

2018

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.

Sustainability Council

Jerri Bohard	<i>Transportation Development Division Administrator</i>
Gary Farnsworth	<i>Region 4 Area Manager</i>
Susan Haupt	<i>Geo-Environmental Section Manager</i>
Luci Moore	<i>State Maintenance and Operations Engineer</i>
Hal Gard	<i>Rail and Public Transportation Division Administrator</i>
Randy Gengler	<i>Facilities Services Manager</i>
Kristen LaLonde	<i>Facilities Energy Analyst</i>
Amanda Pietz	<i>Program Implementation Unit Manager</i>
Diana Koppes	<i>Human Resources Organizational Development Manager</i>
Debbie Benavidez	<i>Program Coordinator, Planning and Implementation Unit</i>

Geoff Crook
ODOT Sustainability Program Manager
(503) 986-3425
geoff.s.crook@odot.state.or.us

I Integrating Sustainability

This 2018 edition of the Progress Report highlights ODOT projects and sustainability initiatives implemented through operations and reports progress towards meeting the agency's sustainability goals.

ODOT is a state leader in sustainability. Sustainable decision-making, projects or actions are those that balance economic, environmental, and community well-being in a manner that protects the needs of current and future generations.

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 started 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.

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. The Program conducts research and pilot projects, manages grants, and provides leadership in resource conservation, best practices, and communications. The Program is also leads [Climate Change Adaptation](#) planning and research.

Volume II of the Sustainability Plan sets the goals, strategies, and performance measures for ODOT's internal operations. The [ODOT Sustainability Council](#) provides guidance for sustainability practices however, without the commitment and day-to-day efforts of employees, these projects and programs would have little ability to make real positive change.

It is difficult to collect data in a large and complex 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 "Major Facilities." These are the largest by area and have capacity for 50 employees or more.

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.

ODOT Sustainability Performance Measures- Trends and Summary (2018)

Focus Areas and Sub-Areas	Performance Measures	Trend Performance Compared with Goal	Summary	Primary Data Source
Energy/ Fuel Use and Climate Change				
Greenhouse Gas Emissions	Total GHG emissions from ODOT's building energy use.	↑	GHG Emissions Intensity decreased by 11%, or by 1,183 Metric Tons at energy reporting facilities.	Financial Services; Facilities Section
	Total GHG emissions from ODOT's transportation fuel sources.	↓	Vehicle fleet GHG Emissions Intensity increased by 10% over 2017- (data for 2018 not available)	Fleet Services; DAS
Building Energy Use	Building level Energy Use Intensity (EUI) per square foot per year.	↑	EUI decreased at Major Facilities by an average of 4.5 kBtu/SF2 over a 2015 baseline.	Financial Services; Facilities Section
Fleet Fuel Use	Total biodiesel and other alternative fuel use as percent of total fuel use.	↑	ODOT exceeded its biodiesel goal at 56% of overall fuel use in 2018, 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, or 24% of the on-road diesel fleet. The 2018 goal was 30%.	Maintenance and Operations - Fleet Program
	Hybrid, best-in-class high-mileage vehicles, and gasoline vehicles using alternative fuels as percent of all passenger sedans.	↓	Fewer vehicles in the passenger sedan fleet used 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.	↔	Measure deferred for future consideration	Financial Services
	Use of video and web conferencing for meetings.	↔	Data unavailable at time of report.	Information Systems
Material Resource Flows				
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

Focus Areas and Sub-Areas	Performance Measures	Trend Performance Compared with Goal	Summary	Primary Data Source
Environmentally Preferred Products	Amount of green office supplies and equipment purchased by ODOT or provide by contractors.	↔	Complete data unavailable at time of report	Major Facilities; Garten Services
Paper Use	Quantity of printer/ copier paper purchased by ODOT.	↑	ODOT decreased its office paper consumption by 490 cartons in 2018, down 11% 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 was 70% of ODOT's paper purchase- down 16% from 2017.	Central Services
	Annual total for DAS copy center costs.	↔	Data unavailable at time of report	Central Services
Environmental Stewardship				
Landscaping and Stormwater at Major Facilities	Number of landscaping projects at new or renovated major facilities that include native, non-invasive, drought tolerant plants.	↑	Maintenance and Operations completed stormwater plans for maintenance yards.	Central Services
Maintenance Environmental Management System (EMS)	Percentage measure of maintenance yards following the "must" BMPs in the seven priority procedures of the EMS program.	↑	ODOT Maintenance demonstrated strong implementation of the EMS with 98% 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 use increased 15% at ODOT-owned facilities statewide.	Central Services

