



2018 Partners for a Greener Davis Certification Application

Business _____

Address _____

Contact _____

Phone _____

Email _____

Website _____

This section to be completed by City staff only.

Signature

Date

General Requirements

The following general measures are required for all businesses.

- 1. Track water, waste and energy usage.
- 2. Provide on-going incentives or training opportunities to encourage management and employee participation in environmentally conscious decisions.
- 3. Inform your customers about your business' environmental efforts and what you are doing to meet the green business standards.
- 4. Assist at least one other business in learning about becoming a Partner for a Greener Davis. Once you are certified, fill out the postcard in your certification packet and mail it to another business in Davis that is not yet certified.

Pledge of Commitment

By signing this form you acknowledge:

- A. That your business is within Davis city limits.
- B. That you are in possession of a valid business license to operate within the City of Davis.
- C. That you are in compliance with all City, State and Federal regulations that affect your business, including, but not limited to, environmental health regulations.
- D. That you are committed to making environmentally responsible choices as a business, in order to reduce waste, save resources, prevent pollution and reduce greenhouse gas emissions.
- E. That this application has been approved by the management of your business.
- F. That to the best of your knowledge, everything marked on this application is accurate and truthful.
- G. That upon certification as a Partner for a Greener Davis, your business name and logo may be used by the City of Davis in various outreach media (brochures, newspaper, website, newsletters, etc.) to promote your business as a Partner and to promote the Partners for a Greener Davis Program.
- H. That upon certification as a Partner for Greener Davis, your business may use the City of Davis Partner logo in your outreach media.

Name (print)

Signature

Date

Using the menus on the following pages, check off (or fill in) the practices currently in place at your business.

Questions about filling out the application?
Contact the City of Davis Public Works Department
at 757-5686 or PWWeb@CityofDavis.org

**Completed applications can be hand delivered,
mailed, or emailed to:**

City of Davis Public Works Department
ATTN: Partners for a Greener Davis Program
1717 5th Street Davis, CA 95616

PWWeb@CityofDavis.org



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Solid Waste and Recycling

Required Measures

- Conduct a waste assessment of garbage and recyclables. Recology Davis (756-4646) can assist with a free waste assessment for Davis businesses.
- Establish a recycling program for cardboard, paper, plastics, glass, metals, food scraps, food-soiled paper and landscaping materials (DMC 32.01.065).
- Offer customers a choice of purchasing either a reusable bag or a minimum 40% post-consumer recycled content paper bag for a minimum of 10 cents each. (Retail only)
 - Not applicable. My business is not retail or is a non-profit reuse retail store.
- Purchase at least three items made from recycled materials (i.e: paper towels made from recycled paper):
 - _____
 - _____
 - _____

- Leave grass clipping on mowed turf (“grass-cycling”) rather than disposing of them. The mowing device should mulch grass clippings rather than just cut turf.
- Discourage employees from printing documents and email messages unless necessary.
- In the lunch/break room, eliminate disposables by using reusable items, such as mugs, dishes, utensils, towels/rags and coffee filters.
- Use rechargeable batteries and appliances whenever possible, such as hand-held vacuum cleaners and flashlights.
- Refill printer and copier toner cartridges when empty.
- Use the backside of printed sheets and outdated letterhead for draft use in the fax and/or the printer.
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Additional Measures

Eight additional measures are required for certification. Use the measures suggested below, [this list of suggested measures](#) or write-in measures specific to your business.

- Make two-sided printing and copying a standard practice (set machines to default to two-sided printing).
- Buy products in returnable, reusable or recyclable containers.

Energy Conservation

Required Measures

- Complete regularly scheduled maintenance on your HVAC (heating, ventilation and air conditioning) and refrigeration systems.
 - Clean permanent filters with mild detergents every two months (change replaceable filters every 2 months).
 - Check the entire system each year for coolant and air leaks, clogs, and obstructions of air intake and vents.
 - Keep condenser coils free of dust and lint.
 - Keep evaporator coils free of excessive frost.
- Have a PG&E energy audit of your business. Energy audits are free and can be made by calling the PG&E business customer service center at 1-800-468-4743. Review it annually for new measures to implement.

- Institute a formal policy that all electronic devices and lighting be turned off when not in use.
- Use weather stripping (weatherizing and caulking) to seal air gaps around doors and windows.
- Use computer hardware programs that save energy by automatically turning off idle monitors and printers.

Additional Measures

Eight additional measures are required for certification. Use the measures suggested below, [this list of suggested measures](#) or write-in measures specific to your business.

- Use lighting controls such as occupancy sensors, bypass/delay timers, photocells, or time clocks, especially in low occupancy areas such as closets and restrooms.

Items listed in red are required by law.



