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# THE TCB SUSTAINABILITY PLAN



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## Acknowledgements

TCB Industrial recognizes the following individuals for their dedication and commitment to developing our sustainability plan and related materials. Without their support and dedicated alliance this plan would not be a viable program.

Todd Raybourn- President

Bryan Martin-Vice President

Candace Molina- Sustainability Advisor

Jason Sumter- Shop Supervisor

## Program Summary

*We pledge to develop strategies that enable us to move toward sustainability while enhancing the value offered to our customers. The development of this program is to achieve goals that foster environmental, community, and financial sustainability. This plan sets forth goals that are specific to this organization and will establish guidelines for achieving and measuring the impact of our objectives.*

The Action Committee, is ultimately responsible for the implementation of the Sustainability program. They will train the Project Managers, Superintendents, and Project Foreman in various areas to ensure implementation of the Program components at the jobsite level.

Throughout the Program implementation monitoring and evaluation of the process steps will be reported to measure the Program results. These results are under review by the Action Committee to ensure that impacts to the relevant stakeholders are within program guidelines and environmentally responsible.

Purchasing environmentally friendly products, minimizing wastes, and working with third party organizations will encompass the Programs full potential as a successful and comprehensive sustainability plan.

## Overview of the Sustainability Planning Process

*With the ever-increasing carbon footprint, deteriorating natural resources and critical shortages, it becomes our responsibility, to develop sustainability plans which are specific to our industry and promote accountability.*

We believe that this program will address our assessment profile and become a measurement for improved performance for years to come. Each element has been evaluated and assessed to determine the practicality and ability to successfully manage, minimize, or eliminate potentially harmful environmental waste.

On behalf of the Action Committee, we are pleased to provide the results of our findings and the key elements for this sustainability plan.

## Key Elements for Sustainability

*We have targeted Four main areas as key elements for long term sustainability goals. With each of these goals it is our intent to provide training to all employees. Training in these areas will help us to achieve the plan objectives. Support from the Action Committee, and recognition of the objectives are the initial key. Monitoring and reporting will ensure continued success.*

### Purchasing Choices

- Environmentally preferred products
- Supplier Diversity
- Renewable Resources
- Conservation
- Distribution & Deliveries

### Energy Use & Natural Resources

- Consumption
- Renewable Resources
- Green Power
- Water Conservation
- Electricity Conservation

### Waste Generation

- Recyclable Materials
- Non-Toxic Substances
- Disposal Techniques
- Paper & waste Reductions
- Compost

### Transportation

- Fleet Operations
- Alternative Transportation
- Resource Usage
- Fuel Consumption
- Carpooling

## Action Plans for Priority Elements

### Priority Element #1 Purchasing Choices

#### A. Rationale

*Purchasing plays an important role in regard to sustainability impacts. It is imperative to consider all conservation aspects during the purchasing process. TCB Industrial recognizes this and has a purchasing procedure in place to assist in this area, as well as in Supplier Diversity.*

#### B. Action Steps

Action Steps (How will you get to where you want to be?)	Responsibility (Who will make it happen?)	Timeframe (When will it happen?)
Purchase Environmentally preferable products	Project Managers, Superintendents & Foreman	August 2015
Utilize in-stock materials to reduce expenses & waste	Shop Support & Action Committee	August 2015
Advance planning & scheduling of deliveries	Shop Support, Project Managers	August 2015
Purchase in bulk to minimize packaging	Shop Support, Action Committee	September 2015
Create database for diverse suppliers	Action Committee	March 2019

#### C. Resources

*Successful Implementation for the above will include but not limited to the following:*

- Research and provide resource information to the PM's, Superintendents, and Foreman for purchasing environmentally preferable products.
- Consolidate purchases to minimize packaging.
- Coordinate Job-site deliveries in advance.
- Research Diverse suppliers for database creation.
- Purchase locally when possible.

