose an item.		

Funding Opportunities for Building Energy Conservation and Efficiency

Table 6.3: Building Energy Conservation and Efficiency Priority Projects

Building Name	Project	Funding Source	Est. Begin Date	Est. Completion Date
Confidential		Choose an item.		

Funding Opportunities for Water Conservation and Efficiency

Table 6.4: Water Conservation and Efficiency Priority Projects

Building Name	Project	Funding Source	Est. Begin Date	Est. Completion Date
Confidential		Choose an item.		

Funding Opportunities for Sustainable Operations

Table 6.5: Sustainable Operations Priorities

Building Name	Project	Funding Source	Est. Begin Date	Est. Completion Date
Update Recycling Policy	Need Policy Update	Existing Personnel Budget	1/1/24	3/1/24
Update Lubricating Oils Purchase Locations	Need Procedure Update	Existing Training Budget	1/1/24	6/30/24
Update Retreaded Tires Purchase Locations	Need Procedure Update	Existing Training Budget	1/1/24	6/30/24
Update Waste Guide	Need Department Wide Outreach	Existing Personnel Budget	7/1/24	12/31/24
Update Sustainable Leasing Procedures	Need Procedure Update	Existing Personnel Budget	1/1/24	12/31/24

Full Life Cycle Cost Accounting

Reporting on Life Cycle Cost Accounting

No infrastructure investments.

Planning for Implementing Life Cycle Cost Accounting

No infrastructure investments.

CHAPTER 7 – PUBLIC EDUCATION AND OUTREACH

DCA is committed to advancing and promoting practices that will aid in achieving more sustainable and environmentally friendly operations. Going green is as important as teaching green and DCA is pursuing every opportunity to do so. DCA is committed to the ideal of reaching success through collaboration and promotes sustainability through policies, procedures, and practices. By fostering a culture of sustainability, DCA engages with each team member, every business partner, and even the public to become a greater steward of the environment and our natural resources.

In this chapter, DCA will illustrate some of the many methods it has utilized to promote environmental awareness and responsibility.

Purchasing Green Products—Policy BSO 23-02

In Spring 2023, the DCA policy outlining the EPP plan was updated to be compliant with all current laws and standards. The updated policy outlined all new RCP thresholds that meet new SABRC reporting standards. Additionally, all stipulated ZEV purchase standards were included in the new policy. The roles of the Purchasing Liaisons as well as the Procurement Buyer were more clearly defined to ensure accountability. The role of the DCA Sustainability Coordinator was greatly expanded to be more proactive to allow for more expedient introductions of new laws and purchasing guidelines to all Liaisons and Buyers. The Sustainability Coordinator's expanded role will allow for more direct interaction in educating purchasing agents on all current and new sustainable purchasing parameters.

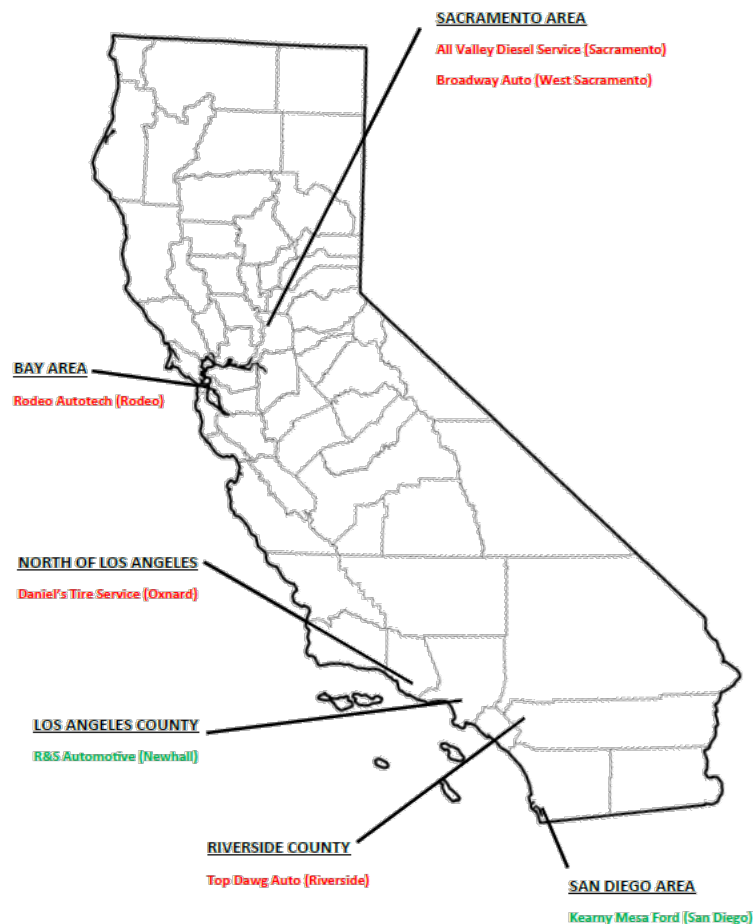
This policy is applicable Department wide and the guide for sustainable purchasing is for all DCA team members.

Sustainability Intranet Page

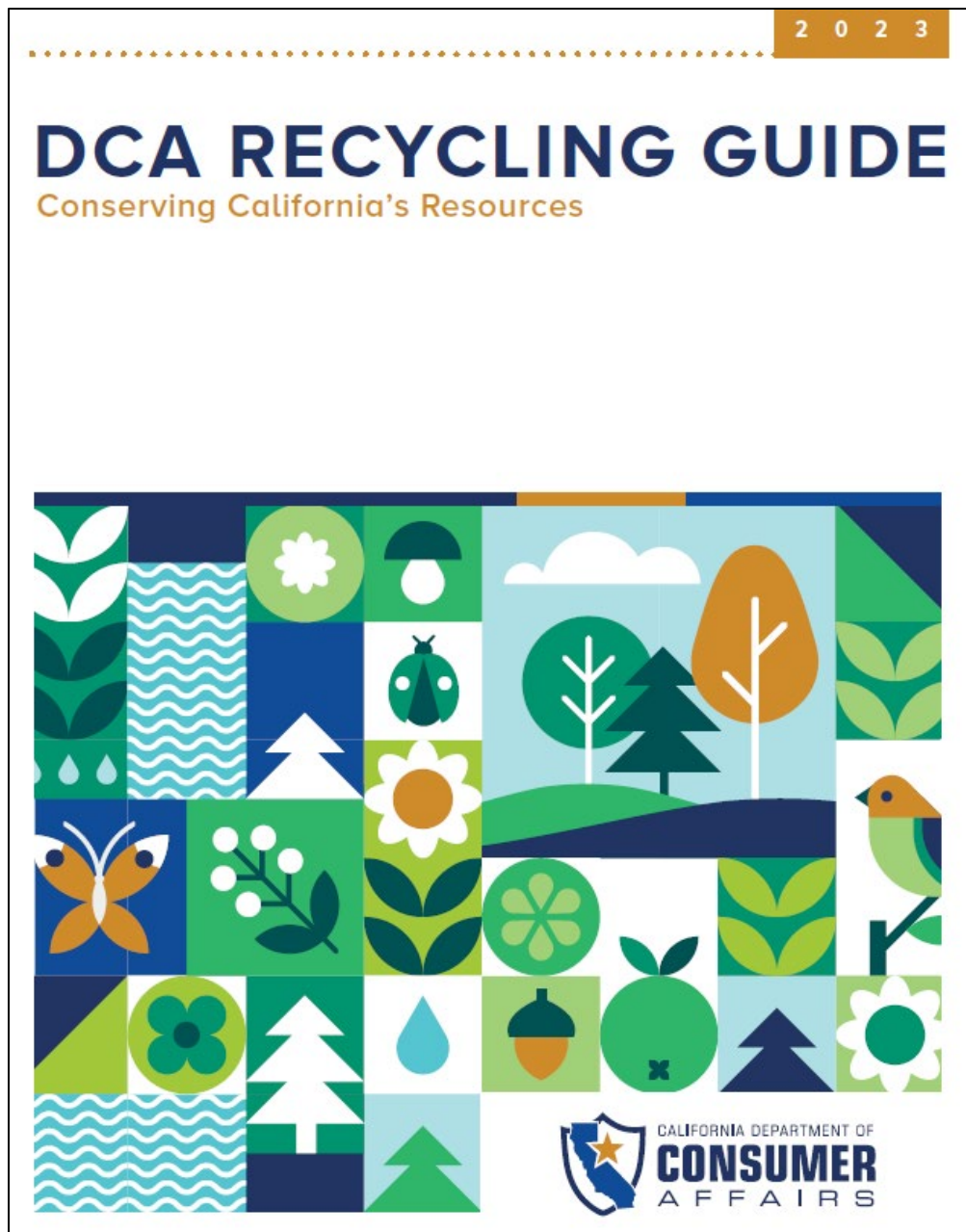
In 2023 a page was created on the DCA intranet to promote sustainability and educate DCA team members of DCA's sustainable business practices. In addition to an introduction briefly outlining DCA's sustainability goals is a list of links to all guiding Assembly and Senate bills; executive orders; and SAM sections. Additionally, there is a brief introduction to the Sustainability Roadmap with a link to the [Green California](#) website where DCA's publicly available Sustainability Roadmap can be found.

This page also introduces DCA's vermicomposting program. It explains how and why a vermicomposting unit is utilized to curb organic food waste. The content explains that DCA currently maintains a vermicomposting unit at its HQ1 location. Included were the structural plans DCA personnel used in designing and constructing the unit. The plans were included to encourage and aid DCA team members in constructing personal vermicomposting units, enabling others to become more sustainable.

There is also a section referring to Green Purchasing practices. Included in this portion are links to applicable Public Contract Codes (PCC) and other State purchasing mandates. This includes verbiage prioritizing green purchasing in the State's efforts to act more sustainable. This section of the intranet page also includes a link to the Postconsumer Recycled-Content Certification-Form 74 on the Cal Recycle page. A link to AB 661 is provided along with further information that identifies preferred vendors. These vendors provide services to DCA, which aid in reaching compliance with purchases for retreaded tires and RCP Lubricating Oils. Supporting documents are included to aid buyers such as the graphic below that indicates vendors throughout the state that are able to provide lubricating oils with recycled content for DCA's fleet maintenance.



The recycling section of the intranet page offers numerous tools for DCA personnel to increase waste diversion. In addition to links to the various applicable laws, there are forms for internal processes to correctly recycle electronic waste, batteries, toner, and more. DCA also created a new waste guide that is available to all DCA personnel in PDF form on the website. The waste guide features information outlining which waste streams can be diverted from landfills and how to do so. There are also additional tips for recycling and trivia illustrating DCA's past successes in waste diversion. This waste guide will be a living document and will be updated as new processes are instituted. A copy of the waste guide cover page can be seen below.



