

# Texas Workforce Commission Energy Conservation Plan

Executive Order RP-49, October 27, 2005

## *Resource Efficiency and Fuel Management Planning, Background*

The Texas Workforce Commission (TWC) has long been committed to energy conservation as part of its facility and fleet vehicle management responsibilities.

Regarding energy management, TWC's original Resource Efficiency Plan (REP), submitted October 2002, in accordance with 34 TAC § 19.14, established the agency's commitment to support the State and the Texas Workforce System in agency-owned and leased facilities with infrastructure planning and operations that promote:

- Energy conservation
- Safe, energy-efficient practices
- Customized energy efficiency plans for diverse service delivery facilities
- Regular assessment of TWC's energy and water use
- Savings certifications

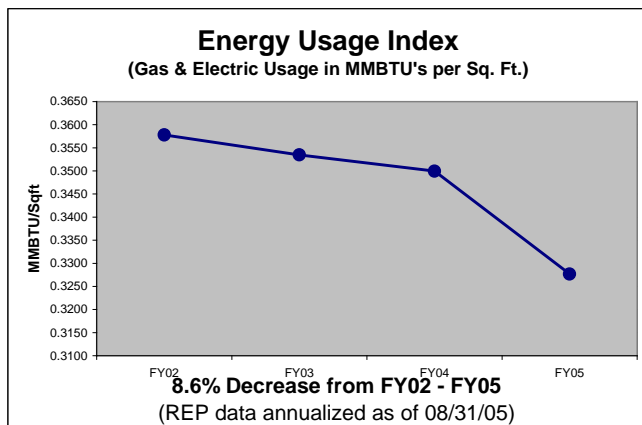
TWC adopted rules that support the State's Vehicle Fleet Management Plan in February 2001 and revised its surplus property and fleet travel practices to reduce its fleet and overall fuel consumption. Since adopting its fleet vehicle rules and implementing new fleet management procedures, TWC has successfully:

- Reduced its fleet from 27 to 17 vehicles
- Reduced overall fuel consumption by 91%
- Reduced gasoline consumption, specifically, by 65,000 gallons

The tables below report TWC's energy consumption for 23 buildings\* and 17 vehicles over the past three fiscal years by energy category and reflect TWC's commitment to continuous improvement in its energy management practices:

**TWC Energy Consumption FY 02-05**

	Base Year (2002)	2003	% chg. From Base Year	2004	% chg. From Base Year	2005	% chg. From Base Year
<b>Electricity (KWH)</b>	18312216	18102061	-1.15%	17842546	-2.56%	17368906	-5.15%
<b>Natural Gas (MCF)</b>	9547	10573	10.75%	9398	-1.56%	8326	-12.79%
<b>All Fuels (Gal)</b>	10769	8258	-23.4%	8036	-25.4%	7601	-29.5%
<b>Gasoline Only (Gal)</b>	3615	2,271	-37.2%	1,623	-55.2%	1,644	-55.6%



\* Local Workforce Development Boards are exempt from REP reporting requirements. TWC does not report energy consumption in buildings operating as one-stop centers under Board control and accounts but does incorporate these facilities into Facility Master Plan and energy awareness activities.

## **A. TWC Resource Efficiency Plan Overview**

### ***Recent Conservation Efforts and Successes***

In FY2002, TWC refocused its energy management strategies by integrating facility-planning processes. TWC developed a comprehensive Facilities Master Plan (FMP) to provide a framework for making effective facilities decisions related to deferred maintenance and energy conservation. In support of the REP's utility audit recommendations and consumption goals, this document identifies which TWC projects are potential energy savers. TWC has seen energy consumption drop significantly since FY2004 after prioritizing HVAC and roof replacement and repair projects and implementing energy-saving lighting and waterproofing initiatives. These repairs are helping to reduce TWC's energy consumption long-term, currently realizing savings of \$80,000 annually in electricity and natural gas usage.

