

**Green Government Audit and Master Plan**

Submitted in Compliance with

Executive Order Six

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## **Executive Summary:**

Iowa has a rich tradition of governing with an eye toward the triple bottom line – economy, community and the environment. As a state, we know that wisely managing the environment is fundamental to successfully managing our budget and our communities. As a part of this long held commitment, Iowa state government has implemented a number of “green initiatives” and has reaped rewards of cost savings, economic growth and reduced environmental risk. Governor Culver’s Executive Order Six was established in 2008 to build on the successes of these past initiatives and to highlight the need for Iowa state government to manage its energy use not as a separate project, but a way we add value for Iowa’s taxpayers and reduce our environmental impact every day.

Executive Order Six has initiated a movement across State Government towards measuring our impact in the areas of biofuels, energy management, and the procurement of sustainable materials.

The implementation of Executive Order Six began in July of 2008 with the Green Government Summit. The Summit was a kick-off event that enabled the Green Government team to gather ideas and concepts to consider in the implementation of the program from every state agency and many local non-profit organizations. After the summit the three Task Forces; Biofuels, Energy Excellent Buildings, and Sustainable Materials, developed Iowa’s first Green Government Survey. This report uses data collected in the Green Government Survey to identify areas where improvements could be made and recommend goals for the coming year.

## **Data Analysis:**

### **Buildings**

Data on management of building energy use were gathered from agencies with direct responsibility for managing buildings, while data on operations which may affect building energy use indirectly were gathered from all responding agencies. This section provides insight into the practices and procedures each agency has taken or is considering implementing to manage building energy. Following are highlights of the information gathered in the Survey:

- Most agencies which manage buildings are partially or fully implementing certain temperature controls. Most agencies are maintaining their indoor temperature at 68 degrees in the colder months and 78 degrees in the warmer months.
- More than eighty percent of agencies with building management responsibilities have partially or fully implemented or are considering implementing sustainable or green building standards when renovating or remodeling existing state structures.
- Many agencies that are responsible for controlling the heating, ventilation, air conditioning, and lighting have implemented automated controls. More than eighty percent of agencies are implementing automated controls for HVAC. Seventy percent of agencies which responded to the Green Government Survey have partially or fully implemented automated lighting controls.

- More than 50% of responding agencies are turning off some computers at night and on weekends. Nearly thirty-six percent stated that they are either not considering requiring this practice, considered and will not adopt it, or that this practice is still under consideration, but not implemented. Agencies that have office equipment with energy saving features are using those features. Only three of agencies the agencies which responded answered that they are not going to require the use of energy saving features on office equipment. Four agencies answered that they are not sure if they will implement this practice. Only one agency stated that this policy would not apply to them.
- Nearly seventy-five percent of responding agencies are already requiring that task lights be turned off in the evenings and on weekends. Only two agencies responded that they are not considering this action. One agency stated that they will not adopt this procedure. Two agencies are planning on implementing this practice.
- Approximately fifty-nine percent of responding agencies are eliminating the use of personal appliances in individual offices, while six agencies responded that they are not considering such a policy. Two agencies stated that they are not sure if they will implement this policy.

## **Vehicles**

The data in this section was gathered from agencies that manage or use state vehicles. The data provides insight into practices and procedures agencies are using to promote the use of biofuels and limiting vehicle miles traveled.

- Nearly sixty-eight percent of responding agencies are already implementing policies that support the purchase of flex fuel or fuel efficient vehicles. Over thirty-two percent of agencies answered they do not have policies that support the purchases of such vehicles. Over eighty-nine percent of agencies stated they have made efforts to purchase flex fuel or other fuel efficient vehicles when possible.
- There are approximately 1,438 flex fuel vehicles operated by the agencies which responded to the survey. There are only 80 hybrid type vehicles operated by these agencies. Several agencies reported there are barriers to purchasing these types of vehicles.
- Only fifty-four percent of responding agencies reported they have policies in place that support the purchase of biofuels when available for agency use. Approximately fifty-five percent of agencies responded they have policies in place to support the reduction of vehicle miles traveled. Of the fifty-five percent of agencies who responded that they have policies in place, nearly ninety-five percent indicated that conference calling was in place to help conduct state business without traveling. Over sixty-two percent of agencies responded they are using video conferencing as another option for employees to use instead of traveling. Over fifty-six percent of respondents stated they are using online or computer conferencing as another option for employees. Over eighty-one percent of agencies are also using car pooling as an option when applicable.

## Sustainable Materials

Data collected in this section depicts the status of the procurement practices in place or being considered by agencies to promote the use of more sustainable materials.

- Seventy-three percent of responding agencies work with the Department of Administrative Services to obtain more eco-friendly products.
- More than ninety-seven percent of responding agencies are purchasing recycled printer and copier paper. Agencies are also purchasing recycled content toilet paper, napkins, cups, paper towels, building products, paint, carpet, wood, ceiling tiles, counter tops, concrete, furniture, and toner when available. Agencies did report barriers in purchasing recycled items in the form of cost, lack of information, ability to find products, and the quality of the products. Over sixty-five percent of agencies responding reported quality as a barrier in purchasing items with recycled content. Approximately fifty-five percent of respondents indicated cost was a major barrier.
- More than seventy-eight percent of agencies which responded to the survey reported that they consider the usable life of the product when making purchasing decisions. Eighty-one percent responded they consider the durability of the product. Sixty percent of respondents stated they consider the re-usability of products when purchasing items. Nearly forty percent of agencies responded that they ask vendors to give bids on locally available products. Seventeen percent of agencies responded that they didn't know if they had such a policy in place. Agencies listed several barriers to purchasing local products including cost, staff time, and the lack of available local products. Agencies reporting purchasing some refurbished and remanufactured products including toner, printer cartridges, shelving, scientific equipment, farm and grounds equipment. More than thirty one percent of agencies are using remanufactured printer cartridges. Nearly thirty one percent are also using remanufactured toner.
- Nearly eighty percent of responding agencies reported having established a recycling program. These agencies are collecting glass bottles, plastic bottles, cardboard, copier and printer toner, printer cartridges, cell phones, paper products, and aluminum. Agencies are also making an effort to replace disposable materials and products with reusable products and materials when practical. Nearly ninety-five percent of responding agencies reported that they are leaving the duplex copying option up to the individual user, while over seventy-three percent of respondents indicated that it is also the individual user choice to use the duplex printing option. Less than eight percent of respondents indicated that the duplex option was the default option on printers or copiers.

## **Recommendations:**



















Based on information gathered in the Green Government Survey and the goals established in Governor Culver's Executive Order, the Green Government Task Force makes the following recommendations for implementation over the next year:

1. All agencies should complete energy audits of their facilities to identify opportunities for investment in energy efficiency that will pay for themselves from energy savings and create jobs. The information from these audits should be used to establish a baseline of state facility energy use, and this use should be monitored and benchmarked for improvement. The reinvigorated Energy Bank program can work with state agencies to complete audits and implement the efficiency measures.
2. All agencies should limit the use of personal appliances (coffee makers, dorm-sized refrigerators, microwaves, space heaters, etc.) and provide central facilities offering these amenities. By centralizing these services, the state can better manage plug load and make significant reductions in energy costs, while still maintaining the amenities necessary for employees.
3. All agencies should establish guidelines for travel that include opportunities for technology-based meetings rather than in person meetings.
4. The state should incorporate an Internet based carpool database to minimize single occupant travel when possible.
5. The state should review policies and procedures that may limit inter-agency and inter-governmental sharing of resources with the intent of maximizing Iowa's resources.
6. The state should invest in the appropriate information systems to allow unused computers to be turned off at night and on weekends, except for work stations that are in use during those times or that have operational requirements which necessitate that computers be left on, and, once that technology is in place, all computers not in use or subject to operational requirements necessitating that they be left on, should be required to be shut down overnight and on weekends.
7. All agencies should institute a policy to require employees to purchase biofuels whenever reasonably available. Clear and easy to use re-fueling site information should be made readily available to drivers of state vehicles.
8. The state should establish purchasing practices that favor products with the lowest life cycle cost. All agencies should be required to adopt these standard purchasing practices when practical.
9. All state agencies should require that when the option is available, printers and computers should be set to duplex copying as a default. Employees should receive instruction on how to manually adjust their printing requirements for the rare occasion when one sided documents are required.
10. A comprehensive review of all reporting by state agencies on energy use in buildings and vehicles should be undertaken, with a view to standardizing this reporting and ensuring that the data necessary

to effectively evaluate progress toward the energy savings goals of Executive Order Six are available. A report should be made by the Green Government Steering Committee to the Governor with recommendations to improve collection of this data prior to the beginning of FY 2010.

