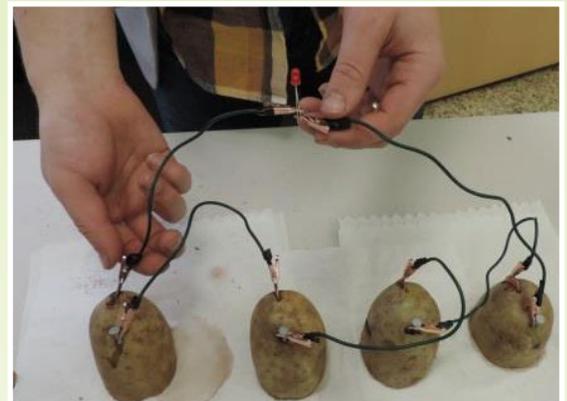
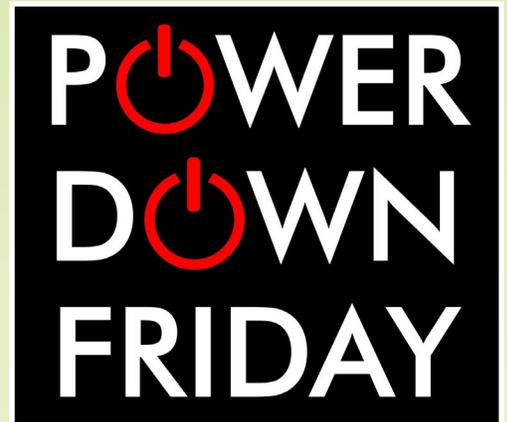


Sustainable Operations Action Plan (SOAP) 2014 Progress Update



Snohomish County
Office of Energy & Sustainability



SOAP Progress

Introduction

Over the past two years since its adoption, Snohomish County has made significant progress in achieving the goals and objectives outlined in the Sustainable Operations Action Plan (SOAP). The SOAP is updated every five years, including a progress assessment of action items completed, re-evaluation of program elements, and creation of new action items if appropriate. Snohomish County is now almost halfway through the first SOAP five year cycle, and the purpose of this report is to provide a brief update on our SOAP progress and to help ensure that we are successfully putting the Plan into action.

This report is organized into three primary sections:

- **SOAP Progress in Numbers:** This section provides a one page snap shot highlighting some of our SOAP progress and projects that can be quantified and expressed as resource savings.
- **SOAP Progress by Goal, Objective, and Strategy:** This section provides short descriptions of the County's most relevant SOAP related progress and projects in the last two years.
- **SOAP Progress Chart:** This section's chart shows progress completion for each Strategy identified in the original SOAP. Progress on each Strategy is represented by green dots, where all green dots means that the Strategy is complete and no green dots means that work on that Strategy has not yet begun.

There are some challenges to measuring SOAP progress namely that some progress activities are difficult to quantify, others may not be quantifiable, and in some instances the County does not yet have a process established to collect and quantify certain types of data. In the coming years, Snohomish County's Office of Energy and Sustainability will be working to develop new strategies for data tracking and measuring SOAP progress.

Overview of SOAP Action Items Progress

There are 45 Strategies, or action items, listed in the SOAP which serve as a 'work plan' to implement the Objectives under each SOAP Goal. Of these 45 action items:

- 15 (33%) are complete
- 17 (38%) are 50% or more complete
- 13 (29%) are less than 50% complete

To view the completion status of each Strategy, see Section 3: SOAP Progress on Strategy Completion. The progress highlighted in the various sections of this report demonstrates that the County is on-track to completing the action items within the plan's five year time frame.



Snohomish County's 2014 Zero Waste initiative at the Fairgrounds was a big success, largely due to the addition of 30 new Zero Waste Stations and the dedication of our Zero Waste Educators.



Park's new Pack it In, Pack it Out campaign asks visitors to pack out what they bring in and recycle at home.



This LED lighting retrofit at McCollum Park is just one example of how Snohomish County is conserving energy and tax payer dollars.