External Presentations

In the Spring of 2022, DCA was invited to give two presentations illuminating DCA's vermicomposting program as an example of waste diversion for on-site organic food waste. The presentations focused on an urban composting theme suitable for any state agency with limited space and resources to employ.

The first presentation was for the State Agency Green Employees (SAGE) Committee's Quarterly Meeting. The SAGE Committee is a conglomerate of Recycling and Sustainability Coordinators from several State agencies. The purpose of the committee is to strategize methods by which to educate fellow coordinators on the obligations of the applicable laws and the opportunities to meet compliance with said laws. The committee is based out of Cal Recycle and the presentation was made available to any of its subscribers statewide.

The other presentation was for a Cal Recycle lunch series focusing on urban gardening and composting. This presentation was provided to Cal Recycle personnel who subscribe to the group.

Below is the cover sheet for the presentation:



Signage

DCA's HQ1 and HQ2 facilities host an array of signage promoting sustainable practices and opportunities. Many of the first-floor hallways have signage espousing the virtues of recycling and upcycling. Jogi's Café located at HQ1 has tabletop interactive kiosks featuring information regarding opportunities for sustainable action. The restrooms feature signage to help conserve water through more efficient water use. Additionally, the restrooms also feature signage directing users to separate used paper towels from the rest of the restroom waste. This segregation will better afford the chance for these used paper towels to be diverted into organic recycling by custodial staff. Because of this, DCA has already needed to upgrade its organic waste bin to a larger size to accommodate all the extra organic waste. Here is a copy of the signage to segregate the used paper towels:



Custodial Waste Guide

DCA has been working with custodial staff to ensure that waste is sorted correctly. This was in promotion of AB 1383 compliance. Waste sorting guides were created specific to the building in questions and, at the custodial staff's request, were created in both English and Spanish. Examples of the custodial waste guides are below.

Waste Guide in English:

Waste Guide

1625 N. Market



ORGANIC WASTE:

- Food Waste from Jogi's café
- Paper towel waste from all bathrooms
- All 'Organic' waste bins in building lobbies and cafe

ORGANIC WASTE:

- Organic waste bin in 1st Floor breakroom
- Paper towel waste from all bathrooms

RECYCLING

- All 'Commingle' and 'CRV' bins located in 1st floor lobbies



RECYCLING

- All recycling bins in building lobbies
- Recycling bin in 1st Floor breakroom



LANDFILL (Trash):

- All deskside and suite trash cans
- All 'Landfill' bins in building lobbies
- All bathroom trash

LANDFILL (Trash):

- All deskside, suite, and breakroom trash cans
- All 'Landfill' bins in building lobbies
- All bathroom trash

LOBBY WASTEBINS

- 'Commingle' and 'CRV' are both RECYCLE
- 'Organic' is for food waste and soiled napkins and paper towels
- 'Landfill' is TRASH



1747 N. Market

Guia de Residuos

1625 N. Market



RESIDUO ORGANICO:

- Desperdicio de alimentos de Jogi's Café.
- Papel toalla residuos de todos los banos.
- Todos los contenedores de basura organica en los vestibulos y cafeterias de los edificios.

RECICLAJE:

- Todos los contenedores "mezclados" y "CRV" ubicados en los vestibulos del primer piso.



VERTEDERO (Basura):

- Todos los botes de basura del lado del escritorio y de la suite.
- Todos los basureros en los vestibulos de los edificios.
- Toda la basura del bano.



LOBBY WASTEBINS

- 'Commingle' y 'CRV' son ambos RECICLAR.
- 'Organic' es para desperdicios de alimentos y servilletas de suelo y papel.
- 'Landfill' es BASURA.

1747 N. Market

RESIDUO ORGANICO:

- Contenedores de basura organica en la sala de Descanso del primer piso.
- Papel toalla residuos de todos los banos.



RECICLAJE:

- Todos los contenedores de reciclaje en los vestibulos.
- Contenedores de reciclaje en la sala de descanso del primer piso.



VERTEDERO (Basura):

- Todos los botes de basura del lado del escritorio, salas de descanso, y de la suite.
- Todos los basureros en los vestibulos de los edificios.
- Toda la basura del bano.



DCA's Did You Know? Publication

Under the auspices of its Communications Division, DCA publishes an internal newsletter called Did You Know? The intended audience are DCA employees and the purpose is to inform and educate employees on an array of topics that may affect them. Included in this monthly publication are regularly featured articles that expound on sustainable opportunities for DCA team members both at work and in their personal lives. The topics covered vary greatly and try to apply to as many DCA personnel as possible. They often report on DCA's sustainable achievements and act as an informational forum for all things sustainability.

Here are the articles featured in 2022:

January 2022—Sustainable New Year's Resolutions

The screenshot shows the 'DID YOU KNOW?' newsletter page for January 2022. The page has a green and blue color scheme. At the top, there's a navigation bar with links: RESOURCES, PAY DATES AND HOLIDAYS, CATASTROPHIC LEAVE REQUESTS, JOB OPPORTUNITIES, EXAMS, SOLID SERVICES, PHONE ROSTER, and EMAIL DID YOU KNOW?. The main heading is 'SUSTAINABLE NEW YEAR'S RESOLUTIONS' under the 'OPERATIONS' category. The page lists several resolutions from different employees, each with a tip. At the bottom right, there's a graphic of a green city skyline on a globe and a 'RETURN TO TOP' button with a circular arrow icon.

DID YOU KNOW? RESOURCES | PAY DATES AND HOLIDAYS | CATASTROPHIC LEAVE REQUESTS | JOB OPPORTUNITIES | EXAMS | SOLID SERVICES | PHONE ROSTER | EMAIL DID YOU KNOW?

OPERATIONS

SUSTAINABLE NEW YEAR'S RESOLUTIONS

Sustainable New Year's resolutions improve your life and the world around you. Here are some resolutions made by your DCA co-workers who are making the world a better place.

Nik Jackson, Mail Operations Distribution Services
"I resolve to use reusable bottles."
Tip: On average, you can eliminate using 150 plastic bottles per year using a reusable water bottle.

Erin Wilson, Bureau of Automotive Repair, Business Services Unit
"I resolve to learn more about how much emissions my food creates. I will eat less meat, try to eat locally sourced foods, and only prepare/order what I plan to eat."
Tip: Knowing how much water was used and how many emissions were created in cultivating food makes you a smarter consumer.

Dana Irving, Central Cashiering Unit
"I resolve to wash my car only when needed and at commercial carwashes, and switch to drip irrigation."
Tip: These are both great ways to save water—commercial carwashes are now required to capture and clean the water for reuse, and drip irrigation minimizes losing water to evaporation when watering plants.

Dawn Herrera, Board of Behavioral Sciences
"I resolve to donate or repurpose unwanted items into a fun project."
Tip: Reuse is always a good idea! You save on raw materials by reusing and can even help someone else with a donation.

Antonio Herrera, Facilities Management
"I resolve to better sort for recycling—and do it for my neighbor, too."
Tip: Correct sorting is important. "Wishful recycling" is one of the easiest ways to contaminate your bin. It's always best to educate yourself on what can and cannot be recycled in your area.

Lisa Hernandez, Staff Services Manager II, Business Services Office
"I resolve to carry reusable bags with me in my car to use at the grocery store."
Tip: This is the best way to always make sure you have your reusable bags handy. Single-use plastic and paper bags use resources to create; take your bags with you and you'll always be at the ready.

Marcus V., Central Cashiering Unit:
"I resolve to keep my tires inflated and car tuned. I also resolve to cut down on waste by cutting back on purchases."
Tip: Keeping your car well-maintained means using less gas and fewer breakdowns. Buying less reduces your carbon footprint while maintaining the cash in your wallet.

David Skelton, Structural Pest Control Board
"I resolve to use reusable bags and water bottles, and to wash only full loads of the dishwasher and use only with cold water for full laundry loads."
Tip: Fuller loads mean water and energy aren't wasted on partial loads, and cold water uses no energy to heat it.

Rebecca May, Bureau Chief, Professional Fiduciaries Bureau
"I resolve to say no to fast fashion, start composting, and walk or ride my bike more often."
Tip: Fast fashion means cheaply made clothes and, ultimately, more waste. Walking, riding a bike and composting are smart ways to be friendly to the environment.

Bob Keeler, Manager, Facilities Management and Sustainability
"I resolve to change bulbs to LEDs, print on both sides of paper, cut wasteful purchasing, and only order/cook what I can eat; and to be more informed about California's water situation!"
Tip: Lots of small changes can make huge differences!

Joey Martinez, Sustainability Coordinator
"I resolve to work with all of you to make DCA a more sustainable agency."
Tip: It takes us all!

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TAKE YOUR MEDICINE: HOW TO PROPERLY DISPOSE OF UNUSED MEDS

How do you get rid of old or unused medication? It isn't as easy as you might think. Do you flush old pills down the toilet? Or do you throw them away in the trash? Do you pour old cough syrup down the kitchen sink? And what about old pet meds? These questions stymie most of us and it results in a medicine cabinet or drawer stuffed full of old and unused medicines or improper disposal.

There's a simple answer to these questions: Take them back! In September 2018, California passed **Senate Bill 212**, which authorized the creation of stewardship programs to collect and properly dispose of expired or unused medications. These programs are important for a couple of reasons: Not only do they reduce the risk of medications falling into misuse, but they also help to keep our water systems free of these medicines.

According to **CalRecycle**, "Wastewater treatment plants are not designed to remove pharmaceuticals and studies show exposure to even low levels of drugs has negative effects on fish and other aquatic species, and also may negatively affect human health." Finding an alternative to flushing old meds or throwing them out where they run the risk of being absorbed into the water table is good for the environment and us.




The easiest way to participate is to take your old and unused medications to a drug take-back **location**. These locations often feature a bin where you can anonymously deposit your old meds for proper disposal. Old medications are not recycled; they are typically disposed of through supervised incineration or other approved methods that keep them from entering waterways.

These bins are easy to use and easy to find, and you can even get rid of old pet meds this way, too!

To learn more about the California Drug Take-Back Program, visit www.takebackdrugs.org. To locate one of these bins, to see if your pharmacy offers envelopes for mailing back unused medications, and for related services, visit the California State Board of Pharmacy's **website**—chances are there's a local pharmacy or law enforcement office near you with a bin. There are, of course, exceptions. In addition, please do not deposit any sharps waste into medication take-back bins. For information on where sharps waste can be returned, visit **CalRecycle**.