Focus Areas and Sub-Areas	Performance Measures	Trend Performance Compared with Goal	Summary	Primary Data Source
Land Use and Infrastructure				
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 in 2018, however implemented 25 energy efficient HVAC and LED lighting upgrades in buildings statewide.	Central Services
Economic Health				
Small Business Program	Percent ODOT contract dollars awarded to disadvantaged, minority, women, and emerging small businesses.	↓	In 2018, nearly 12% of contract dollars were awarded to DMWESB firms, under the 15% target.	Small Business Program
Social Responsibility/ Workforce				
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
Health and Safety				
Employee Safety	Time loss injury rate per 100 ODOT employees.	↔	Measure deferred for future consideration	Health and Wellness
	Legend:	Arrow	Description	
		↑	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.	

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.

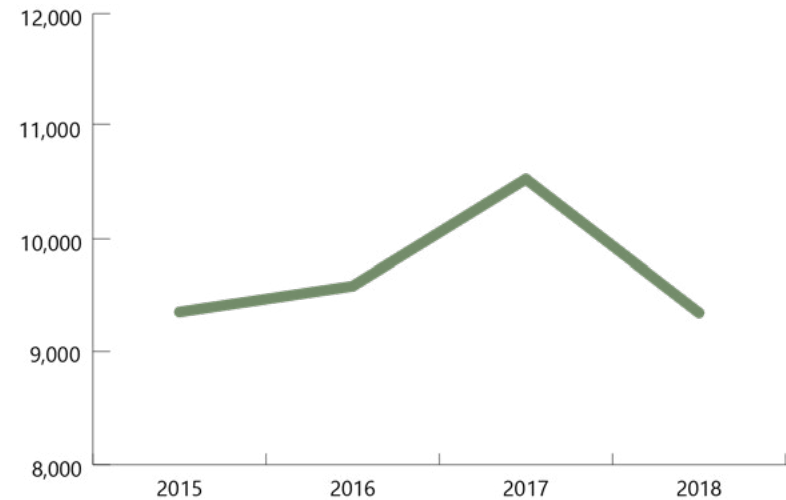
Performance Measures: Total greenhouse gas (GHG) emissions from ODOT's building, energy, transportation (fuel) sources.

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

GHG from Building Energy

Energy used in commercial buildings accounts for nearly 17-percent of the United States' emissions of GHGs linked to global climate change, making energy efficiency in buildings an important part of our GHG inventory. In 2018, a milder winter and lower energy usage decreased emissions by 11.3-percent (or 1,183 Metric Tons of CO₂e) compared with 2017.

GHG Emissions Trend from Energy Use (Metric Tons CO₂e)



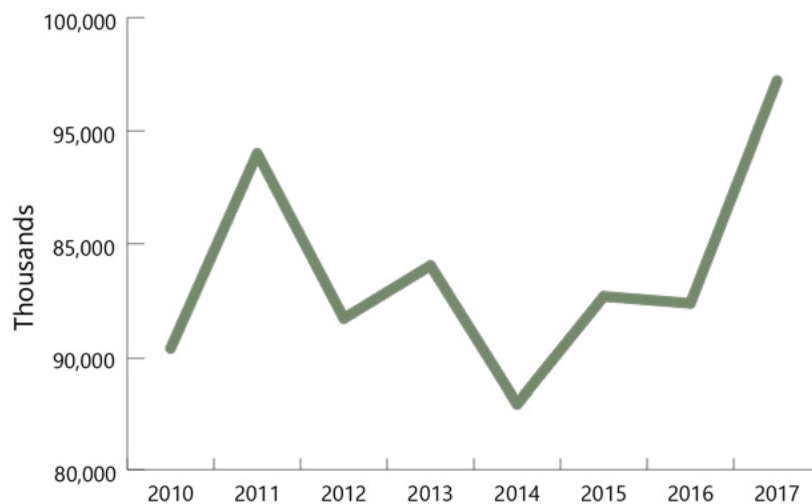
Source: EPA Portfolio Manager, ODOT 2019.