SOAP Progress in Numbers

HIGHLIGHTS

Energy Savings: 12,973,288 kBtu

Amount of weather normalized energy savings in 2014 compared to 2010 for 23 of the 30 buildings listed in Appendix D of the SOAP.

Water Savings: 2,015,920 gallons

Amount of water savings in 2013 (the most recent year that data was available) compared to 2010 for 23 of the 30 buildings listed in Appendix D of the SOAP.

Waste Diverted from Landfill: 464 tons

- 312 tons from composting at the County Jail (2013-2014)
- 49 tons from the 2014 Zero Waste Fairgrounds kick-off
- 103 tons from new and improved recycling infrastructure at approximately 10 County facilities

Pack It In, Pack It Out Campaign: 32% reduction in fleet vehicle use

- 1,937 pounds of CO₂ avoided
- Campaign is estimated to divert approximately 50,000 pounds of recyclables from reaching the landfill annually

Print Wise Campaign (2014): 13.4% reduction in paper consumption

- 6,182 reams of paper avoided
- 66,768 gallons of water conserved
- 371 trees saved
- 14.47 GHG emissions avoided
- 534 miles of paper saved

'Green' Office Supplies Purchased : 42% of purchases contained recycled content

Fleet Vehicles: added 239 more fuel efficient and alternative fuel vehicles since 2012

- 1 for 1 replacements: E85/Biodiesel compatible
- 7 all electric or hybrid vehicles purchased since 2012

Fleet Fuel Consumption: 5% reduction

Please note that the data above represents a snap shot of quantifiable County progress based on the best available data. This is not an exhaustive list of all of SOAP relevant projects and progress accomplished in the last two years, and therefore does not quantify all of the environmental, economic, and other benefits achieved during that time frame. Additional examples of the County's SOAP progress can be found under [SOAP Progress](#) on the Office of Energy and Sustainability's webpage.

Cost Savings from Conservation

Did you know that conserving resources also helps save money?

Here are just a few examples of how SOAP progress also conserves tax payer dollars!

Energy Savings

- 12,973,288 kBtu reduction in energy consumption saved the County approximately \$304,000

Water Savings

- 2,015,920 gallons in reduced water consumption saved the County approximately \$18,000

Waste Savings

- 464 tons diverted from the landfill saved the County approximately \$27,000

Pack It In, Pack It Out Savings

- This campaign is estimated to save the County approximately \$180,000 in Parks staff time and resources annually

PrintWise Savings

- A 13.4% reduction in paper use saved the County over \$20,000

GOAL 1

SOAP Progress: Implement Green Building Practices and Use Green Materials

OBJECTIVE 1A: Establish minimum green building standards for County owned buildings, including new construction and remodels.

OBJECTIVE 1B: Protect human health and the natural environment by minimizing use of toxic and hazardous substances in daily operations and in the design, construction and maintenance of facilities.

OBJECTIVE 1C: Establish green project guidelines for County capital projects where green building standards are not applicable.

2013-2014 Progress

Strategy 1(i): Assemble an inter-disciplinary team, including industry experts, to develop internal standards for green building design, construction and capital projects.

- OES will convene a stakeholder team in 2015 to work on developing County sustainability standards for new construction and remodels.

Strategy 1(ii): Review King County's sustainable infrastructure scorecard as a potential model for internal County projects.

- OES has reviewed King County's Sustainable Infrastructure Scorecard, as it can serve as a template for non-building related capital projects. OES will convene a stakeholder team in 2015 to work on this effort, and will use King County's Sustainable Infrastructure Scorecard as a starting point for discussion.

Strategy 1(iii): Identify possible green building incentives that the County can offer to the community.

- In October of 2014, OES met with local utilities to begin work developing a joint application process for energy utility rebates. Because the County is served by more than one utility for electricity and natural gas, a joint application process reduces the time and effort for County residents to receive rebates and incentives for energy efficiency measures. In 2015, the County will continue to coordinate with local utilities towards this end.

Strategy 1(iv): Increase the community's access to information on energy efficiency, green building, and utility rebates on the County website and at the County campus.

