

# Oregon Department of Transportation 2017 Sustainability Progress Report



Thank you to all employees who are helping to make ODOT sustainable!

If you have any questions regarding this report or any other sustainability related question, please contact the Sustainability Program or a member of the [ODOT Sustainability Council](#).

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## Integrating Sustainability

The Oregon Department of Transportation (ODOT) is a statewide leader in sustainability. ODOT's Sustainability Program provides leadership, policy analysis and technical support on a wide-range of issues affecting internal operations and how ODOT manages and maintains the transportation system. The Program was put into place upon passage of the [2001 Oregon Sustainability Act \(ORS 184.421\)](#) and a series of Governor's Executive Orders focused on enhancing sustainable practices in state agency operations. Another driver for ODOT's sustainability efforts is Goal 4 of the [Oregon Transportation Plan](#)—(Sustainability). Goal 4 policies call for providing a transportation system that...“meets present needs without compromising the ability of future generations to meet their needs, distributes benefits and burdens fairly, and is operated, maintained and improved to be sensitive to both the natural and built environments.”

ODOT also provide leadership, tools and guidance under the Statewide Transportation Strategy, an integrated effort to reduce greenhouse gas emissions from the transportation sector.

Sustainable decisions, projects or actions are those that balances economic, environmental, and community well-being in a manner that protects the needs of current and future generations.

The Sustainability Program works with management and lead work groups across the agency to implement new initiatives and report on performance under ODOT's Sustainability Plan. This aspect of the Program involves regular Plan updates and annual reporting. The Program conducts research and pilot projects, manages grants, and provides leadership in resource conservation, best practices, and communications. The Program is also the agency's lead on [Climate Change Adaptation](#) planning and research. Program activities are guided by several committees, including the Sustainability Council, and Climate Change Adaptation Work Group.

Volume II of the Sustainability Plan sets the goals, strategies, and performance measures for ODOT's internal operations, such as for Facilities, Procurement, and Fleet Services. The Plan is used by management and staff in planning, decision-making, purchasing, construction, and maintenance and operations of facilities. The [ODOT Sustainability Council](#) provides guidance for sustainability practices however, without the commitment and day to day efforts of ODOT employees, these projects and programs would have little ability to make real positive change.

Volume II of the Sustainability Plan - [Sustainability Management Framework for ODOT's Internal Operations](#), sets the goals, strategies, and performance measures for ODOT's internal operations.

This 2017 edition of the Progress Report highlights projects and initiatives implemented through ODOT's internal operations and reports on the agency's progress towards meeting its sustainability goals.

It is difficult to collect data in a diverse organization with 4,600 employees, 3,000 motorized vehicles, and more than 1,000 buildings. Specific actions for

implementing sustainability strategies and their budget impacts will vary by year, region, and program. Where statewide data collection is challenging, our performance tracking focuses on the agency's Major Facilities. These are the largest (by area) and most populated facilities with over 50 employees.

## Energy Fuel Use and Climate Change

ODOT is working to reduce the amount of greenhouse gas emissions emitted by its operations and the transportation sector. This work involves collaboration with others to develop innovative responses, minimizing energy use in facilities, increasing fuel efficiency in our fleet, and encouraging employees to reduce their vehicle commutes.

### Greenhouse Gas Emissions

**Goal:** Arrest growth in greenhouse gas emissions from ODOT fleet and facilities.

#### Performance Measures:

1. Total greenhouse gas (GHG) emissions from ODOT’s building, energy, transportation (fuel) sources.

ODOT is committed to minimizing its impact on the environment through the reduction of emissions from all activities and sources. Reducing energy use and using alternative fuels and vehicles will help ODOT reach its goals for reducing GHG emissions.

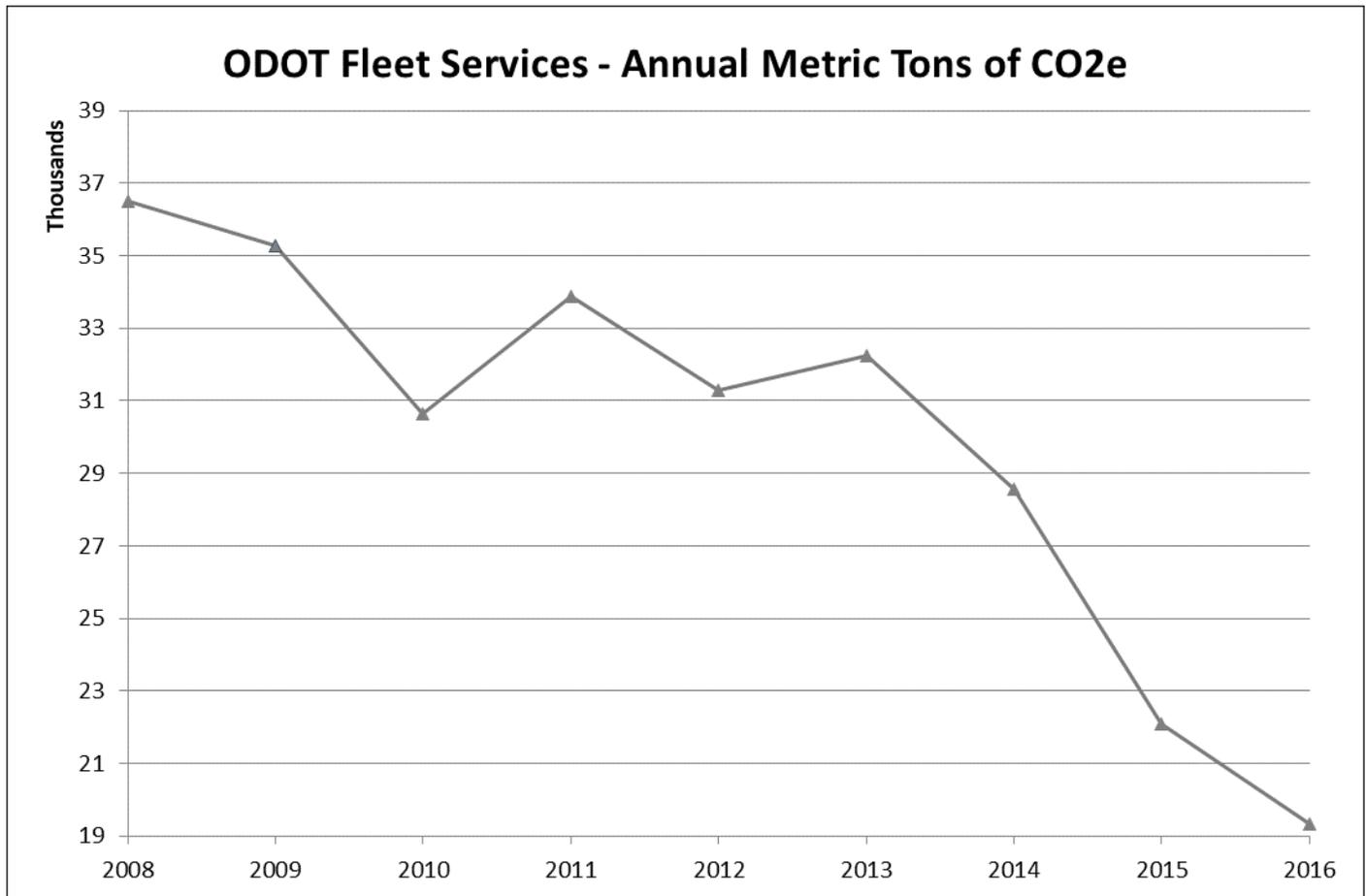
The energy used in commercial buildings accounts for nearly 17-percent of the United States’ emissions of greenhouse gases linked to global climate change, making buildings an important part of our GHG inventory. In 2017, higher energy usage at ODOT’s major facilities increased GHG emissions by 6-percent (106 Metric Tons) compared with 2016. This data was based on energy tracking at ODOT’s 12 largest facilities.