## Priority Element #1 Purchasing Choices

### D. Progress Monitoring

Action Steps Accomplished	Date	What helped you accomplish this action?
Consolidated Deliveries	AUG/2015	This is a continual effort to be maintained by the Project Managers, Shop Support, & The Action Committee
Bulk Purchasing	Sept/2015	This is a continual effort to be maintained by the Project Managers, Shop Support, & The Action Committee
Environmentally Friendly Products List	June/2017	This is a continual effort to be maintained by the Shop Support, and monitored by The Action Committee
Create master list of Diverse Suppliers for reference	March/2019	This is a continual effort to be maintained, and monitored by The Action Committee

## Priority Element #2 Energy Use & Natural Resources

### A. Rationale

*When we conserve energy resources, we can enjoy cleaner air and a healthier environment, while helping to reduce green-house gases. As consumers of our natural resources, it is our responsibility to reduce our carbon foot print by conserving and replenishing these resources. All energy consumption should be reviewed to determine any potential savings and reduction of usage. Minimizing consumption of fossil fuels, seeking alternative energy sources, selecting equipment with highly efficient energy standards shall all become standard operating practice here at TCB Industrial.*

## Priority Element #2 Energy Use & Natural Resources

### B. Action Steps

Action Steps (How will you get to where you want to be?)	Responsibility (Who will make it happen?)	Timeframe (When will it happen?)
Establish energy usage baseline and monitor	Action Committee	July 2015
Use energy efficient settings for office equipment	Action Committee	September 2015
Investigate opportunities for improvement of water efficiency	Action Committee	September 2015
Review office space energy consumption for improvement	Action Committee	September 2015
Conduct annual waste audits	Action Committee	December 2015
Identify & Label energy efficient power tools	Shop Support	January 2016
Conserve energy by setting timers on office thermostat for cooling & heating.	Action Committee	December 2018
Purchase lock box for thermostats within the office building	Action Committee	December 2018

### C. Resources

*Successful implementation for the above will include but not limited to the following:*

- Purchase water efficient equipment.
- Install and retrofit current facility plumbing where applicable.
- Undertake routine walk through audits of facility to identify water leaks.
- Replace open space grasses, use drought tolerant landscaping.
- Review baseline energy use data and identify areas of significant energy consumption.
- Investigate governmental rebate opportunities for equipment upgrades or installation of alternative energy sources.
- Perform energy audit with local utility providers.
- Use more natural light and fresh air ventilation when available.

## Priority Element #2 Energy Use & Natural Resources

### D. Progress Monitoring

Action Steps Accomplished	Date	What helped you accomplish this action?
<i>Replaced lawn with artificial turf</i>	<i>May/2015</i>	<i>Action Committee, Nico Landscape</i>
<i>Tankless water heater installation</i>	<i>June/2015</i>	<i>Action Committee, Shop Support</i>
<i>Job Specific Waste Audit</i>	<i>Feb/2016</i>	<i>Action Committee</i>
<i>Energy Efficient Tool Replacement</i>	<i>May/2016</i>	<i>Action Committee, Shop Support</i>
<i>Office AC Unit Routine Maintenance</i>	<i>July/2018</i>	<i>Action Committee</i>
<i>Installation of new Energy Star Dishwasher</i>	<i>July/2018</i>	<i>Action Committee, Shop Support</i>
<i>Removed Oleander plants facing east fence line of property</i>	<i>Aug/2018</i>	<i>Action Committee, Shop Support</i>
<i>Create monthly meeting with Action Committee to discuss and record any upgrades made to property for recording purposes</i>	<i>Sept/2018</i>	<i>Action Committee, Shop Support</i>
<i>Upgrades to building insulation and exterior upgraded to stucco. Dual pane windows installed into office, as well as new aluminum louvers. All upgrades promote energy efficiency</i>	<i>Nov/2018</i>	<i>Action Committee, Civil Building Division of TCB Industrial</i>

## Priority Element #3 Waste Generation

### A. Rationale

Waste minimization should be seen as a primary focus for most waste management strategies. This program will focus on waste minimization and the processing of waste after it is created, concentrating on re-use, recycling, and waste-to-energy conversion.

