OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION

Improving our future by degrees

Received By

OCT 25 2010

Department of Central Services

October 21, 2010

Mr. John Richard
Director
Department of Central Services
Office of Facilities Management
Will Rogers Office Building
2401 N. Lincoln Boulevard, Suite 106
Oklahoma City, OK 73105

Dear Mr. Richard:

Re: Energy Efficiency and Conservation Plan

In accordance with Senate Bill 833, enclosed please find the Energy Efficiency and Conservation Plan for the Oklahoma State Regents for Higher Education.

If you have questions or need additional information, please contact me at 405-225-9100.

Sincerely,

Glen D. Johnson
Chancellor
GDJ/gfm

655 Research Parkway, Suite 200 – Oklahoma City, Oklahoma 73104-3603
P.O. Box 108850 – Oklahoma City, Oklahoma 73101-8850
www.okhighered.org – Phone: 405.225.9100 – Fax: 405.225.9230

Oklahoma State Regents for Higher Education

Energy Efficiency
And
Conservation Plans

October 1, 2010

Table of Contents

Table of Contents 2
Agency Contact Information 3
Sustainability Policy Statement 3
Background 3
Sustainability Goals 4
Goals and Objectives 4
Overview of Sustainability Efforts 5
Additional Efforts 6
On-going Strategies 6

Agency Contact Information

Glen D. Johnson	Chancellor	405-225-9100
Raquel Schmitz	Vice Chancellor for Administration	405-225-9125
Glenda McDaniel	Director of Business Services	405-225-9457

Sustainability Policy Statement

The Oklahoma State Regents for Higher Education (OSRHE) is committed to the stewardship of resources to make state government and its public sector partners an example to the citizens of the state. OSRHE will pursue sustainability, as reflected in their Energy, Efficiency and Conservation Plan, through its role in procuring of goods and services and operations.

The purposes of the OSRHE Sustainability Plan are:

- To implement the Energy, Efficiency and Conservation Plan pursuant to Oklahoma Senate Bill 833, Title 27A, Section 3-4-106
- To assess the agency's environmental impacts
- To create a long-term vision for reducing the agency's environmental impacts with interim organizational goals
- To provide a structure and mechanism with accountability for OSRHE to reduce negative environmental impacts from its operations
- To document the agency's leadership and commitment to improving the environment by more sustainable practices.

Background

Oklahoma Senate Bill 833, effective November 1, 2009, requires each state agency to develop and implement an energy efficiency and conservation plan. Strategies that should be included where possible include:

1. Reduce energy consumption, including both electrical and fuel consumption;
2. Provide for purchasing preferences for the acquisition of energy-efficient products, including, but not limited to, Energy Star-compliant appliances;
3. Evaluate and, where appropriate, utilize on-site renewable energy for space conditioning and water heating, including, but not limited to, solar water heating and geothermal heat pumps in all new and replacement buildings and major renovations of buildings;
4. Provide for purchasing preferences for the acquisition of vehicles that utilize alternative fuel sources, including, but not limited to compressed natural gas, hybrid power or biofuels; and
5. Provide a preference for the utilization of alternative energy sources, including, but not limited to biofuels, solar, geothermal, hydrogen, compressed natural gas and wind.

Sustainability Goals

Goal 1	Implement Sustainable Building Practices
Goal 2	Reduce Transportation Associated Pollution
Goal 3	Maximize Recycling, Minimize Waste
Goal 4	Minimize Facility Related Energy and Water Use
Goal 5	Reduce Use of Toxic Products and Chemicals