Since 2008, ODOT’s vehicle fleet has reduced GHG emissions by 17,165 Metric Tons, the same as 3,676 passenger vehicles driven over one year, or enough electricity to service 1,853 homes.



Across ODOT's statewide portfolio of facilities tracked for Department of Energy reporting, emissions have stayed relatively constant as compared to our 2015 baseline.

ODOT's vehicle fleet reduced GHG emissions by 12-percent over 2016, or by 2,759 metric tons. ODOT's fleet emissions have been on an overall decline for years. Since 2008, Fleet Services has reduced emissions by 17,165 Metric Tons, due to more fuel efficient vehicles and the use of alternative fuels. DAS fleet emissions data for 2017 was not available at the time of this report.



Source: Oregon Department of Administrative Services; ODOT Fleet Services, 2018.

Beyond these operational steps, ODOT is providing tools and guidance for implementing the [“Oregon Sustainable Transportation Initiative \(OSTI\)”](#). “OSTI” is an integrated effort to reduce greenhouse gas emissions from the overall transportation sector and create healthier and more livable communities. To learn more about how integrated transportation and land use can help reduce emissions, please visit the [Oregon GHG Reduction Toolkit](#).

## Building Energy Use

Goal: Reduce energy consumed in day to day operations of ODOT's facilities.

### Performance Measures:

1. Building level Energy Use Intensity (EUI) per square foot per year.

In 2017, Energy Use Intensity (EUI) at ODOT's major facilities increased by an average of 4.5 kBtu/Ft<sup>2</sup> relative to the 2015 baseline. This was largely due to colder weather in the later winter months which affected heating bills. Building EUI has also increased across the statewide portfolio by an average 9.5 kBtu/Ft<sup>2</sup>.

ODOT owns and operates hundreds of buildings across the state. Annual energy use is being tracked and reported at 108 metered sites greater than 5,000 square feet. The Energy Use Intensity (EUI) for these facilities is also reported to the Department of Energy.

ODOT's 2015 energy data is the baseline for tracking progress towards our goal of a 20-percent reduction in EUI by 2023. ODOT also continues to implement projects that include a mix of renewable energy sources consistent with the State Energy Efficient Design (SEED) program (ORS 276.900).

### Energy Use Intensity (EUI) at ODOT Major Facilities – Percent Change 2015-2017

BUILDING	City	Property GFA— Self-Reported (ft <sup>2</sup> )	2015 Site EUI (Baseline)	2017 Site EUI (kBtu/ft <sup>2</sup> )	% Change Over Baseline
<i>Region 1 HQ, Flanders</i>	Portland	94,063	42.5	35.3	-16.9%
<i>DMV HQ Office Bldg Salem</i>	Salem	120,790	54	52.6	-2.6%
<i>Region 5 Headquarters Bldg</i>	La Grande	27,900	62.9	68.1	8.3%
<i>Region 3 HQ Bldg</i>	Roseburg	38,186	100.5	119.3	18.7%
<i>Transportation Bldg HQ</i>	Salem	151,635	35.8	35.1	-2.0%
<i>Barlow School Office Bldg</i>	Portland	20,000	74.8	87.4	16.8%
<i>Supply Ops, Purchasing, Bldg K</i>	Salem	30,000	40.6	52.7	29.8%
<i>Project Mgrs &amp; R/W, Bldg A</i>	Salem	16,700	59	79.3	34.4%
<i>Region 2 HQ, Bldg B</i>	Salem	21,900	51.4	57.4	11.7%
<i>Mill Creek Office Bldg</i>	Salem	51,120	31.7	32.1	1.3%
<i>Region 4 HQ, Bldg K</i>	Bend	11,000	101.5	100.3	-1.2%
<i>Salem Material Lab Bldg</i>	Salem	54,000	147.5	137.1	-7.1%

Source: ODOT Facilities Services, EPA Portfolio Manager, 2018.

## Strategic Energy Management (SEM)

ODOT Facilities Services works with facility managers to implement energy efficiency projects, maximize incentives, and track building performance. They are also helping to enroll new buildings into the Strategic Energy Management (SEM) program, a partnership with the Energy Trust of Oregon. The use of SEM allows us to look more comprehensively at energy efficiency solutions, and how we operate and work in our buildings. It is also changing how we assess, prioritize, and select efficiency practices and projects.

ODOT received an Energy Trust award for the highest percentage of natural gas and electricity savings for the 2017 SEM program year.

Buildings enrolled in the program received \$188,911 in incentives from efficiency upgrades and related energy savings. This includes projects implemented and incentives for realized savings from Operations and Maintenance, and Employee Engagement categories. Estimated annual savings from these projects totals another \$79,080 per year.

### Strategic Energy Management Savings since 2014<sup>1</sup>

<i>Electricity savings</i>	1,163,551 kWh
<i>Natural gas savings</i>	21,117 therms
<i>Avoided costs</i>	\$109,000
<i>Direct Savings Incentives</i>	\$45,600



*New high-efficiency condensing boilers were installed at ODOT's Materials Laboratory, in Salem.*

Several HVAC units were upgraded in 2017 to replace older steam boiler units with high efficiency condensing boilers. The Materials Laboratory in Salem replaced its old steam boiler with high-efficiency condensing boilers. The Bend Equipment Shop (Bend) and S.E. Powell DMV building (Portland) also upgraded HVAC boilers. These upgrades will save on both energy and water, and provide long-term cost savings with lower utility bills.

<sup>1</sup> Values related to SEM enrolled buildings only. Savings have been achieved by low-cost/ or no-cost actions, and are cumulative from 2014 (not specific to 2017).

## Fuel Use

Goal: Increase the use of alternatives and vehicles in ODOT's fleet.

### Performance Measures:

1. Total biodiesel and other alternative fuel use as a percent of total fuel use.
2. Total number of trucks using anti-idling technology as a percent of total truck fleet.
3. Hybrid, best-in-class high-mileage vehicles, and gasoline vehicles using alternative fuels as percent of all passenger sedans.

ODOT's Fleet Section and crews continue to meet and exceed the agency's goals for alternative vehicles and fleet fuels.

ODOT's biodiesel goal is to target 35 percent of diesel used by fleet and equipment vehicles as B-20 equivalent by July 2018. In addition to using alternative fuels, ODOT also purchases hybrid and electric vehicles and equipment to reduce overall fuel use.