GHG from Fleet Fuels

In 2017, the carbon intensity from ODOT’s vehicle fleet fuels increased over 10-percent compared to 2016, or by 9.8 million pounds of CO₂e/gge.¹ ODOT’s fleet fuel use and emissions fluctuate year to year due to many factors, such as weather, agency workloads, and construction activity. After a six year downward trend, emissions intensity from the vehicle fleet increased, primarily due to heavy winter maintenance activities early in the year. Increased project activity due to the passage of the Keep Oregon Moving Act (HB 2017) was also a factor.

DAS fleet emissions data for 2018 was not available at the time of this report.

ODOT Fleet - Annual Carbon Intensity Emissions of Fuel Use



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

¹ Carbon Dioxide equivalent per Gasoline Gallon Equivalent (metric per Oregon Department of Energy).

Oregon ‘Green Lights’ 25 millionth truck

In March 2018, the Oregon Green Light Program ushered the 25 millionth truck to bypass one of the state’s preclearance sites. The program, launched by ODOT in 1999, allows trucks that qualify for the preclearance program to bypass inspection and scale locations equipped with the Green Light System. As a truck approaches a preclearance site, its transponder gives the driver a “green light” to bypass the ODOT inspection station.

The sustainability benefits of the program include the reduction of fuel use and lower exhaust emissions from reduced low-speed engine idling and acceleration to resume highway speed.

According to the most recent estimates, the program has generated the following savings and benefits (1999-2017):

- Truck fleet operating cost savings: \$263,362,258
- Travel time savings: 2,070,458 hours
- Carbon dioxide reduction: 47,479,743 pounds
- Nitrous oxide reduction: 265,027 pounds
- Carbon monoxide reduction: 79,506 pounds
- Hydrocarbon reduction: 33,119 pounds
- Particulate matter reduction: 16,572 pounds

For more information on the benefits to Oregon Green Light Program, visit <http://www.oregon.gov/ODOT/MCT/Pages/GreenLightProgram.aspx>

Building Energy Use

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

Performance Measures: Building level Energy Use Intensity (EUI) per square foot per year.

Energy use in ODOT buildings decreased over 2018. Energy Use Intensity (EUI) at major facilities was lower by an average of -9.1-percent per building for the calendar year, and -3-percent as compared to baseline. EUI also decreased across the agency’s

statewide building portfolio as reported to the Department of Energy (108 sites). EUI across this portfolio reflects a decrease from the 2015 baseline of 114.6 to 112.2 kBtu/ft² (2018). These energy trends are impressive as the agency has been adding new positions to deliver new programs.

2015 is the baseline for state agencies for our goal of a 20-percent reduction in EUI by 2023. This data is being tracked in Portfolio Manager and applies to 108 metered sites greater than 5,000 square feet. 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 2015-2018

