

COURT SERVICES AND OFFENDER SUPERVISION AGENCY (CSOSA)

and

PRETRIAL SERVICES AGENCY (PSA)

2016 Strategic Sustainability Performance Plan – June 30, 2016



Agency Point of Contact

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Section 1: Agency Policy and Strategy

I. Agency Policy Statement

The Court Services and Offender Supervision Agency for the District of Columbia (CSOSA) and the Pretrial Services Agency for the District of Columbia (PSA) are committed to planning, designing and implementing environmentally sustainable practices to reduce CSOSA/PSA greenhouse gas (GHG) emissions. CSOSA Policy Statement 5001 *Environmental, Energy and Transportation Management*, which was signed and issued to all staff on March 11, 2011, undergirds the Agency's efforts to reduce its GHG emissions and meet the reporting requirements of Executive Order (EO) 13514, Federal Leadership in Environmental, Energy and Economic Performance dated October 5, 2009; now updated with EO 13693 – Planning for Federal Sustainability in the Next Decade, and related regulations.

CSOSA/PSA's goal is to reduce GHG emissions by 30% by FY 2020 measured against our FY 2008 baseline (3176 MT CO₂e). To achieve this, we are designing and implementing various projects, which address the full spectrum of GHG emission reduction and sustainable living practices. The projects vary in scope and complexity and include the following: fleet rightsizing with an automated reservation system; use of hybrid and alternative fuel vehicles; waste recycling at all CSOSA/PSA locations; green information technology; sustainable designs in all new leases and renovations; and other GHG reducing and sustainability projects.

II. Sustainability and the Agency Mission

Our mission (CSOSA) is to increase public safety, prevent crime, reduce recidivism, and support the fair administration of justice in close collaboration with the community; while PSA's mission is to promote pretrial justice and enhance community safety. Effective supervision of defendants on pretrial release and offenders post-conviction provides a crucial service to the courts and the public. We are integrating green practices in both our headquarters and field locations and are exploring initiatives to further incorporate sustainability practices in our offender/defendant supervision activities. As an example, we have installed waterless urinals in our 3850 South Capitol Street, SE site and will continue to explore these types of upgrades in future field sites where we can feasibly manage the scope of the construction of our illegal substance collection sites. In addition, in FY17, CSOSA will relocate to a new state of the art field site where we are incorporating LEED silver in the interior planning of the facility.

Electronically Signed

Reggie James
Associate Director / Senior Sustainability Officer
CSOSA Office of Administration

Date

Executive Summary

The Court Services and Offender Supervision Agency for the District of Columbia (CSOSA) and the Pretrial Services Agency for the District of Columbia (PSA) are committed to planning, designing and implementing environmentally sustainable practices in all agency activities to reduce CSOSA/PSA greenhouse gas (GHG) emissions. CSOSA/PSA will achieve this goal and the reporting requirements of Executive Order (EO) 13514, dated October 5, 2009, Federal Leadership in Environmental, Energy and Economic Performance and related regulations through its Policy Statement 5001 *Environmental, Energy and Transportation Management*, which was signed and issued to all CSOSA and PSA employees on March 11, 2011.

CSOSA/PSA's goal is to reduce GHG emissions by 30% by FY 2020 measured against our FY 2008 baseline (3,176 MT Co₂e). To achieve this, we are designing and implementing various projects, which address the full spectrum of GHG emissions reductions and sustainable living practices. The projects vary in scope and complexity and include the following: fleet rightsizing with an automated reservation system; a vehicle fleet that consists of 80% hybrid and 20% alternative fuel vehicles; waste recycling at all CSOSA/PSA locations; green information technology; sustainable designs in all new leases and renovations; and other GHG-reducing and sustainability projects.

Since FY 2011, CSOSA/PSA has focused resources on educating staff on the important role they play in the Agency's sustainability efforts. In order to enhance our in-house knowledge base, the Agency trained the entire Facilities staff and a portion of our Procurement staff in LEED (Leadership in Energy and Environmental Design) certification requirements to develop an understanding of the importance of sustainable practices in our buildings. Agency leadership provided resources for staff to participate in varied educational programs including Energy & Sustainability Summits, the Energy.Gov Green conference and Green Gov symposium. Additionally, Agency staff were provided tuition reimbursement for courses in the Sustainable Design Program at the Catholic University of America. As a result of those educational programs, the Agency issued a green cleaning contract for the seven buildings for which it controls janitorial services; installed environmentally-friendly finishes and water reducing fixtures as part of all renovation projects, and required recycling of demolished materials; required that computer purchases be EPEAT and Energy Star rated; implemented a document destruction program through a shred vendor that recycles; increased the purchase of office supplies that contain recycled content; and partnered with the Washington Area Bicycle Association to install bike racks at our facilities. In FY 2013, the Agency dedicated more attention to contractors/vendors to ensure that green products, energy saving equipment, and hybrid/alternative fuel vehicles were used in our contracted services.

CSOSA and PSA continue to encourage staff to act sustainably and responsibly through an ongoing awareness campaign. This included providing reusable water bottles to all staff as part of the Government-wide 'Let's Move' Campaign during FY 2013 which we reminded them to incorporate green practices throughout the day by exercising, biking to work, and reducing vehicular use. To further promote and encourage sustainability practices among our staff, we implemented the Green Messenger, an electronic mailbox that sends and receives eco-friendly updates and reminders. Our Facilities staff provides regular updates to employees on how to save energy in their daily lives and during extreme weather events.

In FYs 2014 and 2015 CSOSA and PSA provided greater opportunities for staff to be more creative and innovative in advancing the Agency’s sustainability efforts. The Agency has implemented pilot programs to reduce our carbon footprint, promoted the purchase of sustainable products, improved our recycling initiatives and enhanced our use of new technologies and products that will help us reach our sustainability goals. Upgrades to our fleet software systems, building management systems, sustainable purchasing programs and agency awareness campaign’s will also help us continue to move in the direction of net zero.

CSOSA Size and Scope of Agency Operations

Agencies should fill in data for FY 14 and 15. Data should be consistent with the President’s Budget, Federal Real Property Profile (FRPP), Federal Automotive Statistical Tool (FAST), Federal Procurement Data System (FPDS), GHG Inventory, and other government-wide reports.

Agency Size and Scope	FY 2014	FY 2015
Total Number of Employees as Reported in the President's Budget	873FTE	885 FTE
Total Acres of Land Managed	0	0
Total Number of Buildings Owned	0	0
Total Number of Buildings Leased (GSA and Non-GSA Lease)	13	12
Total Building Gross Square Feet (GSF)	339,542	339,542
Operates in Number of Locations Throughout U.S.	1	1
Operates in Number of Locations Outside of U.S.	0	0
Total Number of Fleet Vehicles Owned	0	0
Total Number of Fleet Vehicles Leased	76	76
Total Number of Exempted-Fleet Vehicles (Tactical, Law Enforcement, Emergency, Etc.)	0	0
Total Amount Contracts Awarded as Reported in FPDS (\$Millions)	\$39.4M	\$37.3M

PSA Size and Scope of Agency Operations

Agency Size and Scope	FY 2014	FY 2015
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Total Number of Employees as Reported in the President's Budget	372 (346)	372 (345)
Total Acres of Land Managed	0	0
Total Number of Buildings Owned	0	0
Total Number of Buildings Leased (GSA and Non-GSA Lease)	6	6
Total Building Gross Square Feet (GSF)	97,524	96,432
Operates in Number of Locations Throughout U.S.	1	1
Operates in Number of Locations Outside of U.S.	0	0
Total Number of Fleet Vehicles Owned	0	0
Total Number of Fleet Vehicles Leased	2	3
Total Number of Exempted-Fleet Vehicles (Tactical, Law Enforcement, Emergency, Etc.)	0	0
Total Amount Contracts Awarded as Reported in FPDS (\$Millions)	\$7.0M	\$8.0M