Mark your calendar! The next National Prescription Drug Take-Back Day is April 30.

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DID YOU KNOW?

RESOURCES PAY DATES AND HOLIDAYS

OPERATIONS

SUSTAINABLE FOREVER: CONSIDERATIONS FOR A GREEN BURIAL

Decisions to act sustainably will impact the future far beyond our own lives. This includes decisions made at the end of our lives. Options for greener burials now make it easier to leave a legacy of sustainability.

The definition of a “green burial” is ever-evolving, but technology and ingenuity have led to options that have a smaller impact on the environment and, sometimes, even help to enrich it. Here are some options.

QUESTION THE CASKET

Ornate caskets can be constructed with plastic and metal components that will not break down over time. A more sustainable option would be a coffin made of plain wood or wicker, or a biodegradable shroud. These options should break down organically over time.

ASK ABOUT VAULTS

Vaults are metal or concrete outer burial containers and, according to the [Green Burial Council](#), require resources like water and electricity to manufacture and can hinder the decomposition process. According to DCA’s [Cemetery and Funeral Bureau](#) (CFB), vaults are not required for interment in California. However, some cemeteries may require a version of a vault to keep the topsoil from depressing. In this case, ask about a bottomless vault which will allow for decomposition. Some cemeteries require only a vault lid be used.

BEFORE INTERMENT

Funeral arrangements are a matter of personal choice, but when making your choice, it may be worth considering that embalming does involve certain toxins, most notably the carcinogen chemical formaldehyde. This could eventually find its way into the soil during decomposition. If the funeral home allows,

refrigeration can be used as an alternative to embalming. Once again, [CFB](#) notes there is no law in California requiring the embalming process, but does note that, by law, refrigeration must occur for the non-embalmed if interment or cremation doesn’t occur within 24 hours.

THE CREMATION QUESTION

Cremation does use significantly fewer resources than regular lawn burial, but, according to the [Green Burial Council](#), the process can still contribute carbon and pollutants to the atmosphere. A significant amount of fuel is used in the process and several toxins, including mercury from dental implants, are released into the atmosphere upon incineration. Alkaline hydrolysis—also known as water cremation—is an alternative that uses warm water and alkalinity to break down the organic tissue at a significantly smaller carbon footprint. Water cremation is [legal](#) in California for human and pet remains.

BACK TO NATURE

Green burial options are increasing every day. Options like the [Capsula Mundi](#) and the [Infinity Burial Project](#), which allow remains to help grow trees and mushrooms, respectively, are gaining more attention. Perhaps one of the least environmentally disruptive methods is “conservation burials.” Usually located on or adjacent to land trusts, conservation burials occur in natural settings with little to no resources used to manicure or augment the environment. Stones are often the only permanent marker.

Burials are deeply personal and solemn events. Ultimately, religious considerations, laws, and personal choices may play the biggest roles in the decision process and every preference deserves respect. If a green burial is your preference, check a list of [Green Burial Council certified cemeteries](#) and contact a CFB-licensed professional for more information.

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SELLING SUSTAINABILITY: WHY FARMERS' MARKETS HAVE ALWAYS BEEN GREEN

From orchards to vineyards, farm-fresh produce is available at local farmers' markets, where you can shop sustainably. But what makes shopping at farmers' markets so green?

BUYING HOMEGROWN

The items found at farmers' markets are local—they don't need to be shipped long distances. Most farmers' market merchants travel 200 or fewer miles. The [California Farmers' Market Association](#) says shorter shipment distances result in sweeter fruits! Produce sold locally can be vine-ripened and produce more natural sugars. Fruits grown for conventional stores must be picked earlier to accommodate the long shipping miles and are ripening-induced. Shipping also contributes to greenhouse gases with increased carbon emissions from vehicles.

GOING ORGANIC

Many patrons frequent farmers' markets to find organic produce grown without use of chemical pesticides. Certified organic produce typically uses natural pesticides instead, such as plant-friendly insects and natural oils. Not all produce at farmers' markets is organic, though: Be sure to look for vendors who advertise as [certified organic](#).

VARIETY IS KEY

Larger commercial farms often cultivate produce for conventional stores, fast-food restaurants, and other franchise institutions where product consistency is necessary. This isn't so at farmers' markets, where consumers seem to value diversity in their produce. The lack of desire for uniform size can often lead to larger fruits, vegetables, and other produce, since they don't need to conform to packaging restrictions. Plus heirloom varieties—which are hard to find at many conventional stores—are popular at farmers' markets.

Farmers' markets are a convenient way to find really good, fresh produce while keeping consumer dollars close to home. Find and visit a certified [California Department of Food and Agriculture farmers' market](#) near you!



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THAT COFFEE COSTS HOW MUCH?



How much do you pay for your favorite cup of coffee? It doesn't matter what your brand or style; whether you're at a small, independent coffee house or sitting in the drive-thru of your favorite major chain, you probably know how much money you need to fork over for your favorite drink. But how much does that drink really cost?

By now, most of us have heard that there is a hidden cost to everyday items. How much water does it take to produce a cheeseburger? How much energy does it take to run that blender? How much carbon is produced by all of this? Trying to keep track of all the raw materials we source for our life's products can be a bit daunting.

Let's go back to that coffee.

Nothing is as ubiquitous as a cup of coffee, so we'll use that for our example. According to the United Nations Food and Agriculture Organization and [World Economic Forum](#), it takes about 35 gallons of water to grow, process, and transport enough beans for a single standard 8-ounce U.S. cup of coffee.

Let's unpack this with some perspective.

According to the [U.S. Geological Survey \(USGS\)](#), nearly every manufactured product uses water to be produced. Food, paper, chemicals, refined petroleum, primary metals, and more use water for industrial purposes like "fabricating, processing, washing, diluting, cooling, or transporting a product; incorporating water into a product; or for sanitation needs within the manufacturing facility." Even the energy used in manufacturing needs water. In 2018, [USC News](#)—a component of the University of Southern California—reported that 58 trillion gallons of water withdrawals were required each year just to produce energy in the U.S. Water is used in the production of ethanol, oil, natural gas, and even electricity. [USGS](#) equates this to an estimated 14,800 million gallons per day to meet industrial water use needs.

The cultivation, production, shipping, and heating of that coffee drink—all requiring water and energy—contribute to the hidden cost of your coffee.

Should you feel guilty about that morning cup of joe? Not necessarily. Investing in renewable energy helps. That same [USC News](#) article reported that renewable energy sources such as solar and wind power "require very little water to create a unit of electricity" when compared to traditional means. You can change personal habits, too. For example, you can save energy and water by washing only full loads of laundry in cold water, as well as using hang drying.

Becoming aware and changing habits could be what it takes to keep you in your coffee habit. Cheers!

June 2022—Cutting the Waste, Saving the Future: DCA Diverts 365 Tons From Landfills

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CUTTING THE WASTE, SAVING THE FUTURE: DCA DIVERTS 365 TONS FROM LANDFILL

DCA's recent *State Agency Waste Management Annual Report to the Department of Resources Recycling and Recovery (CalRecycle)* contained some very positive numbers.

Every item that DCA parts ways with is considered generated waste. Whether it's the contents of your deskside trash can, the batteries you tossed into the recycling bin, or the green waste hauled away by building landscapers, it's all categorized as waste. The mission is to see how much of that waste can be diverted from the landfill.

The *Facilities Management Unit* has been working with all boards, bureaus, and units to capture every weight ticket and tonnage estimate for every waste stream. The 2021 CalRecycle report results include:

- **Batteries**—Sacramento-area offices recycled approximately 820 pounds of regular household batteries in one calendar year, and that number is trending up. DCA has recycled about 2,518 pounds of used batteries since 2018.



- **Confidential shredding**—Confidential shredding is another diverted waste stream that saw a huge increase in 2021. Figures rose by more than 150% beyond reported 2020 amounts, and in 2021, DCA diverted about 75 tons of materials from landfills by recycling them through confidential shredding.

- **Deskside recycling**—The amount of materials recycled via deskside recycling remained consistent in 2021. The recycling agent for 16 of DCA's Sacramento-area offices reported just over 36 tons of primarily paper and cardboard collected in 2021. DCA recycling vendor Viking Shred also reports that, after collection, most of this paper is taken to two local California paper mills, where it is recycled and readied to be used again as new products.

- **Fleet vehicles**—Each year, all state agencies assess their fleets to make sure only the most efficiently operating vehicles are retained. This ensures that only those vehicles with the best chance to reduce DCA's carbon emissions output are used for Department business. While less-efficient vehicles are typically in running condition, they do not possess the most up-to-date, sustainable technology and are auctioned off for reuse by the *Department of General Services*.

In total, DCA composted, recycled, donated, or otherwise diverted 365 tons of organic and electronic waste, as well as other unwanted Department equipment, from going into California landfills in 2021.

FACILITIES UPDATE

SACRAMENTO DEL PASO ROAD ELECTRIC VEHICLE CHARGING STATION APPROVED

Acquisition of an electric vehicle solar charging station for the Sacramento 2420 Del Paso Road and 2450 Del Paso Road locations has been approved. Purchasing, building, and installation of the new charging station will take approximately four months to complete.



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July 2022—Driving Down a New Road: The Revolution of Retreaded Tires and A Simple, Organic Change: Curbside Waste Collections Now Include Food Waste

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DRIVING DOWN A NEW ROAD: THE REVOLUTION OF RETREADED TIRES

They may be black in color, but retreaded tires are just about some of the greenest accessories you can add to a medium- to heavy-duty-sized vehicle. Far from a product just tacked together from pieces of rubber, retread technology has made retreaded tires every bit as good and effective as a new tire. The biggest difference is that they are a far more sustainable product!

The state requires agencies to buy responsibly and purchase products that are not only safe, but better for the environment. The **State Agency Buy Recycled Campaign (SABRC)** is a joint effort between the Department of Resources Recycling and Recovery (CalRecycle) and the Department of General Services (DGS) to implement state laws requiring state agencies and the Legislature to purchase recycled-content products (RCP) and track those purchases. This program complements waste-diversion laws because recycled materials and products with recycled content reduce the amount of refuse heading to the landfill.

Each agency must complete a mandated annual report indicating what percentage of its overall purchases meet RCP thresholds set by state legislation. Current regulations require a minimum of 50% of funds used by a state agency to procure new tires be used on tires with recycled content. Currently, retreaded tires are available for use on most of DCA's medium- to heavy-duty fleet vehicles and will aid DCA in achieving sustainability goals.