- This strategy is a County priority for 2015, and OES and PDS have developed a work plan to implement this strategy.

Strategy 1(v): Partner with local agencies to host workshops on green design and construction for County staff and community stakeholders.

- OES, in partnership with Built Green, Snohomish Public Utility District, and Puget Sound Energy, hosted two workshops on green building in 2014 for building industry professionals. Both workshops were well attended and OES plans to host two green building events annually as another way to increase industry and community awareness on this topic.

GOAL 2

SOAP Progress: Reduce Greenhouse Gas Emissions From County Operations, Especially Transportation

OBJECTIVE 2E: Reduce greenhouse gas emissions from County operations to 20% below 2000 levels by 2020.

OBJECTIVE 2F: Continue to increase the percentage of alternative-fuel vehicles in the County's fleet to the greatest extent feasible when vehicles need to be replaced.

OBJECTIVE 2G: Increase the amount of diesel fleet running on biodiesel from 70% to 95% by 2015.

OBJECTIVE 2H: Identify and implement technologies to improve the efficiency of Snohomish County service vehicles.

OBJECTIVE 2I: Reduce greenhouse gas emissions from County vehicles by 2.5% per year against a 2007-2009 average baseline.

OBJECTIVE 2J: Increase the number of employees participating in alternative commute and telecommute programs to 10% above 2009 participation levels by 2017.

2013-2014 Progress

Strategy 2(i): Continue to track greenhouse gas emissions from County operations, especially transportation related sources, and evaluate annually to ensure we are meeting greenhouse gas reduction goals.

- The County tracks and reports greenhouse gas emissions (GHG) from stationary source combustion annually, as required by EPA and Ecology.
- The County's most recent comprehensive greenhouse gas emissions (GHG) inventory of government emissions and community emissions was completed in 2008. The next report GHG emissions report for County operations is scheduled for completion in 2016.

Strategy 2(ii): When existing vehicles are ready for replacement, identify opportunities for the purchase of alternative fleet vehicles (where practical and feasible).

- Since 2012, 239 County Fleet vehicles have been replaced with a more fuel efficient or alternative energy models. Fuel consumption by County Fleet vehicles has decreased by approximately 5% over a 2010-2011 baseline average.

Strategy 2(iii): Continue to support County biodiesel production and the installation of alternative fueling stations for County fleet vehicles.

- The County is no longer producing biodiesel at the crusher/dryer facility as that system is no longer in operation.
- While the County has not introduced any new electric vehicle charging stations since SOAP adoption in 2013, the County is assessing the feasibility of installing electric vehicle charging stations at additional facilities for use by both fleet vehicles and employee vehicles.

Strategy 2(iv): Host continuing education trainings for employees on "green driving" and "green fleet" practices.

- OES hosted four training sessions in 2013 and two training sessions in 2014 for employees on how to drive an electric vehicle.

Strategy 2(v): Continue tracking SmartRide program participation and identify new opportunities to increase participation in the program. Report on participation rates annually.

- The County continues to track SmartRide program participation by conducting biennial surveys and reporting on the results.

GOAL 3**SOAP Progress: Conserve Resources and Use Renewable Energy Technologies**

OBJECTIVE 3K: Achieve a 30% normalized net reduction in energy use for 30 County buildings by 2020 against a 2007-2009 average baseline. See Appendix D for building list.

OBJECTIVE 3L: Reduce energy and water use through equipment upgrades, procurement and construction practices, and resource conservation in County operations.

OBJECTIVE 3M: Reduce potable water use in 30 County facilities by 1.25% per year by 2017 against 2007-2009 average baseline. See Appendix D for building list.

OBJECTIVE 3N: Produce, use or procure renewable energy equal to 15% of the energy requirements for 30 County buildings by 2020. See Appendix D for building list.

2013-2014 Progress

Strategy 3(i): Conduct resource conservation audits of 30 select County buildings by 2013, using the Facility Action template provided by Puget Sound Energy.