# Iowa Green Government Inventory - Survey of Green Government Coordinators

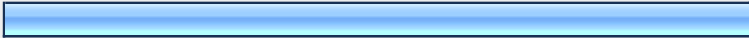

1. Indicate the agency of Iowa state government you represent.				
			Response Percent	Response Count
<b>Department of Administrative Services</b>	<input checked="" type="checkbox"/>		2.5%	1
DAS/General Services Enterprise	<input type="checkbox"/>		0.0%	0
DAS/Human Resources Enterprise	<input type="checkbox"/>		0.0%	0
DAS/Information Technology Enterprise	<input type="checkbox"/>		0.0%	0
DAS/State Accounting Enterprise	<input type="checkbox"/>		0.0%	0
<b>Department of Agriculture and Land Stewardship</b>	<input checked="" type="checkbox"/>		2.5%	1
Attorney General	<input type="checkbox"/>		0.0%	0
<b>Auditor of State</b>	<input checked="" type="checkbox"/>		2.5%	1
<b>Department for Blind</b>	<input checked="" type="checkbox"/>		2.5%	1
Citizens Aide Ombudsman, Office of	<input type="checkbox"/>		0.0%	0
<b>Civil Rights Commission</b>	<input checked="" type="checkbox"/>		2.5%	1
College Student Aid Commission	<input type="checkbox"/>		0.0%	0
Department of Commerce	<input type="checkbox"/>		0.0%	0
<b>Alcoholic Beverages Division (Commerce)</b>	<input checked="" type="checkbox"/>		2.5%	1
Banking Division (Commerce)	<input type="checkbox"/>		0.0%	0
<b>Credit Union Division (Commerce)</b>	<input checked="" type="checkbox"/>		2.5%	1
Professional Licensing Bureau (Commerce)	<input type="checkbox"/>		0.0%	0
<b>Iowa Utilities Board (Commerce)</b>	<input checked="" type="checkbox"/>		2.5%	1
Office of Consumer Advocate	<input type="checkbox"/>		0.0%	0
<b>Department of Corrections</b>	<input checked="" type="checkbox"/>		2.5%	1
<b>Department of Cultural Affairs</b>	<input checked="" type="checkbox"/>		2.5%	1


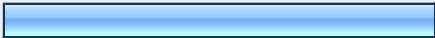
<b>Governor's Office of Drug Control Policy</b>		2.5%	1
<b>Department of Economic Development (IDED)</b>		2.5%	1
<b>Department of Education</b>		2.5%	1
Department of Elder Affairs		0.0%	0
<b>Office of Energy Independence</b>		2.5%	1
<b>Ethics and Campaign Disclosure Board</b>		2.5%	1
State Fair Authority		0.0%	0
<b>Governor &amp; Lt. Governor's Office</b>		2.5%	1
<b>Department of Human Rights</b>		2.5%	1
<b>Department of Human Services, Department of</b>		2.5%	1
<b>Department of Inspections and Appeals</b>		2.5%	1
<b>Iowa College Student Aid Commission</b>		2.5%	1
<b>Iowa Communications Network</b>		2.5%	1
Iowa Finance Authority		0.0%	0
<b>Iowa Law Enforcement Academy</b>		2.5%	1
<b>Iowa Lottery Authority</b>		2.5%	1
<b>Iowa Public Employees' Retirement System (IPERS)</b>		2.5%	1
Iowa Public Television (IPTV)		0.0%	0
<b>Iowa Veteran's Home</b>		2.5%	1
<b>Department of Management</b>		2.5%	1
<b>Department of Natural Resources</b>		2.5%	1
Board of Parole		0.0%	0
<b>Department of Public Defense</b>		2.5%	1
Homeland Security & Emergency Management Division (DPD)		0.0%	0

Public Employment Relations Board (PERB)		0.0%	0
Department of Public Health	<input type="checkbox"/>	2.5%	1
Department of Public Safety	<input type="checkbox"/>	2.5%	1
Department of Revenue	<input type="checkbox"/>	2.5%	1
Secretary of State		0.0%	0
Department of Transportation	<input type="checkbox"/>	2.5%	1
Treasurer of State		0.0%	0
Department of Veterans Affairs	<input type="checkbox"/>	2.5%	1
Iowa Workforce Development	<input type="checkbox"/>	2.5%	1
Board of Regents	<input type="checkbox"/>	2.5%	1
Iowa State University	<input type="checkbox"/>	2.5%	1
University of Iowa	<input type="checkbox"/>	2.5%	1
University of Northern Iowa	<input type="checkbox"/>	2.5%	1
Iowa Braille and Sight Saving School	<input type="checkbox"/>	2.5%	1
Iowa School for the Deaf	<input type="checkbox"/>	2.5%	1
NOT LISTED (List name in comment box below)		0.0%	0
If your agency is not shown in the drop down menu, please list it here:			0
<b>answered question</b>			<b>40</b>
<b>skipped question</b>			<b>0</b>


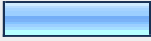
2. Name of Person Completing Survey		Response Count
		40
<b>answered question</b>		<b>40</b>
<b>skipped question</b>		<b>0</b>

3. Position within the Agency		
		Response Count
		40
<i>answered question</i>		40
<i>skipped question</i>		0



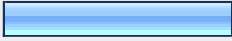
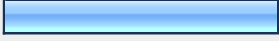
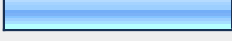
4. Are you a Green Government Coordinator for your Agency?			
		Response Percent	Response Count
Yes		82.5%	33
No		17.5%	7
<i>answered question</i>			40
<i>skipped question</i>			0



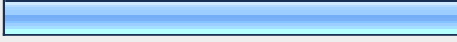
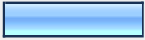
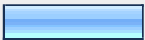
5. Does your agency have responsibility for managing any buildings or facilities which are lighted, heated, or cooled? (If you are housed solely in a building or buildings operated by another state agency, such as the Department of Administrative Services, or in leased space, the answer will be no.)			
		Response Percent	Response Count
Yes		52.5%	21
No		47.5%	19
<i>answered question</i>			40
<i>skipped question</i>			0


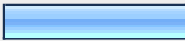

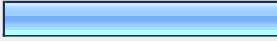
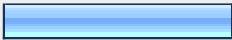

**6. Does your agency manage buildings containing areas other than office space and classrooms? Specialized use areas may include such things as laboratories or residential facilities.**

		Response Percent	Response Count
Yes		84.2%	16
No		15.8%	3
Description of Specialized Use Facilities (indicate what percentage of the total square footage of your buildings is in specialized uses)			18
<i>answered question</i>			<b>19</b>
<i>skipped question</i>			<b>21</b>


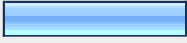

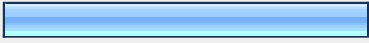
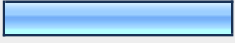

**7. Pursuing sustainable design or green building standards when building a new building.**

		Response Percent	Response Count
Not considering		0.0%	0
Considering, no decision yet		10.0%	2
Considered, will not adopt		0.0%	0
Will adopt, not yet implemented		10.0%	2
Partially implemented		25.0%	5
<b>Fully implemented</b>		<b>30.0%</b>	<b>6</b>
Not applicable		25.0%	5
Don't know or not sure		0.0%	0
Further Explanation (including description of any pilot project or any barriers to adoption)			12
<i>answered question</i>			<b>20</b>
<i>skipped question</i>			<b>20</b>







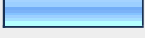
8. Pursuing sustainable design or green building standards when renovating or remodeling an existing building.			Response Percent	Response Count
Not considering			0.0%	0
Considering, no decision yet			15.0%	3
Considered, will not adopt			0.0%	0
Will adopt, not yet implemented			5.0%	1
<b>Partially implemented</b>			<b>50.0%</b>	<b>10</b>
Fully implemented			15.0%	3
Not applicable			15.0%	3
Don't know or not sure			0.0%	0
Further Explanation (including description of any pilot project or any barriers to adoption)				9
<b>answered question</b>				<b>20</b>
<b>skipped question</b>				<b>20</b>