Agency Progress and Strategies to Meet Federal Sustainability Goals

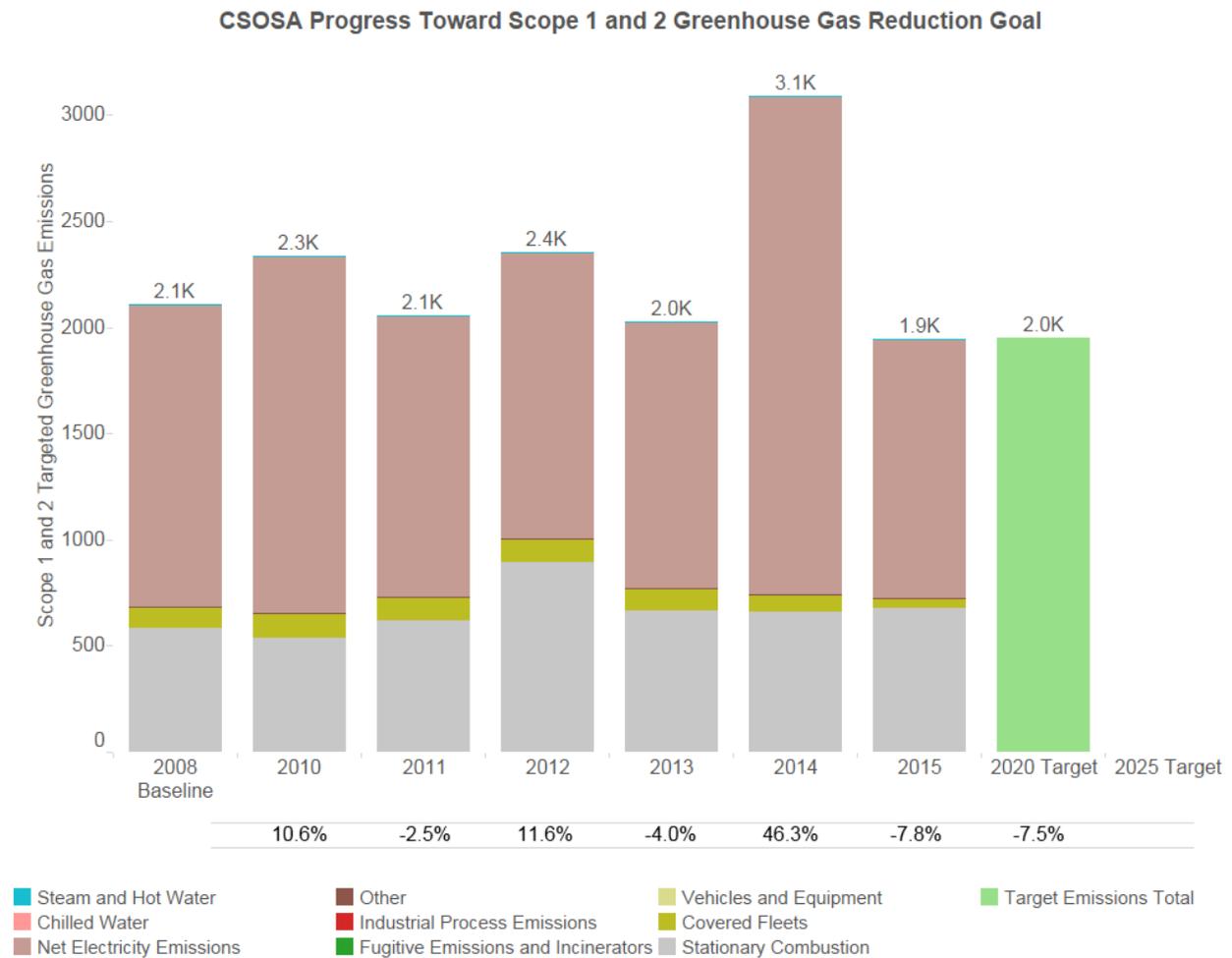
This section provides an overview of progress through FY 2015 on sustainability goals contained in Executive Order 13514, *Federal Leadership in Environmental, Energy, and Economic Performance*, and agency strategies to meet the new and updated goals established by Executive Order 13693, *Planning for Federal Sustainability in the Next Decade*.

Goal 1: Greenhouse Gas (GHG) Reduction

Scope 1 & 2 GHG Reduction Goal

E.O. 13693 requires each agency to establish a Scope 1 & 2 GHG emissions reduction target to be achieved by FY 2025 compared to a 2008 baseline. CSOSA’s 2025 Scope 1 & 2 GHG reduction target will be established by CEQ – Council of Environmental Quality . This data is pending and will be added to future reporting.

Chart: Progress Toward Scope 1 & 2 GHG Reduction Goal



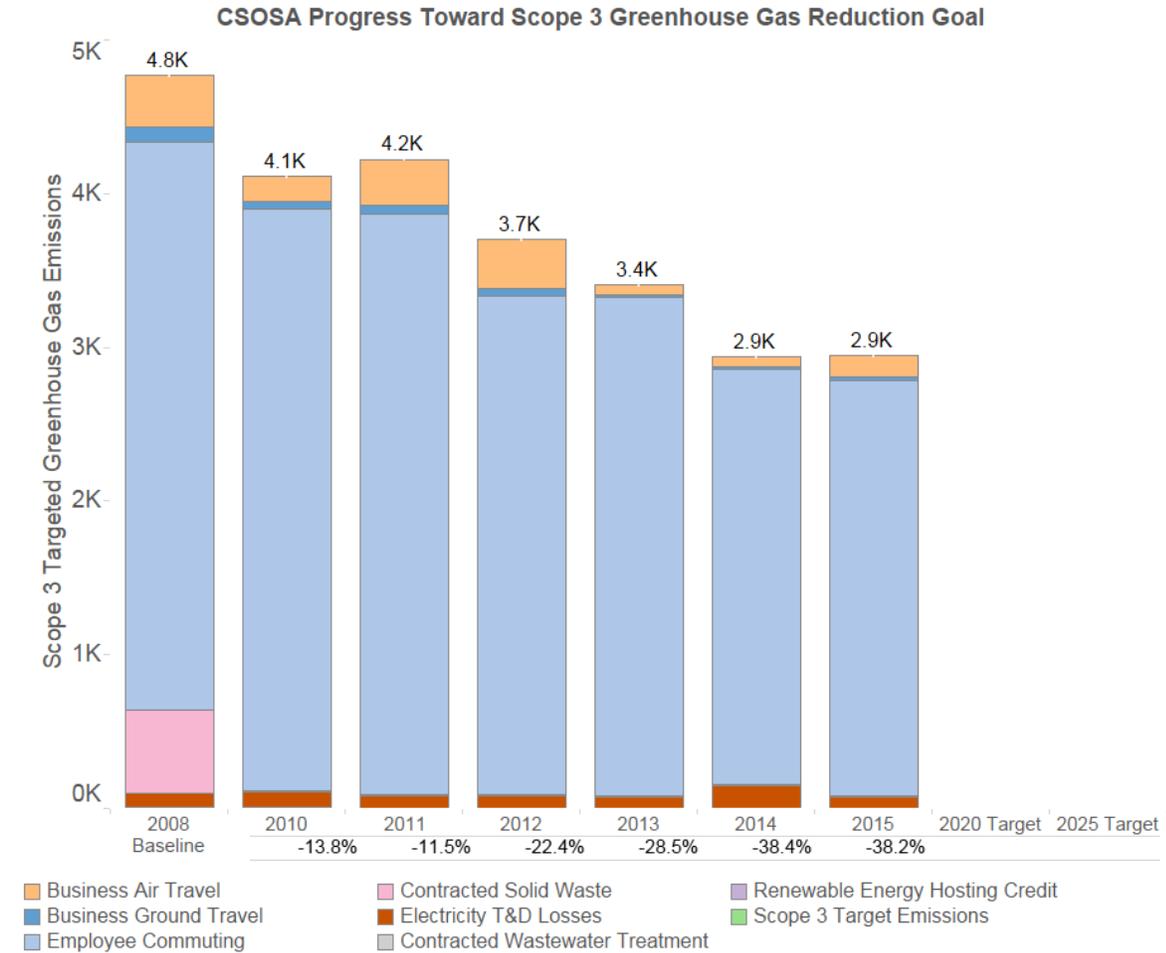
Scope 1 & 2 GHG Reduction Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Use the Federal Energy Management Program (FEMP) GHG emission report to identify/target high emission categories and implement specific actions to address high emission areas identified.	Yes	The FEMP report is used to analyze areas of concern that can be improved to decrease emissions.	
Identify and support management practices or training programs that encourage employee engagement in addressing GHG reduction.	Yes	The agency has identified areas of use that attribute to the production of Greenhouse gases. Information has been shared to show how we as an agency can help reduce greenhouse gases and create a more sustainable work place	
Determine unsuccessful programs or measures to be discontinued to better allocate agency resources.	No	N/A	N/A
Given agency performance to date, determine whether current agency GHG target should be revised to a more aggressive/ambitious target.	No	The current GHG target works well with goals and strategies. No adjustments need to be made.	N/A
Employ operations and management (O&M) best practices for emission generating and energy consuming equipment.	Yes	The agency continues to monitor equipment usage, life expectancies, and product output to determine if the equipment is being used in its best practices.	N/A
Identify additional sources of data or analysis with the potential to support GHG reduction goals.	<i>Instructional note: agencies should vet any new data or methodologies with FEMP</i>	N/A	N/A

Scope 3 GHG Reduction Goal

E.O. 13693 requires each agency to establish a Scope 3 GHG emission reduction target to be achieved by FY 2025 compared to a 2008 baseline. CSOSA’s 2025 Scope 3 GHG reduction target will be established by CEQ – Council of Environmental Quality and will be added to future reporting.

Chart: Progress Toward Scope 3 GHG Reduction Goal



Scope 3 GHG Reduction Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Reduce employee business ground travel.	Yes	The agency will continue to provide shuttle services to decrease local business ground travel; and reduced employee out of state conference travel.	We have continued to increase the frequency of our shuttle routes to decrease the staff use of personal vehicles or Gov's. Also staff that are going to the same locations have been encouraged to drive together
Reduce employee business air travel.	Yes	The agency will continue to provide training options other than travel the will help reduce GHG's. Local trainings and online trainings have been very favorable.	Staff is encouraged to find local trainings if possible before looking outside the DMV area.
Develop and deploy an employee commuter emissions reduction plan.	Yes	The agency will continue to participate in the commuter survey. The survey has outlined areas of progress, growth, and improvement. The strategies developed will assist in the reduction of our commuter emissions.	Reducing travel for meetings by using conference call methods, video conferencing, telework and emails.
Use an employee commuting survey to identify opportunities and strategies for reducing commuter emissions.	Yes	The agency will continue to participate in the commuter survey. The survey has outlined areas of progress, growth, and improvement.	Opportunities discovered in the commuting survey along with our fleet analysis will help identify strengths and weakness in our program.