- OES completed building resource conservation audits of the 30 County buildings listed in Appendix D of the SOAP in 2013, and developed a Facility Action Plan (FAP) for each facility. OES follows-up regularly with Departments regarding progress on our Facility Action Plans.

Strategy 3(ii): Create a resource conservation plan to reduce energy, water and waste at County facilities.

- OES created a resource conservation plan in 2012 which provides guidelines and standards for conserving energy and water, and reducing waste in County buildings. In 2015, OES will be working with Departments that manage buildings and facilities to update this plan.

Strategy 3(iii): Measure and monitor energy, water and waste at County facilities using a utility tracking software program. Annually evaluate progress toward Objectives 3K-3N.

- OES began measuring, monitoring, and analyzing utility consumption for County buildings in 2012 through both Energy Star Portfolio Manager and Utility Manager Pro software programs.
- OES sends Departments that manage and operate County buildings the following regular updates: 1) monthly updates on current energy consumption compared to the prior year, 2) quarterly "Watts to Watch" reports on energy consumption in facilities, and 3) weekly energy interval data alerts to show unusual consumption patterns and spikes in fuel use.
- OES completed a water benchmarking report for County facilities that is currently available on the OES homepage. This report provides a summary of the County's progress in reaching the SOAP water reduction goals.

Strategy 3(iv): Upgrade inefficient equipment to facilitate energy and water conservation and recovery, as funding becomes available.

- Snohomish County completed a number of energy efficiency retrofit projects between 2010-2012 using Energy Efficiency and Conservation Block Grant (EECBG) funding. These retrofits resulted in annual electric savings of approximately 2,913,640 kilowatt hours, annual gas savings of 126,343 therms which, when combined, is the equivalent of 2,688 metric tons of carbon dioxide equivalent (CO₂e) avoided each year.
- It is County practice to retrofit outdated and inefficient equipment with new energy and water efficient models. Between 2013 and 2014, County departments has completed numerous retrofit projects resulting in significant energy and cost savings. See our SOAP Action Updates for some examples.

GOAL 3

SOAP Progress: Conserve Resources and Use Renewable Energy Technologies

- Public Works' Transportation and Environmental Services Division is replacing electric rapid rectangular flashing beacons with solar, where feasible. Solar beacons conserve resources and require less ground disturbance for grading.

Strategy 3(v): Develop a resource conservation "best practices" guide for employees to help conserve resources at work.

- In 2012, OES developed a guide called Green at Work, which is posted on the OES intranet homepage, with simple and easy tips for employees to help be great environmental stewards each day at work.

Strategy 3(vi): Conduct a feasibility study on using treated greywater and rainwater harvesting for non-potable water needs at County facilities.

- In 2014, OES conducted feasibility studies for rainwater harvesting and reuse at the County Fairgrounds and at the Airport. The study revealed that rainwater harvesting is not as cost-effective at each of these sites as initially anticipated, but will be considered in future capital improvement budgets.
- The County is planning to design and implement a rainwater harvesting system for toilet flushing in the new County Courthouse.

Strategy 3(vii): For buildings that have achieved high energy efficiency performance, explore options for renewable and passive energy measures (solar shades, glazing, passive solar orientation, etc).

- The County currently is considering renewables and passive energy measures as part of the design and construction of the new County courthouse.

GOAL 4**SOAP Progress: Reduce, Recycle and Repurpose Waste**

OBJECTIVE 4O: Reduce waste from County facilities by 30% by the end of 2013 (or until goal is met) against a 2011-2012 average baseline.

OBJECTIVE 4P: Start a recycling education program for new employees. Provide periodic recycling education for all employees.

2013-2014 Progress

Strategy 4(i): Reduce paper and printing whenever possible via double-sided printing and electronic record keeping.

- In 2013, OES launched a County wide Print Wise campaign, asking employees to help reach a 20% paper reduction goal by printing less and printing wisely. In its first year, this initiative resulted in a 13.6% reduction in paper consumption saving \$21,000. We will continue to work towards the 20% goal until it is met.
- The Solid Waste Division in Public Works implemented a new electronic time keeping system in 2012 which has eliminated supervisor vehicle trips and reduced paper consumption.