- Status: Through December 31, 2017 the agency has surpassed the goal, using **49 percent B-20** equivalent biodiesel. R20 and R99 are being used at nine of ODOT's fifty two bulk fuel depots.



ODOT's anti-idling goal is to use anti-idling technology in 30 percent of ODOT's diesel on-road light to heavy duty trucks by 2018.

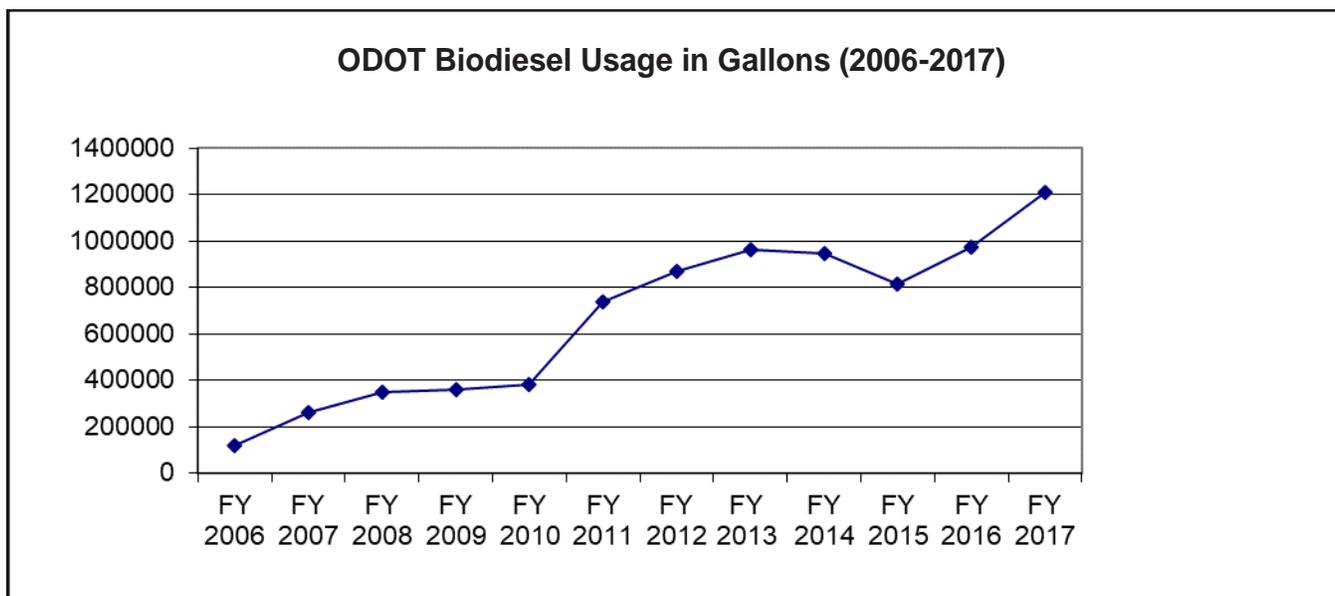
- Status: 226 trucks are using anti-idling technology (25% of ODOT on-road diesel fleet)

ODOT also has a goal to increase the number of hybrid, best in class high mileage vehicles, and gasoline vehicles using alternative fuels for its passenger sedan fleet.

- Status: ODOT's has 170 passenger sedans in its fleet with 162 of these vehicles meeting some alternative fuel or fuel saving technology, as shown in the following table.

Vehicle Type	Number	Percent of Fleet
<i>Alternative Fuel Sedans</i>	81	48%
<i>All Electric</i>	5	3%
<i>Electric Hybrid Vehicles</i>	13	8%
<i>Compressed Natural Gas</i>	1	1%
<i>E85 ethanol</i>	62	37%

Source: ODOT Fleet Services, February 2017.



Source: ODOT Fleet Services (April 2018)



Overall the agency owns 212 E-85 vehicles and 18 hybrid or Plug in Hybrid Electric Vehicles (PHEV'S) which includes (1) Chevy Volt and (1) Converted Prius. ODOT currently owns (5) Nissan Leaf all electric sedans and (1) Ford Transit Van, and operates a total of 10 Level II charging stations for electric vehicles. Fleet Services is also working with DAS and other agencies to move forward on SB 536 which allows state agencies to install Electric Vehicle supply equipment (EVSE) at state owned or controlled facilities.

## Employee Commute

Goal: Reduce single-occupancy vehicle trips.

### Performance Measures:

1. Percent of employees that participate in the monthly transit pass payroll deduction program.
2. Use of video and web conferencing for meetings.

ODOT's goal is to develop a comprehensive, agency-wide employee commute and transportation options program. This is an area where significant improvements can be made through enhanced outreach and education about available transit and commute programs and incentives.

ODOT encourages its employees to use transportation options beyond driving alone to work and to off-site meetings. ODOT employees are saving money and reducing carbon emissions through telecommuting and riding transit and vanpools—all effective at replacing single-occupancy trips.



### ODOT Transit Pass Payroll Deduction Program

Only 38 employees used the transit payroll deduction program or Cherriots transit bus passes in 2016, an extremely small number relative to the size of the agency. Cherriots Salem-Keizer Mass Transit reinstated the free bus pass program for State of Oregon employees, so fewer participants in the program was anticipated. Performance tracking should be deferred for further consideration since this adds little of no value as a metric.



## Web and Video Conferencing

ODOT actively uses several teleconferencing programs for regional and statewide meetings. Use of these technologies can connect more people over long distances while helping reduce vehicle trips and emissions. This data does not reflect where ODOT employees are involved in other video and web conferencing meetings that do not originate from ODOT or hosted by other agencies.

In 2017, ODOT's web-conferencing activity increased 58%.

### 2017 Web Conferencing Activity

	Join.me	AT&T Connect	Totals
<i>Number of Uses</i>	4,008	2,748	6,756
<i>Number of Users</i>	170	55	225
<i>Total Meeting Time (mins)</i>	357,454	629,590	987,044
<i>Average Session Length (Mins)</i>	89	230	

### 2017 Video Conferencing Activity

	VTC	Jabber	Totals
<i>Number of Uses</i>	182	132	314
<i>Number of Users</i>	17	25	42
<i>Total Meeting Time ([h]mm:ss)</i>	686:57:00	405:58:00	1092:55:00
<i>Average Session Length ([h]mm:ss)</i>	3:45:00	3:07:00	

Web conferencing activity jumped 58-percent in 2017. There were a total of 2,748 AT&T Connect sessions in 2017, an increase of 1,970 sessions over 2017. Join.me usage also rose to 4,008 sessions, up 933 sessions over 2017. ODOT's Video Conferencing assets recorded 314 sessions, an increase of 27 sessions over 2017. Video conferencing totaled over 1,092 hours in usage.

## Material Resource Flows

ODOT’s sustainability performance tracking is focused on the largest and most populated facilities. Our goal is to establish baselines and track sustainability measures at major facilities, including those for materials procurement and recycling.