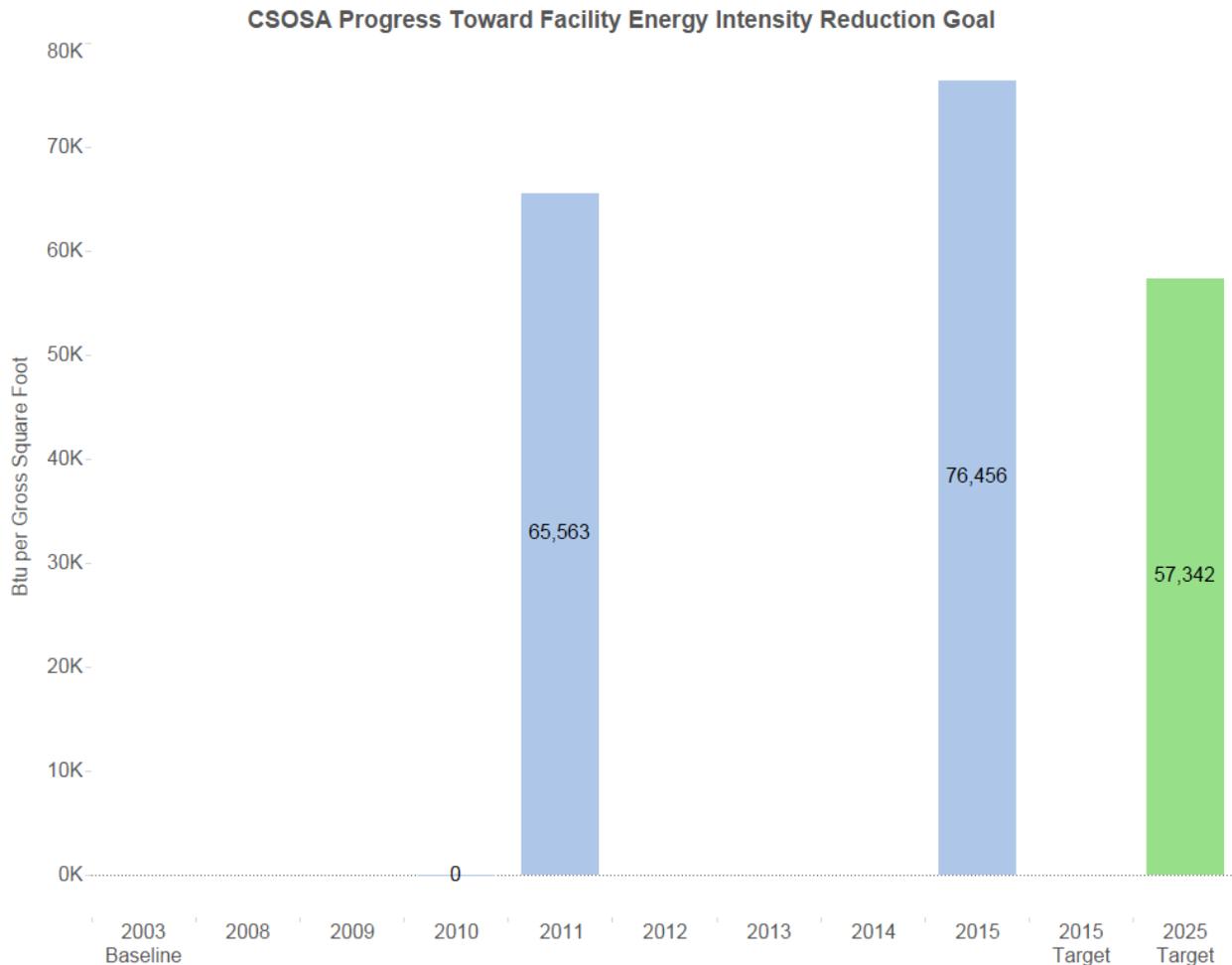
Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Increase & track number of employees eligible for telework and/or the total number of days teleworked.	Yes	Teleworking and decreasing the agency footprint is an initiative that the agency currently is performing and will continue to work towards.	The agency encouraged management to promote teleworking within each branch. Managers have been allowed to telework at the field sites. One of the field site teams at 800 N. Cap is participating in a telework pilot program.
Develop and implement a program to support alternative/zero emissions commuting methods and provide necessary infrastructure.	Yes	The agency will continue to work towards zero emission and provide alternative commuting methods.	PSA has initiated a bike directive and policy that rewards staff monetarily for biking to work. CSOSA/ PSA have participated in bike challenges and group projects to encourage staff to bike to work.
Establish policies and programs to facilitate workplace charging for employee electric vehicles.	No	The agency is currently reviewing programs that are related to workplace charging. Currently we do not have electric vehicles.	N/A
Include requirements for building lessor disclosure of carbon emission or energy consumption data and report Scope 3 GHG emissions for leases over 10,000 rentable square feet.	Yes	CSOSA intends on enforcing this requirement going forward . Typically, Lessors are under succeeding lease s with terms established that don't meet this requirement. CSOSA manages under a delegation of authority over 5 of the 12 sites, so some control is in place on this strategy.	N/A

Goal 2: Sustainable Buildings

Building Energy Conservation Goal

The Energy Independence and Security Act of 2007 (EISA) requires each agency to reduce energy intensity 30% by FY 2015 as compared to FY 2003 baseline. Section 3(a) of E.O. 13693 requires agencies to promote building energy conservation, efficiency, and management and reduce building energy intensity by 2.5% annually through the end of FY 2025, relative to a FY 2015 baseline and taking into account agency progress to date, except where revised pursuant to Section 9(f) of E.O. 13693.

Chart: Progress Toward Facility Energy Intensity Reduction Goal



Building Energy Conservation Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Make energy efficiency investments in agency buildings.	Yes	As we continue to analyze equipment and data, we will continue to invest in product that will reduce our output but increase our efficiency.	N/A
Use remote building energy performance assessment auditing technology	No	The agency will look into auditing technology that will be efficient for our agency.	N/A
Participate in demand management programs.	No	N/A	N/A
Incorporate Green Button data access system into reporting, data analytics, and automation processes.	Yes	The agency will find ways to incorporate the data with analysis from other systems to aid CSOSA in our reporting methods.	N/A
Redesign interior space to reduce energy use through daylighting, space optimization, and sensors and control systems.	Yes	In new renovations, energy reduction measures have been calculated in the work space designs. Upgrades to existing work spaces also occur based on the building requirements and design.	
Identify opportunities to transition test-bed technologies to achieve energy reduction goals.	No	N/A	N/A
Follow city energy performance benchmarking and reporting requirements.	Yes	CSOSA will continue to comply with city and federal requirements for benchmarking and reporting.	N/A

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Install and monitor energy meters and sub-meters.	No	Energy Metering projects will depend on the agencies budget allocations.	N/A
Collect and utilize building and facility energy use data to improve building energy management and performance.	Yes	Data consumed through our utility providers are used to measure usage across our field sites. Prior year's data is used in comparison to project funding and to analyze equipment performance.	CSOSA will continue to monitor energy usage data to better our energy usage consumption.
Ensure that monthly performance data is entered into the EPA ENERGY STAR Portfolio Manager.	No	CSOSA does not have complete control of all agency sites, and this requirement would be a challenge for the Agency to effectuate.	While we cannot commit to achieving this goal, we will aim to identify this as a measure on succeeding leases or new leases.

Building Efficiency, Performance, and Management Goal

Section 3(h) of E.O. 13693 states that agencies will improve building efficiency, performance, and management and requires that agencies identify a percentage of the agency's existing buildings above 5,000 gross square feet intended to be energy, waste, or water net-zero buildings by FY 2025 and implementing actions that will allow those buildings to meet that target. For record purposes, the agency will comply with E.O. 13693's reference of not less than 10 % by fiscal years 2016 and 2017 and not less than 13 percent in fiscal years 2018 and 2019. The target for 2025 target is Contingent upon the data obtained from CEQ's evaluation of our data feed of utilities.

Guiding Principles for Sustainable Federal Buildings

Section 3(h) of E.O. 13693 also states that agencies will identify a percentage, by number or total GSF, of existing buildings above 5,000 GSF that will comply with the *Guiding Principles for Sustainable Federal Buildings (Guiding Principles)* by FY 2025.

CSOSA will identify at minimum 15% of the agency's footprint of 339,542 gross sq. ft. by FY 2025 in compliance with the Guiding Principles for Sustainable Federal Buildings. The target is to manage 50,931 GSF as a sustainably operated facility as of FY 2025. *(Agencies' 2025 targets should be at least 10% higher than current (2015) level of achievement.)*

Chart: Percent of Buildings Meeting the Guiding Principles

Insert
Guiding Principles Progress Chart

Sustainable Buildings Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Include climate resilient design and management into the operation, repair, and renovation of existing agency buildings and the design of new buildings.	Yes	The Office of Facilities works with contracted architectures and designers to provide the best design for our existing and new buildings. All designs and products are thoroughly researched to make sure the products are feasible for our use and environment.	Agency will continue to monitor design infrastructure and design products that will economically and environmentally meet our agency standards and sustainable goals.
In planning new facilities or leases, include cost-effective strategies to optimize sustainable space utilization and consideration of existing community transportation planning and infrastructure, including access to public transit.	Yes	The agency with the assistance of GSA formulates options for new facilities that are cost effective in price, commute and transportation.	N/A
Ensure all new construction of Federal buildings greater than 5,000 GSF that enters the planning process be designed to achieve energy net-zero and, where feasible, water or waste net-zero by FY 2030.	Yes	All new construction will be designed to achieve energy net zero.	N/A
Include criteria for energy efficiency as a performance specification or source selection evaluation factor in all new agency lease solicitations over 10,000 rentable square feet.	Yes	All leases will have criteria for energy efficiency factored in to the language as a performance specification.	N/A

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Incorporate green building specifications into all new construction, modernization, and major renovation projects.	No	N/A	CSOSA is not lead on managing large renovation and modernization projects. The Owner of buildings/GSA is lead in this area.
Implement space utilization and optimization practices and policies.	Yes	The agency has initiated a pilot program to potentially decrease the agency footprint. One of our field teams has been designated to telework as a group.	Data used from analysis of the program will be used in agency forecasting for other teleworking groups. Additionally, the practice is currently in operation.
Implement programs on occupant health and well-being in accordance with the <i>Guiding Principles</i> .	Yes	The agency has sponsored health and wellness groups, stress workshops, suicide preventions workshops, weight watchers to go along with water testing and air quality testing in all of our field sites.	N/A

Goal 3: Clean & Renewable Energy

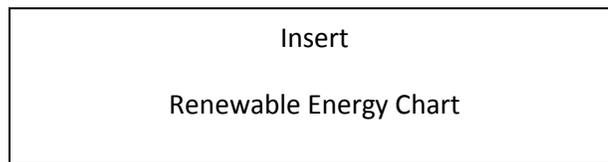
Clean Energy Goal

E.O. 13693 Section 3(b) requires that, at a minimum, the percentage of an agency's total electric and thermal energy accounted for by renewable and alternative energy shall be not less than: 10% in FY 2016-17; 13% in FY 2018-19; 16% in FY 2020-21; 20% in FY 2022-23; and 25% by FY 2025.