### B. Action Steps

Action Steps (How will you get to where you want to be?)	Responsibility (Who will make it happen?)	Timeframe (When will it happen?)
Implement printing policies	Action Committee	July/2015
Multi-bins for proper recycling	Action Committee	August/2015
Complete EPP for each job and seek eco-friendly waste management companies	Project Managers/Action Committee	Sept/2015
Redistribution/ reassign of excess	Action Committee/ Shop Support	Sept/2015

### C. Resources

Successful Implementation for the above will include but not limited to the following:

- Supply Multiple bins properly labeled for the various recycling materials.
- Team with local eco-friendly waste management companies to maximize recyclable materials.
- Establish a surplus redistribution program for projects.
- Recycle electronic equipment.
- Implement printing policy, including duplex printing and promote “think before you print” guidelines.

## Priority Element #3 Waste Generation

### D. Progress Monitoring

Action Steps Accomplished	Date	What helped you accomplish this action?
<i>Duplex Printing</i>	<i>June/2015</i>	<i>Action Committee, Office Staff</i>
<i>Paper Reduction</i>	<i>July/2015</i>	<i>Action Committee, Office Staff</i>
<i>Multi-Bin Recycling</i>	<i>Aug/2015</i>	<i>Action Committee, Shop Support</i>
<i>Electronic Waste Recycling</i>	<i>Dec/2015</i>	<i>Action Committee, Shop Support</i>
<i>Created recording method for monthly recycling transactions</i>	<i>Nov/2018</i>	<i>Action Committee, Shop Support</i>
<i>Purchase a compost for the kitchen for employees who eat meals on site</i>	<i>Dec/2018</i>	<i>Action Committee, Shop Support</i>
<i>Purchase recycling bins to be placed at each job site for water bottles</i>	<i>Dec/2018</i>	<i>Action Committee, Shop Support</i>

## Priority Element #4 Transportation

### A. Rationale

Sustainable transport systems make a positive contribution to the environmental, social, and economic sustainability of the communities serviced. Greenhouse gas emissions from traditional transportation are increasing at a faster rate than any other energy using sector. Our goal is to provide an integrating approach to policies and planning for goods delivered, and to also provide safe, affordable, and efficient transportation. Thus, increasing energy efficiency, reducing pollution, reducing traffic congestion, and adverse health effects in the surrounding communities.

## Priority Element #4 Transportation

### B. Action Steps

Action Steps (How will you get to where you want to be?)	Responsibility (Who will make it happen?)	Timeframe (When will it happen?)
Reduce fuel consumption utilizing fuel efficient vehicles, hybrid, & diesel	Action Committee, Project Managers, Superintendents, Foremen	August/2015
Promote alternative travel awareness	Action Committee	August/2015
Purchase carbon offsets for air travel	Action Committee	Sept/2015
Strategic Alliances with Suppliers	Action Committee, Project Managers, Superintendents, Foremen	Sept/2015

### C. Resources

Successful Implementation for the above will include but not limited to the following:

- Continue to improve the fuel efficiency of the fleet by utilizing diesel, hybrid, four cylinder, and electric vehicles.
- Monitor Fuel consumption and regularly provide reports to stakeholders.
- Promote alternate travel arrangements.
- Implement carpooling program to job-sites.
- Develop delivery programs with vendors.
- Renew fleet and engine driven equipment to more eco-friendly versions.
- Promote “electric first” options on the job-site.
- Schedule job start time during off peak commute hours.

## Priority Element #4 Transportation

### D. Progress Monitoring

Action Steps Accomplished	Date	What helped you accomplish this action?
<i>Toyota Prius Purchased</i>	<i>June/2015</i>	<i>Management</i>
<i>Fleet Upgrade to include (2) Chevy Volts</i>	<i>April/2016</i>	<i>Management</i>
<i>Routing maintenance log created for all Company vehicles that are housed at the Modesto Yard</i>	<i>Dec/2018</i>	<i>Action Committee</i>

## Sustainability Plan Follow-Up

**Managing our resource usage through baseline reports, procurements, and waste reductions combined with tracking the reduction of our carbon footprint will be key factors as we move forward with the program. As each key element is undertaken, the various action steps will be monitored and, in some cases, modified, expanded, and revised and improved to obtain the goals of our sustainability plan. The Action Committee will review and be responsible for evaluating and documenting the progress. Quarterly the committee will assess the progress and review each key element to consider the completion of a task and possibly assign new tasks and goals.**