Property Name	2018 Site EUI (kBtu/ft ²)	2017 Site EUI (kBtu/ft ²)	City	Property GFA - Self-Reported (ft ²)	% Change (one year)	2015 Site EUI (Baseline)	% Change Over Baseline
Region 1 HQ, Flanders	34.3	35.3	Portland	94063	-2.8%	42.5	-19.3%
DMV HQ Office Bldg Salem	48.8	52.6	Salem	120790	-7.2%	54	-9.6%
Region 5 HQ Bldg	61.9	68.1	LaGrande	27900	-9.1%	62.9	-1.6%
Region 3 HQ Bldg	101	119.3	Roseburg	38186	-15.3%	100.5	0.5%
Transportation Bldg. HQ	33.8	35.1	Salem	151635	-3.7%	35.8	-5.6%
Barlow School Offc Bldg	72.6	87.4	Portland	20000	-16.9%	74.8	-2.9%
Supply Ops, Purchasing, Bldg K	44.4	52.7	Salem	30000	-15.7%	40.6	9.4%
Project Mgrs & R/W, Building A	64.9	79.3	Salem	16700	-18.2%	59	10.0%
Region 2 Headquarters, Bldg B	52	57.4	Salem	21900	-9.4%	51.4	1.2%
Mill Creek Office Building	31	32.1	Salem	51120	-3.4%	31.7	-2.2%
Region 4 HQ, Bldg K	89.9	100.3	Bend	11000	-10.4%	101.5	-11.4%
Salem Materials Laboratory	141.2	137.1	Salem	54000	3.0%	147.5	-4.3%

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 a comprehensive review of energy efficiency solutions, including how we manage and work in our buildings. SEM is helping to change how we assess, prioritize, and select efficiency practices and projects.

There are currently 12 sites enrolled in the SEM program statewide, with plans to add Region 5 buildings in 2019. In 2018, buildings enrolled in SEM received \$120,259 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 \$64,393.

Strategic Energy Management Savings since 2014

Electricity savings	1,216,359 kWh
Natural gas savings	25,115 therms
Avoided costs	\$117,480
Direct Incentives	\$47,456



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 has a biodiesel goal of 35-percent of diesel used by fleet and equipment vehicles as B-20 equivalent. In addition to using alternative fuels, the agency also purchases hybrid and electric vehicles and equipment to reduce overall fuel use.

Status: during calendar year 2018 the agency has again surpassed the goal (35%), using **56%** B20 equivalent Biodiesel and Renewable diesel.

- This number increased because Fleet Services has been able to use new Renewable Diesel fuels (R20 and R99) year-round without any cold weather performance issues. The agency now has 11 bulk fuel depots using Renewable Diesel.

Biodiesel/Renewable Diesel Usage in Gallons for 2018: **1,289,639** gallons

- Biodiesel – 1,096,632 gallons
- Renewable diesel – 193,007 gallons

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 (about 24-percent 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 has a total of 151 passenger sedans, of which 64 are utilizing alternative fuel sources, 42% of the total in our fleet.

Total Sedans	151	
Total Alternative Fuel Sedans	64	42%
All Electric Sedans	5	3%
Electric Hybrid Vehicles	13	8%
Compressed Natural Gas	0	0%
E85 Ethanol	46	30%

Source: ODOT Fleet Services, February 2019.

Overall, ODOT currently owns 312 E-85 vehicles and 13 hybrid or plug-in hybrid electric vehicles which includes (2) Chevy Volts and (1) Converted Prius, (5) Nissan Leaf all electric sedans and (1) Ford Transit Van.

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.

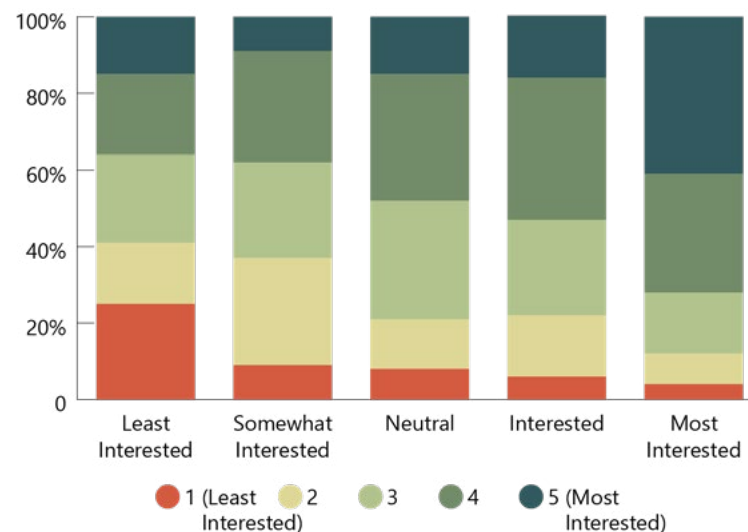
ODOT encourages its employees to use transportation options beyond driving alone to work and to off-site meetings. ODOT employees are saving money and reducing carbon emissions through telecommuting and riding transit and vanpools—all effective at replacing single-occupancy trips.