9. Setting thermostats to no less than 78 degrees in warm weather.			Response Percent	Response Count
Not considering			10.0%	2
Considering, no decision yet			20.0%	4
Considered, will not adopt			0.0%	0
Will adopt, not yet implemented			10.0%	2
<b>Partially implemented</b>			<b>30.0%</b>	<b>6</b>
Fully implemented			25.0%	5
Not applicable			0.0%	0
Don't know or not sure			5.0%	1
Further Explanation (including description of any pilot project or barriers to adoption)				11
<b>answered question</b>				<b>20</b>
<b>skipped question</b>				<b>20</b>






**10. Setting thermostats to no more than 68 degrees in cold weather.**

		Response Percent	Response Count
Not considering		5.0%	1
Considering, no decision yet		20.0%	4
Considered, will not adopt		0.0%	0
Will adopt, not yet implemented		5.0%	1
<b>Partially implemented</b>		<b>40.0%</b>	<b>8</b>
Fully implemented		25.0%	5
Not applicable		0.0%	0
Don't know or not sure		5.0%	1
Further Explanation (including description of any pilot project or barriers to adoption)			9
			<b>answered question</b>
			<b>20</b>
			<b>skipped question</b>
			<b>20</b>





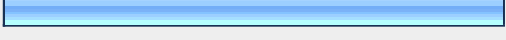
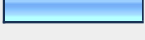

**11. Idling air handling equipment when a building is not occupied.**

		Response Percent	Response Count
Not considering		5.0%	1
Considering, no decision yet		5.0%	1
Considered, will not adopt		0.0%	0
Will adopt, not yet implemented		5.0%	1
Partially implemented		25.0%	5
<b>Fully implemented</b>		<b>35.0%</b>	<b>7</b>
Not applicable		10.0%	2
Don't know or not sure		15.0%	3
Further Explanation (including description of any pilot project or barriers to adoption)			7
<b>answered question</b>			<b>20</b>
<b>skipped question</b>			<b>20</b>


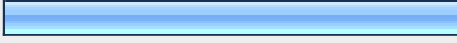
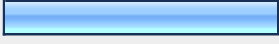


**12. Using automated building controls for heating, ventilation, and air conditioning systems.**

		Response Percent	Response Count
Not considering		0.0%	0
Considering, no decision yet		5.0%	1
Considered, will not adopt		0.0%	0
Will adopt, not yet implemented		0.0%	0
<b>Partially implemented</b>		<b>40.0%</b>	<b>8</b>
<b>Fully implemented</b>		<b>40.0%</b>	<b>8</b>
Not applicable		10.0%	2
Don't know or not sure		5.0%	1
Further Explanation (including description of any pilot project or barriers to adoption)			8
<b>answered question</b>			<b>20</b>
<b>skipped question</b>			<b>20</b>

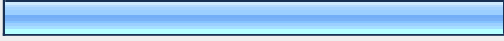
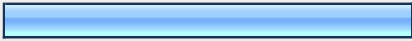
**13. Using automated building controls for lighting.**







		Response Percent	Response Count
Not considering		10.0%	2
Considering, no decision yet		5.0%	1
Considered, will not adopt		5.0%	1
Will adopt, not yet implemented		5.0%	1
<b>Partially implemented</b>		<b>55.0%</b>	<b>11</b>
Fully implemented		15.0%	3
Not applicable		5.0%	1
Don't know or not sure		0.0%	0
Further Explanation (including description of any pilot project or barriers to adoption)			11
			<b>answered question</b>
			<b>20</b>
			<b>skipped question</b>
			<b>20</b>







**14. Using automated building controls for temperature.**

		Response Percent	Response Count
Not considering		5.0%	1
Considering, no decision yet		0.0%	0
Considered, will not adopt		0.0%	0
Will adopt, not yet implemented		0.0%	0
<b>Partially implemented</b>		<b>50.0%</b>	<b>10</b>
Fully implemented		30.0%	6
Not applicable		10.0%	2
Don't know or not sure		5.0%	1
Further Explanation (including description of any pilot project or barriers to adoption)			7
			<b>answered question</b>
			<b>20</b>
			<b>skipped question</b>
			<b>20</b>

**15. Using energy efficient new and replacement lighting.**

		Response Percent	Response Count
Not considering		0.0%	0
Considering, no decision yet		0.0%	0
Considered, will not adopt		0.0%	0
Will adopt, not yet implemented		0.0%	0
<b>Partially implemented</b>		<b>55.0%</b>	<b>11</b>
Fully implemented		45.0%	9
Not applicable		0.0%	0
Don't know or not sure		0.0%	0
Further Explanation (including description of any pilot project or barriers to adoption). Also describe the type or types of energy efficient lighting being used.			8
			<b>answered question</b>
			<b>20</b>
			<b>skipped question</b>
			<b>20</b>

16. Using occupancy sensors to control lighting use.				
			Response Percent	Response Count
Not considering			10.0%	2
Considering, no decision yet			10.0%	2
Considered, will not adopt			0.0%	0
Will adopt, not yet implemented			10.0%	2
<b>Partially implemented</b>			<b>55.0%</b>	<b>11</b>
Fully implemented			5.0%	1
Not applicable			10.0%	2
Don't know or not sure			0.0%	0
Further Explanation (including description of any pilot project or barriers to adoption)				9
				<b>answered question</b>
				<b>20</b>
				<b>skipped question</b>
				<b>20</b>

17. Using CO2 controls for air exchanges.				
			Response Percent	Response Count
Not considering			0.0%	0
Considering, no decision yet			10.5%	2
Considered, will not adopt			0.0%	0
Will adopt, not yet implemented			5.3%	1
<b>Partially implemented</b>			<b>26.3%</b>	<b>5</b>
Fully implemented			10.5%	2
<b>Not applicable</b>			<b>26.3%</b>	<b>5</b>
Don't know or not sure			21.1%	4
Further Explanation (including description of any pilot project or any barriers to adoption)				5
				<b>answered question</b>
				<b>19</b>
				<b>skipped question</b>
				<b>21</b>

**18. Using economizer strategies to control outside air dampers.**


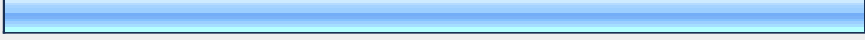
		Response Percent	Response Count
Not considering		5.0%	1
Considering, no decision yet		0.0%	0
Considered, will not adopt		0.0%	0
Will adopt, not yet implemented		0.0%	0
Partially implemented		25.0%	5
<b>Fully implemented</b>		<b>45.0%</b>	<b>9</b>
Not applicable		15.0%	3
Don't know or not sure		10.0%	2
Further Explanation (including description of any pilot project or barriers to adoption)			6
			<b>answered question</b>
			<b>20</b>
			<b>skipped question</b>
			<b>20</b>



**19. Using variable frequency drives for fans and pumps.**


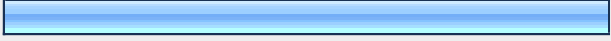
		Response Percent	Response Count
Not considering		0.0%	0
Considering, no decision yet		5.0%	1
Considered, will not adopt		0.0%	0
Will adopt, not yet implemented		0.0%	0
<b>Partially implemented</b>		<b>50.0%</b>	<b>10</b>
Fully implemented		20.0%	4
Not applicable		15.0%	3
Don't know or not sure		10.0%	2
Further Explanation (including description of any pilot project or barriers to adoption)			8
<b>answered question</b>			<b>20</b>
<b>skipped question</b>			<b>20</b>



**20. Incorporating heat recovery into heating, ventilation, and air conditioning (HVAC) systems.**


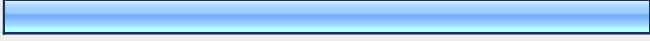
		Response Percent	Response Count
Not considering		10.0%	2
Considering, no decision yet		5.0%	1
Considered, will not adopt		0.0%	0
Will adopt, not yet implemented		10.0%	2
<b>Partially implemented</b>		<b>40.0%</b>	<b>8</b>
Fully implemented		10.0%	2
Not applicable		15.0%	3
Don't know or not sure		10.0%	2
Further Explanation (including description of any pilot project or barriers to adoption)			7
<b>answered question</b>			<b>20</b>
<b>skipped question</b>			<b>20</b>