### Waste Minimization and Recycling

**Goal: Reduce total waste produced at ODOT facilities and increase recycling.**

Performance Measures:

1. Recycling volumes in major facilities.

ODOT works to reuse and recycle all materials from its operations, including paper, plastics, electronics and metals. It is difficult to track waste volume data collection at a large and decentralized organization like ODOT. For example, we use many different waste haulers throughout the state which often differ in the type of client and account information gathered. Tracking the actual volume or weight of waste disposal is also a challenge.

Garten assessed ODOT’s recycling volumes at the end of 2017 which includes data from 34 facilities within the Willamette Valley.

#### 2017 ODOT Recycling Totals

Materials – 34 facilities	Haul Volumes
<i>Office Paper (lbs.)</i>	118,604
<i>Confidential Paper Shred (lbs.)</i>	277,541
<i>Plastics (lbs.)</i>	286
<i>Electronics (lbs.)</i>	74,382
<i>Waste Diverted from Area Landfills (cubic yards)</i>	1,083

Source: Garten Services, 2018.



In 2017, ODOT’s recycling efforts:

Saved the equivalent of **3,363 trees.**

Reduced GHG emissions equivalent to **removing 160 cars** from the road for a year.

Saved energy equivalent to **31,700 gallons of gasoline.**

## Sustainable Procurement

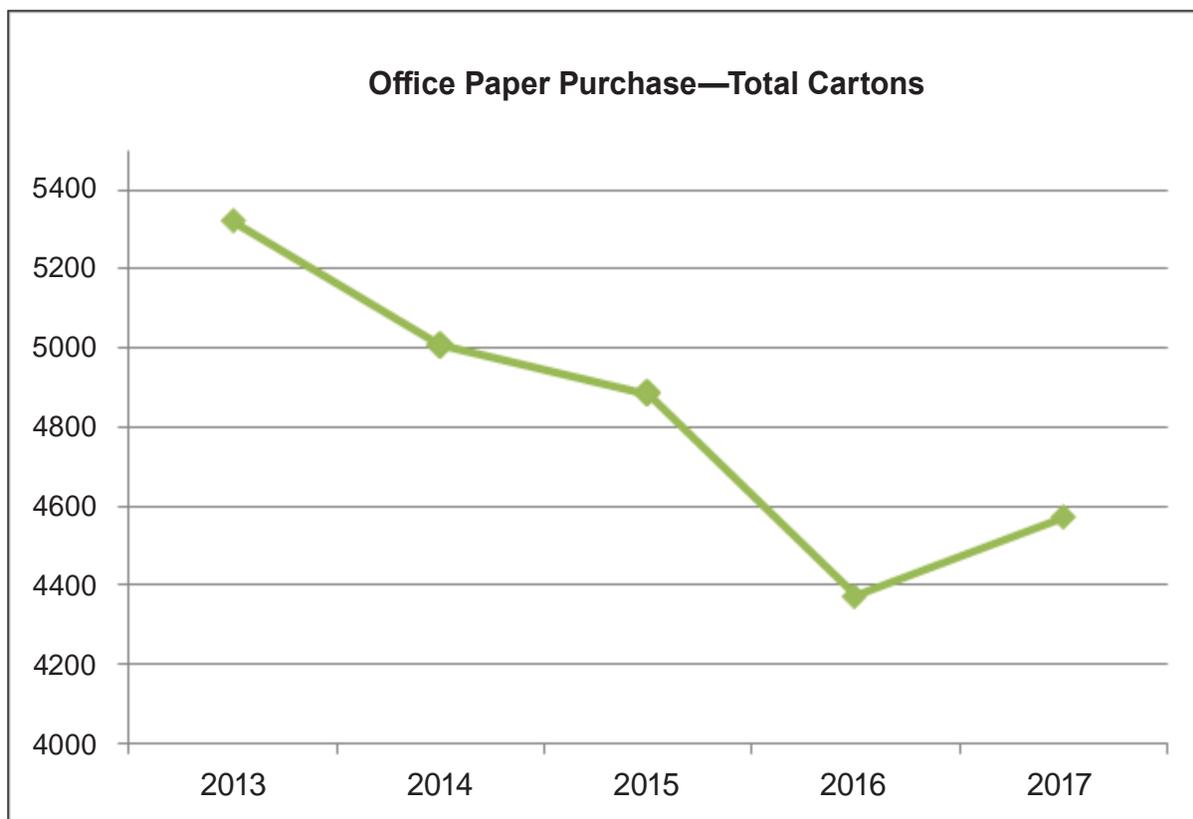
Goal: Reduce amount of paper waste and increase the recycled content of the paper products ODOT purchases.

### Performance Measures:

1. Quantity of printer/ copier paper purchased by ODOT
2. The weighted average of post-consumer recycled content of printer/ copier paper purchased.
3. Annual total for DAS Copy Center costs.
4. Amount of green office supplies and equipment purchased by ODOT or provided by contractors.