Strategy 4(ii): Track waste and recycling leaving County facilities to evaluate progress toward Objective 4O.

- OES started tracking waste and recycling data in 2012, but is still working to centralize and streamline the data gathering process for waste and recycling.
- The County's Public Works Department regularly reuses and recycles materials from road and bridge construction projects, ranging from plant and natural materials to asphalt, concrete, and metals. For example in 2014, the Road Maintenance Division recycled 148,000 pounds of aluminum and scrap metal.

Strategy 4(iii): Develop new signage and informational resources for employees regarding recycling and garbage.

- OES partnered with Facilities Management and the Solid Waste Division to revamp the County's internal recycling program in 2012. This effort included new recycling infrastructure in public areas and work areas, new signage, the elimination of bag liners for all paper recycling bins, hands-on departmental trainings on recycling, and staff engagement activities with prizes. This effort increased recycling at County facilities by approximately 103 tons.

Strategy 4(iv): Incorporate a brief training on recyclable items at work in new employee orientation.

- OES worked with Human Resources to incorporate this as a standard piece in orientation for new employees.

Strategy 4(v): Host brief recycling trainings for all departments and offices every three years.

- Recycling trainings were held in 2012. OES is planning to make a short video on County in-house recycling to train employees on what is recyclable at work.
- Snohomish County Public Works holds regular recycle events in the community. In 2014 Public Works hosted Household Hazardous Waste Events in Sultan, Stanwood, Mountlake Terrace and Darrington which collected 112,916 pounds of household waste from 1,312 participants.

Strategy 4(vi): Purchase recycling containers for County facilities in high traffic, public areas.

- Recycle bins were purchased and installed in public areas at the County campus and Cathcart facilities in 2012. Additional recycle bins will be purchased and installed as funding becomes available.

Strategy 4(vii): Create a plan to reduce waste through recycling and composting at the Evergreen State Fair.

- 2014 kicked-off the County's Zero Waste Fairgrounds initiative to recycle or compost 100% of the waste generated at the Evergreen State Fair by 2017. In its first year, the Fairgrounds recycled 43 additional tons of waste above 2013 levels.

GOAL 5**SOAP Progress: Implement Green Purchasing**

OBJECTIVE 5Q: Apply an emphasis on environmentally preferable purchasing to all County operations and facilities.

OBJECTIVE 5R: Provide guidelines, resources, and periodic training for County employees on environmentally preferable purchasing.

2013-2014 Progress

Strategy 5(i): Develop an environmentally preferable purchasing (EPP) policy to include in the Snohomish County Purchasing Policies.

- The County's EPP was completed and adopted by Council Motion in 2012. OES continues to work with the Purchasing Division on EPP implementation and improving County purchasing practices to better achieve the goals outlined in the policy.

Strategy 5(ii): Use life cycle costing as one of the decision-making tools in the EPP process.

- In 2012 and 2013, OES held EPP trainings for County staff and the training included examples on the importance of life cycle cost assessments as part of the purchasing criteria.
- The County's Purchasing Division requests life-cycle cost assessments, where applicable, as part of County purchasing best practices and for EPP policy compliance.

Strategy 5(iii): Distribute and/or issue bids and RFP documents electronically.

- This Strategy was completed in 2012.

Strategy 5(iv): Provide employees with tools to make green purchasing decisions.

- OES created a Green Product Resource Guide, available on the County's internal and external websites, for employees to use as resource in Purchasing decisions.
- OES also created a lighting retrofit calculator for County staff to evaluate the life cycle costs for lighting fixture retrofit projects, which is available on the OES internal website.
- Public Works is currently evaluating different environmental rating systems for road design and construction, and will ultimately adopt one system for incorporation into the County operations.

Strategy 5(v): Host educational trainings for employees on green purchasing at least once per year.

- In March of 2014, OES hosted a day-long workshop for local jurisdictions and organizations called *Green Purchasing: Beyond the Basics*. The event was a success with approximately 40 attendees and presentations from local subject matter experts.

