U.S. Department of Education

Sustainability Report and Implementation Plan

2019

September 27, 2019

Table of Contents

Executive Summary

The U.S Department of Education (ED) is a tenant in all the buildings it occupies, and energy, water, and waste management services are all included in its leases and thus paid by the General Services Administration (GSA). Because ED does not own any of the buildings it occupies, it does not report on the following goals of Executive Order 13834 within its Sustainability Report and Implementation Plan: Facility Energy Efficiency; Efficiency Measures, Investment, and Performance Contracting; Renewable Energy; Water Efficiency; High Performance Sustainable Buildings; and Waste Management and Diversion.

As an agency, ED continues to improve its sustainability efforts. Specifically, ED is working with GSA to reduce its footprint, generate rent savings, and continue ED's efforts to reduce Scope 1&2 Greenhouse Gas (GHG) emissions. In addition, ED has promoted efforts to support reductions in Scope 3 GHG emissions. In the area of Sustainable Acquisition, ED continues to ensure that applicable contracts contain the appropriate sustainable acquisition requirements. ED has also met all Electronic Stewardship goals and continues to address challenges related to fleet management.

Working with GSA, through ED's Space Modernization Initiative, ED is: 1) reducing the size and number of leased locations, resulting in substantial overall rent savings; 2) redesigning spaces to support different work patterns and activities, including innovative space layouts, increased natural lighting, and enhanced technology integration; and 3) meeting the OMB guidelines to achieve an average of 150-180 usable square feet per person.

Over the last few years, GSA and ED have collaborated to reduce energy consumption at ED's headquarters, the Lyndon Baines Johnson (LBJ) building, and maintain LBJ's Leadership in Energy and Environmental Design (LEED) status for Operations and Maintenance. In 2018, ED staff continued to strengthen our partnership with GSA by working closely on the ED Space Modernization Initiative, the goal of which was to reduce rentable square footage and to achieve savings in annual rental costs. Specifically, ED reduced its overall rentable square footage by 10,099 square feet (sf) in the high-cost DC market, resulting in a $563,000 rent cost avoidance in FY 2019 and beyond.

As part of ED's Space Modernization Initiative, and to comply with OMB Memorandum M-12-12 Section 3: Reduce the Footprint, ED will continue to reduce its overall rental footprint in coming years. In Chicago, ED expects to reduce its footprint by 28,428 rentable sf in FY 2019, resulting in a 44% space reduction and $2.1M in rental savings. In Dallas, ED expects to reduce its footprint by 32,141 rentable sf in FY 2020, resulting in a 53% space reduction and $1.2M in rental savings.

All remaining ED facilities are continually evaluated for opportunities to save space and costs. Additionally, as part of ED's Space Modernization Initiative, a complete renovation of the fifth floor of the LBJ building will begin in FY 2019. This will include the addition of energy efficient lighting and motion light sensors, provide for better use of natural lighting, and use existing space more efficiently. Upon completion, the fifth floor will accommodate nearly twice as many personnel as it currently does. Additional floors will be similarly renovated as funds become available. The goal is to reduce ED's presence in DC from three to two facilities.

Beyond these internal changes, ED administers the U.S. Department of Education Green Ribbon Schools (ED-GRS) recognition award to honor schools, districts, and postsecondary institutions for their work in

developing healthy, environmentally sustainable learning spaces, and in promoting environmental education. Fiscal year 2019 marked the eighth year of ED-GRS. ED recognized 35 schools and 14 districts for their promising efforts to reduce adverse environmental impacts, reduce utility costs, promote better health, and ensure effective environmental education (e.g. STEM, civics, and green career pathways programs). In addition, four postsecondary institutions were honored with the Postsecondary Sustainability Award. Honored schools exercise a comprehensive approach to creating sustainable environments through reducing environmental impact, promoting health, and ensuring a high-quality environmental and outdoor education to prepare students with the 21st century skills and sustainability concepts needed in the growing global economy. Their example is used to inspire more school sustainability gains. Plaques made of sustainable materials certified by the Forest Stewardships Council and GreenGuard are provided to the awardees.