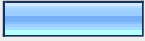

21. Solar power			Response Percent	Response Count
Yes			4.8%	1
No			95.2%	20
If yes, please describe and estimate how much of your building energy comes from solar power.				5
<b>answered question</b>				<b>21</b>
<b>skipped question</b>				<b>19</b>


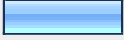


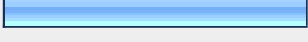
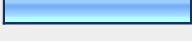

22. Wind power			Response Percent	Response Count
Yes			9.5%	2
No			90.5%	19
If yes, please describe and estimate how much of your building energy comes from wind power.				8
<b>answered question</b>				<b>21</b>
<b>skipped question</b>				<b>19</b>




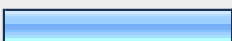
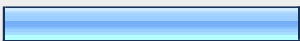


23. Geothermal			Response Percent	Response Count
Yes			33.3%	7
No			66.7%	14
If yes, please describe and estimate how much of your building energy comes from geo-thermal.				9
<b>answered question</b>				<b>21</b>
<b>skipped question</b>				<b>19</b>

24. Biomass			Response Percent	Response Count
Yes			4.8%	1
No			95.2%	20
If yes, please describe and estimate how much of your building energy comes from biomass.				3
<i>answered question</i>				21
<i>skipped question</i>				19








25. Biofuels			Response Percent	Response Count
Yes			28.6%	6
No			71.4%	15
If yes, please describe and estimate how much of your building energy comes from biofuels.				8
<i>answered question</i>				21
<i>skipped question</i>				19

26. Other alternative energy sources (specify type in comment field)			Response Percent	Response Count
Yes			15.0%	3
No			85.0%	17
If yes, please specify the types of alternative energy and estimate how much of your building energy comes from each of these.				4
<i>answered question</i>				20
<i>skipped question</i>				20





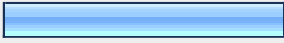
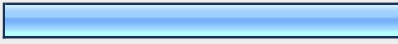


27. Requiring computers to be turned off at night and on weekends?				
			Response Percent	Response Count
Not considering			15.4%	6
Considering, no decision yet			12.8%	5
Considered, will not adopt			7.7%	3
Will adopt, not yet implemented			7.7%	3
<b>Partially implemented</b>			<b>33.3%</b>	<b>13</b>
Fully implemented			20.5%	8
Not applicable			0.0%	0
Don't know or not sure			2.6%	1
Further Explanation (including description of any pilot project or barriers to adoption)				22
<b>answered question</b>				<b>39</b>
<b>skipped question</b>				<b>1</b>

28. Encouraging the purchase of Energy Star or energy efficient equipment when available?				
			Response Percent	Response Count
Not considering			5.0%	2
Considering, no decision yet			7.5%	3
Considered, will not adopt			0.0%	0
Will adopt, not yet implemented			7.5%	3
Partially implemented			25.0%	10
<b>Fully implemented</b>			<b>32.5%</b>	<b>13</b>
Not applicable			7.5%	3
Don't know or not sure			15.0%	6
Further Explanation (including description of any pilot project or barriers to adoption)				12
<b>answered question</b>				<b>40</b>
<b>skipped question</b>				<b>0</b>








**29. Requiring use of any energy saving features or options which are present on office equipment?**

		Response Percent	Response Count
Not considering		7.5%	3
Considering, no decision yet		10.0%	4
Considered, will not adopt		0.0%	0
Will adopt, not yet implemented		2.5%	1
<b>Partially implemented</b>		<b>47.5%</b>	<b>19</b>
Fully implemented		20.0%	8
Not applicable		2.5%	1
Don't know or not sure		10.0%	4
Further Explanation (including description of any pilot project or barriers to adoption)			14
<b>answered question</b>			<b>40</b>
<b>skipped question</b>			<b>0</b>


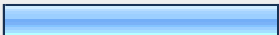
**30. Requiring that task lights be turned off in the evenings and on weekends?**

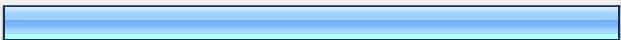

		Response Percent	Response Count
Not considering		5.1%	2
Considering, no decision yet		5.1%	2
Considered, will not adopt		2.6%	1
Will adopt, not yet implemented		5.1%	2
Partially implemented		30.8%	12
<b>Fully implemented</b>		<b>43.6%</b>	<b>17</b>
Not applicable		5.1%	2
Don't know or not sure		2.6%	1
Further Explanation (including description of any pilot project or barriers to adoption)			12
			<b>answered question</b>
			<b>39</b>
			<b>skipped question</b>
			<b>1</b>


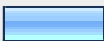
**31. Limiting or controlling the use of personal appliances, such as refrigerators, fans, heaters, hot plates, grills, or microwaves, by employees in their personal office areas.**

		Response Percent	Response Count
Not considering		15.4%	6
Considering, no decision yet		12.8%	5
Considered, will not adopt		0.0%	0
Will adopt, not yet implemented		2.6%	1
<b>Partially implemented</b>		<b>38.5%</b>	<b>15</b>
Fully implemented		20.5%	8
Not applicable		5.1%	2
Don't know or not sure		5.1%	2
Further Explanation (including description of any pilot project or barriers to adoption)			11
<i>answered question</i>			<b>39</b>
<i>skipped question</i>			<b>1</b>

**32. Does your agency purchase vehicles? (If vehicles are purchased specifically for the use of your agency by another agency, such as the Department of Administrative Services, please answer "yes.")**

		Response Percent	Response Count
Yes		70.0%	28
No		30.0%	12
<i>answered question</i>			<b>40</b>
<i>skipped question</i>			<b>0</b>

33. Does your agency have any policies in place that support the purchase of flexfuel and/or other more fuel efficient vehicles?			Response Percent	Response Count
Yes			67.9%	19
No			32.1%	9
If yes, briefly describe the key aspects of the policy; if no, describe the barriers to adoption of such a policy.				21
<i>answered question</i>				<b>28</b>
<i>skipped question</i>				<b>12</b>

34. Has you agency made an effort to purchase flex fuel vehicles and/or other fuel efficient vehicles (higher mileage, hybrid, etc)?			Response Percent	Response Count
Yes, we have made an effort to purchase such vehicles.			89.3%	25
No, we have not made an effort to purchase such vehicles.			10.7%	3
<i>answered question</i>				<b>28</b>
<i>skipped question</i>				<b>12</b>

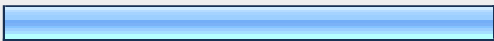

35. How many of each of these types of vehicles does your agency have?				
		Response Average	Response Total	Response Count
Flex Fuel		65.36	1,438	22
Hybrid		4.21	80	19
<i>answered question</i>				<b>22</b>
<i>skipped question</i>				<b>18</b>

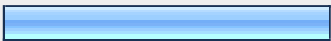

36. What are the primary uses of your flex fuel and hybrid vehicles?		Response Count
		24
	<i>answered question</i>	24
	<i>skipped question</i>	16

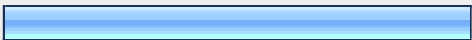
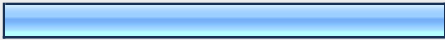
37. Briefly describe the process used to purchase flex fuel and hybrid vehicles.		Response Count
		24
	<i>answered question</i>	24
	<i>skipped question</i>	16

38. What barriers, if any, are faced by your agency in purchasing flexfuel and /or more fuel efficient vehicles?		Response Count
		23
	<i>answered question</i>	23
	<i>skipped question</i>	17

39. What suggestions, if any, would you offer regarding the purchase of flexfuel and/or more fuel efficient vehicles? (i.e, ideas to remove any identified barriers, code modifications, partnerships, etc.)		Response Count
		19
	<i>answered question</i>	19
	<i>skipped question</i>	21

40. Does your agency have any policies in place that support the purchase of biofuels for agency use?			Response Percent	Response Count
Yes			53.8%	21
No			46.2%	18
If yes, briefly describe the key aspects of the policy; if no, describe the barriers to adoption of such a policy.				27
<i>answered question</i>				<b>39</b>
<i>skipped question</i>				<b>1</b>