Goals and Objectives

Goals	Objectives
Goal 1 – Implement Sustainable Building Practices	1.1 Repair and replacements that are best available for the application 1.2 Remodel and renovation projects will exceed minimum code standards when possible
Goal 2 – Reduce Transportation Associated Pollution	2.1 Host training/conference/meeting venues to reduce the need to travel. 2.2 Reduce travel cost by encouraging video-conferencing and teleconferencing. 2.3 Encourage staff to car pool to meetings. 2.4 Encourage staff to participate in the car pool program. 2.5 Utilize the agency courier vehicle whenever possible.
Goal 3 – Maximize Recycling, Minimize Waste	3.1 Purchase copy paper that is SFI (Sustainable Forestry Initiative) certified sourcing. 3.2 Reduce the office paper used by each employee by recycling paper as scrap, using duplex printing, and electronic transfer of information. 3.3 Utilize the agency's Intranet, Listserves, and Website for disseminating information. 3.4 Promote the use of recycled office supply products and the purchase of office supplies made from recycled products. 3.5 Office paper will continue to be recycled. 3.6 Continue to participate in the Going Green Initiative for recycling aluminum, plastics,

	cardboard and toner cartridges. 3.7 Continue to use biodegradable hot and cold cups for visitors; and encourage employees to bring own drinking cups. 3.8 Continue to eliminate the use of Styrofoam products. 3.9 Recycle rechargeable batteries.
Goal 4 – Minimize Facility Related Energy and Water Use	4.1 Employees will be responsible for ensuring that lights, office equipment, etc. are turned off at the end of each work day. 4.2 Office equipment not being used will be turned off. 4.3 Purchase or lease only Energy Star office equipment when available. 4.4 Set hot water heaters to a temperature setting that will yield no higher than 110 degree water at the source at ETN. 4.5 Upgrade lighting to CFL high performance T8 bulbs at ETN. 4.6 Replace magnetic ballasts with electronic ballasts at ETN. 4.7 Replace faucet aerators with low-flow aerators at ETN. 4.8 Continue purchasing less than 70 watt halogen task lighting bulbs for work units. 4.9 Employees will not use space heaters or unnecessary fans, except for special needs.
Goal 5 – Reduce the Use of Toxic Products and Chemicals	5.1 Procure environmentally preferred products. 5.2 Janitorial products used will be Green Seal* approved or equivalent.

Overview of Sustainability Efforts

Sustainability efforts are being integrated where feasible at every level within the Oklahoma State Regents for Higher Education. The sustainability plan will be reviewed and revised annually by the Vice Chancellor for Administration. Reports of sustainability progress will be submitted to the Oklahoma Department of Central Services as required.

Additional Efforts

- Implement and provide sustainability awareness/training to OSRHE employees.
- Utilize Fleet Management vehicles with maximum fuel efficiency and/or hybrids for employee use when traveling for in-state business.
- Pursue the practice of having agency computer monitors automatically go to standby mode after 20 minutes of inactivity.
- Install Vending Misers on all cold beverage vending machines.
- Bid documents will include as standard specification language, to preclude the purchase of materials with known hazardous toxics.

On-going Strategies

Goal 3 – Maximize Recycling, Minimize Waste
The State Regents has been actively mindful of energy efficiency and conservation for many years. In 1997, a formal Recycle Program and procurement awareness were put in place in accordance with the Oklahoma State Recycling and Recycled Materials Procurement Act (74-85.51). Recycled bins are located in the office areas for collecting used paper. During FY09, 11.5 tons of paper was recycled and increased in FY10 to 16.3 tons. Additionally, approximately 1,562 pounds of aluminum, plastics, and cardboard were recycled during FY10. Additionally, recycled products are procured when available and does not distract from quality.

Goal 4 – Minimize Facility Related Energy and Water Use
The State Regents leases property to house their operations. Property is already equipped with electronic ballasts and T8 bulbs. Property owners plan to continue this practice. Discussions have taken place regarding installing faucet aerators with low-flow. Domestic hot water tanks will be set at 110 degrees when not critical to lab requirements.

Goal 5 – Reduce the Use of Toxic Products and Chemicals
The property owners of the leased properties use mostly green compliant products in the restroom facilities and building maintenance including janitorial. Lawn care chemicals used are not harmful to the environment nor are they considered toxic. Additionally, the agency on-hand cleaning supplies are green compliant as well.