

## Meeting Summary

Following is a summary of issues discussed at the DGS Stat on October 20, 2011. Analysis is provided by StateStat.

### Procurement

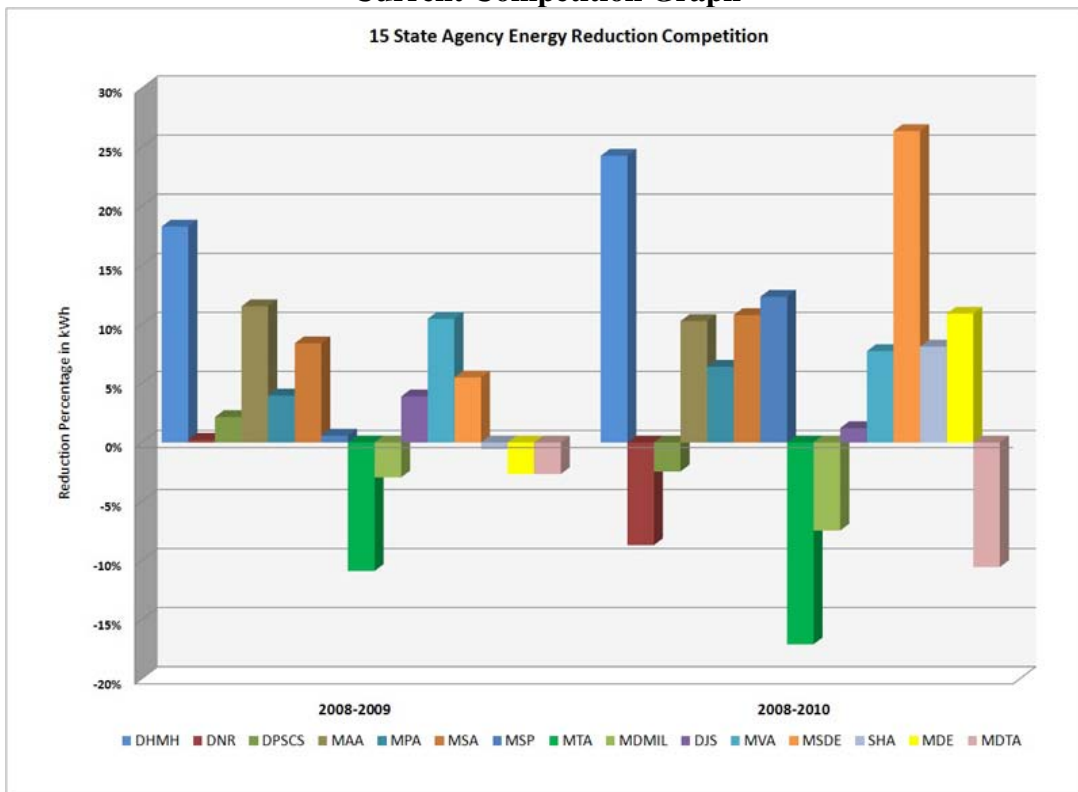
- **Promoting Green Procurement.** During the Stat, DGS gave an update on progress to setting up the Green Registry and other means of increasing green procurement.
  - The State's green purchasing is guided by the Green Maryland Act of 2010, which has 9 guidelines <http://mlis.state.md.us/2010rs/billfile/sb0693.htm>.
  - DGS reports that they are working on developing a Green Registry for vendors. In addition they are looking into developing a competition page showing green purchasing and cost reductions of the agencies.

### Energy Tracking

- **Energy Reduction Tracking.** After examining the Energy Competition Website at the last DGS Stat, comments reflected that the site was not as clear as it could be. DGS Energy staff met with Phillip Stafford on October 6, 2011, and discussed ways to make the competition page more interactive, have better labeling, and to have reports updated monthly. The Energy staff is currently working to implement the discussed improvements and will continue to coordinate with StateStat. Improvements include converting tracking displays to a similar format to BayStat. Helen Stewart at DNR has been contacted to set up a format exchange and training.