Strategy 5(vi): Develop tools for writing green specifications, RFPs and Bids.

- The Purchasing Division and OES are working to identify opportunities to better integrate the EPP requirements into specifications, RFPs, and other purchasing processes.

Strategy 5(vii): Develop green-purchasing recommendations and guidelines for internal County events.

- This item is scheduled for a 2016 start.

GOAL 6

SOAP Progress: Promote Ecological Preservation and Healthy Ecosystems

OBJECTIVE 6S: Manage County land, facilities and infrastructure in a way that minimizes negative impacts to the natural ecosystem while meeting the functional needs of the site.

OBJECTIVE 6T: Protect water resources and watersheds from actions that can degrade water quality.

2013-2014 Progress

Strategy 6(i): Provide educational opportunities for staff on environmental best practices for management of land, infrastructure and facilities.

- While this Strategy is an on-going part of training in many County departments, OES is working with several County departments to identify additional training opportunities that would enhance employee knowledge.

Strategy 6(ii): Use Low Impact Development (LID) best management practices at all County facilities to the greatest extent feasible (new development, maintenance and renovations).

- LID best management practices continue to be an integral part of County operations, and OES is working with several County departments to identify additional opportunities to implement LID BMPs.
- Between 2012 and 2014, Snohomish County Public Works installed approximately 17,300 square feet of permeable pavement in conjunction with County road construction projects, infiltrating and treating up to 630,000 gallons of storm water¹. In addition, at least two detention ponds were decreased in size or eliminated due to the use of permeable pavement. Nearly 65% of all road and bridge projects constructed by Public Works have incorporated some form of bioretention.
- In 2013, use of bioretention on the Jim Creek Bridge #42 Replacement Project eliminated the need for storm water vaults or ponds on the site, effectively treating and detaining all storm water through low impact development techniques.
- The Seattle Hill Road Project, a two mile road corridor project designed in 2014, is an example of how Snohomish County is utilizing bioretention in conjunction with other LID practices to manage all storm water on site without the use of ponds or vaults.

Strategy 6(iii): Identify plants for landscaping that can tolerate heat, extreme weather events, and can better adapt to a changing climate.

- The County's Public Works Department is developing a landscaping list for this strategy that will provide a palette of plant options for use in a variety of Public Works projects.

Strategy 6(iv): Identify strategies to reduce the urban heat island effect in the development and maintenance of public infrastructure and facilities.

- This Strategy is slated to begin in 2015.

Strategy 6(v): Identify potential programs and incentives that the County could provide to promote resource conservation in the permitting process.

- This Strategy is slated to begin in 2016.

¹ . Based on 36 inches of precipitation per year flowing to permeable pavement constructed on Snohomish County Public Works projects since 2012.

GOAL 7**SOAP Progress: Lead By Example**

OBJECTIVE 7U: Prepare County government to be more resilient and adaptive to climate change impacts.

OBJECTIVE 7V: Be a leader in the early adoption and promotion of innovative technologies that promote resource conservation and renewable energy.

OBJECTIVE 7W: Design and build pilot projects for new and emerging technologies and policies.

OBJECTIVE 7X: Communicate the environmental, economic and community benefits of County sustainability initiatives to the public.



2013-2014 Progress

Strategy 7(i): Identify climate adaptation and resilience tools to aid County planning and decision-making for climate change impacts.

- In 2015, the County's Public Works Department will be testing out a new software tool that could assist staff in climate change planning, adaptation, and resilience. The testing and evaluation of this tool will help better identify Public Works and County needs regarding climate adaptation planning and what tools would best meet those needs.
- The Office of Energy and Sustainability, in partnership with the Department of Emergency Management, will pilot the new GEAR-UP initiative in 2015 to help several local communities 'Get Emergency Action Ready'.

Strategy 7(ii): Actively pursue sustainable funding strategies for energy efficiency, renewable energy and greenhouse gas reduction efforts.