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- Use a timer on power supplies to automatically turn off office equipment after working hours.
- Use electrical equipment with energy saving features (e.g. Energy Star®) and ensure Energy Star® settings are enabled (list all the equipment that is Energy Star®, each item counts towards the required total).
 - _____
 - _____
- Adjust equipment controls to settings (temperature, speed or other) that use less energy. Post signage at equipment controls stating reasons for setting.
- Add renewable energy generation (example: programmable thermostats, solar panels) to your facilities. Incentives may be available from PG&E.
- Drain and flush hot water tanks to the sanitary sewer every 6 months to prevent scale build-up and deposits (this can reduce heating efficiency).
- Apply window film to reduce solar heat gain, if applicable.
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- _____
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Water Conservation

Required Measures

- Read your City Service bill to monitor water use.
- Sign-up for the customer water use portal to set usage alerts and monitor hourly water use (SaveDavisWater.org)
- Follow all of the City's mandatory water use restrictions (SaveDavisWater.org).**
- Regularly check for and repair all leaks in your facility. Leaks in toilet tanks can be detected with leak detecting dye tablets, which are available from the Public Works Dept.
- When toilet replacement is necessary, replace with high-efficiency toilets (HETs) using 1.28 gallons or less per flush. Replaced urinals should use 0.5 gallons or less per flush**
- Use dry methods to clean sidewalks, driveways, walkways or parking lots. Potable water may not be used to wash down these surfaces except for health and safety purposes.**

If you have landscaping/irrigation:

- Mulch all non-turf areas in landscaping.
- Test irrigation system quarterly and repair all broken or defective sprinkler heads, lines and valves.
- Adjust sprinklers for proper coverage to avoid overspray and runoff from property resulting in water waste.**
- Adjust the irrigation schedule monthly when in operation.
- For landscaping projects greater than 500 square feet requiring a permit, plan check or design review, follow the requirements of the City's Water Efficient Landscape Ordinance (SaveDavisWater.org).**

Additional Measures

Five additional measures are required for certification. Use the measures suggested below, [this list of suggested measures](#) or write-in measures specific to your business.

- Install a weather or soil-moisture based irrigation controller that automatically adjusts irrigation in response to weather conditions. Controller must include a rain sensor or a rain sensor must be added as a separate component.
- Convert existing landscape to drought tolerant plants (water efficient landscape information is available at SaveDavisWater.org).
- Replace water-cooled equipment, such as air conditioning units or ice machines, with air-cooled.
- Use kitchen rinse water and/ or residual drinking water to irrigate indoor plants.
- When cleaning with water is necessary, use only the minimum amount needed.
- Modify your existing irrigation system to include drip irrigation, where feasible.
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- _____
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Items listed in red are required by law.



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Pollution Prevention

Required Measures

- Properly dispose of all hazardous waste (including fluorescent bulbs/tubes, batteries, paint, pesticides etc.).
- Routinely check storage areas, pipes and equipment for leaks, spills and emissions of chemicals, paints, and cleaners; repair any deficient items found.
- Restrict hazardous products by at least two methods:
 - Buying them in small quantities.
 - Limiting access to authorized staff.
 - Use one or a few multipurpose cleaners, rather than many special-purpose cleaners.
- Replace harmful products with safer alternatives. List specific replacements below (at least two are required).
 - Cleaners: _____
 - Disinfectants: _____
 - Pesticides: _____
 - Paints: _____
 - Other: _____
- Regularly check and maintain storm drain openings and basins that are located on your property. This should be timed to occur prior to the wet season.
- Use traps or barriers instead of pesticides to reduce pests.
- Specify in pest control contracts that management methods include the specific use of methods of less toxic pest prevention endorsed by OurWaterOurWorld.org.
- Keep lids closed on waste dumpsters, carts and bins.
- Excess non -hazardous fluids are deposited in the sanitary sewer, not in the trash.
- Inspect trash receptacles at the end of each business day to make sure trash remains within dumpsters, carts and bins.
- Keep chemicals, all maintenance and cleaning materials in an enclosed solid cover area with no ability to drain rainwater through the enclosed area.
- Actively encourage alternative transportation at your workplace. List specific practices (at least two are required, extras count towards the Additional Measures section).
 - Set aside car/van pool parking spaces.
 - Provide electric vehicle recharge ports for visitors and staff using electric vehicles.
 - Provide secure (i.e. lockable) bicycle storage for staff and customers.
 - Provide rebates/incentives to employees on bicycles bought for commuting.
 - Membership with Yolo Commute: YoloCommute.net.
 - Provide lockers and showers for staff who walk, jog or bicycle to work.

- Provide employee incentives for carpooling or using mass transit (e.g. guaranteed ride home or subsidized transit passes).
- Convert or replace company vehicles with low-emission cars (electric, hybrid, natural gas or alternative fuels).
- Establish parking cash-out policy for employees.
- Establish pre-tax transit/rail/carpool/vanpool allowance policy for employees.
- Establish alternative mode company travel reimbursement policy.
- Register your business and employees for a Zipcar membership.
- Downtown businesses: Provide/ensure all employees have X-permits and park in X-permit spaces.
- Business participation in May is Bike Month: _____% of employees participating (33% min).
- Offer telecommute, compressed workweek, or flexible scheduling: _____% of employees participating.
- Other: _____

Additional Measures

Six additional measures are required for certification. Use the measures suggested below, [this list of suggested measures](#) or write-in measures specific to your business.

- Keep company vehicles well-maintained to prevent leaks and encourage employees to do the same.
- If you must clean outdoor areas or parking areas with water, divert from storm drains and collect the wash water (use wet vacuums or vacuum trucks) to **dispose in the sewer**.
- Label all storm water drains with "No dumping, drains to wetlands" message (free from the Public Works Dept.).
- Keep litter, landscaping waste debris and soil away from stormdrains.
- Encourage patrons to not feed wildlife food scraps.
- Use dry clean-up methods wherever possible for any outdoor cleaning.
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- _____
- _____
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- _____
- _____

Items listed in red are required by law.