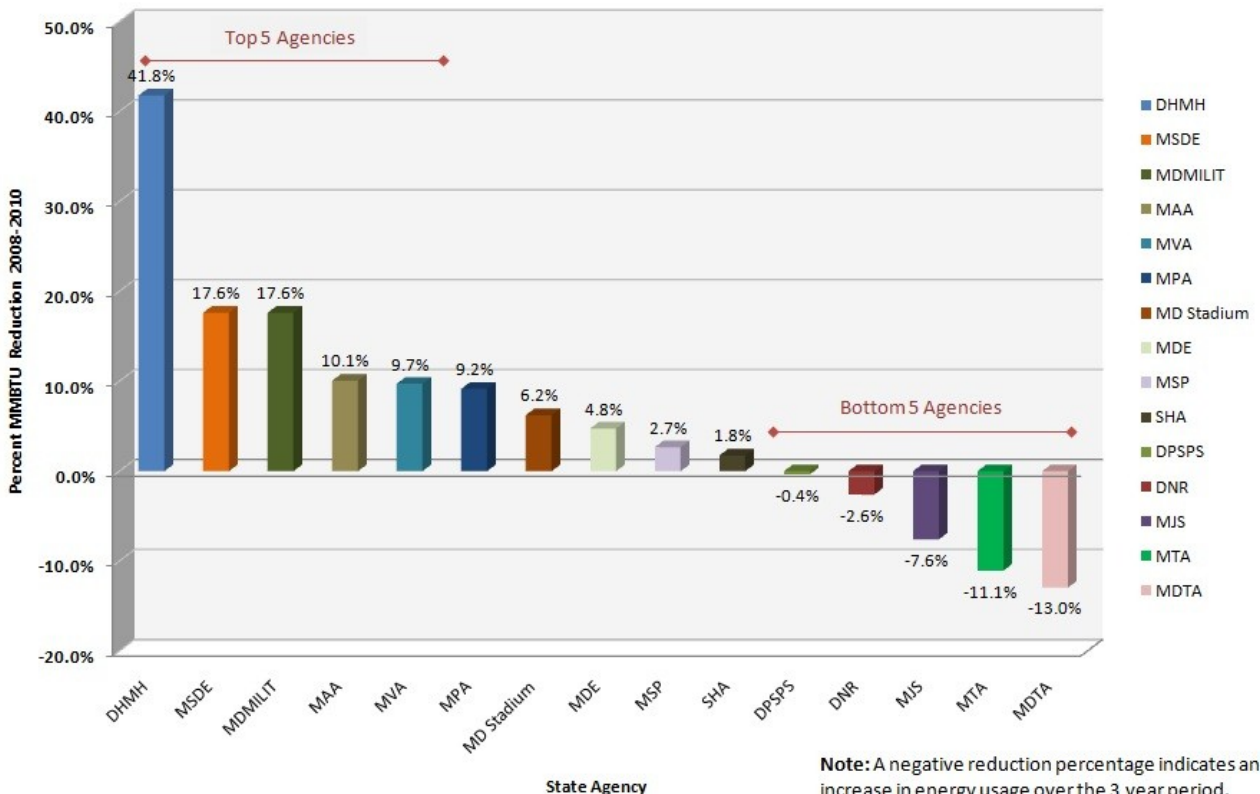
Below is the State Competition Graph that is currently live. It was deemed too confusing and has been simplified for better synthesis as well as to highlight top and bottom performers. This graph is further below.

