

# Annual Sustainability Report

2018



## OUR COMMITMENT

Cascade Energy is committed to increasing our company's sustainability and decreasing our environmental impact through continuous improvement of our business practices and operations.

## DRIVING ENERGY SAVINGS

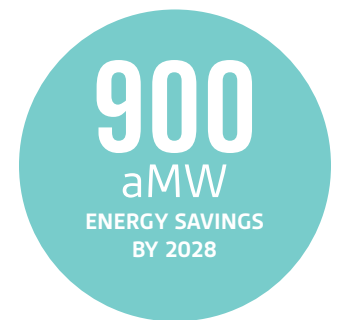
Cascade's number one sustainability priority is to assist and motivate our customers to achieve their energy efficiency goals. In 2016, Cascade established a goal to deliver **900 aMW** (7.9 billion kWh) of energy savings by 2025. We will do this by providing best in class energy engineering and energy management services to our customers.

### Energy Savings 2016-2025

	ANNUAL SAVINGS (aMW)		CUMULATIVE SAVINGS (aMW)	
	Goal	Achieved	Goal	Achieved
2016	45	40.3	45	40.3
2017	52	43.7	97	84.0
2018	46	48.5	143	132.5
2025	900		900	

In 2016, Cascade established an internal Green Team to lead its sustainability efforts. This report describes Green Team results for 2018 as well as 2019 goals and objectives.

## OUR GOAL



## 2018 ACHIEVEMENTS

Share Expertise  
in the Community

Improve Internal Awareness  
of Sustainability Efforts  
and Resources

Deepen our Engagement  
with Suppliers on  
Sustainability Practices

Sustainability at Work  
in All Offices

Bike More

Ban the Bottle

Paper Use Reduction

**GOAL 1****Share Expertise in the Community****Objectives**

- Survey staff to discover opportunities and identify staff champion(s) to coordinate this effort.
- Arrange at least one site visit to a community facility to provide no-cost energy-efficiency expertise.

**Results** – **DEFERRED** – Based on a staff survey, 9 regional facilities were identified as potential candidates. Further investigation into savings opportunity reduced the list to 1-2 top candidates. However, no site visits were conducted in 2018.

**Next Steps**

Re-adopted as a goal for 2019.

**GOAL 2****Improve Internal Awareness of Sustainability Efforts and Resources****Objectives**

- Work with Human Resources to incorporate sustainability into the onboarding process.
- Update Green Team internal website to highlight internal sustainability resources.
- Highlight sustainability efforts/opportunities in a companywide update at least quarterly.

**Results** – **COMPLETE** – The onboarding and new office set up checklists were updated to incorporate sustainability considerations. Green Team internal webpages were updated to put more emphasis on internal sustainability efforts and resources, and the team also contributed several highlights to company-wide "Weekly Updates" email. End-of-year brown bag was well-attended and well-received.

**Next Steps**

Improving internal awareness of sustainability will be re-adopted as an Above and Beyond objective for 2019.

**GOAL 3****Deepen our Engagement with Suppliers on Sustainability Practices****Objectives**

- Review Procurement and Subcontractor Diversity Forms and update as necessary.
- Define which department(s) is responsible for managing procurement and/or subcontracting and re-distribute form.
- Track and report responses.
- Develop strategy for further engagement of suppliers based on responses.

**Results** – **COMPLETE** – Diversity and Sustainability Procurement Form was revised and distributed as an online survey. The Operations team is monitoring responses and a report of results is in progress.

**Next Steps**

The Operations team will be developing strategies for further engagement going forward.

**GOAL 4****Ban the Bottle****Objectives**

- Establish method(s) for tracking water bottle purchases.
- Ban purchase of water bottles for office use. Supply reusable cups and water bottles.
- Request caterers and event hosts to use alternatives to disposable water bottles when possible.
- If water bottles are provided at external events, engage Cascade trainers/organizers to increase recycling rate.

**Results** – **COMPLETE** – All offices received a Green Catering toolkit. In 2018, Cascade avoided almost 800 single-use plastic bottles and reduced single use bottle water costs by over 94%.

**Next Steps**

Admin support team will continue to refine Green Catering toolkit as needed.