41. Are there additional practices (outside of policy) in place within your agency that encourage the use of biofuels by your agency?			Response Percent	Response Count
Yes			35.9%	14
No			64.1%	25
If yes, briefly describe the key aspects of these practices.				14
<i>answered question</i>				<b>39</b>
<i>skipped question</i>				<b>1</b>

42. Does your agency have a policy or any practices in place that support the purchase of biofuels by individual employees in the course of conducting state business?			Response Percent	Response Count
Yes			51.3%	20
No			48.7%	19
If yes, please describe the key aspects of the policy or practices; if no, describe the barriers to adoption of such a policy or practices.				24
<i>answered question</i>				<b>39</b>
<i>skipped question</i>				<b>1</b>

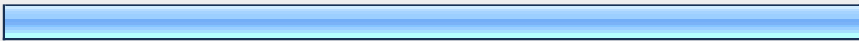
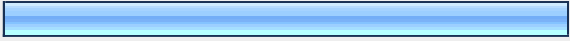
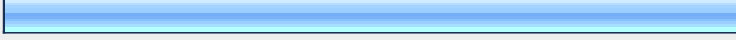
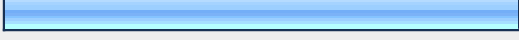
43. What barriers, if any, are faced by your agency in purchasing biofuels for agency use?		
		Response Count
		27
	<i>answered question</i>	27
	<i>skipped question</i>	13

44. What barriers, if any, are faced in the purchase of biofuels by employees?		
		Response Count
		23
	<i>answered question</i>	23
	<i>skipped question</i>	17

45. What suggestions, if any, would offer in regards to increasing the use of biofuels? (i.e, ideas to remove any identified barriers, code modifications, locations, etc.).		
		Response Count
		19
	<i>answered question</i>	19
	<i>skipped question</i>	21

46. Does your agency have any policies in place that support a reduction of vehicle miles traveled in the course of conducting state business?			
		Response Percent	Response Count
Yes		55.3%	21
No		44.7%	17
If yes, briefly describe the key aspects of the policies; if no, describe the barriers to adoption of such policies.			27
	<i>answered question</i>		38
	<i>skipped question</i>		2

47. Which of the following practices are in place within your agency that would support a reduction in vehicle miles traveled in the course of conducting state business? (Check all that apply.)




		Response Percent	Response Count
Conference calling		94.6%	35
Video conferencing		62.2%	23
Car pooling		81.1%	30
On-line/Computer conferencing		56.8%	21
Other (please specify)			10
		<b>answered question</b>	<b>37</b>
		<b>skipped question</b>	<b>3</b>


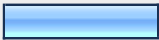

48. What barriers are faced by your agency in adopting policies or enacting practices that support a reduction of vehicle miles traveled in the course of conducting state business?

		Response Count
		32
		<b>answered question</b>
		<b>32</b>
		<b>skipped question</b>
		<b>8</b>

49. Given your agency's function and experiences, what suggestions would you have in regards to reducing vehicle miles traveled? (i.e, ideas to remove any identified barriers, code modifications, partnerships, etc.).

		Response Count
		22
		<b>answered question</b>
		<b>22</b>
		<b>skipped question</b>
		<b>18</b>

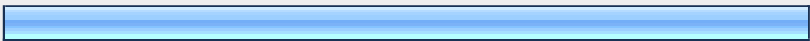


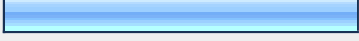
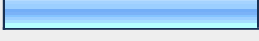
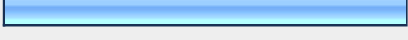


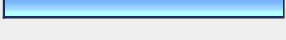
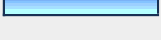
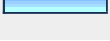
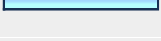


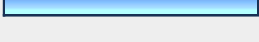
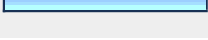

50. Does your agency purchase materials through the Department of Administrative Services?			Response Percent	Response Count
Yes			71.8%	28
No			25.6%	10
Don't Know			2.6%	1
If yes, estimate what percentage of your purchasing is handled through the Department of Administrative Services				24
<i>answered question</i>				<b>39</b>
<i>skipped question</i>				<b>1</b>

51. Does your agency work with the Department of Administrative Services/General Services Enterprise on your procurement contracts to purchase eco-friendly products?			Response Percent	Response Count
Yes (may include use of existing DAS contracts)			73.3%	22
No			16.7%	5
Don't Know			10.0%	3
<i>answered question</i>				<b>30</b>
<i>skipped question</i>				<b>10</b>

**52. Does your agency seek assistance from the Department of Natural Resources to purchase any of the following eco-friendly products and do you purchase these products when available? (Check all that apply.)**

	<b>Seek assistance from the Department of Natural Resources to obtain</b>	<b>Purchase when available</b>	<b>Do not purchase</b>	<b>Response Count</b>
a. Cleaning supplies	2.9% (1)	<b>50.0% (17)</b>	<b>50.0% (17)</b>	34
b. Chemicals	3.0% (1)	42.4% (14)	<b>57.6% (19)</b>	33
c. Recycled paper	2.9% (1)	<b>82.4% (28)</b>	17.6% (6)	34
c1. Printer/copier paper	2.9% (1)	<b>85.3% (29)</b>	14.7% (5)	34
c2. Toilet paper	2.9% (1)	47.1% (16)	<b>52.9% (18)</b>	34
c3. Napkins	0.0% (0)	47.1% (16)	<b>52.9% (18)</b>	34
c4. Cups	0.0% (0)	48.5% (16)	<b>51.5% (17)</b>	33
c5. Paper towels	2.9% (1)	<b>52.9% (18)</b>	47.1% (16)	34
d. Electronics	0.0% (0)	<b>72.7% (24)</b>	27.3% (9)	33
Please describe any barriers to the purchase of eco-friendly products in the areas described.				13
<b>answered question</b>				<b>34</b>
<b>skipped question</b>				<b>6</b>

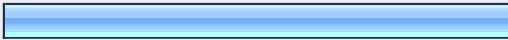
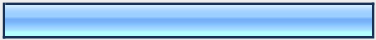

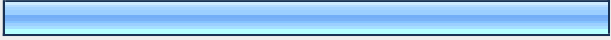
53. What products do you purchase that contain recycled content? (Check all that apply.)

		Response Percent	Response Count
1. Paper		88.9%	32
1a. Printer/copier paper		97.2%	35
1b. Toilet paper		44.4%	16
1c. Napkins		38.9%	14
1d. Cups		27.8%	10
1e. Paper towels		44.4%	16
2. Building products		27.8%	10
2a. Paint		13.9%	5
2b. Carpet		30.6%	11
2c. Wood		16.7%	6
2d. Ceiling tiles		11.1%	4
2e. Counter tops		16.7%	6
2f. Concrete		13.9%	5
2g. Other (please specify below)		2.8%	1
3. Furniture		27.8%	10
4. Toner		22.2%	8
5. Other (please specify below)		5.6%	2
		Other (please specify)	7
		<b>answered question</b>	<b>36</b>
		<b>skipped question</b>	<b>4</b>




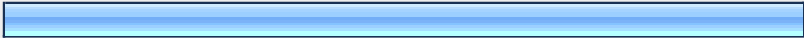
**54. If your agency purchases paper with recycled content, about what percentage of the paper purchased has recycled content?**

		Response Average	Response Total	Response Count
% of paper with recycled content (Leave blank if you don't know.)		81.96	2,049	25
			<i>answered question</i>	<b>25</b>
			<i>skipped question</i>	<b>15</b>

**55. What barriers do you have in purchasing materials with recycled content? (Check all that apply.)**

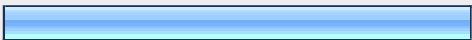

		Response Percent	Response Count	
Cost		55.6%	15	
Capturing information on recycled content		40.7%	11	
Can't find or products with recycled content are not offered		40.7%	11	
Quality		66.7%	18	
		Other (please specify)	10	
			<i>answered question</i>	<b>27</b>
			<i>skipped question</i>	<b>13</b>