Renewable Electric Energy Goal

E.O. 13693 Section 3(c) requires that renewable energy account for not less than 10% of total electric energy consumed by an agency in FY 2016-17; 15% in FY 2018-19; 20% in FY 2020-21; 25% in FY 2022-23; and 30% by 2025.

Chart: Use of Renewable Energy as a Percentage of Total Electric Energy



Clean and Renewable Energy Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Include in DoD accounting, fulfillment of the requirements of DoD goals under section 2852 of the National Defense Authorization Act of 2007.	<i>Note: Agencies other than DOD may delete this row</i>		
Install agency-funded renewable on-site and retain corresponding renewable energy certificates (RECs).	No; not applicable.	Agency does not participate in the renewable REC Program.	
Contract for the purchase of energy that includes installation of renewable energy on or off-site and retain RECs or obtain replacement RECs.	No	Agency does not participate in the renewable REC Program.	
Purchase electricity and corresponding RECs or obtain equal value replacement RECs.	No	Agency does not participate in the renewable REC Program.	
Purchase RECs to supplement installations and purchases of renewable energy, when needed to achieve renewable goals.	No	Agency does not participate in the renewable REC Program.	

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Install on-site thermal renewable energy and retain corresponding renewable attributes or obtain equal value replacement RECs.	No	Agency does not participate in the renewable REC Program.	
Install on-site combined heat and power processes.	No	N/A	
Identify opportunities to install on-site fuel cell energy systems.	No	N/A	
Identify opportunities to utilize energy that includes the active capture and storage of carbon dioxide emissions associated with energy generation.	No	N/A	
Identify and analyze opportunities to install or contract for energy installed on current or formerly contaminated lands, landfills, and mine sites.	No	N/A	
Identify opportunities to utilize energy from small modular nuclear reactor technologies.	No	N/A	

Goal 4: Water Use Efficiency & Management

Potable Water Consumption Intensity Goal

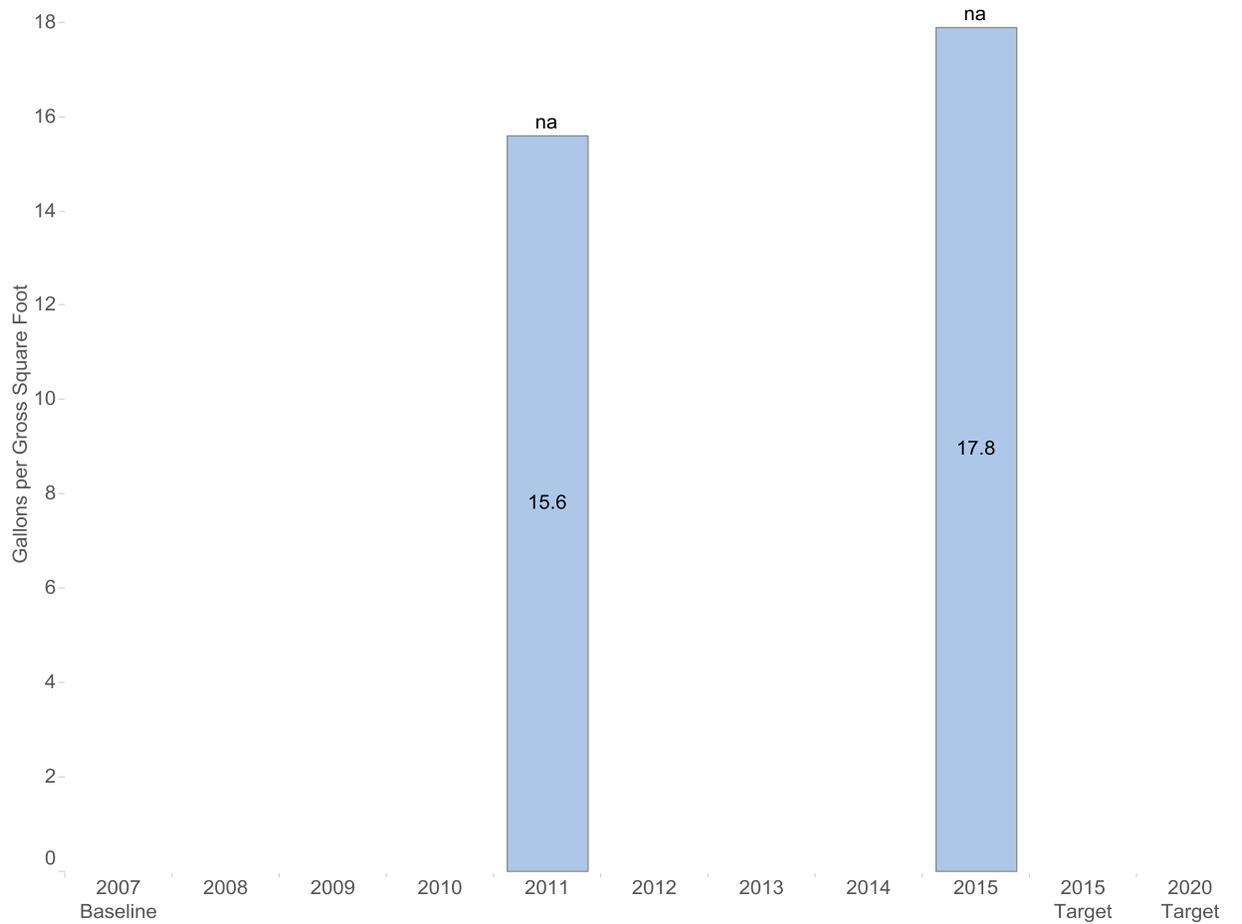
E.O. 13693 Section 3(f) states that agencies must improve water use efficiency and management, including stormwater management, and requires agencies to reduce potable water consumption intensity, measured in gallons per square foot, by 2% annually through FY 2025 relative to an FY 2007 baseline. A 36% reduction is required by FY 2025.

Industrial, Landscaping and Agricultural (ILA) Water Goal

E.O. 13693 section 3(f) also requires that agencies reduce ILA water consumption, measured in gallons, by 2% annually through FY 2025 relative to a FY 2010 baseline.

Chart: Progress Toward the Potable Water Intensity Reduction Goal

CSOSA Progress Toward the Potable Water Intensity Reduction Goal



Water Use Efficiency & Management Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Install green infrastructure features to assist with storm and wastewater management.	No	The agency does not use rain gardens, rain barrels and green roofs.	
Install and monitor water meters and utilize data to advance water conservation and management.	No	The agency does not have water meters.	
Install high efficiency technologies, e.g. WaterSense fixtures.	Yes	The agency has installed waterless urinals at one of our field sites, censored faucets and hand dryers at 2 field sites.	
Prepare and implement a water asset management plan to maintain desired level of service at lowest life cycle cost.	No	N/A	

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Minimize outdoor water use and use alternative water sources as much as possible.	No	N/A	
Design and deploy water closed-loop, capture, recharge, and/or reclamation systems.	No	N/A	
Install advanced meters to measure and monitor potable and ILA water use.	No	N/A	
Develop and implement programs to educate employees about methods to minimize water use.	Yes	Awareness programs have been developed to educate our staff on methods to minimize water use and alternative solutions which can aid the strategy of reduction.	
Assess the interconnections and dependencies of energy and water on agency operations, particularly climate change's effects on water which may impact energy use.	No	N/A	
Consistent with State law, maximize use of grey-water and water reuse systems that reduce potable and ILA water consumption.	No	N/A	
Consistent with State law, identify opportunities for aquifer storage and recovery to ensure consistent water supply availability.	No	N/A	
Ensure that planned energy efficiency improvements consider associated opportunities for water conservation.	No	N/A	