But how good are retreaded tires? According to the **Tire Retread and Repair Information Bureau (TRIB)**, retreads are as good as any other tires on the road. This organization works with CalRecycle to study, report on, and promote the tire retread industry. Their website features several **government studies** on this topic. More than just reusing old tires, TRIB notes that modern vulcanization processes and thorough digital inspections essentially remanufacture the old into new.

It's the incorporation of previously used content that makes these new products so much more sustainable. Because casings from old tires are used, fewer raw materials are needed in the manufacturing process.

Retread products are so effective that state standards permit a viable tire casing to be retreaded up to two times, meaning retread tires can run for approximately 500% more miles than some new tires.

To learn, check out these **videos** from the TRIB website. If you'd like to take a deeper dive, check out these **virtual tours and workshops** or use this **map** from CalRecycle to find a retread facility close to you.

FACILITIES UPDATE

NEW LOCATION FOR ACUPUNCTURE BOARD

The Acupuncture Board has a new address and is now located at 1625 North Market Blvd., Suite N-219, Sacramento, CA 95834.



A SIMPLE, ORGANIC CHANGE: CURBSIDE WASTE COLLECTIONS NOW INCLUDE FOOD WASTE

Local governments throughout California are implementing **Senate Bill 1383**, a statewide mandate to reduce the amount of organic material reaching landfills. As part of these efforts, cities and counties have begun residential collection of food waste along with green waste. For residential collection participation, local governments are rebranding current green-waste receptacles into organics bins, in which users can deposit green waste, food waste, and even soiled napkins and pizza boxes.

SB 1383 was signed into law in 2016 to help decrease the amount of short-lived climate pollutants (SLCP) in the atmosphere by requiring a 75% reduction in organics delivered to landfills and a 25% increase in edible food recovery. SLCPs remain in the atmosphere for only a short time, but can be more than 80 times more potent than carbon dioxide. Organics decomposing anaerobically in landfills are a huge contributor to the state's production of methane: a prevalent SLCP. The goal of SB 1383 is to break down these materials above ground—aerobically in oxygen rich environments—and create nutrient-rich compost in the process.

Businesses and family dwellings with five or more units (considered commercial) have already been collecting organics separately since the beginning of 2022. Residential dwellings of four units or fewer started doing so on July 1.

But how will this affect you and your home? Are there any big changes in the way you separate your organic waste? The answer is not really. A few, very small changes will help keep your household in compliance with this new law. For most, this will simply mean that, instead of throwing away food waste in your home's trash can, you're simply adding it to your existing green-waste bins, unless otherwise directed by your waste hauler or local government agency.

To learn more about SB 1383 and how it applies to you, check out **helpful information** from the California Department of Resources Recycling and Recovery (CalRecycle). CalRecycle also offers this **great video clip** to illustrate goals, efforts, and benefits of this program.

If you still have questions, check with your waste hauler or local jurisdiction for program information and details wherever you live.

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TACKLING SUSTAINABILITY: GOING GREEN WHILE GOING LONG

In a few weeks, that grand tradition of fall—football—will once again begin. Professional football is a national passion, but this pastime is becoming more and more serious about promoting sustainability.

Like many businesses and corporations across the country, the **National Football League** (NFL) is making going green part of its gameplan to reach success while raising the profile of sustainability nationally. Here are a few facts showing we can all win the green game:

FIRST DOWN

- The first NFL stadium to earn any type of **Leadership in Energy and Environmental Design (LEED)** certification was the Chicago Bears' home, **Soldier Field**, which features a massive green roof parking structure.
- The San Francisco 49ers call the first NFL stadium to earn **LEED Gold** certification their home. **Levi's Stadium** uses reclaimed water, and its construction features reclaimed wood and other building products.

- Mercedes Benz Stadium** is home to the Atlanta Falcons and is the first **LEED Platinum-New Construction** venue for the NFL—achieving the highest level of LEED certification in the process. Aside from its remarkable retractable roof and aesthetic design, the building features LED lighting and video boards, on-site solar panels, and electric vehicle charging stations. This design means it uses 29% less energy and produces enough renewable energy to power 10 Falcons games. Additionally, the stadium consumes 47% less water and has the capacity to store 2 million gallons of rainwater on-site.

HOME FIELD ADVANTAGE

The **U.S. Green Building Council (USGBC)**—the private entity that awards **LEED** certification—states there are 30 LEED-certified sports venues already in operation or being built worldwide. Regardless of which sport they're for, according to the council, "These LEED-certified facilities give fans, teams, and the communities they call home plenty of reasons to cheer."

Here are a few of the LEED-certified NFL stadiums with innovative and amazing sustainable features and operations:

- If you're a Minnesota Vikings fan, you might have a difficult time finding somewhere to park at their next home game. **U.S. Bank Stadium** offers nearly no public parking. The stadium is embracing its urban setting and promotes alternative transportation. You can take light rail, walk there via the city's skyway, or park your bike at one of the venue's 180 bike racks. The only parking available on-site is for the players, site personnel, and people with disabilities. It's practices like these that helped this venue earn the first-ever **LEED Platinum certification** for Building Operations and Maintenance.
- The **Philadelphia Eagles** have a reputation for being green beyond just the color of their uniforms. **Lincoln Financial Field** was promoted from LEED Silver to LEED Gold status due to the addition of some imaginative on-site innovation. With 11,000 solar panels and 14 micro wind turbines, the Eagles home is a nest of renewable energy. The organization also restructured procurement practices to promote sustainable purchasing.

Learn more about California's LEED-certified buildings and related sustainability initiatives from the **Department of General Services**.

PUBLIC SERVICE LOAN FORGIVENESS PROGRAM



DCA has joined the California Student Debt Challenge to deliver Congressionally authorized federal student loan debt cancellation information to eligible employees. For state employees who have federal student loan debt, the federal Public Service Loan Forgiveness (PSLF) program offers loan cancellation to borrowers after 10 years in government work and completion of 120 qualifying loan payments.

The federal government announced a special eligibility—the limited PSLF waiver—that extends through October 31, 2022, when borrowers can recuperate past credit toward PSLF relief that they missed. Many will receive enough credit to have their loans cancelled, and others will be positioned to build on the credit they receive while continuing their public service work for future cancellation.

Additional information and helpful tools regarding the PSLF Program can be found at www.Studentaid.Gov/manage-loans/forgiveness-cancellation/public-service.

A PSLF fact sheet from the US Department of Education is located at www.ed.gov/news/press-releases/fact-sheet-public-service-loan-forgiveness-pslf-program-overhaul.

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September 2022—Leading the Charge to a More Sustainable Future: DCA's Electric Vehicle Charger Plan

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IN THE SPOTLIGHT

LEADING THE CHARGE TO A MORE SUSTAINABLE FUTURE: DCA'S ELECTRIC VEHICLE CHARGER PLAN

California isn't messing around when it comes to eliminating greenhouse gas (GHG) emissions. During January's introduction of the [California Blueprint](#), Governor Gavin Newsom introduced a budget allocating \$10 billion toward zero-emission vehicles (ZEV) and the infrastructure to support them, with \$1.2 billion dedicated to implementing the goal of adding more than 100,000 new electric vehicle (EV) charging stations.

This supports the 2020 [Executive Order](#) issued by Governor Newsom declaring that, by 2035, all new cars and passenger trucks sold in California be ZEVs.

DCA is helping lead this statewide EV charge. The Department recently reported nearly 60% of its fleet consisted of EVs, hybrids, plug-in hybrids, or vehicles powered by hydrogen, plus plans to increase that percentage. DCA also boasts 76 EV charging stations throughout the state to power those vehicles. DCA is already serious about climate change and reducing emissions, but it's about to become more so.

SOLAR EV CHARGERS AT SACRAMENTO LOCATIONS

Earlier this year, the Department of General Services (DGS) placed an order for an additional 23 EV ARC™ sustainable EV charging systems, committing three for DCA to use. These units are solar-powered and 100% off the grid—they do not require hard-wiring or trenching for installation. Each unit is constructed with its own solar array to charge an onboard battery. The panels tilt automatically to follow the sun and maximize

the charge, are elevated above the units, and do not take up any parking spaces. The battery can even be accessed to power other equipment in case of power outages. These units are self-contained and add no additional strain to the power grid.

Two units will be in the parking lot between the Headquarters 1 (HQ1) and Headquarters 2 (HQ2) buildings located at Sacramento's 1625 North Market Blvd. and 1747 North Market Blvd. locations, respectively. These stations will charge up to four vehicles each. A triple-charging unit will be located at 2420 Del Paso Blvd. in Sacramento to service that building's DCA offices as well as the offices next door at 2450 Del Paso Blvd. In total, 11 more EV charging stations are scheduled to be in service in early October.

These chargers are for DCA employee use only. To ensure these units are available for the charging needs of DCA personnel, each of these units will require a specially issued badge to access their services. This program will be free to use for all DCA employees. Details will be announced soon, but Sacramento-area personnel will be able to submit work requests with DCA's [Facilities Management Unit](#) to receive a badge.

DCA's Facilities and Sustainability Unit has led this effort and believes it will help the Department's workforce reach new sustainability goals.

"DCA has been a leader in transitioning to a 'green fleet' for state vehicles," said DCA Facilities Manager Bob Keeler. "DCA now wants to lead in assisting staff in their transition to 'green' personal vehicles. These

free-to-use charging stations will be 100% solar powered, so staff vehicles can be completely powered by the sun, with a zero-carbon footprint. This will be a terrific energy savings for the state, and a great cost savings for DCA team members."

MORE TO COME

In addition to the EV ARC units, DCA still intends to install four more traditional charging stations at HQ1 and four more at HQ2—all of which will also be for DCA employees only, contributing another 19 chargers to the 1,551 [Level 1 and 2 chargers currently in Sacramento County](#).

NEED AN EV?

DCA has the free charging stations—now you just need the right vehicle. California offers many incentives to purchase a zero-emissions vehicle. The California Air Resources Board (CARB) offers a [Clean Vehicle Rebate Program](#) featuring up to \$7,000 for qualifying buyers or lessees to "purchase or lease a new plug-in hybrid electric vehicle (PHEV), battery electric vehicle (BEV), or a fuel cell electric vehicle (FCEV)." Try CARB's [savings calculator](#) or review [eligible vehicles](#) today. State employees may also qualify for [discounts](#) from participating dealerships.

For more information on DCA's EV efforts, including where to find DCA employee chargers throughout the state, contact DCASustainabilityResources@dca.ca.gov.

