

Energy Management Policy

City of Albany

Background:

The City of Albany has undertaken a number of energy efficiency projects in the past to improve the performance of our buildings and facilities. The City of Albany has worked on various sustainability initiatives and we recognize that aggressively managing energy consumption is a core part of our overall sustainability efforts. Our past efforts and their effectiveness, as well as the recognition that there is much more to do, gives us a strong foundation upon which to develop and implement a strategic energy management initiative.

Mission Statement:

To continually and cost-effectively increase the efficiency in our use of energy; reduce costs where feasible; reduce environmental impacts; and safeguard the public resources entrusted to us.

Guiding Principles:

Active management of energy related costs and associated risks could provide significant economic return to the organization, help achieve our strategic objective and supports other key aspects of the organization's overall mission. To achieve these benefits the City of Albany is committed to the following principles:

- The City of Albany will take a strategic approach to energy management, integrating energy management considerations into our everyday business practices.
- We will set specific energy reduction goals and employ a deliberate and robust process to identify and assess opportunities for improvement and apply best practices.
- Our energy management team will develop and implement a comprehensive, multi-year energy management plan to achieve our energy management policy goals and objectives.
- Employee awareness, involvement, and accountability are central to the success of our energy management initiative. Executive leadership and organizational engagement will be hallmarks of our efforts.
- Our energy management investments should yield economic returns or benefits that meet or exceed the City's investment. We will apply consistent methods of financial analysis that consider total cost of ownership and operation.
- We will leverage available federal, state, and local resources to assist us in achieving our energy management goals; including use of business, technical and financial assistance resources.
- The City of Albany will monitor, track and report on progress based on specific key performance indicators, communicate results internally and to our City Council as

appropriate; using what we learn to continuously improve our efforts and update our plans.

City of Albany Goal(s):

Our initial goal is to reduce our overall electrical and natural gas energy consumption by 5% every year for the next three-year period, beginning in July 2014. This will result in a \$31K - \$77K on overall electrical and natural gas operating cost savings..

Establish an energy fund for future energy related projects that will enable the City to continue supporting the

Energy Use Performance Metrics:

Energy consumption and green-house gas emissions will be tracked using the following metrics:

- Office Buildings (normalized for weather)

$$\frac{kWh}{Sq.Ft.}$$

$$\frac{Therms}{Sq.Ft.}$$

- Reduction in total MtCO₂e (metric ton equivalents) from energy efficiency improvements

Energy and cost savings will be determined by comparing current energy consumption with past baseline energy consumption for our buildings and facilities. Energy saving impacts from specific energy management projects and activities will be tracked.

Enacted on ___25___ day of __Feb__, 2014.

Name: Wes Hare

Name: Jorge Salinas

Title: City Manager

Title: IT Director

Executive Sponsor

Program Manager

ADMINISTRATIVE POLICY ENERGY MANAGEMENT	Policy No.: 7.4.20
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	Page: 1 of 2
	Owner: Environmental Affairs

1. PURPOSE

Energy is used in several forms to operate buildings, for vehicles and heavy equipment and to meet the needs of partners who use Port facilities. Market phenomena are creating a surplus of potential energy strategies, necessitating the need for a clear understanding of and a process for evaluating various new concepts of energy use. Having a consistent guideline upon which to base energy decisions will serve the Port of Portland in discerning strategies for efficient use of financial and energy resources. It will serve to guide Port decisions to ensure effective process evaluation when faced with energy investment decisions.

2. PERSONS AFFECTED

This policy applies to all Port employees and those working on behalf of the Port.

3. POLICY STATEMENT

The Port of Portland will strive to use energy efficiently to operate its facilities and meet the needs of those using Port services and facilities. The Port will be objective and diligent in evaluating new energy technology development and will consider a balance of issues including: economic feasibility, system compatibility and environmental effectiveness in the evaluation of energy strategies. The Port will monitor emerging issues related to energy use and on-site generation that will assist in informing decisions related to Port operations, policies and priorities.

The Port supports economically and environmentally feasible strategies that reduce energy consumption and utilize proven technologies in the development and operation of Port facilities. The Port will strive to use state-of-the-art strategies for energy use and minimization in designing new facilities and upgrade of out-of-date systems in existing buildings when such upgrades yield economic and environmental benefits deemed to meet Port economic and environmental sustainability criteria.

The Port will promote efficient use of energy by:

- Continually seeking ways to reduce energy consumption by implementing design strategies that utilize state-of-the-art design of building and energy systems;
- Evaluating emerging distributed generation strategies and determining their effectiveness based on economic payback and overall environmental benefit;
- Employing operating strategies that upgrade outdated systems with more efficient equipment and optimize the use of natural sources of energy such as daylighting, geothermal heating and cooling, economizing cycles, etc.;
- Purchasing renewable energy from sustainable sources available in the commercial energy market;

- Facilitating efficient use of energy by Port tenants by offering information and design review support; and
- Developing systems and practices that result in a reduction of energy by users of Port facilities by adopting practices and employing systems that move people and goods more efficiently through Port facilities.

Port managers will use the Energy Management Guidance Document for specific guidance related to energy decisions and strategies.

4. DEFINITIONS

Not applicable.

5. RELATED POLICIES, PROCEDURES, AND GUIDELINES

- 5.1 Commission Policy 6.1.11, *Environmental*
- 5.2 Policy 7.4.18, *Air Quality*
- 5.3 Policy 7.4.11, *Natural Resource*
- 5.4 Policy 7.4.16, *Water Resource*
- 5.5 Policy 7.4.12, *Waste Minimization*
- 5.6 Environmental Management System Manual
- 5.7 Energy Management Guidance Manual

Policy No. 7.4.20: Energy Management	
Date	Description of Modification
09/01/2010	Original Policy
02/26/2014	Updated format for consistency with other EMS environmental program policies.

Reviewed



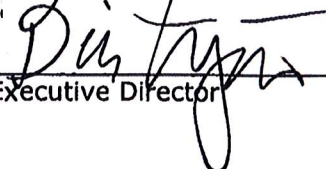
 Public Affairs Director

Reviewed



 General Counsel

Approved



 Executive Director