ED Portfolio by Region (approximately 3,500 employees)

Region 1	**John W. McCormack Federal Building** (5 Post office Square, Boston, MA 02109) – Federally Owned. ED currently leases 37,901 USF (Usable Square Footage) with the lease expiring 09/30/2019.
Region 2	**Degetau & Ruiz – Nazario Courthouse** (150 Carlos E. Chardon St., Hato Rey, PR 00918) – Federally Owned. ED currently occupies a small office of 778 USF with its current lease expiring 07/17/2029. ED's Facilities Services Division with GSA is in the process of sourcing new properties in which to relocate. **Financial Square Building** (32 Old Slip, New York, NY 11005) – Commercial lease. ED occupies 44,776 USF and the current lease expires on 05/04/2020.
Region 3	**Wanamaker** (100 Penn SQ E., Philadelphia, PA 19107) – Commercial lease. ED occupies 32,621 USF at this facility with their current lease expiring 09/30/2021. **William S. Moorhead Federal Building** (1000 liberty Ave, Pittsburgh, PA 15222) – Federally Owned. ED occupies 1,974 USF with the current lease expiring on 06/25/2027.
Region 4	**E. Kefauver Federal Building & Parking** (801 Broadway St., Nashville, TN 37203) - Federally Owned. With 1,003 USF this current lease expires on 09/30/2024. **Pembroke Pines Professional Center** (9050 Pines BLVD, Pembroke Pines, FL 33024) – Commercial lease. ED occupies 4,200 USF with its current lease which expires on 11/13/2023. **Sam Nunn Atlanta Federal Center** (100 Alabama St. SW, Atlanta, GA 30303) – Federally Owned. ED occupies 62,977 USF on its current lease which expires on 08/01/2021.
Region 5	**1350 Euclid Ave** (1350 Euclid Ave., Cleveland, OH 44115) - Commercial lease. Currently leasing 9,326 USF, this lease will expire on 05/16/2023. **Handicraft Building** (339 Liberty St., Ann Arbor, MI 48104) - Commercial lease. ED's current lease occupies 3,400 USF and expires on 06/30/2022. **John C. Kluczynski Federal Building** (230 South Dearborn St., Chicago, IL 60604) - Federally Owned. Current USF is 55,644 with the active lease expiring on 06/15/2029.
Region 6	**Hardwood** (1999 Bryan St., Dallas, TX 75201) – Commercial lease. The current lease occupies 55,264 USF and expires on 03/31/2020.
Region 7	**One Petticoat Lane** (1010 Walnut St., Kansas City, MO 64106) – Commercial lease. The current lease occupies 42,286 USF and expires on 05/30/2027.
Region 8	**Cesar E. Chavez Memorial Building** (1244 Speer BLVD, Denver, CO 80204) – Federally Owned. The current lease is for 27,930 USF and expires on 08/31/2022.

Region 9	**2700 N. Central** (2700 N. Central Ave., Phoenix, AZ 85012) – Commercial lease. The current lease is for 4,020 USF and is expiring on 06/29/2026. **50 United Nations Plaza** (50 united nations plaza, San Francisco, CA 94102) – Federally Owned. The current lease is for 39,267 USF and expires on 08/17/2026. **One World Trade Center** (1 world trade center, Long Beach, CA 90831) – Commercial lease. This lease is for 6,563 USF and expires on 03/31/2026. **Robert T. Matsui Courthouse** (501 I St., Sacramento, CA 95814) – Federally Owned. The active lease is for 4,000 USF and expires on 05/31/2021.
Region 10	**Jackson Federal Building** (915 Second Ave., Seattle, WA 98174) – Federally Owned. ED occupies two leases at this property. The first lease is for 12,415 USF and expires on 07/31/2028. The second lease is for Federal Student Aid (FSA), their lease is for 8,450 USF and expires on 05/31/2022.
Region 11 (HQ)	**3015 V. St.** (3015 V. St. NE Washington, DC 20018) – Commercial lease. This location is used as ED's warehouse and additional storage at 17,500 USF. The active lease expires on 10/12/2022. **800 North Capitol** (800 N. Capitol St. NW, Washington, DC 20001) – Commercial lease. ED occupies only the 8th floor at this facility with a USF of 4,444 SF. The current lease for this facility expires on 10/31/2025. **Dwight D. Eisenhower Executive Building** (1650 Pennsylvania Ave NW, Washington, DC 20502) – Federally Owned. ED only occupies a small office of 99 USF in this building, Current lease expires on 01/31/2021. **Lyndon B. Johnson** (400 Maryland Ave SW, Washington DC, 20202) – Federally Owned. This is ED's main headquarter building comprising USF of 372,209 SF. The current lease expires 01/11/2029. **Potomac Center Plaza** (550 12th Street NW, Washington, DC 20024) – Commercial lease. ED currently occupies 286,928 USF with the current lease expiring on 03/31/2020. New lease location being procured by GSA for execution 04/01/2020. **Union Center Plaza** (830 1st St. NE, Washington, DC 20002) – Commercial lease. This location's main occupants are within Federal Student Aid (FSA). ED currently occupies 216,558 USF with the current lease expiring 07/31/2026.