ODOT, DAS Partner on State Employee Travel Survey

In Fall 2018, ODOT and the Department of Administrative Services (DAS) conducted a travel survey of State employees in Salem. Over 1,200 survey responses were received across 39 state agencies. The survey focused on workers stationed in and around the Capitol Mall. The results provide valuable information about current travel behaviors and opinions, including commuter satisfaction, and willingness and ability to access sustainable transportation options.

Some key findings: 30% of those surveyed report a round-trip commute of 40 miles or more, and 28% report feeling frequently frustrated with their commute. These frequently frustrated commuters are more likely to: commute longer roundtrip distances, approach Salem from the North and West, pay higher monthly costs for parking, and carpool or take transit. Employees who report high frustration during their morning commute were six-times more likely to be interested in trying new commute options than employees who report low frustration. The results show that future commuter programs could target employees who are more likely to be frustrated and who report being interested in trying new modes of travel. [Read the survey report here.](#)

Frustration and Interest in Trying New Options



Web and Video Conferencing

Web and video conferencing data was not available at the time of this report.

I 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: 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 reported the following recycling volumes for calendar year 2018, reflecting data from facilities within the Willamette Valley.

2018 ODOT Recycling Totals

Materials – 34 facilities	Haul Volumes
Office Paper (lbs.)	163,210
Confidential Paper Shred (lbs.)	262,909
Plastics (lbs.)	58
Electronics (lbs.)	75,038
Waste Diverted from Area Landfills (cubic yards)	1,036

Source: Garten Services, 2019.

In 2018, ODOT's recycling efforts:

- Saved the equivalent of **3,622 trees**.
- Reduced GHG emissions equivalent to removing **192 cars** from the road for a year.
- Saved energy equivalent to **35,601 gallons of gasoline**.

Sustainable Procurement

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

Performance Measures:

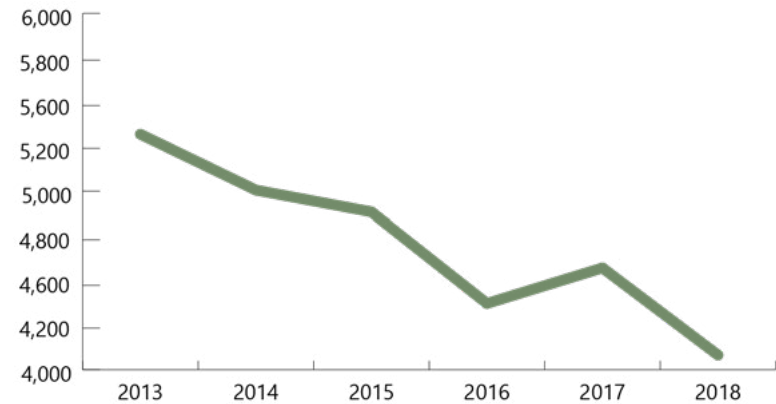
1. Quantity of printer/ copier paper purchased by ODOT
2. The weighted average of post-consumer recycled content of printer/ copier paper purchased.
3. Annual total for DAS Copy Center costs.
4. Amount of green office supplies and equipment purchased by ODOT or provided by contractors.