**GOAL 5****Sustainability at Work in All Offices****Objectives**

- For each territory office, use the City of Portland's Sustainability at Work checklist to establish a sustainability baseline and identify two to three potential areas for improvement.
- Develop an action plan for each territory office, including a commitment to implementing at least one action item.
- Collect quarterly action-item implementation updates from each territory office and provide support where possible.

**Results – COMPLETE** – In 2018, there were 9 territory offices. Of those, 2 were in the process of moving and were not included in this effort. All 7 of the established offices completed the Sustainability at Work checklist; 4 identified and pursued specific goals for 2018 and provided quarterly updates:

- **PLEASANT GROVE** performed an energy audit of tenant space and removed lighting to reduce energy usage and achieve better light balance. This office also received credit for limiting after-hours usage and received a report that the entire building reduced operating expenses by \$12k compared to 2017 levels.
- **ISSAQUAH** documented almost 90 carpool trips, saving almost 2 metric tons of CO<sub>2</sub>.
- **MERIDIAN** obtained a list of cleaning products used by janitorial staff and switched to all-natural cleaners for in-house purchases. This office also established a battery/e-waste collection point and disposal process.
- **SAN DIEGO**, our new office, provided feedback on how to further incorporate sustainability into the new office set up checklist.

**Next Steps**

Engagement of principal and remote/home offices will continue to be an ongoing Green Team effort. In 2019, this goal will be re-adopted with a focus on remote/home offices.

**GOAL 6****Bike More****Objectives**

- Participate in Oregon's Love to Ride Bike More Challenge. Designate a Bike More Challenge Champion to share updates and track progress towards goal (33% participation and 400 commute trips).
- Before May, send reminder of upcoming challenge and share last year's achievements.
- Send reminders, encouragement, and highlight achievements throughout the month of May.

**Results – COMPLETE** – Cascade staff across offices participated in the Love to Ride Oregon Bike More Challenge. In the month of May, 37 staff members (34%) cycled a total of 3,554 miles across 464 trips, resulting in 1,705 lbs CO<sub>2</sub> avoided.

**Next Steps**

Participation in the Bike More Challenge will be re-adopted as an Above and Beyond objective for 2019.

**2018 Above and Beyond****Paper Use Reduction**

Cascade continues to track and drive down paper, toner, and printing costs. In 2018, paper use decreased compared to 2017 levels, but total costs increased in part due to a transition to higher quality toner.

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**GOAL 1****Promote Alternative Transportation**

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As Cascade continues to grow, drive awareness and adoption of transportation alternatives. Incentivize use of alternatives and proactively manage limited parking resources.

**Objectives**

- Support Portland Parking workgroup and assist with promotion, awareness as needed.
- Add "How I Got To Work Today" sign-in board.
- Promote weekly and quarterly raffle drawings.
- Continue to issue TriMet passes to all Portland Cascadians free of charge.

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**GOAL 2****Establish Carbon Footprint Baseline**

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Establish scope and procedures to calculate and track Cascade's carbon footprint as a comprehensive indicator of Cascade's environmental impact.

**Objectives**

- Scope and quantify Cascade's carbon footprint.
- Identify opportunities for potential improvement.

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**GOAL 3****Share Expertise in the Community**

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Cascade has a unique opportunity to provide energy-efficiency expertise in our local communities. Helping non-profit organizations in our community decrease their energy use allows funds that would have been spent on their energy bills to be reallocated to providing valuable goods and services.

**Objectives**

- Arrange for at least one site visit to a community facility to provide no-cost energy-efficiency expertise.

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**GOAL 4****Expand Engagement Efforts to Home Offices**

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Engage and support sustainability efforts in remote/home offices and support.

**Objectives**

- Reach out to each of the 17 remote/home offices and identify areas of potential improvement.
- Identify opportunities for potential improvement and achieve at least one action item at 50% of home offices.

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**AAB 1****Continue to Bike More**

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Continue to participate in Love to Ride Oregon's Bike More Challenge.

**Objectives**

- Designate a Bike More Challenge Champion to share updates and track progress towards participation and mileage goals (50 riders and 475 trips).
- Before May, send reminder of upcoming challenge and share last year's achievements. Send reminders, encouragement, and highlight achievements throughout the month of May.
- Continue to sponsor and advertise quarterly bike tune-ups.