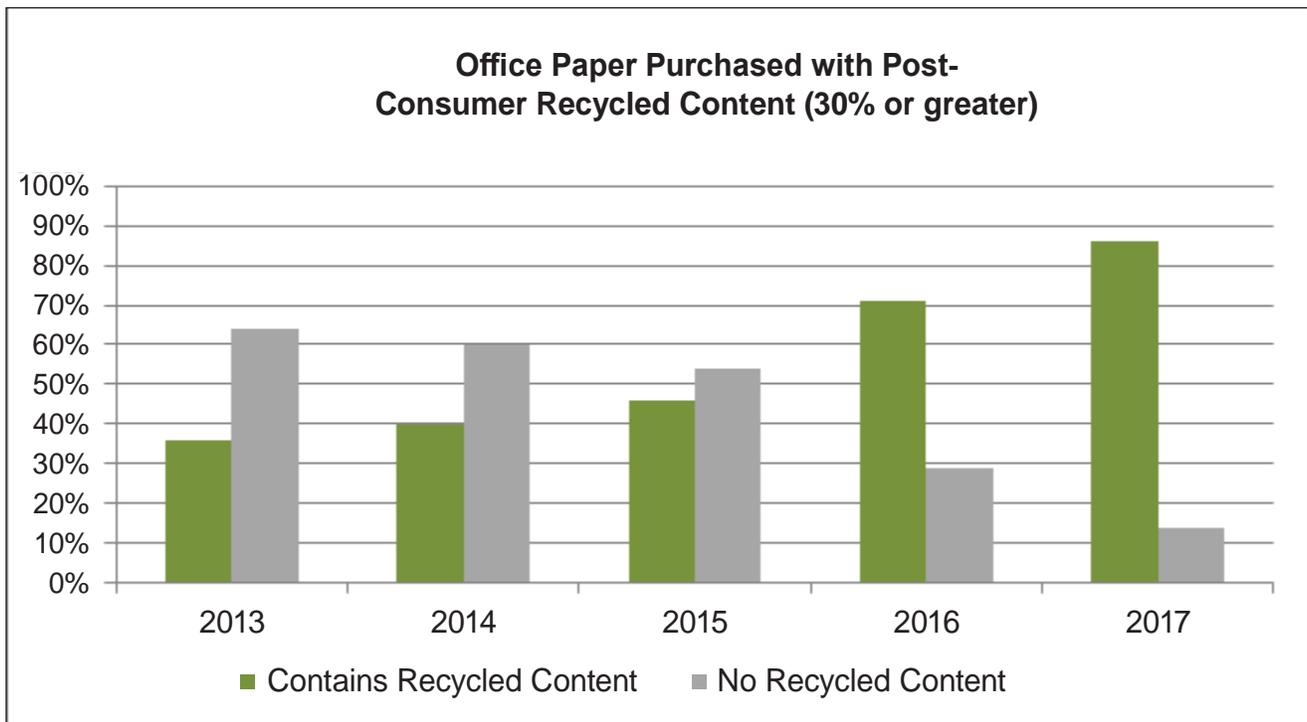
### Paper Use and Recycled Paper

Using recycled products has become commonplace and overall consumption of paper products is down. ODOT’s use of office paper saw an increase of 200 cartons over 2017. Use of recycled office paper increased to 86-percent of ODOT’s total purchase, up 15-percent over 2017. This positive trend is in line with State Statute which sets a standard for procurement of recycled paper by public agencies. Over the last 5-years paper consumption is down and use of recycled materials is up, lowering operating costs and saving natural resources.<sup>2</sup>



Source: Office Max/ Depot and Staples, March 2018.

2 No less than 35 percent of state agency procurements of paper products may be from recycled paper products. “Recycled paper” means a paper product with not less than fifty percent of its fiber weight consisting of secondary waste materials; or twenty-five percent of its fiber weight consisting of post-consumer waste.



Source: Office Max/ Depot and Staples, March 2018.

Staples advantage provides an annual report on ODOT’s procurement history, highlighting the products that meet certain environmental criteria, such as having recycled content. In 2017, 29-percent of ODOT purchases through this vendor met the “basic” or “advanced” eco-features – or over \$34,000 in material spend. These were primarily paper products and ink, laser, and printer cartridges that met the criteria.

### Managed Print Services

ODOT has retained an office equipment firm to deliver Managed Print Services (MPS). These services are making significant changes throughout the department that result in the consolidation of printers, and more efficient, reliable and sustainable practices.

As of January 2018, 218 devices have been deployed to 100 ODOT locations. MPS deliveries continue based on printer leases expiring. In terms of cost savings, our Finance group completed a study and found the following:

<b>ODOT Print Costs - Difference from Calendar Year 2014 to 2017</b>	<b>ODOT Total</b>	<b>Percent Change</b>
<i>Printer/Copier Rental Costs</i>	39,184	3.5%
<i>Paper/Toner Costs charged to SPOTS cards</i>	(10,544)	-9.8%
<i>Paper/Toner Costs from Office Max</i>	(238,008)	-51.1%
<i>Office Equipment Maintenance Contracts</i>	(36,859)	-7.1%
	(246,228)	-11.1%

## Environmental Stewardship

This focus area goes to the heart of ODOT’s responsibility and commitment to maintaining and operating the agency’s facilities in a sustainable and environmentally-sensitive manner.

### Landscaping and Stormwater at Major Facilities

**Goal:** Use non-invasive and low-maintenance plants for new site landscaping at ODOT facilities; Minimize storm water contaminants from ODOT facilities.

**Performance Measures:**

1. Number of landscaping projects at new major facilities that include native, non-invasive, drought tolerant plants.
  - In Region 5, the District 14 Sage Hen Rest Area landscaping was changed out to xeriscaping and grass has been removed in order to reduce water consumption.
  - ODOT Region 3 Headquarters retrofitted the landscaping and irrigation systems surround their facility in Roseburg. This project involved abandoning piping and sprinklers in a parking lot and patio area, capping off or removing unused sprinklers, and replacing existing spray sprinklers with low-volume drip and spray nozzles. Landscaping was replaced by drought tolerant plants, including Blue Oat Grass, Yarrow, Coreopsis, Oregon Grape, among others.



*Landscaping upgrades at ODOT's Region 3 Headquarters, Roseburg*

## Environmental Management System

Goal: Fully implement the Environmental Management System (EMS) standards at ODOT maintenance yards.

### Performance Measure:

1. Percentage measure of maintenance yards following the “must” Best Management Practices in the seven priority procedures of the Environmental Management System.

**The average overall implementation in 2017 was 97-percent.** (95-percent is an annual target to maintain or exceed).

ODOT’s Maintenance Yard Environmental Management System (EMS) represents the cornerstone of Maintenance’s commitment to the ODOT Sustainability Plan. Developed in 2004 and initiated in 2005, the EMS Policy and Procedures Manual (Manual) provides straight forward best management practices (BMPs) for managing materials used in the day-to-day maintenance and operation of the highway system.

ODOT Maintenance employees strive to make the EMS program part of standard operating procedures.

The EMS Manual contains 21 material specific procedures. Each procedure includes BMPs for storage, handling, and disposal. The EMS Manual also contains BMPs for drainage and water quality. BMPs throughout the Manual that are required by law or ODOT policies identified by the word “must.”

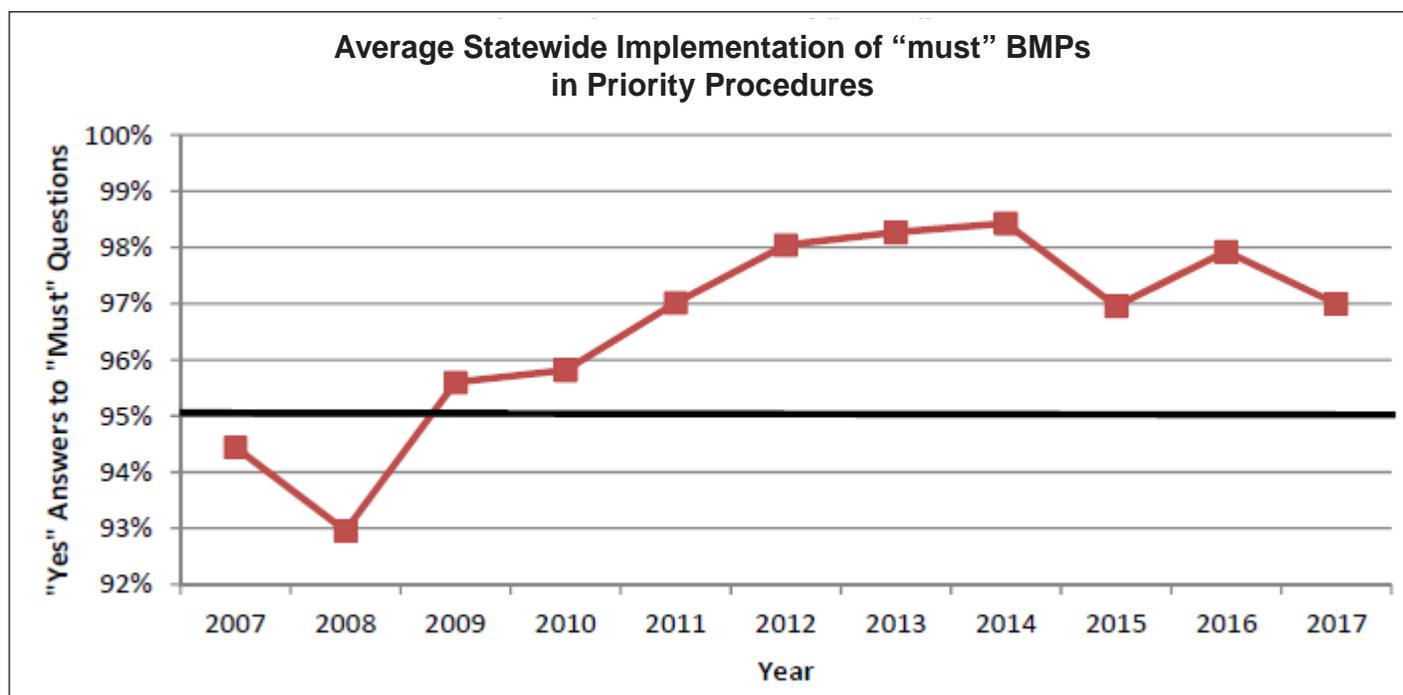
Three levels of audits are used to evaluate the EMS Program: Monthly Field Audits, Regional Audits, and Statewide Reviews. Seven procedures have been selected as indicators of EMS program implementation: drainage and water quality; aerosol cans; fuel; lighting; oil; pesticide; and winter maintenance chemicals. These priority procedures were selected because of the type of wastes generated, the degree of regulation, continued confusion implementing the BMPs, and potential to impact natural resources. Each of the seven of the priority procedures are evaluated at each Maintenance yard during the Regional Audit.

