

# STATE GOVERNMENT ENERGY COMMITTEE

## FY2017 WORK PLAN

In Response to Executive Order [2016-3](#) (Supersedes 2011-1)

**Please send comments and questions by July 20, 2016 to Chris Skoglund, [christopher.skoglund@des.nh.gov](mailto:christopher.skoglund@des.nh.gov).**

In keeping with the requirements of 91-A, please do not reply with comments and questions to the entire SGEC, and send them only to Chris.

### **Introduction**

In response to NH *Executive Order 2016-3*, which was issued to further the State of New Hampshire's progress towards reducing fossil fuel energy consumption, the State Government Energy Committee (SGEC) developed the following work plan for FY2017 in order to coordinate the efforts of the state energy staff to meet the directives of the order. The *draft* work plan identifies the various agencies and staff that will undertake specific actions and further proposes the timing for implementation and completion.

### **State Energy Management Background**

#### *Agency and Staff Coordination*

The SGEC is made up of representatives appointed from the Department of Administrative Services (DAS), the Department of Environmental Services (NHDES), the Public Utilities Commission, the Department of Resources and Economic Development, the Department of Safety, the Department of Transportation, the Office of Energy and Planning (OEP), and all other Agencies and Departments with significant opportunities for energy management, and co-chaired by the Commissioner of NHDES and the Director of OEP. The SGEC shall advise the State Energy Manager and State Fleet Manager regarding improving the energy management within state buildings, operations and fleets; and develop and promote policies to expand the State's lead-by-example efforts.

**Note: Language taken from Executive Order 2016-3 directive #1.**

#### *Performance & Goals*

- The State of New Hampshire owns more than 500 buildings and occupies 700 additional buildings, and operates a passenger vehicle fleet of approximately 2,000 vehicles, making it the largest energy user in New Hampshire with transportation, heating, cooling, and electricity costs greater than \$27 million annually in 2015.
- Since 2005, New Hampshire state government has reduced its fossil fuel energy use by 24 percent per square foot, while avoiding nearly \$10 million in state energy costs.
- The State is expected to avoid nearly \$87 million in fossil fuel energy expenditures over the next 20 years as a result of a series of innovative energy performance contracts overseen by the Department of Administrative Services.
- The State has also reduced its' passenger vehicle-miles traveled by approximately 2.4 million miles since 2009, avoiding the purchase of an estimated 137,000 gallons of fuel and avoiding approximately \$359,000 in fuel costs since that time, while reducing carbon pollution emissions by 1,200 metric tons.
- The State has set goals to:

1. Reduce aggregate fossil fuel energy use<sup>1</sup> across all State-owned facilities on a square foot basis, as compared to a 2005 baseline, by:
  - o 30 percent by 2020; and
  - o 40 percent by 2025; and
  - o 50 percent by 2030.

**NOTE: Executive Order 2016-3 directive #2.**

2. Reduce greenhouse gas emissions from the state passenger vehicle fleet by 30 percent over a 2010 baseline on a metric ton basis by 2030.

**NOTE: Executive Order 2016-3 directive #3.**

### **Detailed Work Plan Description**

The Work Plan is divided into three sections: Cross-Cutting Options; Fleet Energy Management; and Building Energy Management. While the sectors are largely separated, implementing each plan with a similar, high level of commitment is critical to continuing the State's progress made in managing fossil fuel energy use in order to avoid energy costs and reduce environmental impacts. Further, in the years to come, it is expected that, as the electric vehicles and charging technology and air source heat pumps continue to advance and become more widespread, that the building and fleet sectors will interact more as they access the same energy supplies.

### **Cross Cutting**

1. State energy staff will work with every Agency and Department, which have more than 15 employees or that occupies more than 10,000 sq. feet of space, to:
  - o Identify an Energy Coordinator who will be responsible for tracking implementation of this Executive Order and who will serve as the contact person for dissemination of information on reducing energy and water use; and
  - o Submit an annual Energy Conservation Plan required by RSA 21-I:14-c.

*Implementing Parties:* DAS (State Energy Office) with support from DES (Tech Services) and OEP

*Target Completion Date:*

- o December 30, 2016 (Energy Coordinator)

**NOTE: No date specified in Executive Order 2016-3 directive #5. The date was selected by staff and is considered achievable.**

- o October 15 of each year (Energy Conservation Plan)

**NOTE: No date specified in Executive Order 2016-3 directive #5, the date is specified in RSA 21-I:14-c<sup>2</sup>.**

2. The SGEC shall develop outreach materials relative to improving energy conservation in buildings and fuel-efficient driving behaviors and disseminate that information to state employees via avenues deemed appropriate by the SGEC.