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**AAB 2****Expand Paper Reduction Tracking**

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Continue to reduce paper, toner, and printing costs without impacting customer service or deliverable quality

**Objectives**

- Expand tracking processes to capture outsourced printing costs.
- Add granularity (individual/department/office) to reporting where possible.
- Identify potential strategies for improvement.

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**AAB 3****Continue to Improve Internal Awareness of Green Team Efforts**

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Continue to raise the profile of the Green Team's actions and Cascade's sustainability performance, including achievements and opportunities for improvement.

**Objectives**

- Highlight sustainability efforts/opportunities in a companywide update at least quarterly.
- Continue to host All Company brown bag at least annually.

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**AAB 4****Continue Engagement Efforts Beyond Portland Headquarters**

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Continue to engage and support sustainability efforts at regional offices.

**Objectives**

- Identify Green Team Representative for each of our nine territory principal offices.
- Identify potential areas for improvement, using Sustainability at Work checklist as appropriate.
- Implement at least one action item at 80% of regional offices.

## 2017

Goal	Objectives	Result
Reduce Paper Use	<ul style="list-style-type: none"> <li>Set all IT-managed and -supported printer defaults to double-sided printing.</li> <li>Inventory current paper supply.</li> <li>Collect expenses/receipts for 2016 and 2017 to track paper purchasing.</li> </ul>	<p><b>COMPLETE</b></p> <p>Printing costs decreased from \$241 to \$173 (per employee) despite increased costs for better quality toner.</p>
Expand Engagement Efforts Beyond Portland Headquarters	<ul style="list-style-type: none"> <li>Establish Executive commitment and leadership.</li> <li>Establish a cross-functional team that meets quarterly and reports annually.</li> </ul>	<p><b>COMPLETE</b></p> <p>6 out of 7 offices implemented at least one action item (AI) for a total of 15 AIs completed.</p>
Engage Suppliers on Sustainability Practices	<ul style="list-style-type: none"> <li>Develop Diversity and Sustainability Procurement Form.</li> <li>Request all subcontractors, consultants, vendors, and suppliers complete and return form.</li> <li>Track and report results.</li> </ul>	<p><b>COMPLETE</b></p> <p>Diversity and Sustainability Procurement Form developed and set to all subcontractors, consultants, vendors, and suppliers.</p>
Share Expertise with the Community	<ul style="list-style-type: none"> <li>Review and identify opportunities to share our energy-efficiency expertise with the community.</li> <li>Define and implement a more robust program for implementation in 2018.</li> </ul>	<p><b>DEFERRED TO 2018</b></p>

## 2016

Goal	Objectives	Result
Develop Annual Progress Report	<ul style="list-style-type: none"> <li>Establish baseline energy usage for 2016.</li> <li>Determine one to two strategies for 2017 to monitor, track, and report progress.</li> <li>Develop and distribute annual progress report.</li> </ul>	<p><b>COMPLETE</b></p> <p><a href="#">2016 report available here.</a></p>
Resume Green Team Activity	<ul style="list-style-type: none"> <li>Establish executive commitment and leadership.</li> <li>Establish a cross-functional team that meets quarterly and reports annually.</li> </ul>	<p><b>COMPLETE</b></p>
Create a Cascade Energy Sustainability and Environmental Statement	<ul style="list-style-type: none"> <li>Develop a statement supported by executive leadership and shared with all staff that defines company goals, commitment, and action plan to support sustainability efforts.</li> </ul>	<p><b>COMPLETE</b></p> <p>Statement published to <a href="#">website</a>.</p>
Reduce Energy Use	<ul style="list-style-type: none"> <li>Install automated lighting controls throughout Portland office.</li> <li>Increase sustainability best practices communication with employees.</li> </ul>	<p>Drove down energy use at Portland HQ 9.6% between 2014 and 2016.</p>

# Sustainability and Environmental Statement



## OUR COMMITMENT

At Cascade, we are firmly committed to conducting our business in a sustainable and responsible manner, ensuring both the health and safety of our employees and the protection of the environment. We are dedicated to bringing transformative change to our business and our industry through continuous improvement of our services and operations.

### Environmental Stewardship

We believe that environmental protection is the responsibility of everyone at Cascade. Cascade monitors its operations to ensure compliance with applicable laws, regulations, and standards related to environmental protection. Employees are encouraged to advise a supervisor of any situation that may conflict with this policy.