Significant actions are highlighted below:

- In 2002-2003, TWC worked with service providers around the state to complete utility audits for all facilities.
- In 2004, TWC replaced HVAC system in the San Antonio office. The result was a drop in electric usage of 14.7% and a 94.7% gas usage in FY2005.
- In 2005, TWC installed energy miser devices on vending machines and lighting motion sensors in State Headquarters buildings
- As TWC renovates facilities like the newly expanded McAllen Tele-Center or replaces fluorescent lighting, T-12 lighting is being replaced with more energy efficient T-8 lighting.
- Energy management systems are installed in 11 buildings and will continue to be installed as the Agency replaces HVAC systems at end of life.
- For the last two years, TWC has locked in gas load costs with the Texas General Land Office for all Austin sites using natural gas.
- In FY2005, printers, copiers, scanners, and fax machines were refreshed with networked, multi-function printers, reducing TWC's document management inventory by 42%. Of the printers retained to support document management, 67% are new and more energy efficient.

### ***Energy Consumption Goal***

TWC has a goal to reduce electric and natural gas energy consumption (reported as MMBTUs/sq. ft.) by 2% per year for the next 5 years.

### ***FY2006 Energy Savings Initiatives Planned***

- Initiate nine of 17 capital facility projects budgeted that will have a positive impact on TWC's energy conservation efforts.
- Continue and enhance our energy awareness campaign to educate TWC employees and Texas Workforce System partners about energy best practices.
- Educate all employees to comply with the Agency's "Turn It Off" campaign.
- Consider elimination or reduction in the use of personal appliances including the following:
  - space heaters (1592 watts per unit)
  - small refrigerators (384 watts per unit)
  - microwaves (1200 watts per unit)
  - coffee pots (93 watts per unit)
  - small fans (49.5 watts per unit)
- Expand the installation of motion sensors in the Capitol Complex.
- Look for an opportunity to pilot a performance contract for needed energy improvements.
- Continue to conduct a monthly analysis of utility bills to identify large fluctuations in consumption, locate potential billing errors, and analyze current consumption trends.

## **B. Fleet Vehicle (including Fuel) Management Plan Overview**

TWC has successfully managed its fleet vehicles and reduced its fuel consumption over the past five years in three ways – statutory compliance, revised business practices, and use of alternative fuels. Fuel management has been a component of TWC's fleet vehicle management plan since 2001. With Executive Order RP-49, TWC has revised its Fleet Vehicle Management Plan to incorporate a specific fleet fuel management plan goal to reduce the Agency's consumption of gasoline.

### ***Fuel Consumption Goal***

TWC will reduce its gasoline consumption by 2% per year until all fleet vehicles that could reasonably be converted to alternative fuels are converted.

### ***Compliance***

TWC is in compliance with the State Vehicle Fleet Management program (1 TAC § 125) and has:

- Adopted rules February 6, 2001 to comply with the State's Vehicle Fleet Management Plan
- Developed and published a Vehicle Fleet Management Plan
- Conducted quarterly driver safety and education training
- Met Alternative Fuels Program requirements
- Fully utilize the State's Fleet Data Management System

### ***Business Practices***

Staffs have optimized delivery, warehousing and property surplus operations and practices to ensure:

- Maximum trip capacity (reduced deliveries; 2-way loading)
- Minimal intrastate travel (implemented "where is-as is" surplus procedures in 2001)
- Regular vehicle maintenance (monitored through vehicle use report)
- Consideration of replacing certain facility service vehicles with alternative motorized carts for Capitol Complex facility maintenance

### ***Fuel Efficiency***

TWC continues to reduce its fleet and consumption of gasoline whenever efficiencies can be realized without affecting service delivery:

- 11 vehicles, 64.71% of TWC's fleet, are capable of using alternative fuels or waived from the use, i.e., TWC's diesel-fueled bobtail truck. (This exceeds the State's 50% requirement.)
- TWC use of Gasoline and Diesel have decreased by 76,352 gallons since 2001
- TWC use of Propane, as an alternative fuel, has increased by 1,448 gallons since 2001
- FY2008 consolidation of Austin's Northview campus into Capitol Complex area will eliminate 2 daily remote mail services and further reduce fuel consumption