- Snohomish County is continuously looking for funding opportunities for resource conservation work. OES, in partnership with the County's Surface Water Management Division, applied for and was awarded a grant for approximately \$300,000 to start a financing assistance program for septic system repair and replacement. This new program will offer loans, grants, and rebates for on-site septic system repair and maintenance starting in 2015.

Strategy 7(iii): Track aspects of the County's performance on meeting sustainability targets in SnoStat.

- The County no longer uses the SnoStat system for performance tracking.

Strategy 7(iv): Establish an annual employee green awards program to recognize exceptional participation in the County's sustainability commitment.

- OES and the County's internal Green Team are finalizing components of this awards program and plan to kick-off the employee green awards program in mid 2015.

Strategy 7(v): Actively support a Living Building Challenge project in the County, whether County-owned or not.

- A Living Building Challenge project has not yet been proposed within Snohomish County since 2012.

Strategy 7(vi): Host a fantastic Earth Day event in 2015.

- OES, in partnership with the County's Solid Waste Division and several other organizations, is planning a fantastic Earth Day event for 2015.

SOAP Progress Chart

GOAL 1: Implement Green Building Practices and Use Green Materials				
Strategies	Time Frame	Priority	Lead Dept	Progress
1(i) Assemble an inter-disciplinary team, including industry experts, to develop internal standards for green building design, construction, and capital projects.	2013-2014	High	OES	
1(ii) Review King County's sustainable infrastructure scorecard as a potential model for internal County projects.	2013-2014	High	OES	
1(iii) Identify possible green building incentives that the County can offer to the community.	2013-2014	Medium	OES	
1(iv) Increase the community's access to information on energy efficiency, green building, and utility rebates on the County website and at the County campus.	2014	Medium	PDS	
1(v) Partner with local agencies to host workshops on green design and construction for County staff and community stakeholders.	Ongoing	Low	OES	
GOAL 2: Reduce Greenhouse Gas Emissions From County Operations, Especially Transportation				
Strategies	Time Frame	Priority	Lead Dept	Progress
2(i) Continue to track greenhouse gas emissions from County operations, especially transportation related sources, and evaluate annually to ensure we are meeting greenhouse gas reductions goals.	Ongoing	Medium	Facilities, Airport, PW, Parks	
2(ii) When existing vehicles are ready for replacement, identify opportunities for the purchase of alternative fleet vehicles (where practical and feasible).	Ongoing	Medium	Facilities, Airport, PW, Parks	
2(iii) Continue to support County biodiesel production and the installation of alternative fueling stations for County fleet vehicles.	Ongoing	Medium	Facilities, Airport, PW	
2(iv) Host continuing education trainings for employees on "green driving" and "green fleet" practices.	Quarterly	Medium	Facilities, Airport, PW, Parks	
2(v) Continue tracking SmartRide program participation and identify new opportunities to increase participation in the program. Report on participation rates annually.	Quarterly	Medium	Smart-Ride Team, Facilities	
GOAL 3: Conserve Resources and Use Renewable Energy Technologies				
Strategies	Time Frame	Priority	Lead Dept	Progress
3(i) Conduct resource conservation audits of 30 select County buildings by 2013 ⁸ , using the Facility Action template provided by Puget Sound Energy.	2013	High	OES	
3(ii) Create a resource conservation plan to reduce energy, water and waste at County facilities.	2013	High	OES	
3(iii) Measure and monitor energy, water and waste at County facilities using a utility tracking software program. Annually evaluate progress toward Objectives 3K-3N.	Ongoing	High	OES	

SOAP Progress Chart

3(iv) Upgrade inefficient equipment to facilitate energy and water conservation and recovery, as funding becomes available.	Ongoing	Medium	OES	
3(v) Develop a resource conservation "best practices" guide for employees to help conserve resources at work.	2015	Medium	PDS	
3(vi) Conduct a feasibility study on using treated grey water and rainwater harvesting for non-potable water needs at County facilities.	2016-2017	Medium	OES	
3(vii) For buildings that have achieved high energy efficiency performance, explore options for renewable and passive energy measures (solar shades, glazing, passive solar orientation, etc).	Ongoing	Medium	OES	