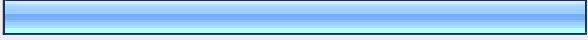

**56. Indicate whether your agency purchases each of the following products that come from sustainable or renewable materials and processes? (Renewable materials are substances derived from a living plant, animal, or ecosystem which has the ability to regenerate itself. A renewable material can be used again and again.) (CHECK ALL THAT APPLY)**

		Response Percent	Response Count
FSC wood products (wood products certified as "green" by the Forest Stewardship Council)		23.5%	4
Bamboo		17.6%	3
Corn-based plastics		47.1%	8
<b>Cleaners</b>		<b>88.2%</b>	<b>15</b>
Other bio-based products (please specify)			8
<i>answered question</i>			<b>17</b>
<i>skipped question</i>			<b>23</b>

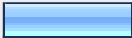

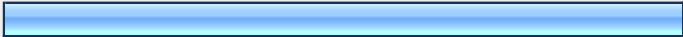

**57. Does your agency consider each of the following when purchasing products?**

	Yes	No	When Practical	Response Count
Usable life of the product?	<b>78.4% (29)</b>	0.0% (0)	21.6% (8)	37
Durability of the product?	<b>81.1% (30)</b>	0.0% (0)	18.9% (7)	37
Reusability or refillability of the product?	<b>60.0% (21)</b>	0.0% (0)	40.0% (14)	35
Further explanation				4
<i>answered question</i>				<b>37</b>
<i>skipped question</i>				<b>3</b>

58. Do you purchase products based on the length of warranties?				
			Response Percent	Response Count
Yes			51.4%	19
No			48.6%	18
			Further Explanation	16
			<b>answered question</b>	<b>37</b>
			<b>skipped question</b>	<b>3</b>

59. Does your agency purchase bottled beverages in the course of your agency operations, such as meetings or workshops?				
			Response Percent	Response Count
Yes			64.1%	25
No			35.9%	14
			Further Explanation	13
			<b>answered question</b>	<b>39</b>
			<b>skipped question</b>	<b>1</b>

60. Have you asked vendors to give you bids for goods grown, manufactured, or produced in Iowa?				
			Response Percent	Response Count
Yes			38.5%	15
No			43.6%	17
Don't Know			17.9%	7
			Further explanation	10
			<b>answered question</b>	<b>39</b>
			<b>skipped question</b>	<b>1</b>


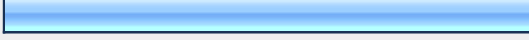
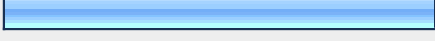
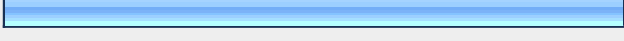
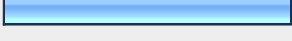
61. What is your definition of "locally produced" goods and services?			Response Percent	Response Count
Up to 100 mile radius			13.9%	5
Up to 500 mile radius			2.8%	1
<b>Within Iowa</b>			<b>75.0%</b>	<b>27</b>
Iowa and adjoining states			8.3%	3
Within the U.S.			0.0%	0
		Other (please specify)		5
		<b>answered question</b>		<b>36</b>
		<b>skipped question</b>		<b>4</b>

62. What barriers are there to your agency purchasing locally produced goods and services? (CHECK ALL THAT APPLY)			Response Percent	Response Count
Cost			61.5%	16
Staff time			46.2%	12
<b>Lack of availability of products</b>			<b>92.3%</b>	<b>24</b>
		Other (please specify)		9
		<b>answered question</b>		<b>26</b>
		<b>skipped question</b>		<b>14</b>


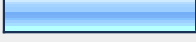
63. Does your agency purchase and utilize salvaged, refurbished, or remanufactured products in each of the following categories?						
	Yes	Sometimes	No	Don't Know	Response Count	
Toner	<b>30.8% (12)</b>	25.6% (10)	<b>30.8% (12)</b>	12.8% (5)	39	
Cartridges	<b>31.6% (12)</b>	23.7% (9)	<b>31.6% (12)</b>	13.2% (5)	38	
Shelving	23.5% (8)	<b>35.3% (12)</b>	32.4% (11)	8.8% (3)	34	
Scientific Equipment	3.3% (1)	13.3% (4)	<b>63.3% (19)</b>	20.0% (6)	30	
Farm/Grounds Equipment	20.0% (6)	20.0% (6)	<b>46.7% (14)</b>	13.3% (4)	30	
Other (please specify below)	33.3% (6)	11.1% (2)	<b>38.9% (7)</b>	16.7% (3)	18	
Specify any other salvaged, refurbished, or remanufactured products purchased or utilized by your agency here.					15	
					<b>answered question</b>	<b>39</b>
					<b>skipped question</b>	<b>1</b>

64. What does your agency do with obsolete or discontinued electronic equipment?						
	Computers	Computer Monitors	Copy Machines	Cell Phones	Response Count	
Take back programs (Supplier or manufacturer will take it back at end of its useful life)	28.0% (7)	24.0% (6)	<b>72.0% (18)</b>	44.0% (11)	25	
Send to surplus property	<b>100.0% (32)</b>	96.9% (31)	53.1% (17)	37.5% (12)	32	
Sell	<b>100.0% (7)</b>	57.1% (4)	57.1% (4)	0.0% (0)	7	
Demanufacture (Separate equipment into component parts and materials and recycle)	<b>90.9% (10)</b>	63.6% (7)	36.4% (4)	45.5% (5)	11	
Remanufacture (Replace components with current updated versions and redeploy)	<b>100.0% (4)</b>	25.0% (1)	0.0% (0)	25.0% (1)	4	
Send to landfill	0.0% (0)	0.0% (0)	<b>100.0% (1)</b>	<b>100.0% (1)</b>	1	
Other (specify below)	33.3% (3)	22.2% (2)	33.3% (3)	<b>66.7% (6)</b>	9	
Other disposal options (please specify)					16	
					<b>answered question</b>	<b>38</b>


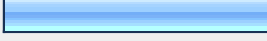
**65. Indicate any of the following which your agency demanufactures; that is, removes materials and reinstalls elsewhere? (CHECK ALL THAT APPLY)**

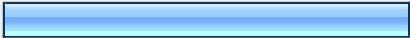
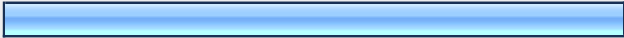

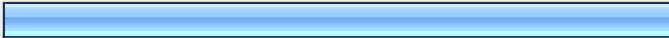
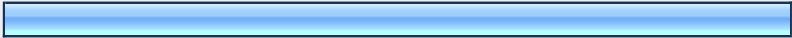
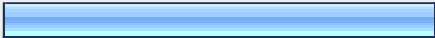

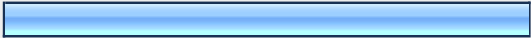
		Response Percent	Response Count
Guard rails		31.6%	6
Furniture		57.9%	11
Street signs		47.4%	9
<b>Computers</b>		<b>68.4%</b>	<b>13</b>
Linens		31.6%	6
Other (please specify)			8
		<b>answered question</b>	<b>19</b>
		<b>skipped question</b>	<b>21</b>

**66. Does your agency have an established recycling program?**

		Response Percent	Response Count
Yes		78.9%	30
No		21.1%	8
If yes, is this the Department of Administrative Services program or another (if another, indicate who operates it)?			29
		<b>answered question</b>	<b>38</b>
		<b>skipped question</b>	<b>2</b>

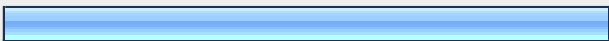
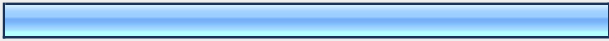
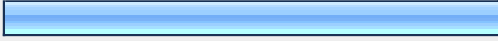
**67. Does your agency purchase items that come in recycled packages?**

		Response Percent	Response Count
Yes		71.1%	27
No		28.9%	11
		<b>answered question</b>	<b>38</b>
		<b>skipped question</b>	<b>2</b>