Paper Use and Recycled Paper

Reuse and recycling have become commonplace. ODOT’s use of office paper dropped by 490 cartons over calendar year 2018, however use of recycled office paper dropped to 70-percent of the total purchase. Paper consumption is trending downward and use of recycled material remains high, lowering operating costs and saving natural resources. This positive trend is in line with State Statute that sets standards for procurement of recycled paper by public agencies.²

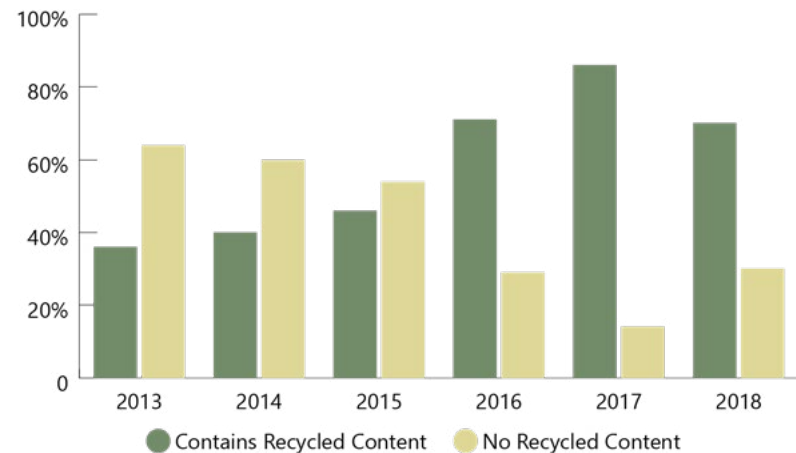
² No less than 35 percent of state agency procurements of paper products may be from recycled paper products. “Recycled paper” means a paper product with not less than fifty percent of its fiber weight consisting of secondary waste materials; or twenty-five percent of its fiber weight consisting of post-consumer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

Paper Purchase - Total Cartons: 2013-2018



Source: Office Max/ Depot and Staples, April 2019.

Paper Purchase with Post-Consumer Recycled Content



Source: Office Max/ Depot and Staples, April 2019.

I 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 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 and use.

Performance Measures: Number of landscaping projects at new major facilities that include native, non-invasive, drought tolerant plants.

The Sustainability Plan contains a 2018 short-run goal to develop stormwater management plans for moderate priority maintenance yards (in National Pollution Discharge Elimination System (NPDES) Phase I and Phase II communities).

Status: This goal has been successfully completed.

ODOT's Maintenance yards have been prioritized for potential risk to stormwater. Potential risk is based on a point ranked system that considers fixed location characteristics (such as precipitation, or nearby surface waters) and site specific choices (such as impervious area, or washing activities). MOB created handbooks for these priority maintenance yards which summarize key environmental concerns at the facility (e.g. permit requirements, fuel tanks, and wellhead protection zones) and reference the EMS Manual (or other documents) for additional details. Handbooks for maintenance yards with high potential risk were completed in 2013-14.

Ten moderate risk maintenance yards were determined to be in located in Phase I or Phase II communities. ODOT used DEQ's online list of currently regulated municipal stormwater discharges to determine which communities were classified as Phase I or Phase II regulated. Handbooks were completed for these ten yards in 2018.

Environmental Management System

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

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

Average overall implementation in 2018 was 98.2%.

ODOT’s Maintenance Yard 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.

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 priority procedures are evaluated at each Maintenance yard during the Regional Audit.

Regional Audits packets that contain questions to be asked at each facility are created by the Maintenance and Operations Branch and distributed to District Managers.

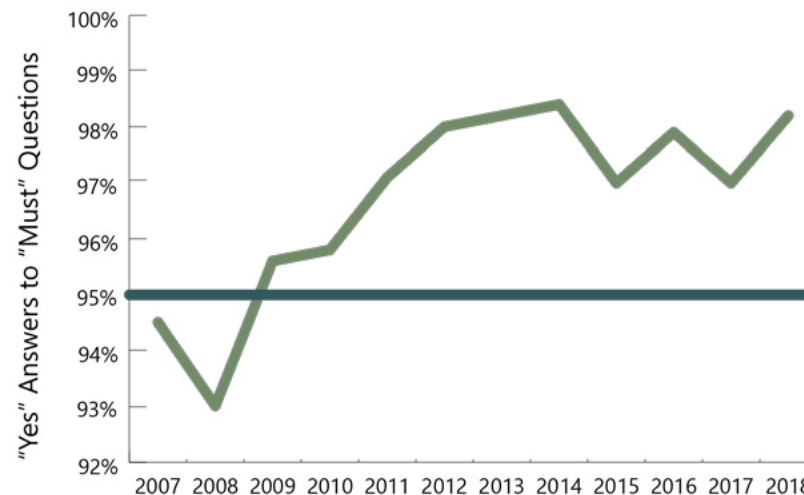
BMPs throughout the Manual that are required by law or ODOT policy are identified by the word “must.” Responses to Regional Audit questions in the priority procedures regarding “must”