*Implementing Parties:* SGEC Communications Team

---

<sup>1</sup> The use of the terminology "fossil fuel energy use" is in keeping with the goals established by SB73 (2010 Session) that are in RSA 21-I:14-c, <http://www.gencourt.state.nh.us/rsa/html/i/21-I/21-I-14-c.htm>.

<sup>2</sup> <http://www.gencourt.state.nh.us/rsa/html/i/21-I/21-I-14-c.htm>

*Target Completion Date:* Ongoing

**NOTE:** No date specified in Executive Order 2016-3 directive #13.

3. The State Energy Manager and the State Fleet Manager shall report to the Governor on an annual basis, as an appendix to the Annual Energy Report, regarding the progress on implementing the policies and the measures identified herein.

*Implementing Parties:* DAS (State Energy Office) with support from DES (Tech Services) and OEP

*Target Completion Date:* November 2016 and annually thereafter.

**NOTE:** No completion date specified in [Executive Order 2016-3](#) directive #14 – BUT this is a revision of directive #12 under [Executive Order 2011-1](#).

### **Fleet Energy Management Plan**

4. Develop performance metrics for specific vehicle classes that apply to all Agencies and Departments to ensure compliance with Goal 2. Agencies and Departments will report their progress toward achieving those metrics in their FY18 energy conservation plans.

*Implementing Parties:* State Fleet Manager (lead) with support from DES (Mobile Sources Section) and OEP

*Target Completion Date:* December 30, 2016

**NOTE:** No date specified in Executive Order 2016-3 directive #2. The date was proposed by staff to be used in FY17 Energy Report due in November 2017.

5. Pursue opportunities to procure electric vehicles (EV) and plug-in hybrid vehicles for use in the state fleet as well as identify state offices with more than 50 employees and evaluate the potential for installation of EV charging infrastructure for use by employees and visitors, with the energy cost associated with such charging to be borne by the users of said equipment.

*Implementing Parties:* State Fleet Manager and DES Mobile Sources Section

*Target Implementation Date:* December 30, 2016

**NOTE:** No date specified in Executive Order 2016-3 directive #11. The date proposed by staff is for efforts, which are expected to last a while, to begin.

6. Install EV charging infrastructure at identified locations for use by employees and visitors.

*Implementing Parties:* State Fleet Manager and DES Mobile Sources Section

*Target Implementation Date:* December 30, 2018

**NOTE:** No date specified in Executive Order 2016-3 directive #11. The date proposed by staff was selected to coincide with the next biennial budget.

7. Update the State's Clean Fleets Program (CFP) criteria for approval by the SGEC by no later than October 1<sup>st</sup> annually. The CFP shall include:
  - a. A Clean Fleet Approved Vehicle List that includes vehicles that meet a minimum fuel economy requirement and a minimum emissions rating for new passenger vehicle and light truck purchases.
  - b. A waiver procedure for requesting the purchase of a vehicle not on the Clean Fleets Approved Vehicle List.

- c. Based upon recommendations by the SGEC, minimum fuel economy and emissions ratings for on-road medium and heavy-duty vehicles shall also be established.
- d. A procedure to ensure that the appropriate vehicle is selected for the intended use of the vehicle.
- e. A method by which the total cost of ownership of a specific vehicle is to be calculated, with such calculation including a cost of carbon factor. SGEC shall provide recommendations on the cost of carbon factor to be used.
- f. Vehicle purchase requirements that ensure compliance with the United States Energy Policy Act of 1992 (EPAAct), which mandates that a certain percentage of new vehicles purchased in certain areas of the state be alternative fuel vehicles.
- g. A motor vehicle “Best Management Practices” guide, inclusive of the State’s anti-idling policy and additional measures to promote vehicle fuel conservation including, but not limited to: carpooling, teleconferencing, and improved preventive maintenance.

*Implementing Parties:* State Fleet Manager and DES Mobile Sources Section

*Target Completion Date:* October 1, 2016 and annually thereafter.

**NOTE: Date specified in Executive Order 2016-3 directive #12.**

- 8. Ensure that every Agency and Department complies with CFPs requirements.