Responses to priority procedure Regional Audit questions regarding “must” are compiled to evaluate implementation of the EMS Program. Guidance materials are updated as needed to improve success.

### Summary of EMS Regional Audits in 2017

- Planned for 2017: 32
- Scheduled by Districts (as of December 1st): 26
- Forms Received (as of December 1st): 26
- Procedures Audited To Date: 22 of 22





Source: ODOT Maintenance and Operations Branch, December 2017.

## Hazardous Materials

Goal: Reduce the use of hazardous chemicals and materials in facilities.

### Performance Measure:

1. Amount of hazardous waste generated at each maintenance yard and truck shop each year, with the goal of maintaining Conditionally Exempt Status under federal laws.
2. Amount of “green” janitorial supplies purchased by ODOT through price agreements or provided by janitorial contractors.

Hazardous waste generated by Maintenance crews and equipment shops (combined statewide)

- 2016: 1.72 tons
- 2017: 1.46 tons

Conditionally Exempt is the lowest category of hazardous waste generator. Generator status is determined by the amount of hazardous waste created each month in a calendar year and the amount of hazardous waste that is stored onsite. Monthly hazardous waste generation is tracked at 89 maintenance facilities. Hazardous waste generation by Maintenance and Fleet through routine activities is minimal.

Data regarding the amount of green janitorial supplies purchased by ODOT was not available at the time of this report.

In 2017 all Maintenance Yards were classified as Conditionally Exempt Hazardous Waste Generators.



## Water Use at Major Facilities

Goal: Reduce water use in buildings, landscape irrigation and rest areas.

### Performance Measure:

1. Total reduction in non-essential water use (gallons) at Major Facilities.

### Statewide Metered Water Use relative to 2014 Water Year (WY) baseline

Expenditure Accounts (EAs)	Sites/ Accounts	2014 WY Baseline	2015 WY	2016 WY	2017 WY	Percent Gain/Loss
<i>ODOT-owned Facilities</i>	128	33,026,018	34,651,461	38,901,662	30,522,850	-7.6%

ODOT reduced water usage by over 7-percent during the 2017 WY as compared to the 2014 baseline. This data was collected from 128 ODOT-owned metered sites across the state. This data is reported annually to the Oregon Water Resources Department and Governor's Office per Executive Order 15-09. This data does not include usage from leased facilities and maintenance/ operations (which are not require under the EO).

Water conservation is an ODOT priority. Water Action Teams have been established in Divisions across ODOT in support of the state's goal of reducing non-essential water consumption 15-percent by 2020. Most facility landscaping irrigation has been shut down. Work is underway to better track facility-level water usage and drive reductions through targeted equipment retrofits and other conservation actions.

Although changes to our accounting systems have allowed for water use tracking, there remain challenges with facility metering, and consistent and accurate data entry. As with most performance measures, data accuracy and reliability will likely improve overtime as we work these issues.

### 2017 Water Use – ODOT Water Use Tracking Pilot

Facility	City	2014 Baseline	2017 WY	Percent Gain/ Loss over Baseline
<i>District 13 Headquarters</i>	La Grande	242,915	199,759	-17.77%
<i>Region 3 Headquarters</i>	Roseburg	670,664	517,167	-22.89%
<i>Mill Creek Office Building</i>	Salem	380,732	382,303	0.41%
<i>Region 1 Headquarters, Flanders</i>	Portland	747,334	469,893	-37.12%
<i>DMV HQ Office Bldg Salem</i>	Salem	3,496,376	3,927,075	12.32%
<i>Astoria DMV</i>	Astoria	40,400	26,000	-35.64%
<i>Salem Materials Lab</i>	Salem	1,901,416	1,821,380	-4.21%
<i>Maintenance District 14 NW Office</i>	Ontario	13,295	670	-94.96%
<i>Transportation Bldg HQ</i>	Salem	901,190	719,576	-20.15%
<i>TLC</i>	Salem	1,047,948	929,764	-11.28%

ODOT’s water use tracking pilot measures water usage at major facilities and select buildings to learn how certain operational changes, retrofits and conservation activities can reduce water use. Facilities in the tracking pilot saw positive savings results over the 2017 water year relative to baseline. Highlights include the Region 1 and Region 3 Headquarters (-37% and -23%, respectively), the Astoria DMV office (-35%), and ODOT Headquarters in Salem (-20%). We continue to track these different types of offices to inform progress and priority conservation actions.

ODOT’s DMV Headquarters in Salem has taken several steps to increase water conservation in this major office building on Lana Avenue. Water dependent trees were replaced with a 17,000 square-foot drought tolerant eco-lawn.

Once fully established the lawn requires very little supplemental irrigation or fertilizer. The lawn is composed of micro-clover and a variety of fescue grasses. The addition of micro-clover allows the soil to retain more moisture through the summer months. DMV Headquarters is the first ODOT facility to use this lawn product, so lessons learned from its use will be shared with other facilities.



## Land Use and Infrastructure

When ODOT builds new facilities or remodels existing facilities, the agency can reduce its carbon footprint by reducing energy use and using sustainable materials. This includes both siting facilities so that they are easily accessible, meet energy efficiency standards, and are resilient to natural hazards.

### High Performance Major Facilities

**Goal:** Build new facilities to meet high performance standards for air, water and energy use.

**Performance Measure:**

1. Number of non-exempt new major new Major Facilities that meet high-performance standards (LEED or SEED) or equivalent in accordance with other state agency criteria.