### Continuous Improvement

Continuous improvement is fundamental to our business. At Cascade, we constantly strive to ensure our services and operations reflect environmental best practices to reduce pollution, decrease energy consumption, lessen ecological impact, and be good stewards of the environment. As individuals, Cascade staff are constantly learning and continuously improving their skills.

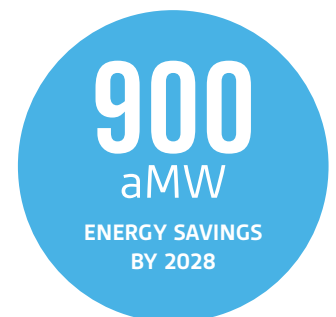
## MAKING INDUSTRY ENERGY EFFICIENT

Established in 1993, Cascade Energy delivers industrial energy efficiency to corporate and utility demand-side management customers across North America. Helping others save energy is our core business; it's what we do every day and why we exist. Based on the scale of our business activities and the environmental benefits at stake, Cascade's highest sustainability priority is to assist and motivate our customers to achieve and maintain their energy efficiency goals.

We are always looking for new and innovative ways to achieve energy efficiency for our industrial customers. Over the years, Cascade has expanded its core expertise from project-level energy efficiency to a wider array of services including corporate energy management programs, industrial demand-side management (DSM) program support, strategic energy management (SEM), industrial efficiency training and coaching, and SENSEI®, our energy management software.

## OUR GOAL

Cascade has established comprehensive tracking schemes to measure annual and cumulative savings achieved by our clients; this is the ultimate yardstick of our performance and contribution. In 2016, Cascade established a goal to deliver 900 aMW of energy savings by 2028. We will achieve this by continuously improving the energy engineering and energy management services provided to our customers.





In addition to providing the energy engineering and energy management services, we are focused on coordinated and thoughtful implementation of four key strategies to drive sustainability at Cascade:

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## 1 Share Our Expertise

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Cascade Energy's commitment to sustainability extends to our community, where we volunteer our expertise and time to identify no-cost and low-cost opportunities to reduce energy use and provide long-term efficiency planning advice. By helping community organizations reduce the money they spend on energy, we provide them with more resources they can use to deliver on their core missions.

Cascade also contributes to the transformation of the industries it serves by participating, teaching, speaking, and presenting at a wide range of associations, conferences, regional meetings, and events.

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## 2 Manage Our Suppliers

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Cascade actively seeks business relationships with partners who are compliant with applicable environmental laws, regulations, and standards. Moreover, Cascade's sustainable purchasing program encourages the selection of vendors and suppliers who demonstrate a commitment to sustainable operations. Cascade seeks to systematically assesses our vendors and suppliers and prioritize those that strive to maximize the value and quality of their products and services by using resources responsibly, preserving the environment, and implementing sustainability best practices.

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## 3 Reduce and Recycling

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Our offices cultivate a high level of awareness of waste management and a desire to recycle and reuse materials, when practical. In general, our offices promote economy in the use of materials, especially paper. We encourage the use of recycled/reclaimed materials and materials from sustainable and non-hazardous sources.

We monitor our building energy consumption and lighting, HVAC, and plug loads at our headquarters in Portland, Oregon and several regional offices. We supply our offices with energy-efficient equipment and regularly tune our HVAC and lighting systems to ensure these systems are operating efficiently.

Cascade also works to mitigate the impact of travel while still recognizing that delivering industrial energy efficiency to customers is our core business and requires time on-site with our clients. We strive to reduce the impact of our home-to-office commutes by encouraging all employees to engage in sustainable transportation alternatives.

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## 4 Continuously Improving Sustainability Practices

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Cascade has an in-house Green Team to oversee our corporate sustainability and environmental activities. The Green Team is responsible for setting annual sustainability goals and objectives, identifying continuous improvement strategies to meet these goals, and monitoring and reporting achievements and progress. This cross-functional team is composed of an executive sponsor, Barbara Dusicka, Vice President of Technology, and appointed or volunteer staff members. With support from all Cascade staff and leadership, the Green Team is dedicated to promoting and implementing sustainability best practices at work and in our community.