GOAL 4: Reduce, Recycle, and Repurpose Waste

Strategies	Time Frame	Priority	Lead Dept	Progress
4(i) Reduce paper and printing whenever possible via double-sided printing and electronic record keeping.	Ongoing	High	OES, DIS	
4(ii) Track waste and recycling leaving County facilities to evaluate progress toward Objective 4O.	Ongoing	High	OES	
4(iii) Develop new signage and informational resources for employees regarding recycling and garbage.	Completed in 2012	High	OES	
4(iv) Incorporate a brief training on recyclable items at work in new employee orientation.	Q4 2013	High	OES	
4(v) Host brief recycling trainings for all departments and offices every three years.	2016	Medium	OES	
4(vi) Purchase recycling containers for County facilities in high traffic, public areas.	Ongoing	Medium	Facilities, Parks, PW Airport	
4(vii) Create a plan to reduce waste through recycling and composting at the Evergreen State Fair.	2014	Medium	OES	
4(viii) Develop demolition standards for County facilities to maximize reuse and recycling of materials. Set a recycling target for construction and demolition materials.	2015-2016	Medium	OES	

GOAL 5: Implement Green Purchasing Practices

Strategies	Time Frame	Priority	Lead Dept	Progress
5(i) Develop an environmentally preferable purchasing policy (EPP) to include in the Snohomish County Purchasing Policies.	EPP completed in 2012	High	OES	
5(ii) Use life cycle costing as one of the decision-making tools in the EPP process.	Ongoing	High	OES	
5(iii) Distribute and/or issue bids and RFP documents electronically.	Completed in 2012	High	Finance, DIS	
5(iv) Provide employees with tools to make green purchasing decisions (accessible from Purchasing's SharePoint site).	Ongoing	Medium	OES	
5(v) Host educational trainings for employees on green purchasing at least once per year.	Annually	Medium	OES, Finance	

SOAP Progress Chart

5(vi) Develop tools for writing green specifications, RFPs and Bids.	2016	Medium	Finance	
5(vii) Develop green-purchasing recommendations and guidelines for internal County events.	Ongoing	Medium	OES	

GOAL 6: Promote Ecological Preservation and Healthy Ecosystems

Strategies	Time Frame	Priority	Lead Dept	Progress
6(i) Provide educational opportunities for staff on environmental best practices for management of land, infrastructure and facilities.	Ongoing	High	Facilities, Parks, PW, Airport	
6(ii) Use Low Impact Development (LID) best management practices at all County facilities to the greatest extent feasible (new development, maintenance and renovations).	Ongoing	High	Facilities, Parks, PW, Airport	
6(iii) Identify plants for landscaping that can tolerate heat, extreme weather events, and can better adapt to a changing climate.	2014-2015	Medium	PW, PDS, Parks	
6(iv) Identify strategies to reduce the urban heat island effect in the development and maintenance of public infrastructure and facilities.	2015-2016	Medium	OES	
6(v) Identify potential programs and incentives that the County could provide to promote resource conservation in the permitting process.	2014	Low	PDS, PW	

GOAL 7: Lead By Example

Strategies	Time Frame	Priority	Lead Dept	Progress
7(i) Incorporate climate adaptation and resilience strategies into the County's Hazard Mitigation Plan.	2013-2014	High	DEM	
7(ii) Identify climate adaptation and resilience tools to aid County planning and decision-making for climate change impacts.	2013-2014	High	OES	
7(iii) Actively pursue sustainable funding strategies for energy efficiency, renewable energy and greenhouse gas reduction efforts.	Ongoing	High	OES	
7(iii) Track aspects of the County's performance on meeting sustainability targets in SnoStat.	Ongoing	High	OES	SnoStats no longer used
7(iv) Establish an annual employee green awards program to recognize exceptional participation in the County's sustainability commitment.	2014; then annually	High	OES	
7(v) Actively support a Living Building Challenge project in the County, whether County-owned or not.	Ongoing	Medium	OES	
7(vi) Host a fantastic Earth Day event in 2015.	2015	Medium	OES	