In 2017, ODOT did not have any new facility construction, or remodels that triggered State Energy Efficiency Design (SEED) requirements. That said, several smaller-scale energy efficiency projects were completed that will greatly contribute to meeting our goals for high performance facilities. These projects included the following:

- DMV-Headquarters completed an LED lighting upgrade in (approximately 20,000 sf) of the common areas within the building.
- Materials Lab completed an LED lighting upgrade in the parking lot, building exterior, common areas, and technical services portion of the building. The building also completed a high efficiency HVAC boiler upgrade.
- SE Powell DMV upgraded their cooling tower to a high efficiency unit.
- Pendleton Building B completed an addition to the building and installed efficient radiant heaters and LED lighting.
- Region 1 Headquarters (Flanders Building) completed an LED lighting upgrade in the TMOG and EOC areas of the building.

The following LED lighting upgrades were also performed across the state:

- Building K Warehouse
- Building L and M, Salem East Campus
- Tillamook Maintenance Station
- Veneta Maintenance Station
- Lakeview Maintenance Station
- Klamath Falls Maintenance Station
- Elgin Maintenance Station
- Emigrant Hills Scales
- Klamath Falls Port of Entry
- Cascade Locks Port of Entry
- Wyeth Scale House
- Ashland Port of Entry

**Major Upcoming Projects:**

- 2018 – LED Lighting upgrades at Flanders Building, and the Barlow Building (Portland)
- 2018-19 – New Boiler at Bend Equipment Repair Shop
- 2019-21 – Meacham Maintenance Station – SEED Class 1
- 2018-19 – Ashland Port of Entry Scale House – SEED Class 2
- 2021-beyond – Coos County Maintenance Station

## Economic Health

ODOT’s purchasing decisions can contribute to Oregon’s economy when the agency buys local products and uses local business services.

### Small Business Program

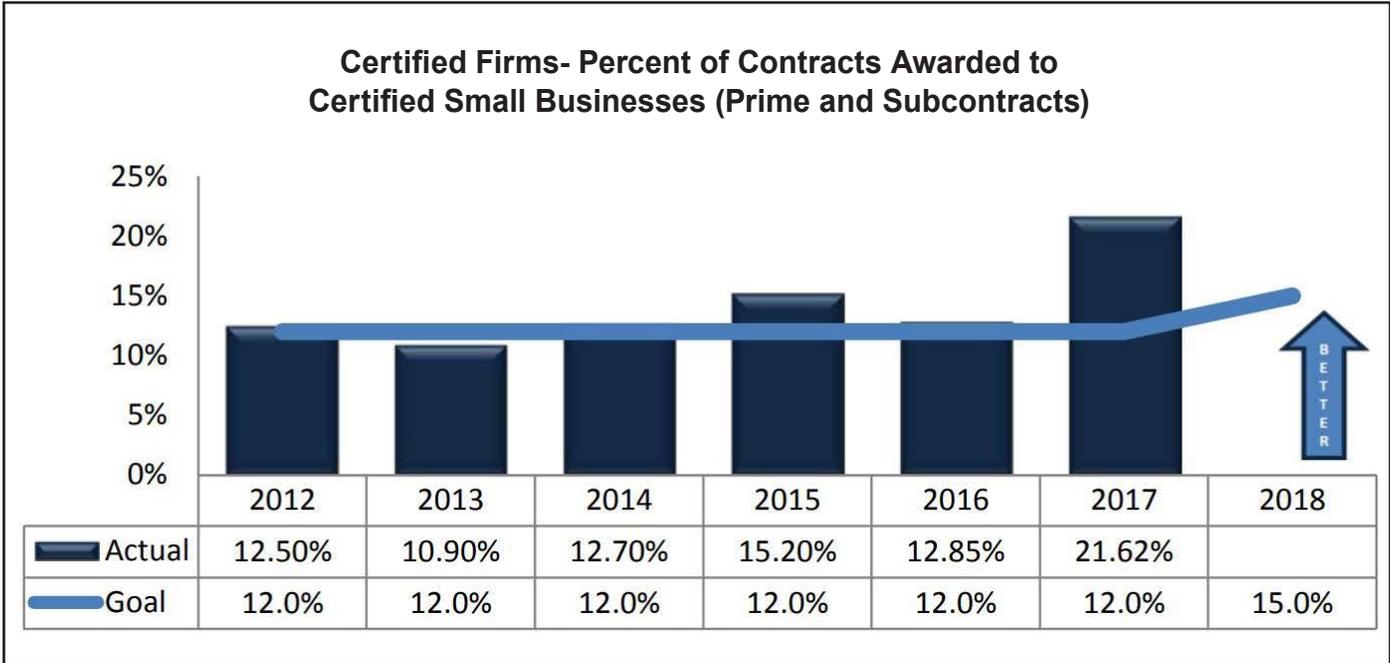
**Goal:** Provide for and improve contracting mechanisms for small businesses, including certified minority-owned, women-owned, and emerging small businesses.

**Performance Measures:**

1. Percent of ODOT contract dollars awarded to disadvantaged, minority, women, and emerging small businesses.

In 2017, over 21-percent of contracts met the program requirements, exceeding ODOT’s 12-percent target.

The primary goal of the Small Contracting Program (SCP) is to increase contracting opportunities for small firms and emerging businesses, including disadvantaged, minority, and women-owned businesses. Our engagement builds effective working relationships with these firms who can benefit from the experience of working as prime contractors and consultants on ODOT projects. ODOT also provides a mentor relationship with these companies, working with them to gain the skills required to be successful in working on ODOT contracts.



“Through the Small Contracting Program, ODOT is supporting Oregon’s economy by building sustainability for small businesses and tapping into their expertise as we work to build a stronger transportation system.” - Matt Garrett, ODOT Director

## Social Responsibility

ODOT must have a fully skilled, competent and diverse workforce to carry out its mission. As the number of retirements increase, ODOT must recruit employees with diverse backgrounds, retain the expertise of experienced employees, and develop employee skills to meet new challenges to the agency and the transportation system.

### Work Force Diversity

Goal: Develop and maintain a skilled, competent, and diverse workforce to carry out ODOT's mission.

#### Performance Measure:

1. Employment demographics (age, race, sex, ethnic origin) compared to county workforce demographics. Diversity makes good business sense and is part of the agency's social responsibility to value diversity and actively pursue equity and equality in all employment and contractual opportunities offered by ODOT. ODOT will continue to employ and develop positive, creative, and innovative tools for recruiting, achieving and supporting a diverse workforce to sustain its ability to carry out its transportation mission.