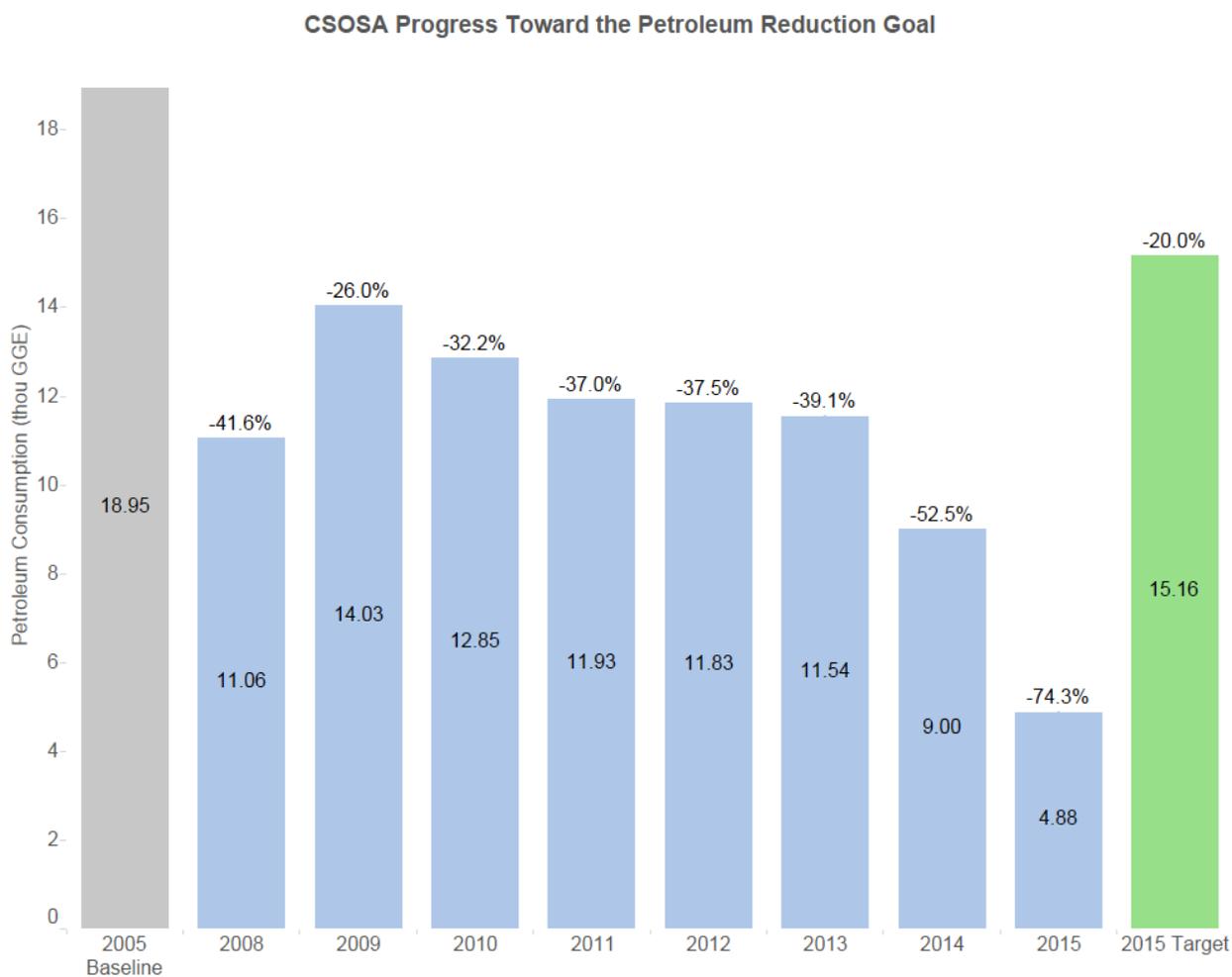
Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Where appropriate, identify and implement regional and local drought management and preparedness strategies that reduce agency water consumption	No	N/A	

Goal 5: Fleet Management

Fleet Petroleum Use Reduction Goal

E.O. 13514 and the Energy Independence and Security Act of 2007 (EISA) required that by FY 2015 agencies reduce fleet petroleum use by 20% compared to a FY 2005 baseline.

Chart: Progress Toward the Petroleum Reduction Goal



Fleet Alternative Fuel Consumption Goal

Agencies should have exceeded an alternative fuel use that is at least 5% of total fuel use. In addition, E.O. 13423, *Strengthening Federal Environmental, Energy, and Transportation Management*, required that agencies increase total alternative fuel consumption by 10% annually from the prior year starting in FY 2005. By FY 2015, agencies must have increased alternative fuel use by 159.4%, relative to FY 2005.

In FY 2015, CSOSA's use of alternative fuel equaled (insert percentage) of total fuel use. (Agency) has increased its alternative fuel use by (insert percentage) since FY 2005. This data will be established by CEQ – Council of Environmental Quality and will be added to future reporting.

(Agencies that have not exceeded 5% of total fuel should address strategies to increase alternative fuel use in the sections below).

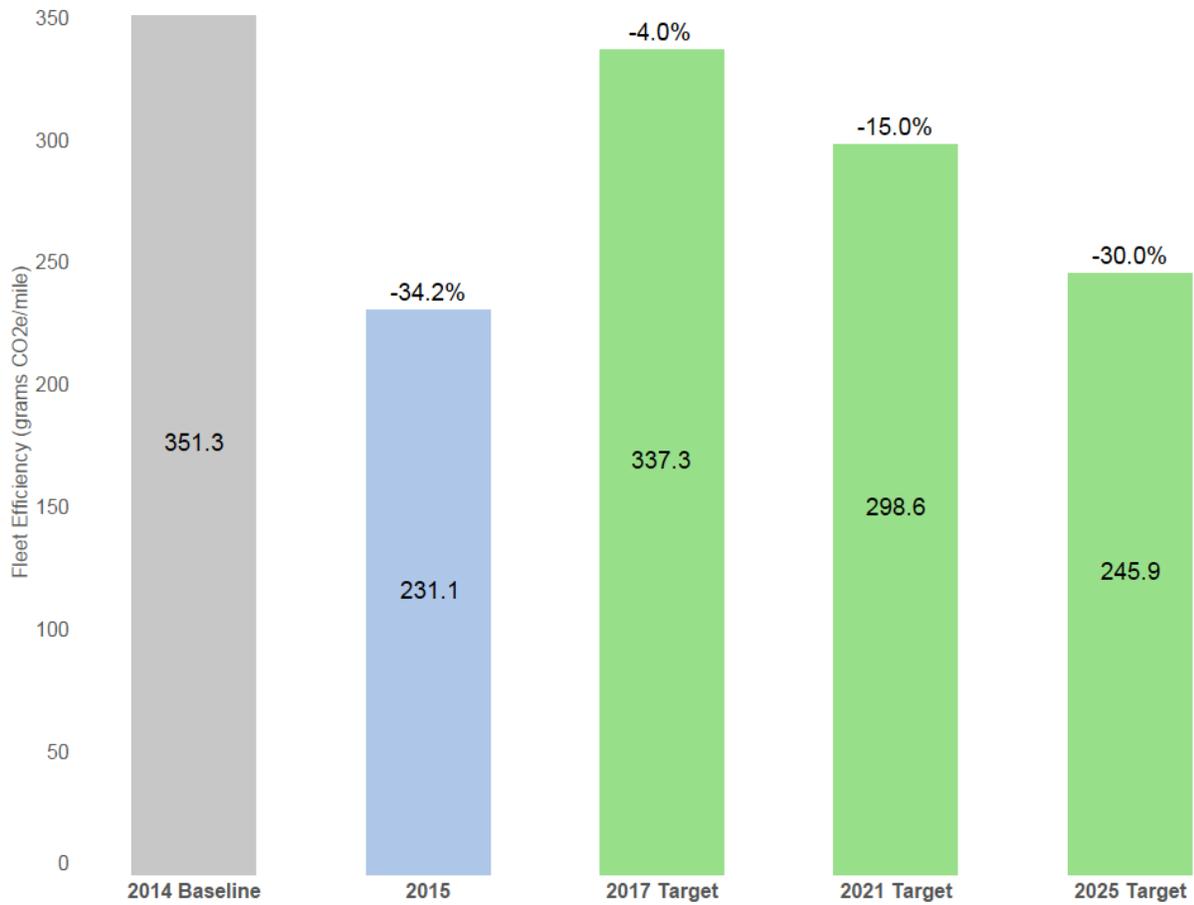
Fleet Per-Mile Greenhouse Gas (GHG) Emissions Goal

E.O. 13693 Section 3(g) states that agencies with a fleet of at least 20 motor vehicles will improve fleet and vehicle efficiency and management. E.O. 13693 section 3(g)(ii) requires agencies to reduce fleet-wide per-mile GHG emissions from agency fleet vehicles relative to a FY 2014 baseline and sets new goals for percentage reductions: not less than 4% by FY 2017; not less than 15 % by FY 2020; and not less than 30% by FY 2025.

E.O. 13693 Section 3(g)(i) requires that agencies determine the optimum fleet inventory, emphasizing eliminating unnecessary or non-essential vehicles. The Fleet Management Plan and Vehicle Allocation Methodology (VAM) Report are included as appendices to this plan.

Chart: Fleet-wide Per-mile GHG Emissions

CSOSA Fleet-wide Per-mile Greenhouse Gas Emissions



Fleet Management Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Collect and utilize agency fleet operational data through deployment of vehicle telematics.	Yes	The agency has fleet management system that has the capability to collect fleet data.	

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Ensure that agency annual asset-level fleet data is properly and accurately accounted for in a formal Fleet Management Information System as well as submitted to the Federal Automotive Statistical Tool reporting database, the Federal Motor Vehicle Registration System, and the Fleet Sustainability Dashboard (FLEETDASH) system.	Yes	The agency has a fleet management system in place to account for all vehicles in the fleet. The agency also submits yearly fleet data to FAST and all vehicles are registered in FMVRS. The goal for the agency in FY16 was to have all field sites equipped with fleet kiosks to ensure accurate accountability for the vehicles in the agency's fleet which has been completed.	To continue to make sure the fleet kiosk system delivers accurate data that will assist us with monitoring and tracking our vehicles.
Increase acquisitions of zero emission and plug-in hybrid vehicles.	No	There are currently no plug-in stations at any of the field sites.	<i>(Metric should indicate number or percentage of vehicles.)</i>
Issue agency policy and a plan to install appropriate charging or refueling infrastructure for zero emission or plug-in hybrid vehicles and opportunities for ancillary services to support vehicle-to-grid technology.	No	There are currently no plug-in stations at any of the agency's field sites.	
Optimize and right-size fleet composition, by reducing vehicle size, eliminating underutilized vehicles, and acquiring and locating vehicles to match local fuel infrastructure.	Yes	Currently the majority of the sedans in the fleet are hybrids and 95% of SUV'S and 100% of the mini vans are E85. Vehicles that fuel with Ethanol are located near alternative fuel stations.	The goal is to monitor vehicle usage via mileage reports to see where vehicles are being underutilized.
Increase utilization of alternative fuel in dual-fuel vehicles.	Yes	Vehicles that are dual-fueled vehicles are strategically located near alternative fuel stations.	The agency will continue to place vehicles that are dual-fueled near alternative fuel stations.