GotAMinute? VIDEOS: SHARING WHAT STATE EMPLOYEES DO



The California Government Operations Agency (GovOps) has just launched a new video series called GotAMinute? In these 60-second videos, state workers tell and show you what they do in their work for the state. In [this video](#), meet Tab Ichihio, who has worked as a groundskeeper at Capitol Park for the past 10 years.

GotAMinute? videos are produced by the GovOps Agency in partnership with featured departments.



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THE MODS SQUAD: ON THE CASE FOR SUSTAINABILITY

DCA is proud to divert much of its waste from landfills. The Department knows that the best way to ensure these types of sustainable practices continue to grow is to make the strategies part of our operational procedures. DCA is making sustainability ubiquitous, not just a feature.

Enter the MODS (**Mailroom Operations and Delivery Services**) squad. Serving most DCA offices in the Sacramento area, the MODS squad members have become the link to sustainability. The crew are multitaskers—not only do they bring most of DCA’s Sacramento offices together with their mailroom services, they also help with recycling. Mailroom personnel assist in recycling toner and ink cartridges, used batteries, and even confidential documents for shredding. There are some practices that will make it easier for them, so learn how you can help them help DCA’s sustainability.

CONFIDENTIAL SHRED


MODS personnel do not shred these documents themselves, but they will help get them to the Department of General Services (DGS), which manages the official destruction of these materials. To ensure materials’ confidentiality, place documents into a standard copy paper box or bankers box sealed with packing tape. Then download a **Confidential Destruction label** and fill it out with your unit’s name and DGS billing code. Affix this label to the side of the box so the information is clearly visible. Staff can leave up to two of these boxes with outgoing mail per day and the mailroom staff will collect them on their daily rounds. For larger quantities, email mailroom.services@dca.ca.gov for options. For questions regarding what documents are eligible for confidential destruction, email records@dca.ca.gov.

TONER AND INK CARTRIDGES

If toner and ink cartridges come with return labels, follow manufacturer instructions to return and recycle. To recycle cartridges without manufacturer instructions or labels, place old cartridges in new cartridges’ boxes and seal with packing tape. Then leave boxes with outgoing mail for MODS collection. If the unit is leaking, place the whole package into a plastic bag before mailroom staff collect it.

USED BATTERIES

Staff in HQ1 and HQ2 can deposit their used batteries in containers located in the building lobbies. For other Sacramento office locations, mailroom staff will collect AA, AAA, C, and D batteries along with button-type and cellphone batteries. Place them in an envelope and mark them “N-117 Mailroom: Battery Recycle.” Then leave the envelope with outgoing mail. Find out [more](#) or contact DCA’s recycling coordinator at recycle@dca.ca.gov with questions.

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IS IT COMPOSTABLE?

California [Senate Bill 1383](#) provides guidelines for increasing organic recycling and composting to curb carbon emissions by using existing residential curb-collection programs. The state's message to compost food and green waste is clear, but what about items that sound like they're compostable or recyclable, but don't appear on informational pamphlets? Here is a guide to items that are and are not biodegradable and where to dispose of them:

- **Pizza boxes and egg cartons**—Many local programs include clean and used pizza boxes and egg cartons on their lists of acceptable items for municipal composting.
- **Coffee and tea**—Compost coffee filters and teabags plus tea leaves and coffee grounds.
- **Pet waste**—According to the [U.S. Environmental Protection Agency](#), these materials are not compostable due to “parasites, bacteria, germs, pathogens, and viruses harmful to humans.”
- **Fur or hair**—Hair and fur are made from keratin, which is completely biodegradable. Fingernails are also made from keratin and, along with hair and fur, can be included in compost.
- **Fabric**—Most clothes are better off recycled but, if garments are made from 100% natural fabrics, they can be composted. Materials like wool, silk, and cotton are technically biodegradable and compostable, but are not acceptable in municipal compost bins: Natural fabrics are strictly for backyard composting. Synthetic fabrics are not compostable in any setting. Leather is trickier: While real leather is organic, chemicals introduced during the tanning process can render it not ideal for composting.
- **Rubber**—Natural rubber is a plant product and completely biodegradable. Synthetic rubber has artificial polymers made from petroleum and should not be put in compost or recycling bins.
- **Biodegradable plastics**—“Bio-plastic” is considered more of a marketing term than a promise of biological degradation. The bonds that create synthetic polymers are also what make plastic difficult to break down. While some municipalities allow the use of compostable plastic bags, Californians are encouraged to research what is and isn't considered recyclable or compostable plastic in their own cities and counties. For more information on plastics, visit the [California Department of Resources Recycling and Recovery](#).



For additional curbside composting and recycling guidelines, contact your local municipal waste management provider.

DID YOU KNOW?

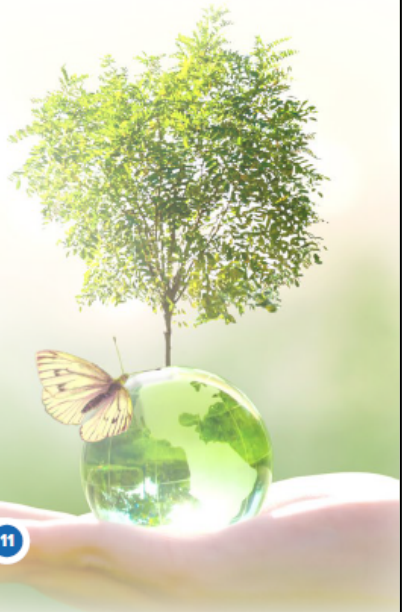
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THE 12 DAYS OF DCA SUSTAINABILITY

On the 12th Day of Sustainability, DCA gave to me:

- **12 Did You Know sustainability articles**—Each issue of DCA's *Did You Know* features an article about some aspect of sustainability. Topics in 2022 ranged from farmers' markets to green burial options.
- **11 solar-powered electric vehicle (EV) charging stations**—DCA acquired three solar powered charging units—two units at HQ1 and HQ2, each equipped with four charging stations, and a unit located at the 2420 Del Paso Road site with three stations ... all 100% powered by the sun.
- **10 boards and bureaus turning in fleet maintenance receipts**—DCA's committed to purchasing recycled content products (RCP). To identify opportunities for improvement, 10 boards and bureaus have already committed to sharing receipts to help identify vendors selling RCP.
- **19 properties with Energy Star profiles**—Offices where DCA directly pays for utilities have Energy Star profiles. Information collected in these profiles illustrates trends in energy and water consumption. This knowledge can then be utilized to make improvements in energy and water efficiency.
- **89% diversion rate**—In its annual State Agency Reporting Center (SARC) report, each state agency calculates how much of its waste ends up in a landfill. DCA reported that only 40.8 of 365.37 tons of waste it generated in 2021 ends up in a landfill. That means DCA diverted 89.9% of its waste stream from a landfill. Great job!
- **74 tons of confidential shred recycled**—On that same SARC report, DCA reported that it had shredded and recycled 74.45 tons of confidential documents in 2021. That's over a 150% increase from the prior year.
- **16 hydrogen-powered vehicles in DCA's fleet**—Hydrogen vehicles emit water vapor instead of pollution. DCA owns and operates 16 hydrogen vehicles statewide, which can go 310 miles on a full tank.
- **5 SABRC categories in compliance**—The State Agency Buy Recycled Campaign (SABRC) requires annual reporting indicating if agencies are meeting mandated minimum requirements to purchase products with recycled content. In the 2021–22 fiscal year, DCA reported meeting these goals in five different product categories such as plastic and paper.
- **4 LEED-certified large buildings**—The state mandates that all state-owned buildings over 50,000 square feet be certified in Leadership in Energy and Environmental Design (LEED). DCA doesn't own any buildings this large, but it does lease four LEED-certified buildings over 50,000 square feet. It also leases four smaller LEED-certified buildings.
- **388 green vehicles in DCA's fleet**—In its last Sustainability Roadmap, DCA reported owning 388 green vehicles—electric vehicles, hybrids, plugin hybrids, or hydrogen-powered vehicles.
- **243 tons of old vehicles diverted from landfills**—As much waste as possible should be diverted from landfills, including older vehicles. In the 2022 SARC report, DCA reported 243 tons of older vehicles were diverted through auctions for reuse.
- **And 1 vermicomposter (not in a pear tree)**—DCA Headquarters has a vermicomposter to compost food waste from the on-site café. Vermicomposting uses worms to break down the food waste and create healthy compost.



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Save Our Water

The Office of Public Affairs also regularly features Save Our Water graphics in the Did You Know? publication to help DCA team members learn how to conserve water.

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SAVE OUR WATER

Since water is a limited resource and it is important to each of us every day, water conservation is essential. By following these water conservation tips you can help conserve water every day.

INSIDE THE HOME

Kitchen

- » Wash vegetables in a container, not under running water.
- » Use dishwasher for full loads only.
- » Washing dishes by hand uses more water than a dishwasher. Save up to 24 gallons of water per load by using a dishwasher.

Laundry Room

- » Use washing machine for full loads only. You can save 15–45 gallons per load.
- » Check with your local water agency for any current rebate.

Bathroom

- » Install low-flow shower heads.
- » Take shorter showers. (Showers kept under 5 minutes can save you about 12.5 gallons per shower.)
- » If you take a bath, fill bathtub less than halfway. (You can save 17–25 gallons per bath.)
- » Install a high efficiency (HET) toilet. You can save 6–35 gallons per day. (Check with your local water agency for current rebate.)
- » Install aerators on bathroom faucets. (Most homes built after 1980 already have these features.)
- » Turn water off when brushing teeth, washing hands or shaving.

OUTSIDE THE HOME

Landscape

- » Water in the morning when it is cooler and use a layer of mulch to help retain soil moisture.
- » Check your sprinkler system frequently and adjust sprinklers so only your lawn is watered and not the house, sidewalk, or street.
- » Choose water-efficient irrigation systems such as drip irrigation for your trees, shrubs, and flowers.
- » Water deeply but less frequently to create healthier and stronger landscapes.
- » Plant drought-resistant trees and plants.
- » During extended dry weather, it is important to water your trees. How much water depends on the age of the tree. For tips and additional information visit www.californiareleaf.org

Clean-up

- » Use a broom to clean driveways, sidewalks, patios and walkways.
- » Wash cars with a bucket, sponge, and hose with self-closing nozzle.