## Current Competition Graph



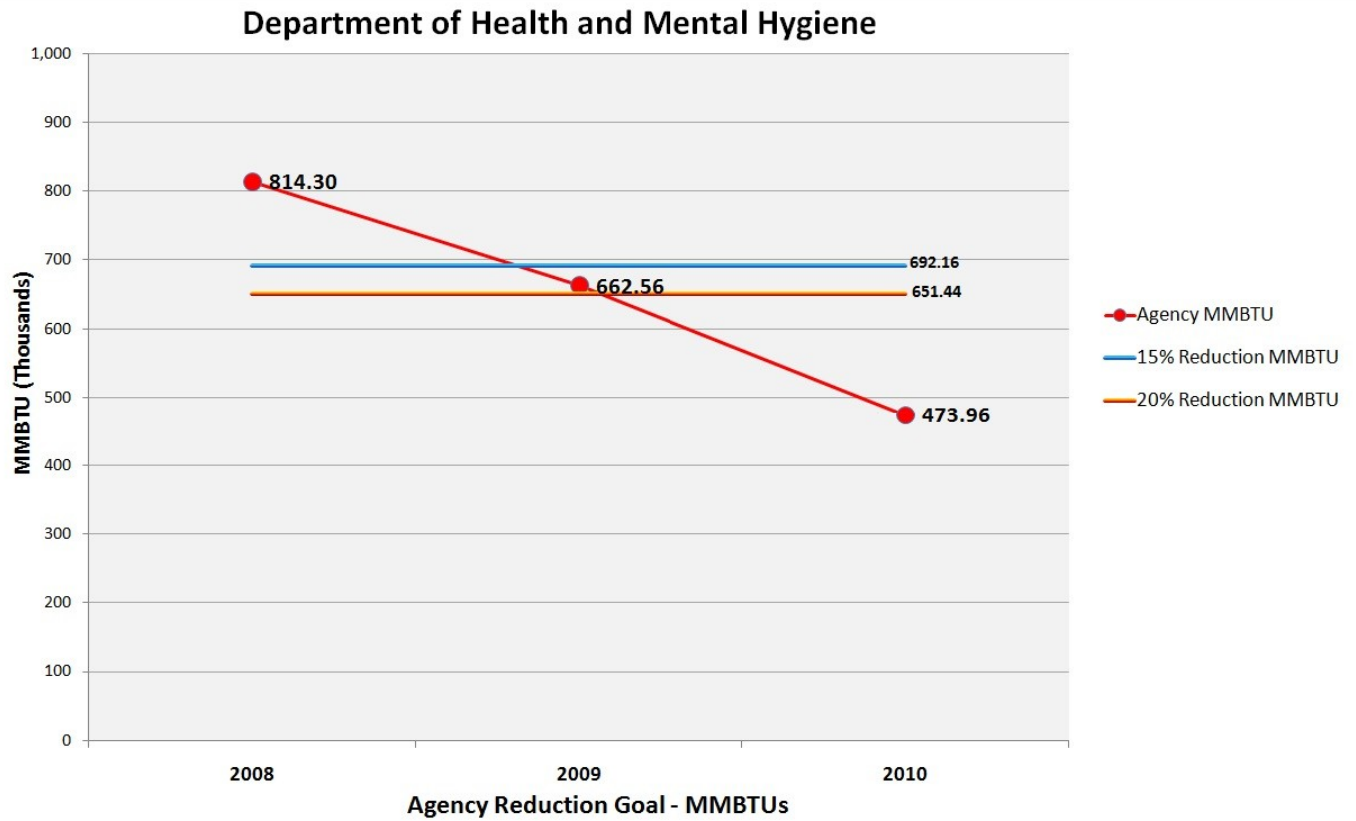
## Proposed Energy Competition Graph

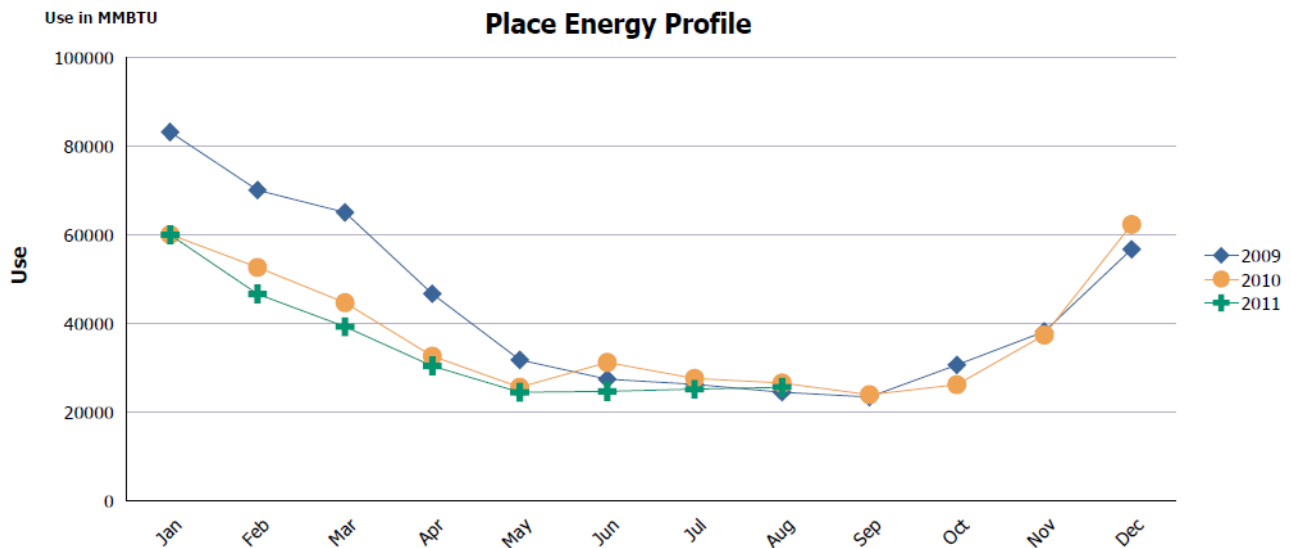
15 State Agency Energy Reduction Competition



This graph shows the change in overall energy use (MMBTU) for the period of 2008-2010. DGS reports that we will have the 2011 numbers next week.

The individual Agency graphs were also thought to be unclear. Below are the proposed improved graphs. These include one showing overall yearly progress as well as a graph showing monthly progress. The monthly graph will be several months behind in order to allow collection of data. As mentioned previously, charts will be put into a similar format as BayStat once a training session can be held.





Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
2009	83,238	70,121	65,098	46,717	31,763	27,429	26,271	24,483	23,390	30,623	38,176	56,745	624,055
2010	60,068	52,856	44,707	32,625	25,592	31,207	27,591	26,562	23,924	26,174	37,395	62,344	450,846
2011	60,032	46,650	39,259	30,400	24,474	24,665	25,154	25,604	0	0	0	0	276,238
<b>Totals</b>	<b>203,338</b>	<b>169,427</b>	<b>149,064</b>	<b>109,743</b>	<b>81,829</b>	<b>83,301</b>	<b>79,017</b>	<b>76,649</b>	<b>47,314</b>	<b>56,798</b>	<b>75,571</b>	<b>119,090</b>	<b>1,251,140</b>

- The panel suggested going with the updated graph that highlights the top and bottom five agencies in terms of energy reductions.
- It was reported that all agencies that reside in DGS buildings count as DGS energy use. In light of this, it was recommended that DGS be added to the Agency Competition Website.
- **Energy Reduction Actions on Leased Property.** DGS is currently working on establishing an accurate base line for future comparison of actions on leased space. They report that the process is more time consuming than they initially thought as it requires them to get each of the individual accounts to complete this assignment. This task is currently underway and they should be able to provide an update on its progress at the November DGS Stat.
- **Sustainable Building Standards.** DGS ORE has comprehensive specifications which include high performance green building strategies and processes to install products, components, and systems to improve building performance by significantly reducing energy consumption, increasing facility flexibility and improving user comfort and satisfaction for State Agencies. These include, when applicable:
  - site development
  - use of existing infrastructure
  - natural ventilation and day lighting
  - low e windows
  - high efficiency mechanical equipment
  - digital thermostats
  - T-8 lighting
  - building materials that are non-toxic
  - no or low VOC sustainable with high post consumer recycled content