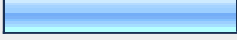

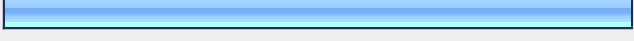
68. What materials are collected in your recycling program? (Check all that apply.)				
			Response Percent	Response Count
Glass bottles		44.7%	17	
Plastic bottles		68.4%	26	
Cardboard		73.7%	28	
Copier or Printer Toner		73.7%	28	
<b>Ink Jet or Printer cartridges</b>		<b>86.8%</b>	<b>33</b>	
Cell phones		47.4%	18	
<b>Paper products</b>		<b>86.8%</b>	<b>33</b>	
Aluminum		57.9%	22	
Other (please specify)			10	
			<b>answered question</b>	<b>38</b>
			<b>skipped question</b>	<b>2</b>


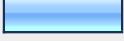
69. Do you have...				
	Yes	No	Response Count	
under desk recycling containers for office paper?	<b>97.4% (38)</b>	2.6% (1)	39	
centrally located recycling containers for other recyclables?	<b>81.1% (30)</b>	18.9% (7)	37	
			<b>answered question</b>	<b>39</b>
			<b>skipped question</b>	<b>1</b>

70. Do you have a policy and the capacity to use digital content management for each of the following?				
	Yes	No	Don't Know	Response Count
Document imaging?	<b>54.1% (20)</b>	29.7% (11)	16.2% (6)	37
Automated indexing?	32.4% (12)	32.4% (12)	<b>35.1% (13)</b>	37
Filing?	30.6% (11)	<b>38.9% (14)</b>	30.6% (11)	36
Document life cycle management?	<b>35.1% (13)</b>	<b>35.1% (13)</b>	29.7% (11)	37
Digital archiving?	<b>47.2% (17)</b>	33.3% (12)	19.4% (7)	36
Use of Internet/Intranet for posting information and group collaboration, security and authentication?	<b>58.3% (21)</b>	19.4% (7)	22.2% (8)	36
Further Explanation				13
<b>answered question</b>				<b>38</b>
<b>skipped question</b>				<b>2</b>

71. What are the barriers your agency faces to digital content management? (Check all that apply.)				
		Response Percent	Response Count	
Cost		66.7%	22	
Staff capability		66.7%	22	
Staff time		54.5%	18	
Other (please specify)			9	
<b>answered question</b>			<b>33</b>	
<b>skipped question</b>			<b>7</b>	

72. Have you taken steps to minimize excess stock of materials or goods?				
			Response Percent	Response Count
Yes		94.7%	36	
No		5.3%	2	
Further Explanation			21	
<b>answered question</b>			<b>38</b>	
<b>skipped question</b>			<b>2</b>	




73. Do you make an effort to replace disposable materials and products with reusable products and materials?				
			Response Percent	Response Count
Yes		25.6%	10	
No		5.1%	2	
When Practical		69.2%	27	
<b>answered question</b>			<b>39</b>	
<b>skipped question</b>			<b>1</b>	

74. Do you have a vending machine area accessible to your employees?				
			Response Percent	Response Count
Yes		87.2%	34	
No		12.8%	5	
<b>answered question</b>			<b>39</b>	
<b>skipped question</b>			<b>1</b>	




**75. If you do have a vending machine area accessible to employees, do you have a recycling program established for those containers?**



	Yes	No	Response Count
Plastic	90.9% (30)	9.1% (3)	33
Glass	60.7% (17)	39.3% (11)	28
Aluminum	87.9% (29)	12.1% (4)	33
		Further Explanation	9
	<b>answered question</b>		<b>34</b>
	<b>skipped question</b>		<b>6</b>

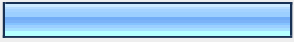

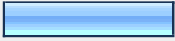
**76. Are your copiers equipped to print on both sides of the paper?**



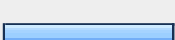
		Response Percent	Response Count
Yes		66.7%	26
Some		30.8%	12
No		2.6%	1
	<b>answered question</b>		<b>39</b>
	<b>skipped question</b>		<b>1</b>

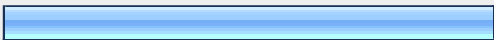

**77. Is the command for duplex copying left to the individual user to set?**

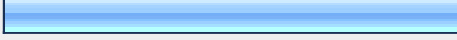

		Response Percent	Response Count
Yes, individual choice		94.9%	37
No, duplex by default/agency policy		2.6%	1
Not applicable; copiers not able to duplex		2.6%	1
	<b>answered question</b>		<b>39</b>
	<b>skipped question</b>		<b>1</b>

78. If you are not using duplexing as the default on copiers which are capable of it, why not? (CHECK ALL THAT APPLY)			Response Percent	Response Count
Paper does not duplex well			57.1%	4
Copiers not able to duplex			57.1%	4
Other (please specify)				26
			<b>answered question</b>	<b>7</b>
			<b>skipped question</b>	<b>33</b>

79. Are your printers equipped to print on both sides of the paper?			Response Percent	Response Count
Yes			31.6%	12
Some			50.0%	19
No			18.4%	7
			<b>answered question</b>	<b>38</b>
			<b>skipped question</b>	<b>2</b>

80. Is the command for duplex printing from personal computers the default command or left to the individual user?			Response Percent	Response Count
Default			7.9%	3
Individual user choice			73.7%	28
Not applicable; printers not able to duplex			18.4%	7
			<b>answered question</b>	<b>38</b>
			<b>skipped question</b>	<b>2</b>

81. If you are not using duplexing as the default on printers which are capable of it, why not? (CHECK ALL THAT APPLY)			Response Percent	Response Count
Paper does not duplex well			53.8%	7
Printers not capable of duplexing			69.2%	9
Other (please specify)				20
			<b>answered question</b>	<b>13</b>
			<b>skipped question</b>	<b>27</b>


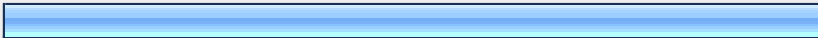
82. Do you have a program or system in place to discourage waste in general?			Response Percent	Response Count
Yes			50.0%	19
No			50.0%	19
If yes, please describe your program.				17
			<b>answered question</b>	<b>38</b>
			<b>skipped question</b>	<b>2</b>


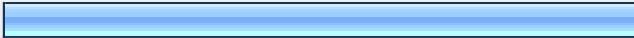
83. What changes in processes, procedures, laws, rules, and regulations would help your agency become more "green?"		Response Count
		22
		<b>answered question</b>
		<b>22</b>
		<b>skipped question</b>
		<b>18</b>



84. Do these ISO standards apply to your agency's operation?			Response Percent	Response Count
Yes			10.3%	4
No			43.6%	17
Don't Know			46.2%	18
			<i>answered question</i>	39
			<i>skipped question</i>	1

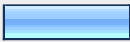
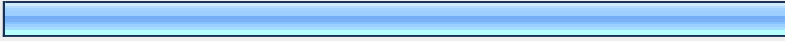
85. Do you purchase goods from ISO 14001 certified manufacturers?			Response Percent	Response Count
Yes			9.1%	2
No			4.5%	1
Don't Know			86.4%	19
			If no, please explain why not.	5
			<i>answered question</i>	22
			<i>skipped question</i>	18


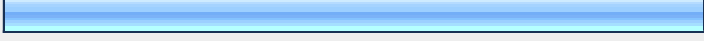
86. Does your agency do any manufacturing?			Response Percent	Response Count
Yes			18.2%	4
No			81.8%	18
			If yes, what do you manufacture?	5
			<i>answered question</i>	22
			<i>skipped question</i>	18


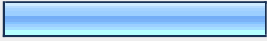

87. Is your agency interested in becoming ISO 14001 certified?			Response Percent	Response Count
Yes			10.0%	2
No			90.0%	18
			<i>answered question</i>	20
			<i>skipped question</i>	20

88. Is your agency pursuing environmental management systems?			Response Percent	Response Count
Yes			30.0%	6
No			70.0%	14
			<i>answered question</i>	20
			<i>skipped question</i>	20

89. Does your agency use eco-labeling?			Response Percent	Response Count
Yes			9.5%	2
No			90.5%	19
			<i>answered question</i>	21
			<i>skipped question</i>	19

90. Does your agency do any de-manufacturing? (De-manufacturing means the process of breaking electronic equipment down into metallic and non-metallic parts that can be recycled and removing and disposing properly of hazardous wastes.)			Response Percent	Response Count
Yes			13.6%	3
No			86.4%	19
			<i>answered question</i>	22
			<i>skipped question</i>	18

91. Do you understand the principles of ISO 14001 certification?			Response Percent	Response Count
Yes			22.7%	5
No			77.3%	17
			<i>answered question</i>	22
			<i>skipped question</i>	18

92. Does your agency want to become ISO 14001 certified?			Response Percent	Response Count
Yes			4.8%	1
No			28.6%	6
Not applicable, already certified			0.0%	0
Need further information			66.7%	14
			<i>answered question</i>	21
			<i>skipped question</i>	19

93. Do you have any additional thoughts or comments you would like to share regarding how Iowa state government might become more "green"?