TIPS ON LEAKS

Lot of water can be lost by little leaks. A small drip can waste 70 gallons of water in a day and more than 1,000 gallons a day can pour through a steady leak of one-sixteenth inch in size. Fix leaky faucets and toilets right away. When hot water is dripping, energy is also being wasted. Since a leak can be a major water waster, always fix any leak as soon as possible.

PIPE LEAKS

To detect unseen leaks, read your water meter. Don't run any water for one hour, then read your water meter again. If the meter has moved, you may have a leak.


FAUCET LEAKS


Most leaks, besides toilet leaks, are in the faucets, and most are mainly due to worn washers. Listen for running water when plumbing fixtures are closed and water using appliances are off. Check your tap a couple of times a year to see if all the faucets are working properly.


TOILET LEAKS

Put food coloring in your toilet tank and wait for 20 minutes. If it seeps into the toilet bowl, you have a leak. Many toilet leaks can be fixed with simple tools and a do-it-yourself manual.

For more water saving tips and ideas, visit:

 [SAVE OUR WATER .com](http://www.saveourwater.com)

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E-waste Recycling Events

DCA has once again resumed its electronic waste recycling events. Spearheaded by the Property Unit in BSO, DCA has enjoyed immense success with this program, even collecting more than seven tons in just a matter of hours at its June 2023 event. DCA's Property Unit works diligently with CalPIA and other private vendors to ensure that these recycling events are conducted at no cost to DCA. The June 2023 event was open to all DCA Sacramento offices—which accounts for more than 2/3 of all DCA employees! Please check out the Did You Know? article below for more details.

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IN THE SPOTLIGHT

DCA RECYCLES 7 TONS OF E-WASTE AT JUNE EVENT

There's a saying in the recycling world: "Recycle the present, save the future!" On June 2, that's just what DCA did when it hosted a Departmentwide event to recycle state-owned electronic waste—and ended up collecting more than anyone anticipated.

Universal waste electronic devices (UWED) are required to be recycled and diverted from all landfills as they contain hazardous materials and other elements. Despite this, the [California Department of Toxic Substances Control](#) estimated that, as recently as 2019, only 15% of electronic devices were recycled overall.

DCA is determined to do better.

The [Business Services Office](#) (BSO) kicked off the summer with an event that was far and away more successful than any in recent memory. Team members coordinated with representatives from 27 boards, bureaus, and programs and collected a whopping 20 pallets worth of e-waste. When it was all accounted for, it was approximated that DCA recycled over 14,000 pounds, or more than 7 tons worth of computers, printers, keyboards and other items that DCA has diverted from landfills.

The success of the e-waste recycling is made more extraordinary by the fact that it occurred at a single event.

"This is the biggest recycling event we've ever had in my time by far," said DCA Property and Asset Management Coordinator Tracy Masuda, who has been organizing similar events and e-recycling efforts for nearly five years. "The closest we've come to this one was eight or 10 pallets—so about only half of what we collected this time!"

Even with the success of this event, there will always be more electronics to recycle. BSO officials are already making plans for another event so DCA can continue to act sustainably.

Here are a few tips to be prepared for the next e-waste recycling event:

1. Only recycle items designated in "poor" condition or identified as "junk." Good, working equipment may qualify as surplus items instead.
2. Fill out a Property Survey Request form. Formerly known as the ASD-033 form, the recently renamed [BSO-75](#) is available on Inside DCA. Masuda recommends taking the time to make sure that these forms are filled out fully and correctly—no blank spaces where an answer is required in the form field.
3. Remember the [Certification for Computing Media Sanitation](#). Any piece of equipment with memory must have the memory wiped. The Office of Information Services can help boards, bureaus, and programs sanitize equipment if assistance is needed.
4. When the next event is announced, prepare all paperwork and remove property tags so e-waste is ready to drop off.
5. If you miss the deadline for the next event, contact a qualified vendor and recycle e-waste directly with them.

Watch for more information on the next event, and for assistance, contact Tracy Masuda at PropertyandAsset@dca.ca.gov or (279) 278-5808.



From left: Tina Swann, Mac Agullar, and Tracy Masuda.

Below, from left: Javier Blanco and Frank Rolo.



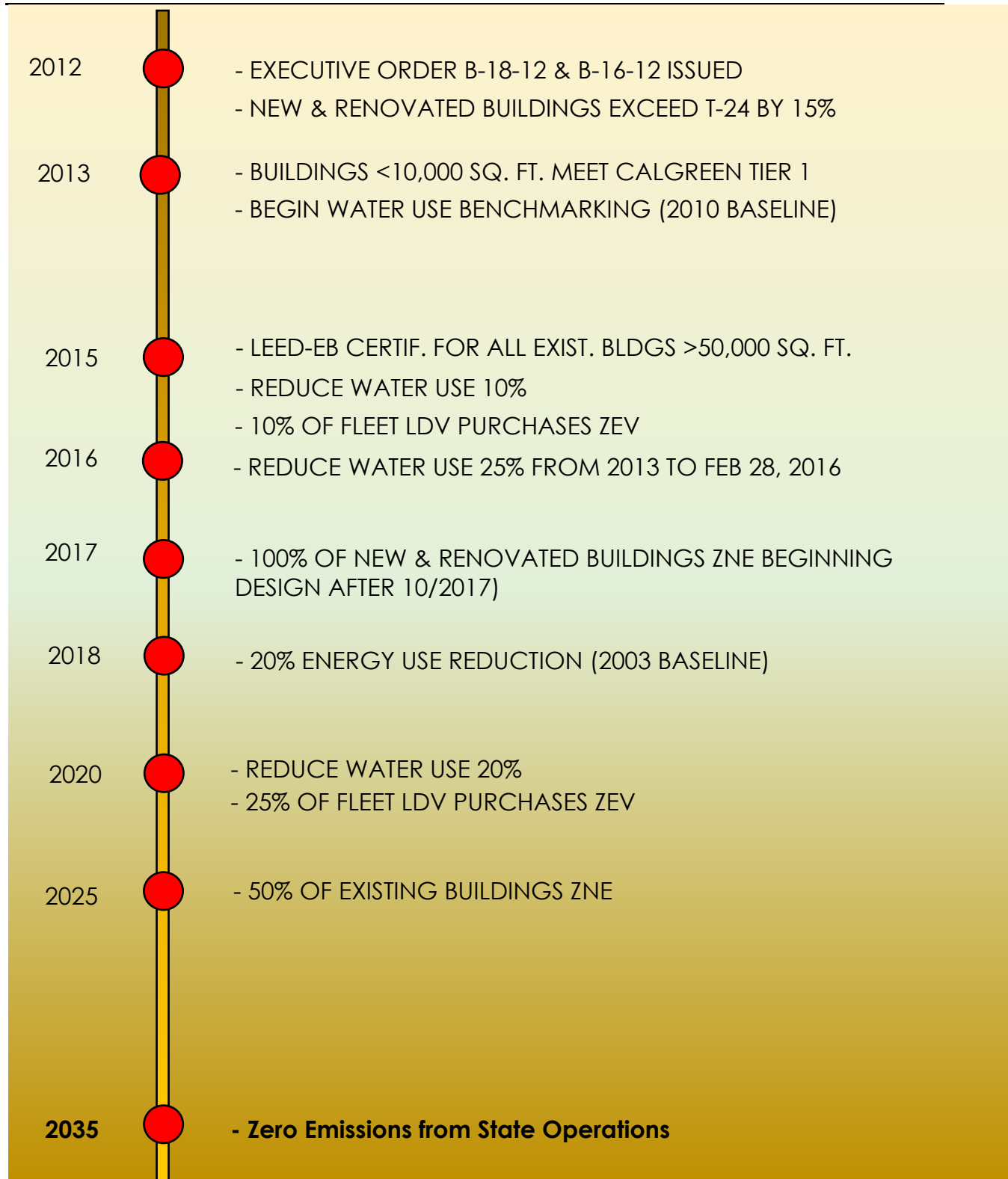
From left: Tina Swann, Tracy Masuda, Brandon Hord, Laura Loyola, Mac Agullar, and Lisa Hernandez.



APPENDIX A – SUSTAINABILITY LEADERSHIP



APPENDIX B – SUSTAINABILITY MILESTONES &TIMELINE



APPENDIX C – ACRONYMS

ACRONYM	DEFINITION
AB	Assembly Bill
ADR	Automated Demand Response
AMB	Asset Management Branch (at DGS)
BEV	Battery Electric Vehicle
BMP	Best management practices
BSO	Business Services Office
CA	California
CALGREEN	California Green Building Code (Title 24, Part 11)
CDD	Cooling Degree Days
CEC	California Energy Commission
DCA	Department of Consumer Affairs
DGS	Department of General Services
DWR	Department of Water Resources
EHT	Extreme heat threshold
EMS	Energy management system (aka EMCS)
EMCS	Energy management control system (aka EMS)
EO	Executive Order
EPP	Environmentally preferable purchasing
ESCO	Energy service company
ESPM	Energy Star Portfolio Manager
ETS	Enterprise Technology Solutions (a division at DGS)
EUI	Energy use intensity (source kBtu/sq. ft.)
EV	Electric Vehicle
EVSE	Electric vehicle supply equipment (charging equipment)
FMD	Facilities Management Division (a division at DGS)



ACRONYM	DEFINITION
FMU	Facilities Management Unit
GCM	Global circulation model
GHG	Greenhouse gas
GHGe	Greenhouse gas emissions
GSP	Groundwater Sustainability Plan
HDD	Heating Degree Days
HQ1	DCA Headquarters
HVAC	Heating, Ventilation, and Air Conditioning
IEQ	Indoor environmental quality
IPM	Integrated Pest Management
kBTU	Thousand British thermal units (unit of energy)
kWh	Kilowatt Hours
LCM	The Landscape Coefficient Method
LEED	Leadership in Energy and Environmental Design
MAWA	Maximum applied water allowance
MM	Management Memo
MPG	Miler per gallon
MWELO	Model Water Efficient Landscape Ordinance
OBAS	Office of Business and Acquisition Services (at DGS)
OBF	On-bill financing
OFAM	Office of Fleet and Asset Management (at DGS)
OS	Office of Sustainability (at DGS)
PHEV	Plug-In Hybrid Electric Vehicle
PMDB	Project Management and Development Branch (at DGS)
PPA	Power purchase agreement
PUE	Power usage effectiveness

ACRONYM	DEFINITION
RCP	Representative Concentration Pathway
RESD	Real Estate Services Division
RPM	Revolutions per minute
SABRC	State Agency Buy Recycled Campaign
SAM	State Administrative Manual
SARC	State Agency Reporting Center
SB	Senate Bill
SCM	State Contracting Manual
SGA	Sustainable groundwater agency
SGMA	Sustainable Groundwater Management Act
WMC	Water management coordinator
VHSP(s)	Vehicle home storage permits
WUCOLS	Water Use Classifications of Landscape Species
ZEV	Zero-emission vehicle
ZNE	Zero net energy

APPENDIX D – GLOSSARY

Backflow - is the undesirable reversal of the flow of water or mixtures of water and other undesirable substances from any source (such as used water, industrial fluids, gasses, or any substance other than the intended potable water) into the distribution pipes of the potable water system.