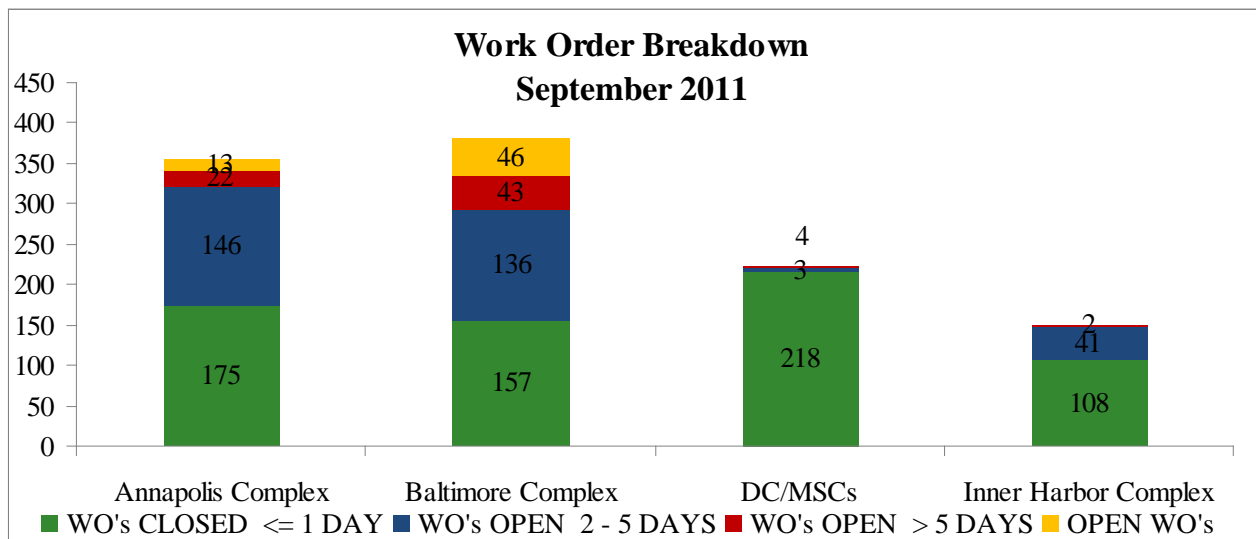
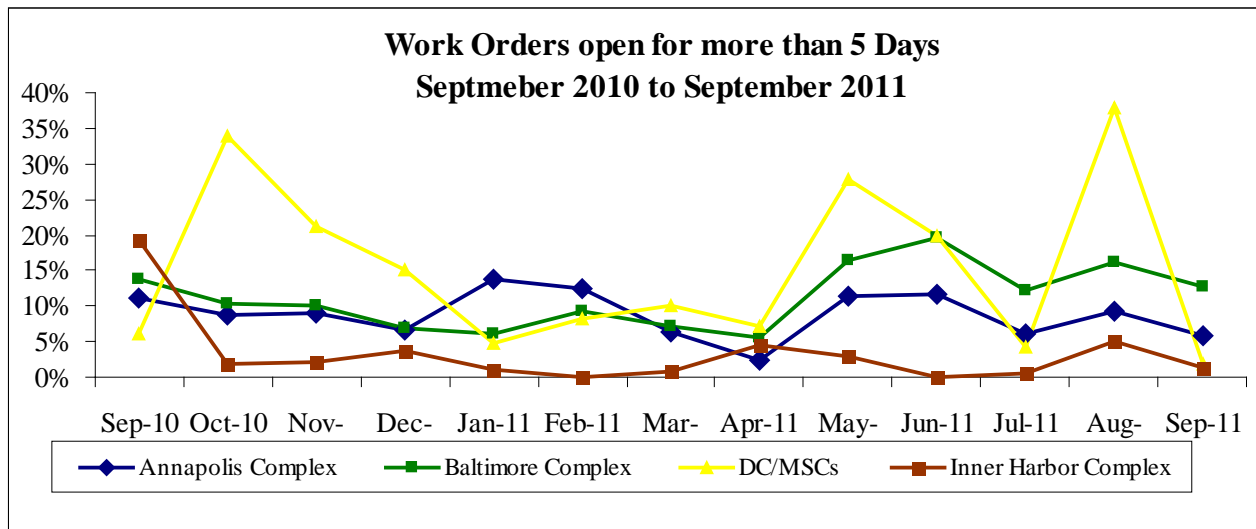
DGS ORE has implemented additional best practices which include but may not be limited to:

- replacement of HVAC units more than 10 years old
- occupancy sensors
- low flow toilets, urinals and faucets.
  
- DGS reported that they plan to buy 10 megawatts of manure power. This would equate to five percent of their energy usage. All waste to energy purchases occur within Maryland and do not involve purchasing out of state.
  