Summary of Regional Audits in 2018

- Planned for 2018: 34
- Scheduled by Districts: 34
- Forms Received: 34
- Procedures Audited: 22 of 22

practices are compiled to evaluate progress implementation of the EMS Program. Guidance materials are updated as needed to improve success.

Average Statewide Implementation of “must” BMPs in Priority Procedures



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.

In 2018 all Maintenance yards were classified as Conditionally Exempt Hazardous Waste Generators.

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

- 2017: 1.46 tons
- 2018: 1.54 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 2018 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: Total reduction in non-essential water use (gallons) at Major Facilities.

ODOT's water usage increased by over 15-percent during the 2018 water year as compared to the 2014 baseline. Nearly 7-percent of this increase can be attributed to a correction in our 2014 baseline data. Water data is collected from 128 ODOT-owned metered sites across the state. Water use data is reported annually to DAS and the Governor's Office per Executive Order 15-09. The data shown does not include usage from leased facilities and highway/ operations which are not required under the EO.

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.

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. We continue to track these different types of offices to inform progress and priority conservation actions.



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

Expenditure Accounts (EAs)	Sites/Accounts	2014 WY Baseline	2016 WY	2017 WY	2018 WY	Percent Gain/Loss
ODOT-owned Facilities	128	31,380,017	38,901,662	30,861,483	36,285,273	+15.63%

Water Use Tracking Pilot — Feb. 2019

Facility	City	Address	2014 Baseline Water Use*	2018 WY	2018 % +/- over Baseline
Region 1 HQ, Flanders	Portland	123 NW Flanders	747,334	414,624	-44.52%
Region 2 HQ, Bldg B	Salem	455 Airport Rd. -	668,039	77,867	-88.34%
Region 3 HQ Bldg	Roseburg	3500 NW Stewart Parkway	670,664	741,784	10.60%
Region 4 HQ, Bldg K	Bend	63055 N. Hwy 97 -	97,502	85,206	-12.61%
Region 5 HQ Bldg	La Grande	3012 Island Av.	201,463	212,780	5.6%
Mill Creek Office Building	Salem	555 13th St	380,732	318,723	-16.29%
DMV HQ Office Bldg Salem	Salem	1905 Lana Avenue NE	3,496,376	4,716,290	34.89%
Astoria DMV	Astoria	705 W. Marine	40,400	36,300	-10.15%
Salem Materials Lab	Salem	800 Airport Rd SE	1,901,416	2,708,508	42.45%
District 14 NW Office	Ontario	1390 SE 1st St	13,295	718	-94.60%
Transportation Bldg. HQ	Salem	355 Capitol NE	901,190	768,944	-14.67%
Tech Services (TLC)	Salem	4040 Fairview Ave	1,047,948	876,222	-16.39%
Barlow School Offc Bldg	Portland	3700 SE 92nd	432,344	207,944	-51.5%
Supply Ops, Purchasing, Bldg K	Salem	455 Airport Rd.	1,427,213	3,545,916	148.45%
Region 2 - Project Mgrs & R/W, Building A	Salem	455 Airport Rd.	1,002,058	116,800	-88.34%
District 13 HQ	La Grande	3014 Island Avenue	242,915	227,239	-6.45%
Region 4 Tech Center, Bldg M	Bend	63085 N. Hwy 97 -	70,087	84,225	20.17%

*Assumptions:

- 1) Water usage data collected by Water Year- (October 1 to September 30).
- 2) Usage data is based on prorated amounts for each building if they are on a shared meter.