#### ODOT Demographics by Total Number of Permanent and Full-time Employees; Women, Minorities, People with Disabilities, and Parity Percentage\*

As of June 30, 2016	Total	Men	Women	% Women	White	% White	Minority	% Minority	People w/ Disabilities	% People w/ Disabilities
Central Services	412	225	187	45.4%	366	88.8%	46	<b>11.2%</b>	25	6.0%
Driver And Motor Vehicle Services (DMV)	774	219	555	71.1%	592	76.5%	182	23.5%	54	7.0%
Highway Division	2,394	1,906	488	<b>20.4%</b>	2,155	90.0%	239	<b>10.0%</b>	67	<b>2.8%</b>
Motor Carrier Transportation	272	143	129	47.4%	237	87.1%	35	12.9%	27	9.9%
ODOT Headquarters	52	19	33	63.5%	44	84.6%	8	15.4%	4	7.7%
Public Transit	18	2	16	88.9%	17	94.4%	1	<b>5.6%</b>	2	11.1%
Rail	32	25	7	<b>21.9%</b>	30	93.8%	2	<b>6.3%</b>	2	6.3%
Transportation Development	131	64	67	51.2%	113	86.3%	18	13.7%	8	6.1%
Transportation Safety	23	10	13	56.5%	20	87.0%	3	13.0%	1	<b>4.4%</b>
<b>ODOT Total</b>	<b>4,108</b>	<b>2,613</b>	<b>1,495</b>	<b>36.4%</b>	<b>3,574</b>	<b>87.0%</b>	<b>534</b>	<b>13.0%</b>	<b>190</b>	<b>4.6%</b>
Parity*				<b>41.4%</b>				<b>11.6%</b>		<b>6.00%</b>

Source: ODOT Affirmative Action Plan 2017-2019.

\*Numbers in bolded italics indicate below parity goals.

\*\*Parity provided by the Department of Administrative Services.

2017 county workforce demographics were not available at this time of this report.

## ODOT Sustainability Performance Measures- Trends and Summary (2017)

Focus Areas and Sub-Areas	Performance Measures	Trend Performance Compared with Goal	Summary	Primary Data Source
<b>Energy/ Fuel Use and Climate Change</b>				
Greenhouse Gas Emissions	Total GHG emissions from ODOT's building, energy, and transportation (fuel) sources.	↔	GHG Emissions Intensity increased by 102 Metric Tons at major facilities. ODOT's vehicle fleet reduced GHG emissions by 12% over 2016, or by 2,759 Metric Tons CO2e.	Financial Services; DAS
Building Energy Use	Building level Energy Use Intensity (EUI) per square foot per year.	↓	EUI increased at Major Facilities by an average of 4.5 kBtu/SF <sup>2</sup> over a 2015 baseline.	Financial Services; DAS
Fleet Fuel Use	Total biodiesel and other alternative fuel use as percent of total fuel use.	↑	ODOT exceeded its biodiesel goal at 49% of overall fuel use in 2017, an increase of 7% over the prior year.	Maintenance and Operations - Fleet Program
	Total number of trucks using anti-idling technology as a percent of total truck fleet.	↔	ODOT operates 226 trucks are using anti-idling technology - (25% of on-road diesel fleet).	Maintenance and Operations - Fleet Program
	Hybrid, best-in-class high-mileage vehicles, and gasoline vehicles using alternative fuels as percent of all passenger sedans.	↑	95% of ODOT's passenger fleet utilizes alternative fuels or fuel saving technologies.	Maintenance and Operations - Fleet Program
Employee Commute	Percent of employees that participate in the monthly transit pass payroll deduction program.	↔	<i>Measure deferred for future consideration</i>	Financial Services
	Use of video and web conferencing for meetings.	↑	Web-conferencing use rose 58% over 2017. Video-conferencing sessions increased by 27 sessions.	Information Systems
<b>Material Resource Flows</b>				
Waste and Recycling at Major Facilities	Recycling volumes in major facilities	↔	ODOT recycled 118,604 pounds of paper, 277,541 pounds of confidential shred, 286 pounds of plastic, and 74,382 pounds of electronics.	Major Facilities; Garten Services
Environmentally Preferred Products	Amount of green office supplies and equipment purchased by ODOT or provide by contractors.	↔	<i>Complete data unavailable at time of report</i>	Major Facilities; Garten Services

Focus Areas and Sub-Areas	Performance Measures	Trend Performance Compared with Goal	Summary	Primary Data Source
Paper Use	Quantity of printer/ copier paper purchased by ODOT.	↓	ODOT increased its office paper consumption by 200 cartons in 2017, up 4% from the prior year.	Central Services; Office Max; Staples
	The weighted average of post-consumer recycled content of printer/ copier paper purchased.	↑	Recycled office paper made up 86% of ODOT's paper purchase- up from 71% in 2016.	Central Services
	Annual total for DAS copy center costs.	↔	Data unavailable at time of report	Central Services
<b>Environmental Stewardship</b>				
Landscaping and Stormwater at Major Facilities	Number of landscaping projects at new or renovated major facilities that include native, non-invasive, drought tolerant plants.	↑	Region 3 headquarters renovated its landscaping to include native, drought tolerant plants.	Central Services
Maintenance Environmental Management System	Percentage measure of maintenance yards following the "must" BMPs in the seven priority procedures of the EMS program.	↑	ODOT Maintenance continues to demonstrate strong implementation of the EMS with 97% compliance with priority procedures.	Office of Maintenance
Hazardous Materials	Amount of hazardous waste generated at each maintenance yard and truck shop each year, with the goal of maintaining conditionally exempt status under federal laws.	↑	Maintenance yards are successfully reducing waste and maintaining classification as Conditionally Exempt Hazardous Waste Generators.	Office of Maintenance
	Amount of "green" janitorial supplies purchased by ODOT through price agreements or provided by janitorial contractors.	↔	Data unavailable at time of report	
Water Use at Major Facilities	Total reduction in non-essential water use (gallons) at Major Facilities.	↑	Water usage decreased by 448,683 gallons at facilities in ODOT's water use tracking pilot (5%) over baseline; water use was reduced by over 7% at office facilities statewide.	Central Services
<b>Land Use and Infrastructure</b>				
High Performance Major Facilities	Number of non-exempt new major facilities that meet high-performance standards (LEED or SEED) or equivalent in accordance with other state agency criteria.	↑	ODOT did not construct any new SEED or LEED facilities, however implemented over 20 energy efficient HVAC and LED lighting upgrades in buildings statewide.	Central Services
<b>Economic Health</b>				

Focus Areas and Sub-Areas	Performance Measures	Trend Performance Compared with Goal	Summary	Primary Data Source
Small Business Program	Percent ODOT contract dollars awarded to disadvantaged, minority, women, and emerging small businesses.	↑	In 2017, over 21% of contract dollars were awarded to DMWESB firms, exceeding the 12% target.	Small Business Program
<b>Social Responsibility/ Workforce</b>				
Workforce Diversity	Employment demographics (age, race, sex, ethnic origin) compared to county workforce demographics.	↔	Complete data unavailable at time of report	Human Resources
Employee Retention and Development	Percent of non-seasonal employees leaving the agency with less than five years of service.	↔	Complete data unavailable at time of report	Human Resources
<b>Health and Safety</b>				
Employee Safety	Time loss injury rate per 100 ODOT employees.	↔	Measure deferred for future consideration	Health and Wellness
	Legend:	Arrow	<b>Description</b>	
		↑	Data shows ODOT meeting/exceeding the related goal or there is an upward trend of improvement.	
		↔	Data unavailable or data shows we meet the goal but with the metric on an even or downward trend.	
		↓	Data shows ODOT not meeting the goal and with the metric on a downward trend.	