- **Energy Plans:** DGS had set a deadline of July 2<sup>nd</sup> for 14 agencies to submit their Energy Reduction Plans. DGS has reported that they have received Energy Reduction Plans from the following agencies:
  - Military Department
  - MD Stadium
  - MD Dept. Environment
  - Dept. Public Safety & Corrections
  - Health & Mental Hygiene
  - Dept. Natural Resources
  - MD Transportation Authority
  - MD Aviation
  - MVA
  - MSDE (received July 8th)

This leaves SHA, DJS, MSP, and MPA that still need to report their reduction plans.

## **Work Orders**

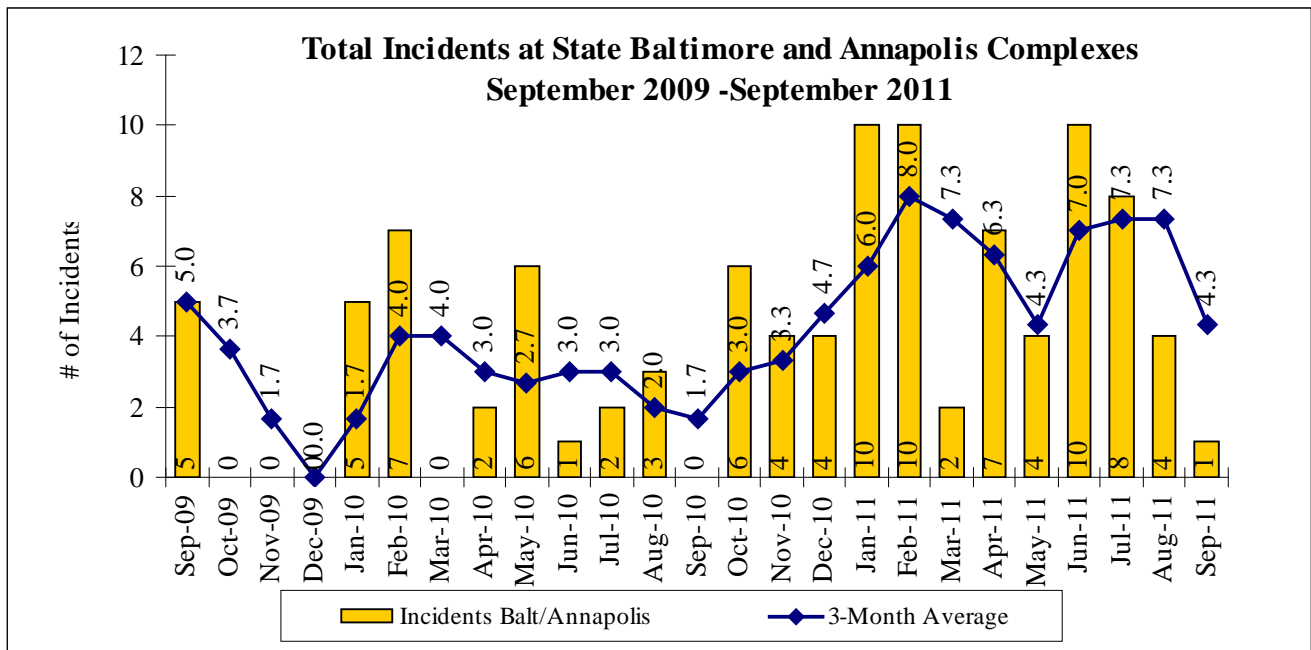
- **Work Orders.** After being up across the board in August, work orders open for more than five days fell in September. The most dramatic drop came at the Court Complexes with the numbers dropping from 56 to four. Last month, DGS reported that the rise in open work orders was due to HVAC issues and was being taken care of by the contractor. In July, DGS reported that they have begun a pilot tracking program at the Annapolis Complex. There is no dramatic difference in the numbers at the Annapolis Complex compared to Baltimore or the Inner Harbor.



- Due to limitations of the current system, it is thought that outputs are not reliable or consistent. DGS reports that with the new Skyre system, they will be able to check on work orders daily.

## Security

- **Incidents at State Complexes.** For the second month in a row, there has been a decrease in incidents at the Baltimore and Annapolis Campuses. There was one incident at the Annapolis Complex and none at the Baltimore Campus. The single incident at the Annapolis Campus was a theft. For the past two years, these campuses have seen a dip in incidents during early fall before rising again during the winter.



- License Plate Readers.** Chief Michael Wilson has been in contact with Danny McCoy, Director of Security Operations for the Department of Public Safety and Correctional Services in reference to this issue. On September 26, 2011, Maryland Capitol Police deployed a police officer and vehicle equipped with a LPR to gather information at the following location:

Department of Public Safety and Correctional Services: 400 E. Madison Street, Baltimore, MD 21202