Implementation Summary: Facility Management

While ED does not own any of the buildings it occupies, the Facilities Services Division (FSD) manages the process whereby ED leases and operates those buildings through GSA.

1. FACILITY ENERGY EFFICIENCY

FEDERAL REAL PROPERTY EFFICIENCY PLAN and ED SPACE MODERNIZATION

FY19 Total Usable Square Footage (USF):
13% reduction in usable area (ED's footprint) since FY14
3% reduction in usable area since FY18

FY19-FY20 Plan for Usable Area:
6% reduction in FY20 from FY19

Implementation Status	*Operational Context*	*Priority Strategies & Planned Actions*
ED continues to respond to the shift across the federal government to freeze/reduce agency footprints. The ED Space Modernization (EDSM) Program continues to increase productivity through innovative space design and technology enhancements.	Reducing the size and number of leased locations results in reduced operating costs, and more funds available to support the ED Mission. Elements of EDSM include: • A variety of space types to support different work patterns and activities. • Increased natural lighting - direct access to daylight for more people • Lower and lighter panels and dividers • Innovative space layouts • More meeting space and shared, collaborative space • More multi-use space • Enhanced technology integration • Smaller individual workspaces • Offices and meeting spaces that include glass partitions • Wireless connectivity and active noise mitigation systems	• Select properties that exhibit increased natural lighting, particularly those that are LEED-certified (Leadership in Energy and Environmental Design). • Select ENERGY STAR products, typically. • Implement energy-efficient, commercial office lighting, such as LED light fixtures, for lighter and brighter spaces. • Work with ED's Office of the Chief Information Officer to add wireless connectivity, phone portability, enhanced Audio-Visual integration. • All awardees under the furniture Blanket Purchase Agreement (BPA) shall specify products that meet LEED requirements of IEQ 4.5 Low Emitting Furniture or ANSI/BFIMA X7.1-2007 indoor air quality. Documentation of the awardees' current and future environmental/sustainability policies must be included in their proposal.

Implementation Summary: Fleet Management

1. TRANSPORTATION / FLEET MANAGEMENT

FY19 Petroleum Reduction Progress (Gal):
58% increase in petroleum fuel since 2005
0.2% reduction in petroleum fuel since FY18

FY19-FY20 Plan:
0.3% reduction in FY19 from FY18
0.4% reduction in FY20 from FY19

Implementation Status	*Operational Context*	*Priority Strategies & Planned Actions*
ED continued to replace gas conventional vehicles with alternative fuel vehicles as leases expired in FY 2019 and thus reduced its overall fleet size. During this same time period, ED realized an almost 10% reduction in vehicles designated as exempted-fleet vehicles.	Since the FY 2005 baseline, the Office of Inspector General has added vehicles to improve investigative operations and efficiency of travel in support of its mission. As a result, when compared to the FY 2005 baseline, ED faces challenges in achieving the necessary "Change in petroleum fuel use in covered fleets compared to FY 2005."	Optimize and right-size fleet composition by reducing vehicle size, eliminating underutilized vehicles, and acquiring and locating vehicles to match local fuel infrastructure. Increase use of alternative fuels in flex-fuel vehicles.