Back flow prevention device – a device that prevents contaminants from entering the potable water system in the event of back pressure or back siphonage.

Blowdown, boilers - is the periodic or continuous removal of water from a boiler to remove accumulated dissolved solids and/or sludge. Proper control of blowdown is critical to boiler operation. Insufficient blowdown may lead to deposits or carryover. Excessive blowdown wastes water, energy, and chemicals.

Blowdown, cooling towers – Is the water discharged to remove high mineral content system water, impurities, and sediment.

Building Best Management Practices (BMPs) - are ongoing actions that establish and maintain building water use efficiency. BMPs can be continuously updated based on need and tailored to fit the facility depending on occupancy and specific operations.

Compost – Compost is the product resulting from the controlled biological decomposition of organic material from a feedstock into a stable, humus-like product that has many environmental benefits. Composting is a natural process that is managed to optimize the conditions for decomposing microbes to thrive. This generally involves providing air and moisture, and achieving sufficient temperatures to ensure weed seeds, invasive pests, and pathogens are destroyed. A wide range of material (feedstock) may be composted, such as yard trimmings, wood chips, vegetable scraps, paper products, manures and biosolids. Compost may be applied to the top of the soil or incorporated into the soil (tilling).

Cooling Degree Day (CDD) - is defined as the number of degrees by which a daily average temperature exceeds a reference temperature. The reference temperature is also typically 65 degrees Fahrenheit, and different utilities and planning entities sometimes use different reference

temperatures. The reference temperature loosely represents an average daily temperature below which space cooling (e.g., air conditioning) is not needed.

Critical overdraft - a condition in which significantly more water has been taken out of a groundwater basin than has been put in, either by natural recharge or by recharging basins. Critical overdraft leads to various undesirable conditions such as ground subsidence and saltwater intrusion.

Ecosystem services - are the direct and indirect contributions of ecosystems to human well-being. They support directly or indirectly our survival and quality of life. Ecosystem services can be categorized in four main types:

- Provisioning services are the products obtained from ecosystems such as food, fresh water, wood, fiber, genetic resources, and medicines.
- Regulating services are the benefits obtained from the regulation of ecosystem processes such as climate regulation, natural hazard regulation, water purification and waste management, pollination, or pest control.
- Habitat services provide living places for all species and maintain the viability of gene-pools.
- Cultural services include non-material benefits such as spiritual enrichment, intellectual development, recreation, and aesthetic values.

Grass cycling - refers to an aerobic (requires air) method of handling grass clippings by leaving them on the lawn when mowing. Because grass consists largely of water (80% or more), contains little lignin, and has high nitrogen content, grass clippings easily break down during an aerobic process. Grass cycling returns the decomposed clippings to the soil within one to two weeks acting primarily as a fertilizer supplement and, to a much smaller degree, mulch. Grass cycling can provide 15 to 20% or more of a lawn's yearly nitrogen requirements

Heating Degree Day (HDD) - is defined as the number of degrees by which a daily average temperature is below a reference temperature (i.e., a proxy for when heat would be needed). The reference temperature is typically 65 degrees Fahrenheit, although different utilities and planning entities sometimes use different reference temperatures. The reference temperature loosely represents an average daily temperature above

which space heating is not needed. The average temperature is represented by the average of the maximum and minimum daily temperature.

Hydrozone – is a portion of a landscaped area having plants with similar water needs that are served by one irrigation valve or set of valves with the same schedule.

Landscape Coefficient Method (LCM) - describes a method of estimating irrigation needs of landscape plantings in California. It is intended as a guide for landscape professionals.

Landscape water budget - is the calculated irrigation requirement of a landscape based on landscape area, local climate factors, specific plant requirements and the irrigation system performance.

Lifecycle cost accounting - includes initial investment costs, as well as lifetime operation and maintenance costs under changing climate conditions, including changing average conditions and increases in extreme events. It may involve applying non-market evaluation methods such as travel cost, avoided costs or contingent valuation to capture hard to quantify benefits and costs

Make Up Water - Makeup water, or the water replacing evaporated or leaked water from the boiler, is first drawn from its source, whether raw water, city water, city-treated effluent, in-plant wastewater recycle (cooling tower blowdown recycle), well water, or any other surface water source.

Model Water Efficient Landscape Ordinance (MWELo) - The Water Conservation in Landscaping Act was signed into law on September 29, 1990. The premise was that landscape design, installation, and maintenance can and should be water efficient. Some of the provisions specified in the statute included plant selection and groupings of plants based on water needs and climatic, geological, or topographical conditions, efficient irrigation systems, practices that foster long term water conservation and routine repair and maintenance of irrigation systems. The latest update to MWELo was in 2015. MWELo applies to all state agencies' landscaping.

Mulch – Mulch is a layer of material applied on top of soil. Examples of material that can be used as mulch include wood chips, grass clippings, leaves, straw, cardboard, newspaper, rocks, and even shredded tires. Benefits of applying mulch include reducing erosion and weeds and increasing

water retention and soil vitality. Whenever possible, look for mulch that has been through a sanitization process to kill weed seeds and pests.

Natural infrastructure - is the “*preservation or restoration of ecological systems or the utilization of engineered systems that use ecological processes to increase resiliency to climate change, manage other environmental hazards, or both. This may include, but need not be limited to, flood plain and wetlands restoration or preservation, combining levees with restored natural systems to reduce flood risk, and urban tree planting to mitigate high heat days*” (Public Resource Code Section 71154(c)(3)).


Non-purchased Water – is water that a department uses that does not come from a 3rd party supplier. It may be water from domestic wells owned by the department or water that is taken from a river, lake, canal, or other source and used by the department. The water may be returned to source after use.

Trickle flow – A device that allows users to reduce flow to a trickle while using soap and shampoo. When the device is switched off, the flow is reinstated with the temperature and pressure resumes to previous settings.

Sprinkler system backflow prevention devices – are devices to prevent contaminants from entering water supplies. These devices connect to the sprinkler system and are an important safety feature. They are required by the California Plumbing Code.

Submeter- a metering device installed to measure water use in a specific area or for a specific purpose. Also known as dedicated meters, landscape submeters are effective for separating landscape water use from interior water use, evaluating the landscape water budget and for leak detection within the irrigation system.

Urban heat islands - are areas with localized spikes in temperature, which impact human health, increase pollution, and increase energy demand. Urban heat islands occur during the hot summer months in areas with higher percentages of impervious surface and less vegetation. This is likely in areas with large parking lots, dense development, and lower tree density and shading. Urban heat islands can be mitigated (i.e., reduced) through tree planting and other greening measures, cool roofs (e.g., lighter roofing materials that reflect light), cooler pavements, and other measures.



Water Budget - A landscape water budget is the calculated irrigation requirement of a landscape based on landscape area, local climate factors, specific plant requirements and the irrigation system performance.

Water-energy nexus - Water and energy are often managed separately despite the important links between the two. 12 percent of California's energy use is related to water use with nearly 10 percent being used at the end water use. Water is used in the production of nearly every major energy source. Likewise, energy is used in multiple ways and at multiple steps in water delivery and treatment systems as well as wastewater collection and treatment.

Water Shortage Contingency Plans - Each urban water purveyor serving more than 3,000 connections or 3,000 acre-feet of water annually must have an Urban Water Shortage Contingency Plan (Water Shortage Plan) which details how a community would react to a reduction in water supply of up to 50% for droughts lasting up to three years.

WUCOLS - Water Use Classification of Landscape Species. WUCOLS are used to help determine water budgets and irrigation schedules. Use this link to access the necessary information for your landscaping needs. [WUCOLS Plant Search Database \(ucdavis.edu\)](http://ucdavis.edu/wucols)

APPENDIX E – DEPARTMENT STAKEHOLDERS

Climate Change Adaptation

Understanding Climate Risk at Existing Facilities
Robert Keeler: Manager, Facilities and Sustainability Joey Martinez: Sustainability Coordinator, Facilities and Sustainability

Understanding Climate Risk at Planned Facilities
Robert Keeler: Manager, Facilities and Sustainability Joey Martinez: Sustainability Coordinator, Facilities and Sustainability

Integrating Climate Change into Department Planning and Funding Programs
Robert Keeler: Manager, Facilities and Sustainability Joey Martinez: Sustainability Coordinator, Facilities and Sustainability

Measuring and Tracking Progress
Robert Keeler: Manager, Facilities and Sustainability Joey Martinez: Sustainability Coordinator, Facilities and Sustainability

Zero Emission Vehicles

Incorporating ZEVs Into the Department Fleet
Laura Loyola: Staff Services Manager I, Administrative Services Tina Swann: Fleet Coordinator, Administrative Services Brandon Hord: Fleet Co-Coordinator, Administrative Services

Telematics
Laura Loyola: Staff Services Manager I, Administrative Services Tina Swann: Fleet Coordinator, Administrative Services Brandon Hord: Fleet Co-Coordinator, Administrative Services

Public Safety Exemption
Laura Loyola: Staff Services Manager I, Administrative Services Tina Swann: Fleet Coordinator, Administrative Services Brandon Hord: Fleet Co-Coordinator, Administrative Services

Outside Funding Sources for ZEV Infrastructure
Robert Keeler: Manager, Facilities and Sustainability Joey Martinez: Sustainability Coordinator, Facilities and Sustainability



Hydrogen Fueling Infrastructure
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Comprehensive Facility Site and Infrastructure Assessments
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EVSE Construction Plan
Robert Keeler: Manager, Facilities and Sustainability Joey Martinez: Sustainability Coordinator, Facilities and Sustainability

EVSE Operation
Robert Keeler: Manager, Facilities and Sustainability Joey Martinez: Sustainability Coordinator, Facilities and Sustainability

Energy

Zero Net Energy (ZNE)
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New Construction Exceeds Title 24 by 15%
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Reduce Grid-Based Energy Purchased by 20% by 2018
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Server Room Energy Use
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Demand Response
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Renewable Energy
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Monitoring-Based Commissioning (MBCx)
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Financing
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Water Efficiency and Conservation