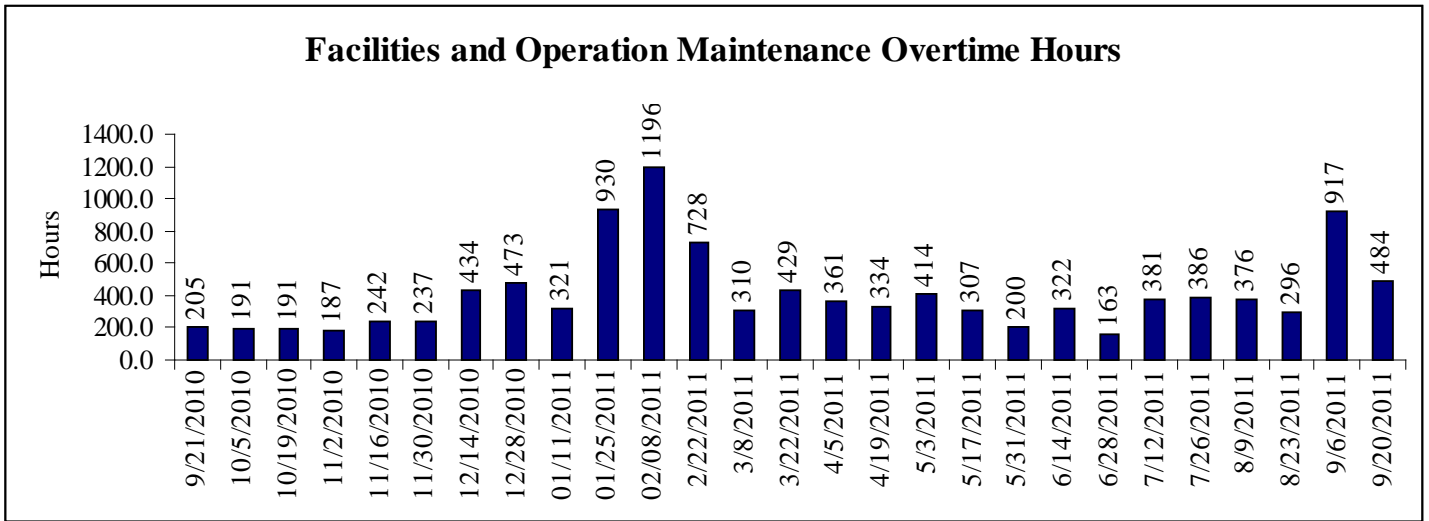
Maryland Capitol Police (MCP) will continue to do this for a two week period. MCP is reading tags in the parking lots and other locations around the complex to gather information regarding criminal activity near the facility.

- It was reported that the LPR was alerted to one stolen car and nine suspended licenses. These results were similar to previous alerts at Jessup. DGS reports that they are not currently planning on going back for more LPR sessions.

**Personnel**

- Overtime:** During the September 6<sup>th</sup>, 2011 work period, overtime hours for Facilities and Operation Maintenance (FOM) staff rose to 917 hours. This was the highest total FOM overtime hours since the snowstorms of last winter.

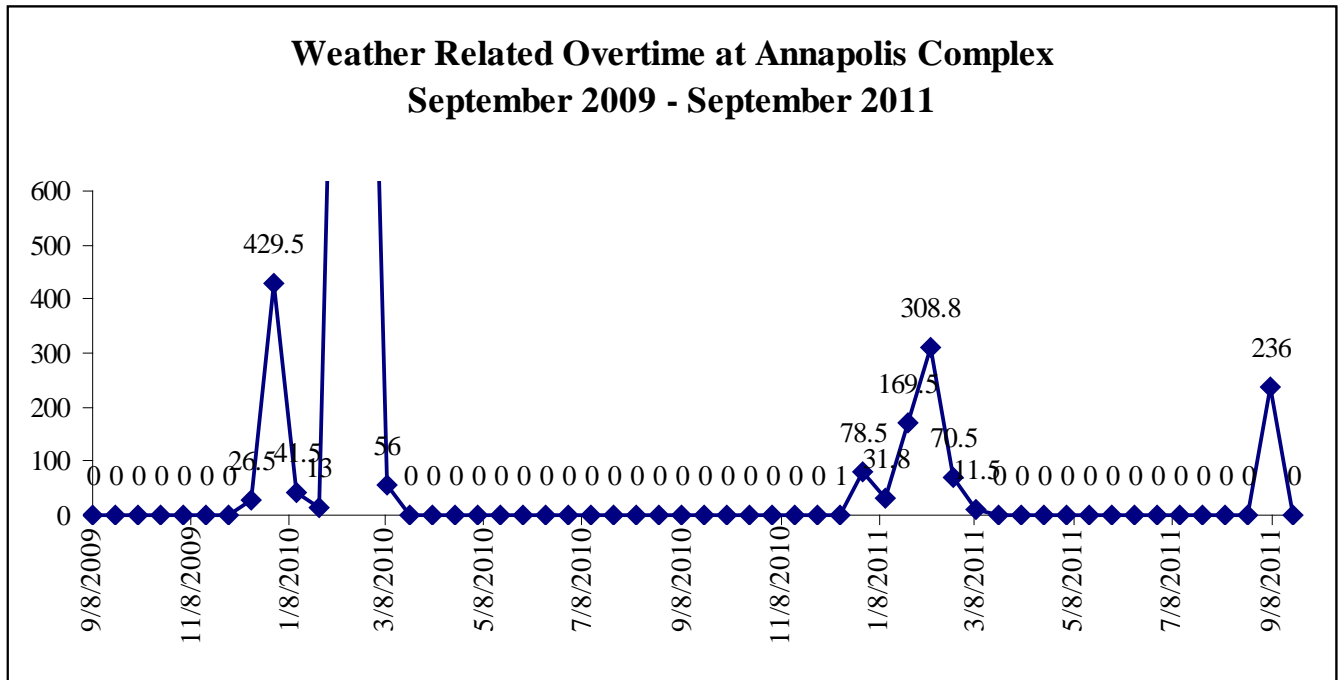
### Facilities and Operation Maintenance Overtime Hours