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: 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.

ODOT did not have any new facility construction or remodels in 2018 that triggered State Energy Efficiency Design (SEED) requirements. However, 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:

LED lighting projects:

- Gateway Office
- Barlow Office Building
- Warrenton Maintenance Station
- Building X (East Salem Compound)
- Glenwood Maintenance Station
- Upper Soda Maintenance Station
- District 1 Office, Astoria
- Astoria Maintenance Station
- Jantzen Beach Port of Entry
- Region 1 HQ Building/Flanders (2nd and 3rd floor lighting)
- Traffic Signal Safety Unit Building

Major Upcoming Projects:

- Final phase of Flanders lighting
- Region 5 Headquarters HVAC upgrade
- Meacham Maintenance Station – SEED Class 1
- Ashland Port of Entry Scale House – SEED Class 2
- Lawnfield LED lighting upgrade
- Pendleton Maintenance Station solar array (47.6 kW capacity)
- Coos County Maintenance Station — SEED Class 1

- DMV-HQ Annex Building
- McKenzie Bridge Maintenance Station
- Parkdale Maintenance Station
- Oakridge Maintenance Station
- Albany Maintenance Station
- Corvallis Maintenance Station
- District 4 Office
- Detroit Maintenance Station
- Minto Sand Shed
- Sweet Home Maintenance Station

Other projects:

- New high-efficiency condensing boilers at the Bend Equipment Repair Shop.
- Removal of Plexiglas windows in Bend Maintenance Station and replacement with insulated wall panels.
- Roof insulation in Building K.
- Partial HVAC project at Barlow Office Building completed in 2018. Phase one of installing new, high-efficiency ductless heat pump system in favor of using an old, inefficient steam-to-hydronic boiler system. The remainder of the building will be finished by July 2019.

Economic Health

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

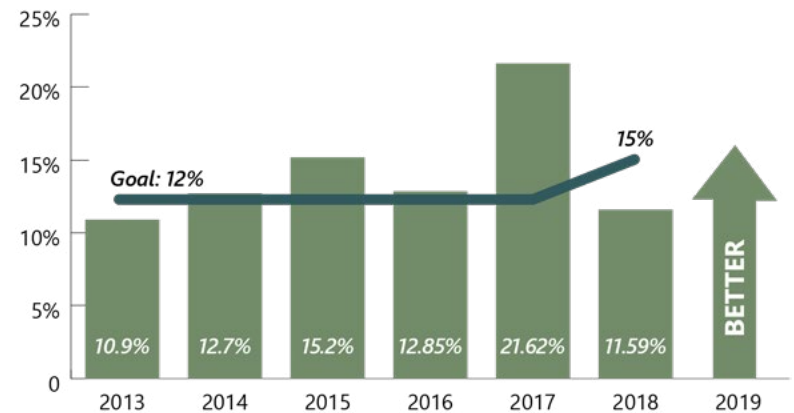
Small Business Program

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

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

In 2018, 11.6-percent of contracts met the program requirements, under ODOT's goal of 15-percent.

Certified Firms - Percent of Contracts Awarded to Certified Small Businesses (Prime and Subcontracts)



<https://www.oregon.gov/ODOT/PerformMang/One%20paggers/Certified%20Businesses%20One%20pager.pdf>

"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: 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.

2018 county workforce demographics were not available at this time of this report.

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	11.2%	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	20.4%	2,155	90.0%	239	10.0%	67	2.8%
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	5.6%	2	11.1%
Rail	32	25	7	21.9%	30	93.8%	2	6.3%	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	4.4%
ODOT Total	4,108	2,613	1,495	36.4%	3,574	87.0%	534	13.0%	190	4.6%
Parity *				41.4%				11.6%		6.00%

*Numbers in **bolded italics** indicate below parity goals. Parity provided by the Department of Administrative Services.
Source: ODOT Affirmative Action Plan 2017-2019.