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Use a FMIS to track real-time fuel consumption throughout the year for agency-owned, GSA-leased, and commercially-leased vehicles.	Yes	The agencies fleet management system monitors the mileage, gas consumption and vehicle activity.	
Implement vehicle idle mitigation technologies.	N/A	Waiting for GSA to offer such vehicles and the agency has hybrid vehicles.	
Minimize use of law enforcement exemptions by implementing GSA Bulletin FMR B-33, <i>Motor Vehicle Management, Alternative Fuel Vehicle Guidance for Law Enforcement and Emergency Vehicle Fleets</i> .	N/A	The agency does not have any law enforcement vehicles.	
Where State vehicle or fleet technology or fueling infrastructure policies are in place, meet minimum requirements.	N/A	N/A	
Establish policy/plan to reduce miles traveled, e.g. through vehicle sharing, improving routing with telematics, eliminating trips, improving scheduling, and using shuttles, etc.	Yes	Vehicle sharing occurs in all of our field sites. Schedules and appointments are arranged so that multiple staff members or clients can be transported in the same vehicle.	

Goal 6: Sustainable Acquisition - PSA

Sustainable Acquisition Goal

E.O. 13693 section 3(i) requires agencies to promote sustainable acquisition by ensuring that environmental performance and sustainability factors are considered to the maximum extent practicable for all applicable procurements in the planning, award and execution phases of acquisition.

Biobased Purchasing Targets

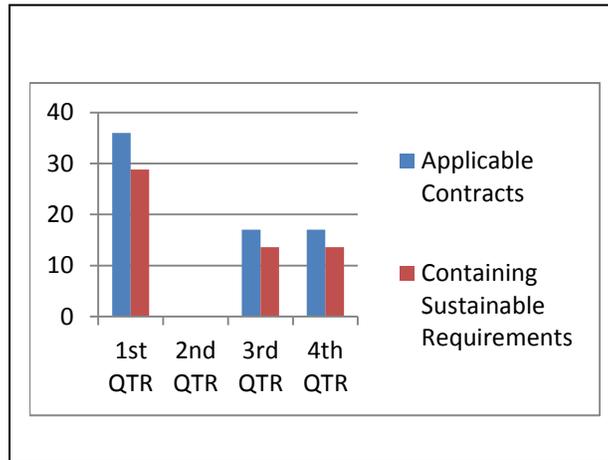
The Agricultural Act of 2014 requires that agencies establish a targeted biobased-only procurement requirement. E.O. 13693 section 3(iv) requires agencies to establish an annual target for increasing the

number of contracts to be awarded with BioPreferred and biobased criteria and the dollar value of BioPreferred and biobased products to be delivered and reported under those contracts in the following fiscal year.

For FY 2017, CSOSA has established a target of 4 contracts and \$20,000 in products to be delivered.

Note: to meet the requirement of the Agricultural Act of 2014 (2014 Farm Bill), all agencies should include targets, even if they achieved 95% biobased purchasing compliance in FY 2015.

Chart: Percent of Applicable Contracts Containing Sustainable Acquisition Requirements



(Note that the sustainable acquisition progress chart will outline contract compliance for FY 2015, quarters 1, 2, 3, and 4, based on review of 5% of applicable contracts. In future SSPPs, FPDS data will also be used to demonstrate inclusion of sustainability criteria in procurements.)

Based on FPDS-NG data for fiscal year 2015, PSA estimates it issued approximately 70 contracts applicable to FAR Subpart 23. Based on a random review of 5% of applicable contracts, PSA estimates 80% of applicable contracts contained required sustainable acquisition requirements. For fiscal year 2017, PSA plans to increase its focus on biobased purchasing. To meet its FY 2017 biobased purchasing targets, PSA will set aside at least three solicitations for toner and one solicitation for paper specifically for this program.

Sustainable Acquisition Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
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Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Establish and implement policies to meet statutory mandates requiring purchasing preference for recycled content products, ENERGY STAR qualified and FEMP-designated products, and Biopreferred and biobased products designated by USDA.	YES	Applicable products purchased by PSA include paper and non-paper products, specifically toner cartridges. All purchases of reprographic paper meets the EPA postconsumer fiber content of 30%. Used toner cartridges are centrally collected and returned for refill, refurbishment and resale.	Continue to ensure purchases for reprographic paper require a minimum 30% postconsumer fiber content and continue to encourage personnel to return used toner cartridges to the designated central collection point for recycle.
Establish and implement policies to purchase sustainable products and services identified by EPA programs, including SNAP, WaterSense, Safer Choice, and Smart Way.	No	PSA does not currently purchase products applicable to these programs	N/A
Establish and implement policies to purchase environmentally preferable products and services that meet or exceed specifications, standards, or labels recommended by EPA.	No	PSA currently procures environmentally preferable products and services which meet recommended EPA standards.	N/A
Use Category Management Initiatives and government-wide acquisition vehicles that already include sustainable acquisition criteria.	Yes	PSA estimates approximately 50 percent of its contracts applicable to FAR Subpart 23 were issued utilizing strategic sourcing through established contract vehicles to include GSA and NASA SWEP. For FY 2017, PSA will aim to increase its use of strategic sources to 95%.	Increase utilization of Federal Strategic Sourcing vehicles for acquisitions subject to FAR Subpart 23 to 95%.

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Ensure contractors submit timely annual reports of their BioPreferred and biobased purchases.	<i>No</i>	For FY 2017, PSA will focus primarily on other strategies, to include increasing its use of Federal Strategic Sourcing Vehicles and biobased purchasing targets. PSA may prioritize this strategy in the future.	N/A
Reduce copier and printing paper use and acquiring uncoated printing and writing paper containing at least 30 percent postconsumer recycled content or higher.	<i>Yes</i>	PSA currently meets the requirement that paper contain at least 30 percent postconsumer recycled content. PSA will also focus on reducing copier and printing paper use through review of its current copier/printer fleet and increasing use of its networked devices.	Review current printing and copying usage and evaluate/implement methods to reduce usage. Agency has insufficient data at this time to set specific targets.
Identify and implement corrective actions to address barriers to increasing sustainable acquisitions.	<i>No</i>	PSA has not identified any barriers at this time.	N/A
Improve quality of data and tracking of sustainable acquisition through the Federal Procurement Data System (FPDS).	<i>Yes</i>	PSA will provide refresher training to individuals who enter data into FPDS-NG to ensure they understand how to correctly report sustainable acquisitions.	Conduct periodic reviews of FPDS-NG data to verify sustainable acquisitions are properly reported and provide follow up training as necessary.
Incorporate compliance with contract sustainability requirements into procedures for monitoring contractor past performance and report on contractor compliance in performance reviews.	<i>No</i>	For FY 2017, PSA will focus primarily on other strategies, to include increasing its use of Federal Strategic Sourcing Vehicles and biobased purchasing targets. PSA may prioritize this strategy in the future.	N/A

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Review and update agency specifications to include and encourage products that meet sustainable acquisition criteria.	No	Agency specifications currently take sustainable acquisition requirements into account. Sustainable acquisition requirements are also reviewed and taken into considerations during the acquisition planning stage.	N/A
Identify opportunities to reduce supply chain emissions and incorporate criteria or contractor requirements into procurements.	No	PSA is not currently aware of any opportunities to reduce supply chain emissions.	N/A

Goal 6: Sustainable Acquisition - CSOSA

Sustainable Acquisition Goal

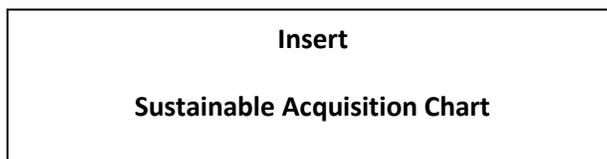
E.O. 13693 section 3(i) requires agencies to promote sustainable acquisition by ensuring that environmental performance and sustainability factors are considered to the maximum extent practicable for all applicable procurements in the planning, award and execution phases of acquisition.

Biobased Purchasing Targets

The Agricultural Act of 2014 requires that agencies establish a targeted biobased-only procurement requirement. E.O. 13693 section 3(iv) requires agencies to establish an annual target for increasing the number of contracts to be awarded with BioPreferred and biobased criteria and the dollar value of BioPreferred and biobased products to be delivered and reported under those contracts in the following fiscal year.

For FY 2017, CSOSA Biobased purchasing target is yet to be determined .

Chart: Percent of Applicable Contracts Containing Sustainable Acquisition Requirements



(Note that the sustainable acquisition progress chart will outline contract compliance for FY 2015, quarters 1, 2, 3, and 4, based on review of 5% of applicable contracts. In future SSPPs, FPDS data will also be used to demonstrate inclusion of sustainability criteria in procurements.)

