PA pennsylvania
GREENGOV COUNCIL

GreenGov Agency Certification Checklist
Overall Score Results

Total Points Available	Overall Average Score
142	53%

I	Benchmarking and Evaluation		
1	**Facility Benchmarking**	**Points Value**	**Average Score**
1 A	Maintained an inventory of all buildings both owned and leased? (This information is also a key component for the move to the DGS TRIRIGA inventory system.)	3	80%
1 B	Implemented EnergyCAP (the Commonwealth's utility tracking program) for the capturing of energy bills within your facilities?	3	65%
1 C	Utilized EnergyCAP for the evaluation of utility bills regarding consumption trends, usage spikes, billing anomalies and establishing reduction targets for compliance with Executive Order 2019-01?	3	47%
1 D	Established a plan to incorporate utility bill tracking within Lessor-paid utility leased facilities for energy benchmarking through the use of EnergyCAP?	3	17%
1 E	Received Act 129 or other energy conservation or sustainability incentive program rebates?	1	65%
1 F	Demonstrated compliance with Executive Order 2019-01 through an overall 3% annual reduction of energy consumption for Fiscal Year 2018-2019?	**4***	40%
	Points Total	17	52%
2	**Transportation Benchmarking**	**Points Value**	**Average Score**
2 A	Utilized vehicle telematic systems to accurately track all consumption and cost figures?	2	76%
2 B	Maintained inventory of vehicle units by type, classification, monthly mileage and fuel consumption for the total fleet?	3	90%
2 C	Identified parking spaces within your facilities for the installation of electric vehicle charging equipment (through partnership with DGS)?	3	50%
2 D	Calculated transportation carbon footprint through the evaluation of total miles traveled through all forms of transportation including multimodal (bus, train, air, etc.)?	3	7%
	Points Total	11	56%
3	**Products and Materials**	**Points Value**	**Average Score**
3 A	Selected environmentally preferred and sustainable products and equipment for procurement (i.e. EnergyStar, FSC Certified, GreenGuard, GreenSeal, USDA Bio-Preferred, EPEAT, WaterSense or other)?	2	79%
	Points Total	2	79%

	4	Renewable Energy Opportunity Evaluation	Points Value	Average Score
4	A	Identified facility(s) with opportunity for renewable energy and analyzed return on investment?	3	50%
		Points Total	3	50%
		Total Points Available for Benchmarking and Evaluations (I)	**33**	
		Average Score for Benchmarking and Evaluations (I)	**56%**	

II		**Buildings and Structures**		
	5	**Operations and Maintenance**	Points Value	Average Score
5	A	Completed annual inspections of building systems, components and envelope to take advantage of warranty periods and contracts?	2	72%
5	B	Established maintenance plans and/or contracts for your facilities to ensure peak operations (Ex: General Services Administration Public Building Maintenance Standards 10-2018)?	3	89%
5	C	Installed light fixture dimmers, occupancy/motion sensors and timers to reduce energy consumption (though partnership with DGS or other)?	1	95%
5	D	Inspected entry doors and windows for proper closing and sealing to reduce heat loss?	1	95%
5	E	Utilized Infrared Scanning (IR) for the identification of insufficient insulation, moisture infiltration and electrical anomalies?	2	63%
5	F	Performed commissioning or recommissioning of building operational systems to maintain peak efficiency, air quality, thermal comfort and interior acoustics?	3	68%
		Points Total	12	80%

	6	**Building Systems Efficiency**	Points Value	Average Score
6	A	Entered into a Guaranteed Energy Savings Act (GESA) contract with DGS for improving building system efficiency?	3	39%
6	B	Optimized building automation systems for energy efficiency consistent with building occupancy?	2	72%
6	C	Upgraded 10% or greater of lighting and fixtures to LED?	3	90%
6	D	Installed programmable thermostats and system meters to track energy consumption?	2	72%
6	E	Installed low flow plumbing fixtures?	1	61%
6	F	Installed on-demand or heat-pump hot water heaters?	1	47%
6	G	Installed high-efficiency HVAC systems and/or those that utilize geothermal and energy recovery components?	3	72%
		Points Total	15	65%

			Points Value	Average Score
7	*Green Buildings*			
7	A	Incorporated high-performance green building designs, techniques and materials following LEED, EnergyStar, Green Globe, etc. into project(s)?	3	59%
7	B	Achieved 10% reduction in energy consumption over ANSI/ASHRAE/IES Standard 90.1.2016 for any project (and/or achieved certification(s) including LEED, EnergyStar, Green Globe, etc.)?	**4***	47%
		Points Total	7	53%
		Total Points Available for Buildings and Structures (II)		34
		Average Score for Buildings and Structures (II)		69%

III	Transportation			
			Points Value	Average Score
8	*Operations and Maintenance*			
8	A	Followed recommended maintenance schedules for vehicle service including regular oil and filter changes, tire pressure and rotations, and other preventative measures?	2	100%
		Points Total	2	100%
9	*Vehicle Efficiency (utilization of EV's and PHEV's)*		Points Value	Average Score
9	A	Purchased battery electric and/or plug-in electric hybrid vehicle(s)?	1	35%
9	B	Established an electric vehicle replacement plan and purchased battery electric and/or plug-in electric hybrid vehicle(s)?	**4***	24%
9	C	Selected the most efficient light, medium and heavy-duty vehicle(s) for the operational need or work task?	2	89%
9	D	Installed electric vehicle charging stations as part of an electrified vehicle fleet plan?	3	14%
		Points Total	10	41%
		Total Points Available for Transportation (III)		12
		Average Score for Transportation (III)		52%