Indoor Water Efficiency Projects In Progress First initiative
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Boilers and Cooling Systems Projects In Progress
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Landscaping Hardware Water Efficiency Projects In Progress
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Living Landscaping Water Efficiency Projects In Progress
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Buildings with Urban Water Shortage Contingency Plans In Progress
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Green Operations

Greenhouse Gas Emissions
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Building Design and Construction
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LEED for Existing Buildings Operations and Maintenance

Robert Keeler: Manager, Facilities and Sustainability
Joey Martinez: Sustainability Coordinator, Facilities and Sustainability

Indoor Environmental Quality

Robert Keeler: Manager, Facilities and Sustainability
Joey Martinez: Sustainability Coordinator, Facilities and Sustainability

Integrated Pest Management

Robert Keeler: Manager, Facilities and Sustainability
Joey Martinez: Sustainability Coordinator, Facilities and Sustainability

Waste Management and Recycling

Robert Keeler: Manager, Facilities and Sustainability
Joey Martinez: Sustainability Coordinator, Facilities and Sustainability

Environmentally Preferable Purchasing

Miriam Lopez: SSML, Procurement and Contracts
Ravi Ayer: SSML, Procurement and Contracts

Location Efficiency

Robert Keeler: Manager, Facilities and Sustainability
Joey Martinez: Sustainability Coordinator, Facilities and Sustainability

APPENDIX F – SUSTAINABILITY STATUTORY REQUIREMENTS. EXECUTIVE ORDERS AND MANAGEMENT MEMOS REFERENCES

The following executive orders, Management Memos, legislative actions, resources, and guidance documents provide the sustainability criteria, requirements, and targets tracked and reported herein.

Executive Orders

The governor issued the following executive order relevant to chapters of this roadmap:

- [Executive Order B-16-12](#)

EO B-16-12 directs state agencies to integrate zero-emission vehicles (ZEVs) into the state vehicle fleet. It also directs state agencies to develop the infrastructure to support increased public and private sector use of ZEVs. Specifically, it directs state agencies replacing fleet vehicles to replace at least 10 percent with ZEVs, and by 2020 to ensure at least 25 percent of replacement fleet vehicles are ZEVs.

- [Executive Order B-18-12](#)

EO B-18-12 and the companion *Green Building Action Plan* require state agencies to reduce the environmental impacts of state operations by reducing greenhouse gas emissions, managing energy and water use, improving indoor air quality, generating on-site renewable energy when feasible, implementing environmentally preferable purchasing, and developing the infrastructure for electric vehicle charging stations at state facilities. The Green Building Action Plan also established two oversight groups – the staff-level Sustainability Working Group and the executive-level Sustainability Task Force – to ensure these measures are met. Agencies annually report current energy and water use into the Energy Star Portfolio Manager (ESPM).

- [Executive Order B-29-15](#)

EO B-29-15 directs state agencies to take actions in response to the ongoing drought and to the state of emergency due to severe drought conditions proclaimed on January 17, 2014. Governor Brown directed numerous state agencies to develop new programs and regulations to mitigate the effects of the drought and required increased enforcement of water waste statewide. Agencies were instructed to reduce potable urban water use by 25 percent between 2013 and February 28, 2016.

- [Executive Order B-30-15](#)

In 2015, the governor issued EO B-30-15, which declared climate change to be a “threat to the well-being, public health, natural resources, economy and environment of California.” It established a new interim statewide GHG emission reduction target of 40 percent below 1990 levels by 2030 and reaffirms California’s intent to reduce GHG emissions to 80 percent below 1990 levels by 2050. To support these goals, this order requires numerous state agencies to develop plans and programs to reduce emissions. It also directs state agencies to take climate change into account in their planning and investment decisions and employ life-cycle cost accounting to evaluate and compare infrastructure investments and alternatives. State agencies are directed to prioritize investments that both build climate preparedness and reduce GHG emissions; prioritize natural infrastructure; and protect the state’s most vulnerable populations.

State Administrative Manual and Management Memos

The following section of the State Administrative Manual (SAM), and associated Management Memos (MMs) currently impose sustainability requirements on the department under the governor’s executive authority:

- [SAM Chapter 1800](#): Energy and Sustainability
- [MM14-02](#): Water Efficiency and Conservation
- [MM 14-05](#): Indoor Environmental Quality: New, Renovated, And Existing Buildings
- [MM 14-09](#): Energy Efficiency in Data Centers and Server Rooms
- [MM 15-03](#): Minimum Fuel Economy Standards Policy
- [MM 15-04](#): Energy Use Reduction for New, Existing, and Leased Buildings
- [MM 15-06](#): State Buildings and Grounds Maintenance and Operation
- [MM 15-07](#): Diesel, Biodiesel, and Renewable Hydrocarbon Diesel Bulk Fuel Purchases
- [MM 16-07](#): Zero-Emission Vehicle Purchasing and EVSE Infrastructure Requirements

Recent Legislative Actions

Several pieces of legislation were signed in 2015-16 that codified several elements of the executive orders, or provided further requirements included in the policies. These include the following:

- [Assembly Bill \(AB\) 1482 \(Gordon, 2015\)](#): Requires that the California Natural Resources Agency (CNRA) update the state’s adaptation

strategy safeguarding California every three years. Directs state agencies to promote climate adaptation in planning decisions and ensure that state investments consider climate change impacts, as well as the use of natural systems and natural infrastructure. (Public Resources Code Section 71153)

- **[Senate Bill \(SB\) 246 \(Wieckowski, 2015\)](#)**: Established the Integrated Climate Adaptation and Resiliency Program within the Governor's Office of Planning and Research to coordinate regional and local efforts with state climate adaptation strategies to adapt to the impacts of climate change. (Public Resources Code Section 71354)
- **[AB 2800 \(Quirk, 2016\)](#)**: Requires state agencies to take the current and future impacts of climate change into planning, designing, building, operating, maintaining, and investing in state infrastructure. CNRA will establish a Climate-Safe Infrastructure Working Group to determine how to integrate climate change impacts into state infrastructure engineering. (Public Resources Code Section 71155)

Other Legislative Actions

- **[Assembly Bill \(AB\) 4](#)**: Passed in 1989. The State Agency Buy Recycled Campaign (SABRC) statutes are in Public Contract Code Section [12153-12217](#). The intent of SABRC is to stimulate markets for materials diverted by California local government and agencies. It requires state agencies to purchase enough recycled-content products to meet annual targets, report on purchases of recycled and nonrecycled products, and submit plans for meeting the annual goals for purchasing recycled-content products.
- **[AB 32 Scoping Plan](#)**: The scoping plan assumes widespread electrification of the transportation sector as a critical component of every scenario that leads to the mandated 40 percent reduction in GHG by 2030 and 80 percent reduction by 2015.
- **[AB 2583 \(Blumenfield 2012\)](#) Public Resources Code §25722.8**: Requires reducing consumption of petroleum products by the state fleet compared to a 2003 baseline. Mandates a 10 percent reduction or displacement by Jan. 1, 2012, and a 20 percent reduction or displacement by Jan. 1, 2020.
- **[AB 75](#)** – Implements an integrated waste management program and achievement of 50 percent disposal reduction target. Requires state agencies to report annually on waste management program.

- [SB 1106](#) – Requires at least one designated waste management coordinator and report annually on how the agencies' designated waste and recycling coordinator meets the requirement.
- [AB 2812](#) – Requires Providing adequate receptacles, signage, education, staffing, and arranging for recycling services and reportin annually on how each of these is being implemented.
- [AB 341](#) – Implemented mandatory commercial recycling program (if meet threshold) and reporting annually on the recycling program.
- [AB 1826](#) – Implemented mandatory commercial organics recycling program (if meet threshold) and reporting annually on organics recycling program.
- [SB 1383](#) – Requires 50 percent reduction in the level of the statewide disposal of organic waste from the 2014 level by 2020, a 75 percent reduction by 2025, and 20 percent of currently disposed edible food is recovered for human consumption by 2025.
 - Agencies already in compliance with AB 1826 may need to further expand their organic waste recycling service to comply with the new requirements.
 - Requires by Jan. 1, 2024, Tier 2 Commercial Edible food Generators will be required to donate edible food to a recovery organization.
- [SB 1335](#) - requires food service facilities located in a state-owned facility, a concessionaire on state-owned property, or under contract to dispense prepared food using reusable, recyclable, or compostable food service packaging.

Action Plan

- [2016 Zero-Emission Vehicle Action Plan](#)
The plan establishes a goal to provide electric vehicle charging to 5 percent of state-owned parking spaces by 2022. It also advances the ZEV procurement target to 50 percent of light-duty vehicles by 2025.

State Resources and Guidance Documents

California has invested significant resources in understanding the risks of climate change, water efficiency, strategic growth, and state actions available to respond to and reduce these risks. These include the following:

- **[Safeguarding California](#)**: The state's climate adaptation strategy organized by sector. Each sector identifies risks from climate change and actions to reduce those risks.
- **[Safeguarding California Implementation Action Plans](#)**: Directed under EO B-30-15, the Implementation Action Plans outline the steps that will be taken in each sector to reduce risks from climate change.
- **[Planning and Investing for a Resilient California](#)**: Prepared under direction of EO B-30-15, this document provides a framework for state agencies to integrate climate change into planning and investment, including guidance on data selection and analytical approach.
- **[California's Climate Change Assessments](#)**: California has completed three comprehensive assessments of climate change impacts on California. Each assessment has included development of projections of climate impacts on a scale that is relevant to state planning (i.e., downscaled climate projections). These data are available through **[Cal-Adapt](#)**, an online data visualization and access tool.
- **[Water Use Reduction Guidelines and Criteria](#)**: Issued by the California Department of Water Resources February 28, 2013, pursuant to Executive Order B-18-12. Each applicable agency was required to take actions to reduce water use in facilities and landscapes that are operated by the state, including owned, funded, or leased facilities. State-operated facilities are defined as facilities where the agency has direct control of the buildings' function, maintenance, and repair. For leased facilities, the Green Building Action Plan directed at that time that new and renegotiated leases include provisions for water conservation, reporting water use, and installation of sub-meters to the extent possible and economically feasible.
- **[Strategic Growth Council \(SGC\) Resolution on Location Efficiency](#)**: Location efficiency refers to the greenhouse gas emissions arising from the transportation choices of employees and visitors to a building as determined by the Smart Location Calculator. Adopted on December 6, 2016, the resolution directs members of the SGC to achieve a 10 percent improvement in the Smart Location Score of new leases compared to the average score of leased facilities in 2016.

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