		Response Count
		20
	<i>answered question</i>	20
	<i>skipped question</i>	20

Gallons of fuel consumed by class in FY 08

Bullet Point 1

	E-85		E-10		Diesel		
	On-Site	Off-Site	On-Site	Off Site	On Site	Off Site	
Compact Sedan	-	-	4,830	1,948	-	-	6,778
MS Sedan	37,721	-	3,931	27,038	-	-	68,690
Hybrid Sedan	-	-	2,488	1,320	-	-	3,808
Minivan	58,126	-	13,279	17,833	-	-	89,237
Carry-All	13,022	-	6,359	21,167	-	-	40,548
Hybrid SUV	-	-	1,357	156	-	-	1,513
Cargo Van	226	-	24,545	2,814	-	-	27,585
1/2 ton PU	3,440	-	8,880	2,283	-	-	14,602
3/4 ton PU	-	-	18,829	905	-	-	19,733
	112,535	-	84,497	75,463	-	-	

Cost of fuel consumed by class in FY 08

Bullet Point 3

	E-85		E-10		Diesel		
	On-Site	Off-Site	On-Site	Off Site	On Site	Off Site	
Compact Sedan	\$ -	\$ -	\$ 12,496	\$ 5,786	\$ -	\$ -	\$ 18,281
MS Sedan	\$ 70,312	\$ -	\$ 9,773	\$ 80,231	\$ -	\$ -	\$ 160,316
Hybrid Sedan	\$ -	\$ -	\$ 6,746	\$ 4,163	\$ -	\$ -	\$ 10,909
Minivan	\$ 114,487	\$ -	\$ 33,512	\$ 54,524	\$ -	\$ -	\$ 202,522
Carry-All	\$ 25,225	\$ -	\$ 16,139	\$ 64,062	\$ -	\$ -	\$ 105,426
Hybrid SUV	\$ -	\$ -	\$ 3,467	\$ 469	\$ -	\$ -	\$ 3,937
Cargo Van	\$ 524	\$ -	\$ 62,895	\$ 10,024	\$ -	\$ -	\$ 73,443
1/2 ton PU	\$ 6,741	\$ -	\$ 22,935	\$ 6,290	\$ -	\$ -	\$ 35,965
3/4 ton PU	\$ -	\$ -	\$ 48,533	\$ 2,838	\$ -	\$ -	\$ 51,371
	\$ 217,289	\$ -	\$ 216,495	\$ 228,386	\$ -	\$ -	

Bullet Point 4

Total miles travelled in FY 08

	Miles
Compact Sedan	164,228
MS Sedan	1,447,173
Hybrid Sedan	160,404
Minivan	1,363,002
Carry-All	418,775
Hybrid SUV	58,475
Cargo Van	220,865
1/2 ton PU	114,682
3/4 ton PU	155,204

4,102,808

Bullet Point 2

Bio-fuel gallons consumed in FY 08	
E-85	112,535
B5	21,607
B2	57,748

Total gallons consumed by class FY08

	On-Site	Off-Site	Total
Pass Cars	26,861.80		13,361.47
Hybrid Sedan	262.40		38.53
Pass Vans	13,298.29		5,197.92
Pickup 9200			
GVW and below	10,523.26		10,523.26
Cargo Vans	7,110.89		7,110.89
<b>Total</b>	<b>58,056.64</b>		<b>18,597.92</b>

76,654.64

## Total gallons of BIO/E85 FY08

BIO	22,822.10
E85	23,016.00

## Total dollars by class FY08

	On-Site	Off-Site	Total
Pass Cars	62,668.52		41,704.47
Hybrid Sedan	793.91		141.13
Pass Vans	32,513.18		16,690.21
Pickup 9200			
GVW and below	26,658.23		26,658.23
Cargo Vans	17,083.52		17,083.52
<b>Total</b>	<b>139,717.36</b>		<b>58,535.81</b>

## Total miles by class FY08

Pass Cars	570,521.00
Hybrid Sedan	14,520.00
Pass Vans	649,152.00
Pickup 9200	
GVW and below	748,891.00
Cargo Vans	105,429.00
<b>Total</b>	<b>2,088,513.00</b>

### Bio-Fuels Task Force

#### Gallons of fuel consumed by class in FY 08

	E-85		E-10		Diesel		
	On-Site	Off-Site	On-Site	Off Site	On Site	Off Site	
Compact Sedan	0.00	0.00	8,338.03	9,309.71	0.00	0.00	17,647.74
MS Sedan	18,849.22	0.00	23,123.36	27,097.47	0.00	0.00	69,070.05
Hybrid Sedan	0.00	0.00	22,369.92	0.00	0.00	0.00	22,369.92
Minivan	7,497.19	0.00	20,664.29	11,193.29	0.00	0.00	39,354.77
9 Pass	662.30	0.00	12,969.50	9,137.84	0.00	0.00	22,769.64
Hybrid SUV	0.00	0.00	2,133.47	488.93	0.00	0.00	2,622.40
Cargo Van	17,799.96	0.00	14,345.62	1,393.36	789.14	39.69	34,367.77
1/4 ton PU	1,394.62	0.00	11,251.13	1,675.28	0.00	0.00	14,321.03
1/2 ton PU	2,579.88	0.00	26,205.01	6,059.84	0.00	0.00	34,844.73
3/4 ton PU	0.00	0.00	30,344.49	10,592.89	1,742.35	777.98	43,457.71
12 Pass	0.00	0.00	4,540.68	3,079.08	0.00	0.00	7,619.76
15 Pass	0.00	0.00	19,446.88	19,500.35	0.00	0.00	38,947.23
	48,783.17	0.00	195,732.38	99,528.04	2,531.49	817.67	

#### Cost of fuel consumed by class in FY 08

	E-85		E-10		Diesel		
	On-Site	Off-Site	On-Site	Off Site	On Site	Off Site	
Compact Sedan	0.00	0.00	21,607.75	27,371.57	0.00	0.00	48,979.32
MS Sedan	39,842.54	0.00	59,437.13	78,096.15	0.00	0.00	177,375.82
Hybrid Sedan	0.00	0.00	406.82	0.00	0.00	0.00	406.82
Minivan	15,987.11	0.00	53,993.16	33,930.69	0.00	0.00	103,910.96
9 Pass	1,412.10	0.00	33,845.69	27,487.55	0.00	0.00	62,745.34

Hybrid SUV	0.00	0.00	5,463.52	1,486.48	0.00	0.00	6,950.00
Cargo Van	3,714.31	0.00	36,920.47	4,242.00	2,360.39	162.60	47,399.77
1/4 ton PU	3,484.91	0.00	29,221.93	5,228.43	0.00	0.00	37,935.27
1/2 ton PU	5,455.14	0.00	67,880.77	17,735.70	0.00	0.00	91,071.61
3/4 ton PU	0.00	0.00	79,833.53	31,150.17	5,240.34	2,738.70	118,962.74
12 Pass	0.00	0.00	11,652.13	8,842.13	0.00	0.00	20,494.26
15 Pass	0.00	0.00	51,263.63	57,499.29	0.00	0.00	108,762.92
	69,896.11	0.00	451,526.53	293,070.16	7,600.73	2,901.30	

Total miles travelled in FY 08

	Miles
Compact Sedan	472,700.00
MS Sedan	1,107,947.00
Hybrid Sedan	7,771.00
Minivan	700,595.00
9 Pass	260,137.00
Hybrid SUV	59,716.00
Cargo Van	148,502.00
1/4 ton PU	188,760.00
1/2 ton PU	361,933.00
3/4 ton PU	468,632.00
12 Pass	85,865.00
15 Pass	517,013.00
	4,379,571.00

Bio-fuels consumed in FY 08

E-85	48,783.17
Bio Diesel	53,417.40