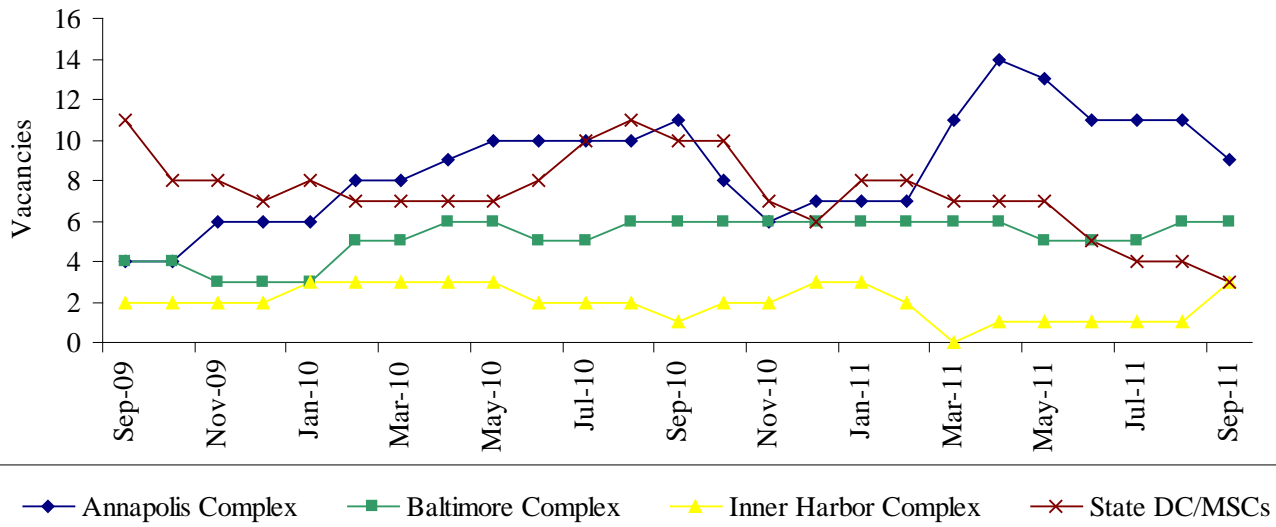
- DGS reports that when a building has been officially closed, workers would have to be available receive double pay.
- The spike in FOM overtime hours in the September 6<sup>th</sup> period was due to hurricane and flooding.

During the period of September 8<sup>th</sup> 2011 there was a spike of 236 hours of weather related overtime hours at the Annapolis Complex. The other complexes saw much smaller increases with inner Harbor and the Court Complexes with 60 hours and Baltimore with 40 hours.

### Weather Related Overtime at Annapolis Complex September 2009 - September 2011



### Vacancies on State Complexes September 2009 - September 2011



### Construction

- Facilities Planning, Engineering, and Construction.** There are four projects that are not on schedule. Three of these projects have no listed reason for the delay in the schedule. These projects, which total 41.2 million dollars, include the BCCC Main Building Renovation, Fort Fred State park Officer's Quarters reconstruction, Dan's Mt. WMA Design Road and Storage Building, and the Tuckahoe SP Upper Chesapeake Rail Trail.

Facility	A/E Approval	DD Subm	50% CD	100% CD	Bid Due Date	BPW Award	Notice to Proceed	Award Amt/ Estimate
BCCC Main Bldg Renov Liberty Campus Final Phase CC-623-981-101 (LB)	21-Apr-99	29-Jun-11	13-Jan-12	7-Apr-12	18-May-12			\$ 36,800,000
Fort Fred State Park Officer's Quarters Reconstruction P -012-040-010 (PF)	7-Sep-04		5-May-08					\$ 2,000,000
Dan's Mt WMA Design Road & Storage Bldg. P -053-020-010 (PF)	14-Mar-06	16-Nov-07	8-Aug-08	1-Jun-11	22-Jul-11	On Hold pending Addendums		\$ 1,194,758
Tuckahoe SP Upper Chesapeake Rail Trail P -055-081-010 (DH)	11-Mar-08	20-Mar-09	22-Jun-09	21-Dec-11				\$ 1,280,000