IV	Products and Materials			
			Points Value	Average Score
10	*Procurement*			
10	A	Procured environmentally preferred and sustainable products and equipment?	2	**83%**
		Points Total	2	83%
11	*Recycling*		Points Value	Average Score
11	A	Collected and processed recyclable materials in an effort to move toward zero waste facilities?	2	86%
		Points Total	2	86%

12	Cleaning	Points Value	Average Score
12 A	Established green cleaning policies and services within Commonwealth-owned space?	1	44%
12 B	Established green cleaning policies and services within leased space?	1	28%
	Points Total	2	36%
	Total Points Available for Products and Materials (IV)		6
	Average Score for Products and Materials (IV)		60%

V	Culture

13	Employee Engagement	Points Value	Average Score
13 A	Established a Sustainability Team to identify opportunities to support the Executive Order (team should consist of multiple disciplines and executive staff)?	3	37%
13 B	Established a Sustainability Communications Plan for the continued messaging of sustainability policies, practices and initiatives throughout your organization?	2	23%
13 C	Established a sustainability awareness training or initiative to raise awareness with staff?	2	10%
13 D	Solicited employee feedback in regard to the improvement of processes and operations within their areas (LEAN principles)?	2	67%
13 E	Promoted alternative commuting options including mass transit, carpooling and walking & biking (could include building occupant surveys on commuting practices to enhance existing programs)?	1	25%
13 F	Fostered interest in sustainability, reduction and recycling with employees through sponsorship of programs, initiatives and events?	1	38%
13 G	Established or participated in a recycling program?	1	93%
13 H	Established or participated in a recycling program that incorporates organic and food waste materials?	1	11%
13 I	Established or participated in a litter reduction plan, initiative or survey?	1	17%
13 J	Established employee awards and/or incentives for participation in sustainability?	1	3%
13 K	Solicited employee feedback in regard to occupant comfort and perceived performance of building systems within their space?	1	58%
13 L	Promoted the use of stairs instead of elevators wherever possible for energy conservation?	1	32%
13 M	Established a paper usage reduction policy (such as; print what is needed, print both sides, print black & white, track printing by employee)?	1	66%
13 N	Promoted waste reduction measures (such as; use of coffee mugs, utensils instead of disposable products)?	1	28%

			Points Value	Average Score
13 O	Promoted energy-saving measures (such as; turning off lights when not needed, HVAC setbacks)?		1	71%
13 P	Promoted water saving measures (such as; water bottle filling stations and low-flow fixtures)?		1	64%
13 Q	Consolidated floor-standing printers, copiers, vending machines and other equipment for energy conservation?		1	79%
13 R	Reduced vehicle miles traveled (VMT) through the use of Skype conferencing and remote classroom training options?		1	93%
	Points Total		23	45%
14	**Public Engagement**		Points Value	Average Score
14 A	Promoted programs, events and press to engage and educate the public in sustainability?		2	43%
14 B	Integrated sustainability policies and practices within operations with the public and/or outside business partners?		2	40%
	Points Total		4	42%
	Total Points Available for Culture (V)			**27**
	Average Score for Culture (V)			**45%**

VI	Renewable Energy			
15	**Commitment to Purchase**		Points Value	Average Score
15 A	Procured 40% or greater renewable electricity or energy offset through DGS?		3	29%
	Points Total		3	29%
16	**Utilization of On-Site Renewables**		Points Value	Average Score
16 A	Installed renewable energy at facility(s)?		3	41%
16 B	Installed large scale renewable energy at facility(s) equal to or greater than the 3 megawatt net metering threshold (through partnership with DGS or other)?		**4***	13%
	Points Total		7	27%
	Total Points Available for Renewable Energy (VI)			**10**
	Average Score for Renewable Energy (VI)			**28%**

VII	Resilience			
17	**Buildings and Structures**		Points Value	Average Score
17 A	Prepared and practiced Continuity of Operations Plans (COOP) to enhance readiness and conserve energy?		3	87%
17 B	Trained multiple staff members on maintaining building systems at performance levels to ensure consistent operations including programs & certifications (Ex: Building Operator Certification (BOC))?		2	65%
17 C	Established and/or maintained periodic inspections and testing on back-up generator and UPS units?		2	89%

			Points Value	Average Score
17 D	Where applicable, participated in public utility programs that reduced demand on the supply grid?		1	65%
17 E	Evaluated opportunities to enhance storm water management programs for increases in water quality, water resource management and infrastructure preservation?		2	65%
17 F	Participated in storm water projects or partnerships with municipalities or outside partners to reduce and alleviate storm water impacts?		2	44%
17 G	Identified properties utilized by your organization that are located within a flood plain and established protocols for a flood event?		2	69%
	Points Total		14	69%
18	**Transportation**		**Points Value**	**Average Score**
18 A	Identified home-headquarter options for staff to reduce carbon footprint associated with travel and building energy consumption?		1	46%
18 B	Purchased alternative fuel vehicles and/or alternative fuel technology within your fleet that are not included in the Executive Order, such as CNG, LNG, LPG, hydrogen?		2	13%
	Points Total		3	30%
19	**Procurement**		**Points Value**	**Average Score**
19 A	Established plans and procedures and identified contracts for the procurement of goods and services for COOP and/or natural disaster events?		2	59%
	Points Total		2	59%
20	**Culture**		**Points Value**	**Average Score**
20 A	Promoted the importance of resiliency concepts and practices within your organization?		1	67%
	Points Total		1	67%
	Total points available for Resilience (VII)			20
	Average Score for Resilience (VII)			61%