Sustainable Acquisition Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Establish and implement policies to meet statutory mandates requiring purchasing preference for recycled content products, ENERGY STAR qualified and FEMP-designated products, and Biopreferred and biobased products designated by USDA.	Yes	Ensure solicitations and resulting contracts contain applicable sustainability clauses in accordance with FAR Subpart 23 and applicable executive orders.	Conduct compliance reviews of solicitations and contracts to ensure appropriate clauses are included.
Establish and implement policies to purchase sustainable products and services identified by EPA programs, including SNAP, WaterSense, Safer Choice, and Smart Way.	N/A	N/A	
Establish and implement policies to purchase environmentally preferable products and services that meet or exceed specifications, standards, or labels recommended by EPA.	Yes	Ensure solicitations and resulting contracts contain applicable sustainability clauses in accordance with FAR Subpart 23 and applicable executive orders.	
Use Category Management Initiatives and government-wide acquisition vehicles that already include sustainable acquisition criteria.	N/A	N/A	
Ensure contractors submit timely annual reports of their BioPreferred and biobased purchases.	Yes	BioPrepared and Biobased criteria are written in the contracts of the vendor. MSDS sheet are submitted and updated as items are changed out.	
Reduce copier and printing paper use and acquiring uncoated printing and writing paper containing at least 30 percent postconsumer recycled content or higher.	Yes	The agency working towards going paper less. Double sided printing and network printing has been encouraged.	

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Identify and implement corrective actions to address barriers to increasing sustainable acquisitions.	Yes	Ensure solicitations and resulting contracts contain applicable sustainability clauses in accordance with FAR Subpart 23 and applicable executive orders.	
Improve quality of data and tracking of sustainable acquisition through the Federal Procurement Data System (FPDS).	Yes	Procurement ensures that all sustainable action and contract items are tracked through FPDS.	
Incorporate compliance with contract sustainability requirements into procedures for monitoring contractor past performance and report on contractor compliance in performance reviews.	Yes	The agency continues to monitor contractor past performance and implementation of compliance and sustainability requirements.	
Review and update agency specifications to include and encourage products that meet sustainable acquisition criteria.	Yes	The agency promotes vendors that offer sustainable products.	
Identify opportunities to reduce supply chain emissions and incorporate criteria or contractor requirements into procurements.	N/A	N/A	

Goal 7: Pollution Prevention & Waste Reduction

Pollution Prevention & Waste Reduction Goal

E.O. 13693 section 3(j) requires that Federal agencies advance waste prevention and pollution prevention and to annually divert at least 50% of non-hazardous construction and demolition debris. Section 3(j)(ii) further requires agencies to divert at least 50% of non-hazardous solid waste, including food and compostable material, and to pursue opportunities for net-zero waste or additional diversion.

Reporting on progress toward the waste diversion goal will begin with annual data for FY 2016.

Pollution Prevention & Waste Reduction Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Report in accordance with the requirements of sections 301 through 313 of the Emergency Planning and Community Right-to-Know Act of 1986 (42 U.S.C 11001-11023).	No	N/A	N/A
Reduce or minimize the quantity of toxic and hazardous chemicals acquired, used, or disposed of, particularly where such reduction will assist the agency in pursuing agency greenhouse gas reduction targets.	Yes	All chemicals and quantities of chemicals are closely monitored by CSOSA procurement and Facilities departments to ensure that we are not contributing to increasing GHG's.	
Eliminate, reduce, or recover refrigerants and other fugitive emissions.	N/A	N/A	
Reduce waste generation through elimination, source reduction, and recycling.	Yes	Recycling programs are administered through the Office of Facilities. Monitoring is performed make sure waste and cross contamination does not occur and that the proper protocols are followed by staff.	
Implement integrated pest management and improved landscape management practices to reduce and eliminate the use of toxic and hazardous chemicals and materials.	Yes	All contracts issued by the agencies procurement office integrated language in pest and landscape contracts to reduce potential hazardous chemicals and materials	
Develop or revise Agency Chemicals Inventory Plans and identify and deploy chemical elimination, substitution, and/or management opportunities.	Yes	The agency monitors all MSDS Sheet and chemicals that are administered in all of CSOSA contracts.	

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Inventory current HFC use and purchases.	No	All HFC are purchased and monitored by outside HVAC contractors.	
Require high-level waiver or contract approval for any agency use of HFCs.	No	The agency does require high-level waivers.	
Ensure HFC management training and recycling equipment are available.	Yes	All training, disposal and Recycling of HFC's are integrated in contract and management maintenance protocols.	

Goal 8: Energy Performance Contracts - PSA

Performance Contracting Goal

E.O. 13693 section 3(k) requires that agencies implement performance contracts for Federal buildings. E.O. 13693 section 3(k)(iii) also requires that agencies provide annual agency targets for performance contracting. PSA's commitment under the President's Performance Contracting Challenge is not yet determined but an update will be routed in future reporting.

FY 2017: \$ TBD

FY 2018: \$ TBD

Chart: Progress Toward Target under the President's Performance Contracting Challenge



Performance Contracting Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
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Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Utilize performance contracting to meet identified energy efficiency and management goals while deploying life-cycle cost effective energy and clean energy technology and water conservation measures.	No	PSA is a small agency with a budget of about \$62M of which less than 1% is allocated to equipment purchases, capital assets, and space upgrades. In accordance with E.O. 13693, PSA is categorized as a contributing agency for reporting purposes. The majority of PSA's real property is administered by the General Services Administration.	When making purchases and renewing leases, PSA will seek opportunities, and work with GSA and landlords when applicable, to improve the physical condition and energy efficiency for the leased spaces it occupies. PSA will research the applicability of the Energy Savings Performance Contracts (ESPCs), Utility Energy Service Contracts (UESCs), and ESPC ENABLE Contracts to its leased space.
Fulfill existing agency target/ commitments towards the PPCC by the end of CY16.	No		
Evaluate 25% of agency's most energy intensive buildings for opportunities to use ESPCs/UESCs to achieve goals.	No		
No	No		
Identify and commit to include onsite renewable energy projects in a percentage of energy performance contracts.	No		
Submit proposals for technical or financial assistance to FEMP and/or use FEMP resources to improve performance contracting program.	No		
Work with FEMP/USACE to cut cycle time of performance contracting process, targeting a minimum 25% reduction.	No		

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Ensure agency legal and procurement staff are trained by the FEMP ESPC/UESC course curriculum.	No		

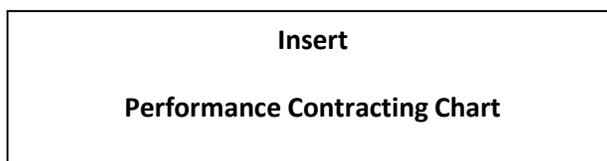
Goal 8: Energy Performance Contracts - CSOSA

Performance Contracting Goal

E.O. 13693 section 3(k) requires that agencies implement performance contracts for Federal buildings. E.O. 13693 section 3(k)(iii) also requires that agencies provide annual agency targets for performance contracting. CSOSA's commitment under the President's Performance Contracting Challenge is approximately \$37M in contracts awarded by the end of calendar year 2016. CSOSA's targets for the next two fiscal years are:

FY 2017: \$ 38.4M
FY 2018: \$ 39.6M

Chart: Progress Toward Target under the President's Performance Contracting Challenge



Performance Contracting Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
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Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Utilize performance contracting to meet identified energy efficiency and management goals while deploying life-cycle cost effective energy and clean energy technology and water conservation measures.	Yes	Procurement will begin placing emphasis on addressing energy efficiency and life-cycle cost effective energy and clean energy technology and water conservation measures, as may be applicable, as part of its acquisition planning. As part of the President's Contracting Challenge, energy conservation project, including renewal energy generation and more efficient facility systems will be pursued by CSOSA through contracts requiring HVAC upgrades and improvements to facility maintenance contracts.	Add performance contracting to acquisition plans when contracting for energy efficient products or services and services requiring water conservation measures. CSOSA will include performance contracting as a requirement to its facility maintenance contracts in order to achieve renewable energy conservation.
Fulfill existing agency target/ commitments towards the PPCC by the end of CY16.	No	CSOSA is not in a position to issue contract directly for Climate Change.	
Evaluate 25% of agency's most energy intensive buildings for opportunities to use ESPCs/UESCs to achieve goals.	No	The majority of CSOSA's real property is administered under Government Service Administration contracts. CSOSA is not in a position to evaluate 25% of its agency most energy performance contracts.	

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Prioritize top ten portfolio wide projects which will provide greatest energy savings potential.	No	To date, CSOSA has not prioritize its top ten projects which provide the greatest energy saving potential	
Identify and commit to include onsite renewable energy projects in a percentage of energy performance contracts.	No	N/A	
Submit proposals for technical or financial assistance to FEMP and/or use FEMP resources to improve performance contracting program.	No		
Work with FEMP/USACE to cut cycle time of performance contracting process, targeting a minimum 25% reduction.	No	The majority of CSOSA's real property is administered under Government Service Administration contracts. CSOSA is not in a position to evaluate 25% of its agency most energy performance contracts.	
Ensure agency legal and procurement staff are trained by the FEMP ESPC/UESC course curriculum.	Yes	CSOSA will review training opportunities offered by the Office of Energy Efficiency & Renewable Energy and Federal Energy Management Program (FEMP) and add relevant courses to staff training requirements.	Add identified courses to procurement staff's training plans in either FAITAS or the Learning Management System (LMS) and ensure that procurement staff's utilize online training resources through FEMP

Goal 9: Electronics Stewardship & Data Centers - PSA

Electronics Stewardship Goals

E.O. 13693 Section 3(l) requires that agencies promote electronics stewardship, including procurement preference for environmentally sustainable electronic products; establishing and implementing policies to enable power management, duplex printing, and other energy efficient or environmentally sustainable features on all eligible agency electronic products; and employing environmentally sound practices with respect to the agency's disposition of all agency excess or surplus electronic products.

Agency Progress in Meeting Electronics Stewardship Goals

If your agency cannot track performance agency-wide, do not fill in a percentage. Instead, under status, note "(Agency) does not have agency-wide systems in place to track performance for this goal."

Procurement Goal:

At least 95% of monitors, PCs, and laptops acquired meets environmentally sustainable electronics criteria (EPEAT registered).