ED's current fleet consists of ninety-one (91) vehicles used primarily by the following offices:

Office of Finance and Operations
Office of Inspector General (nationwide)
Office of the Secretary
Office for Civil Rights (nationwide)

The vehicle types consist of mid-sized sedans, SUVs, and passenger vans, with the majority being flex-fueled vehicles. ED recently acquired several vehicles per the GSA acquisition and disposal schedule based on age or miles driven. ED has seen an increase in fuel usage especially in rural areas where the E85 fuel is not readily available.

ED continues to monitor vehicle usage and follows all GSA mandates to reduce fleet size, as needed, or required on the GSA schedule. During the FY 2019 Acquisition open call, all vehicles were processed as replacements with the intention of acquiring flex-fueled vehicles.

Implementation Summary: Cross-Cutting Operations

1. SUSTAINABLE ACQUISITION / PROCUREMENT

FY18 Sustainable Acquisition Progress:
13.41% of contract actions and 8.58% of obligations (in dollars), for a total of $229.39M in contract actions with statutory environmental requirements.

Implementation Status	*Operational Context*	*Priority Strategies & Planned Actions*
ED was 100% compliant with applicable contracts containing sustainable acquisition requirements. Throughout FY 2019, ED was responsive to OMB category management requests and requirements including analyzing ED's spend under management. Throughout FY 2019, ED maintained a FedDataCheck alert on any Product Service Codes for products that trigger sustainability requirements.	Very few bio-preferred products are part of ED's contract spend. However, further analysis can be conducted regarding office supplies, a bio-preferred category that could be relevant to ED.	Improve quality of data and tracking of sustainable acquisitions by ED through the Federal Procurement Data System (FPDS). Planned progress milestones or agency targets for FY 2020: ED plans to maintain 100% compliance with applicable contracts containing sustainable acquisition requirements.

2. ELECTRONICS STEWARDSHIP

FY18 Electronics Stewardship Progress:
100% of newly purchased equipment meeting Electronic Product Environmental Assessment Tool (EPEAT) requirements
100% of equipment with power management enabled
100% of electronic equipment disposed using environmentally sound methods

Implementation Status	*Operational Context*	*Priority Strategies & Planned Actions*
Throughout FY 2019, ED used government-wide strategic sourcing vehicles to ensure	ED's contractor-owned, contractor operated system provides ED with a	Under ED's Portfolio of Integrated Value-Oriented Technology (PIVOT) contracts and anything awarded

procurement of equipment that met sustainable electronics criteria. ED enabled and maintained power management on all eligible electronics. ED ensured environmentally sound disposition of all agency excess and surplus electronics, consistent with Federal policies on disposal of electronic assets.	100% in each electronic stewardship category.	outside of PIVOT, ensure the contractor will: procure equipment that meets sustainable electronics criteria; enable and maintain power management on all eligible electronics; and ensure environmentally sound disposition of all agency excess and surplus electronics.

3. GREENHOUSE GAS EMISSIONS

FY18 Scope 1&2 Greenhouse Gas (GHG) Emissions:
63.5% reduction in agency Scope 1 & 2 emissions from FY 2008
1.4% reduction in Scope 1 & 2 emissions from FY 2017 to FY 2018

Implementation Status	*Operational Context*	*Priority Strategies & Planned Actions*
Prior to FY 2019, ED was already on track to meet the FY 2025 emissions' target established for Scope 3 emissions well in advance of the deadline. ED realized decreases in total commuter travel emissions and in Ground Business Travel. ED partnered with GSA to continue implementing best management practices identified for emission generating and energy consuming equipment to address Scope 1 & 2 emissions.	Scope 1 emissions are direct GHG emissions from sources that are owned or controlled by the Federal agency, including covered fleets. Since FY 2008, the Office of Inspector General has added vehicles to improve investigative operations and efficiency of travel in support of its mission impacting ED's Scope 1&2 GHG emissions when compared to the FY 2008 baseline.	Work with GSA to benchmark efforts at other agencies to identify programs or measures that were used to successfully address Scope 1 and 2 GHG emissions reductions. Work with GSA to identify and support joint program offerings that encourage employee sustainability and greenhouse gas consideration.