## Real Estate

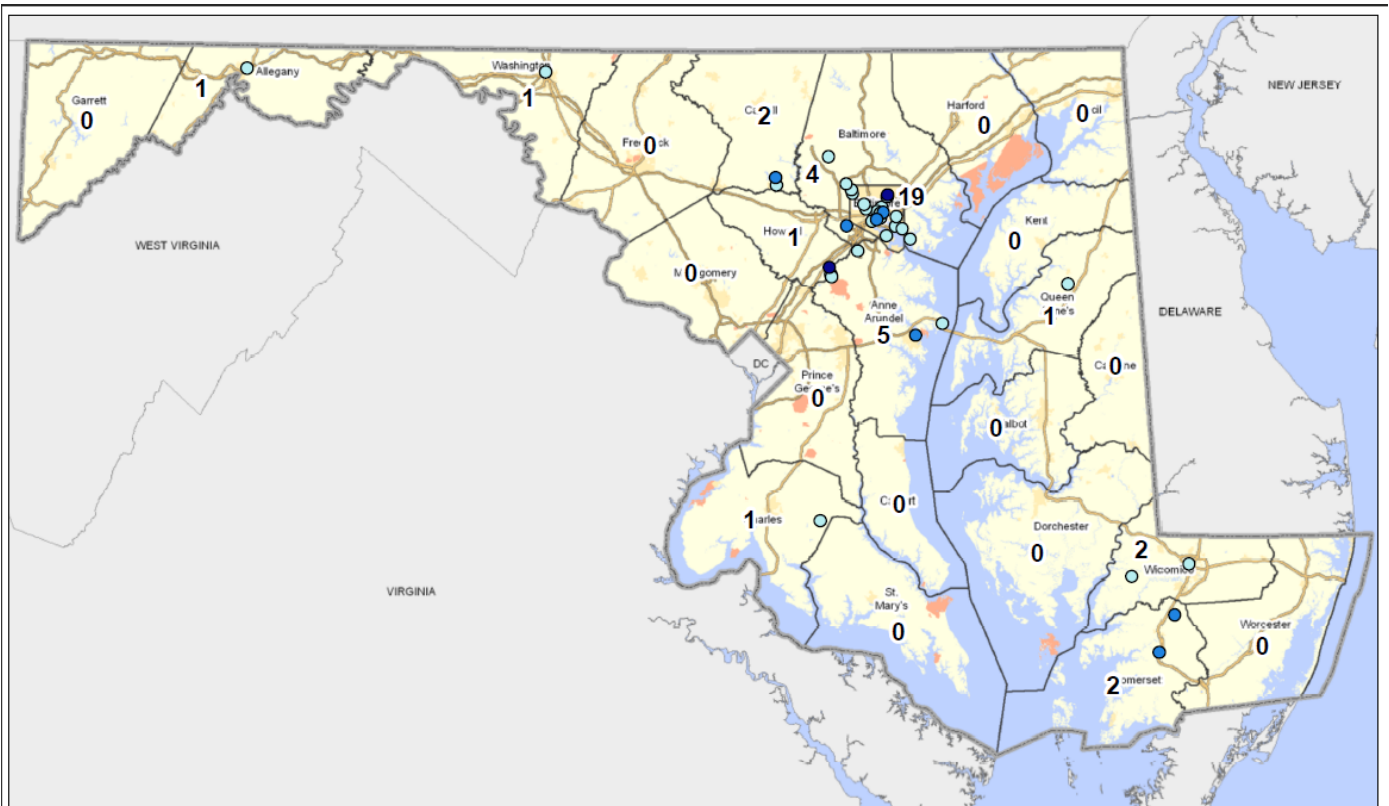
- **Maryland Agricultural Land Preservation Foundation.** In September DGS .had nine MALPF contracts approved by the Board of Public Works. These contracts total 953 acres and require a \$3.6 million expenditure. This is the first MALPF approval since September 2010.

## Follow-up Items

- **Recycling:** StateStat has been working with MDE on improving the State's Recycling. The following is the agency data reported to MDE. MDE is unable to attend the October DGS Stat. StateStat will continue to work with MDE in preparation for a full look at recycling at the November Stat

Agency Recycling Rates (2010)*			
Agency	Tons Recycled	Tons Disposed	Recycling Rate
Baltimore City Community College	10.42	222.39	4.48
Department of Health and Human Services	742.19	4,552.49	14.02
Maryland State Archives	5.15	31.2	14.17
Maryland Food Center Authority	915.6	5,500.00	14.27
Department of Public Safety and Correctional Services	2,508.53	14,891.42	14.42
Maryland Public Broadcasting Commission	18.25	96.85	15.86
Morgan State University	701.41	3,463.30	16.84
Maryland Stadium Authority	380.67	1,755.01	17.82
Department of Education	78.04	352.3	18.13
No Reports Submitted			
Department of Juvenile Services			
Maryland Dept. of Agriculture			
Dept. of Assessments and Taxation			
Judiciary of Maryland			
Subsequent Injury Fund Board			
Dept. of Veterans Affairs			
*Only Agencies with Rates < 20% shown			
**Agencies with over 1,000 tons of unrecycled waste are highlighted			

The following map shows where the lowest rates of recycling occur. These are signified by the blue points. The map also shows how many individual facilities with low recycling rates occur in each County. Baltimore City is the worst with 19 followed by Anne Arundel and Baltimore Counties with five and four respectively. Somerset, Wicomico, and Carroll each had two.

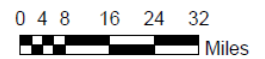


**Legend**

**Tons Not Recycled (2010)**

- 81 - 800
- 801 - 2500
- 2501 - 5500

**Maryland Statewide Recycling Facilities**  
 Facilities with Low Recycling Rates (<20 %) and High Non-Recycled Waste (>80 tons) by County



October 17, 2011

- DGS reports that they are ranked in the top 10 of states in recycling efforts.