*Implementing Parties:* State Fleet Manager and DES Mobile Sources Section

*Target Completion Date:* Ongoing

**NOTE: No date specified in Executive Order 2016-3 directive #12 – implied.**

## **Building Energy Management Plan**

### *Building Energy Performance*

- 1. Develop performance metrics for specific building categories that apply to all Agencies and Departments to ensure compliance with Goal 1. Agencies and Departments will report their progress toward achieving those metrics in their FY18 energy conservation plans.

*Implementing Parties:* State Energy Manager (lead) with support from DAS (Energy Office & DPW), DES (Tech Services) and OEP

*Target Completion Date:* December 30, 2016

**NOTE: The date specified in Executive Order 2016-3 directive #4.**

- 2. Develop a metric for measuring and tracking building energy use on a square foot basis, which normalizes for annual variations in energy consumption due to weather.

*Implementing Parties:* State Energy Manager (lead) with support from DAS (Energy Office & DPW), DES (Tech Services) and OEP

*Target Completion Date:* March 30, 2017

**NOTE: No date specified in Executive Order 2016-3 directive #2. The date was proposed by staff to be used in FY17 Energy Report due in November 2017.**

### *Building Energy Standards*

3. Develop language for each Agency and Department to include, in their requests for proposals for leased space, a call for bidders to submit a building energy score and/or a building energy audit.<sup>3</sup>

*Implementing Parties:* State Energy Manager (lead) with support from DAS (Energy Office) and OEP

*Target Completion Date:* January 1, 2017

**NOTE: No date specified in Executive Order 2016-3 directive #7– Date proposed by staff to align with next calendar year.**

**Staff lead anticipated to differ from many of the other projects contained herein.**

4. Develop a second-tier high performance, energy efficient, sustainable design standard for any project managed by the Division of Public Works that affects fewer than 25,000 square feet or costs less than \$1,000,000. In developing the high performance, energy efficient, sustainable design standard and the second-tier standard, provisions of current International Energy Conservation Codes energy codes and ASHRAE Standard 189.1 shall be considered.<sup>4</sup>

*Implementing Parties:* Division of Historic Resources, the Division of Public Works, the Office of Energy and Planning, and the Community College System

Final approval by the Commissioners of the DES and DAS.

*Target Completion Date:* January 1, 2017 and reviewed annually.

**NOTE: Date specified in Executive Order 2016-3 directive #8.**

5. Develop tools and messaging necessary to support Agency and Departments capital improvement project requests, which will require the submission of an analysis of energy cost savings or additions associated with the project.<sup>5</sup>

*Implementing Parties:* DAS

*Target Completion Date:* July 1, 2017

**NOTE: Executive Order 2016-3 directive #10 specifies that this analysis is to be utilized in FY20/21 budget cycle. Date proposed by staff to align with this budget cycle.**

#### Energy Procurement

6. In addition to the criteria listed in RSA 21-I:17-b, relative to the purchase of electricity by competitive bidding, the ability to provide a percentage of electricity from renewable sources shall be considered when selecting an electric provider.

*Implementing Parties:* State Energy Manager

*Target Completion Date:* Annually

**NOTE: No completion date specified in [Executive Order 2016-3](#) – BUT this is a continuation of directive #7 under [Executive Order 2011-1](#).**

<sup>3</sup> If such information is not available, the ability of the Agency or Department to lease that facility will not be impacted.

<sup>4</sup> The second-tier standard shall not apply to structures or projects specified in RSA 155-A:13, Paragraph II (b), (d), (e), (f) or (g).

<sup>5</sup> This information shall be included as a separate line item on the submission form and shall not be combined with other operational cost savings or additions.

## Energy Database

7. Every Agency and Department that is financially responsible for utility expenses shall utilize the utility management tool approved by the State Energy Manager, in consultation with the SGEC, to track its energy and water consumption and shall benchmark the energy and water use of each of its facilities in accordance with the recommendations of the SGEC.

*Implementing Parties:* State Energy Manager (lead) with support from DAS (Energy Office) and OEP

*Target Completion Date:* Ongoing

**NOTE:** No completion date specified in [Executive Order 2016-3](#) directive #6– BUT this is a continuation of directive #4 under [Executive Order 2011-1](#).

8. The State will develop the capacity to track the energy associated with leased spaces in the State's energy database.<sup>6</sup>

*Implementing Parties:* State Energy Manager (lead) with support from DAS (Energy Office) and OEP

*Target Completion Date:* July 1, 2017

**NOTE:** Date specified in Executive Order 2016-3 directive #7.

DRAFT - FOR DISCUSSION PURPOSES ONLY

---

<sup>6</sup> The energy performance targets established for state owned buildings will not apply.