FY 2015 Progress: XX%

Agency does not have agency-wide systems in place to track performance for this goal.

Power Management Goal:

100% of computers, laptops, and monitors has power management features enabled.

FY 2015 Progress:

Agency does not have agency-wide systems in place to track performance for this goal.

XX% of equipment has power management enabled.

XX% of equipment has been exempted.

End-of-Life Goal:

100% of electronics disposed using environmentally sound methods, including GSA Xcess, Computers for Learning, Unicor, U.S. Postal Service Blue Earth Recycling Program, or Certified Recycler (R2 or E-Stewards).

FY 2015 Progress: XX% - *If applicable, note "including use of non-certified recycler(s)."*

Agency does not have agency-wide systems in place to track performance for this goal.

Data Center Efficiency Goal

E.O. 13693 Section 3(a) states that agencies must improve data center efficiency at agency facilities, and requires that agencies establish a power usage effectiveness target in the range of 1.2-1.4 for new data centers and less than 1.5 for existing data centers.

PSA plans to shutdown its existent data center and consolidate with CSOSA in order to achieve efficiency. In pursuing this process, PSA will ensure all new equipment is fully compliant with EO 13693 requirements.

Electronics Stewardship Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Use government-wide strategic sourcing vehicles to ensure procurement of equipment that meets sustainable electronics criteria.	Yes	Complete migrating procurement services to government-wide strategic sourcing – NASA SEWP.	Purchase 75% equipment via strategic sourcing by June 2017
Enable and maintain power management on all eligible electronics; measure and report compliance.	Yes	All eligible electronics are configured for power management. Develop metric collection process to ensure compliance.	Verify and document 90% equipment settings by December 2016
Implement automatic duplexing and other print management features on all eligible agency computers and imaging equipment; measure and report compliance.	Yes	(1) Review agency Printing policy to include rules for personal printers and printing strategy. (2) Implement printing strategy to fully utilize all environmentally preferable features, where possible.	Implement Printing Strategy and migrate non-compliant printers by June 2017.
Ensure environmentally sound disposition of all agency excess and surplus electronics, consistent with Federal policies on disposal of electronic assets, and measure and report compliance.	Yes	Review policies regarding excessing equipment to include scheduled pick ups every 4 months. All electronics are excessed via GSA. Current consumables (toner cartridges) are refurbished and recycled as per contract.	Review existing property management policy. Continue to excess equipment via GSA 3 times a year. Monitor the current process for recycled toner cartridges.
Improve tracking and reporting systems for electronics stewardship requirements through the lifecycle: acquisition and procurement, operations and maintenance, and end-of-life management.	Yes	Upgrade current inventory system capabilities for lifecycle tracking.	Upgrade system by June 2017

Data Center Efficiency Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Develop, issue and implement policies, procedures and guidance for data center energy optimization, efficiency, and performance.	Yes	PSA plans to shutdown its existent data center and consolidate with CSOSA. The strategy will be to baseline power consumption and heat generation at PSA data center to compare with Consolidated DC.	75% by December 2016
Install and monitor advanced energy meters in all data centers (by fiscal year 2018) and actively manage energy and power usage effectiveness.	Yes	PSA plans to install sensors at new Data Center	85% devices will be monitored by June 2017
Minimize total cost of ownership in data center and cloud computing operations.	Yes	By consolidating with CSOSA and developing a Cloud Computing strategy PSA plans to minimize total cost of ownership	Consolidate data centers by June 2017
Identify, consolidate and migrate obsolete, underutilized and inefficient data centers to more efficient data centers or cloud providers; close unneeded data centers.	Yes	PSA plans to shutdown its existent data center and consolidate with CSOSA.	Consolidate data centers by June 2017
Improve data center temperature and air-flow management to capture energy savings.	Yes	Once the PSA Data Center has been migrated the agency will have to develop a strategy to improve the power consumption	Strategy by June 2017
Assign certified Data Center Energy Practitioner(s) to manage core data center(s).	Yes	Contract or develop skill/certification capabilities	June 2017

Goal 9: Electronics Stewardship & Data Centers - CSOSA

Electronics Stewardship Goals

E.O. 13693 Section 3(l) requires that agencies promote electronics stewardship, including procurement preference for environmentally sustainable electronic products; establishing and implementing policies to enable power management, duplex printing, and other energy efficient or environmentally sustainable features on all eligible agency electronic products; and employing environmentally sound practices with respect to the agency's disposition of all agency excess or surplus electronic products.

Agency Progress in Meeting Electronics Stewardship Goals

If your agency cannot track performance agency-wide, do not fill in a percentage. Instead, under status, note "(Agency) does not have agency-wide systems in place to track performance for this goal."

Procurement Goal:

At least 95% of monitors, PCs, and laptops acquired meets environmentally sustainable electronics criteria (EPEAT registered).

FY 2015 Progress:

Power Management Goal:

100% of computers, laptops, and monitors has power management features enabled.

FY 2015 Progress: 98% of equipment has power management enabled.
2% of equipment has been exempted.

End-of-Life Goal:

100% of electronics disposed using environmentally sound methods, including GSA Xcess, Computers for Learning, Unicorn, U.S. Postal Service Blue Earth Recycling Program, or Certified Recycler (R2 or E-Stewards).

FY 2015 Progress: 100% - GSA Xcess

Data Center Efficiency Goal

E.O. 13693 Section 3(a) states that agencies must improve data center efficiency at agency facilities, and requires that agencies establish a power usage effectiveness target in the range of 1.2-1.4 for new data centers and less than 1.5 for existing data centers.

Electronics Stewardship Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
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Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Use government-wide strategic sourcing vehicles to ensure procurement of equipment that meets sustainable electronics criteria.	Yes	Continue to suggest GSA approved vehicle sources for products	
Enable and maintain power management on all eligible electronics; measure and report compliance.	No	There is no agency metering available. Power management will continue to enabled	
Implement automatic duplexing and other print management features on all eligible agency computers and imaging equipment; measure and report compliance.	No	Enable duplexing on those shared printers equipped with this feature.	
Ensure environmentally sound disposition of all agency excess and surplus electronics, consistent with Federal policies on disposal of electronic assets, and measure and report compliance.	Yes	Continue to dispose of equip via GSA Xcess.	
Improve tracking and reporting systems for electronics stewardship requirements through the lifecycle: acquisition and procurement, operations and maintenance, and end-of-life management.	No	N/A	

Data Center Efficiency Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Develop, issue and implement policies, procedures and guidance for data center energy optimization, efficiency, and performance.	Yes	Develop guidance for optimization of technology	Draft development by FY 17 3 rd quarter

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Install and monitor advanced energy meters in all data centers (by fiscal year 2018) and actively manage energy and power usage effectiveness.	N/A	The agency does not have a metering program.	
Minimize total cost of ownership in data center and cloud computing operations.	Yes	Continue to consolidate servers/add additional application to the cloud as applicable. Reduce server hardware.	Virtualize 98% of existing servers Migrate 5% of existing apps to Cloud based products
Identify, consolidate and migrate obsolete, underutilized and inefficient data centers to more efficient data centers or cloud providers; close unneeded data centers.	No	N/A	
Improve data center temperature and air-flow management to capture energy savings.	Yes	Continue to provide the necessary parameters that function with the data center equipment	
Assign certified Data Center Energy Practitioner(s) to manage core data center(s).	No	N/A	

Goal 10: Climate Change Resilience

E.O. 13653, *Preparing the United States for the Impacts of Climate Change*, outlines Federal agency responsibilities in the areas of supporting climate resilient investment; managing lands and waters for climate preparedness and resilience; providing information, data and tools for climate change preparedness and resilience; and planning.

E.O. 13693 Section 3(h)(viii) states that as part of building efficiency, performance, and management, agencies should incorporate climate-resilient design and management elements into the operation, repair, and renovation of existing agency buildings and the design of new agency buildings. In addition, Section 13(a) requires agencies to identify and address projected impacts of climate change on **mission critical** water, energy, communication, and transportation demands and consider those climate impacts in operational preparedness planning for major agency facilities and operations. Section 13(b) requires agencies to calculate the potential cost and risk to mission associated with agency operations that do not take into account such information and consider that cost in agency decision-making.

Climate Change Resilience Strategies

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Strengthen agency <i>external</i> mission, programs, policies and operations (including grants, loans, technical assistance, etc.) to incentivize planning for, and addressing the impacts of, climate change.	N/A	N/A	
Update and strengthen agency <i>internal</i> mission, programs, policies, and operations to align with the Guiding Principles, including facility acquisition, planning, design, training, and asset management processes, to incentivize planning for and addressing the impacts of climate change.	Yes	The agency consistently analyzes the mission and programs that align with the guiding principles that we follow. All operations are thoroughly planned to address potential climate changes that may affect the impact of CSOSA programs.	
Update emergency response, health, and safety procedures and protocols to account for projected climate change, including extreme weather events.	Yes	The agency has updated the emergency preparedness, eagle horizon and evacuation training to reflect climate changes in the atmosphere. Language was added to our emergency guidelines to address earthquakes, tornadoes and flooding.	
Ensure climate change adaptation is integrated into both agency-wide and regional planning efforts, in coordination with other Federal agencies as well as state and local partners, Tribal governments, and private stakeholders.	Yes	Climate changed adaptation is integrated in our agency wide emergency preparedness, evacuation trainings and planning efforts	
Ensure that vulnerable populations potentially impacted by climate change are engaged in agency processes to identify measures addressing relevant climate change impacts.	No	N/A	

Strategy	Priority for FY 2017	Strategy Narrative	Targets and Metrics
Identify interagency climate tools and platforms used in updating agency programs and policies to encourage or require planning for, and addressing the impacts of, climate change.	No	N/A	