



U.S. General Services Administration

Federal Acquisition Service

GSA Carbon Footprint Tool

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August 29, 2013

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Today's Agenda

- Overview of GSA Carbon Footprint Tool (~10 minutes)
- Step-by-Step Demo of Benchmarking (~5 minutes)
- Step-by-Step Demo of Scope 3 Commuter Survey Dashboard (~5 minutes)
- Live Demo of ENERGY STAR Portfolio Manager API Connectivity to GSA Carbon Footprint Tool (~25 minutes)
- Q&A (~15 minutes)

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Housekeeping

- All participants on WebEx are muted.
- You may ask questions at any time using the WebEx chat window.
 - Please send questions directly to the meeting Host, Matthew Holtry.
 - We will monitor questions and provide answers at the end of the presentation.
- We will be conducting a brief (2 question) poll during the presentation to learn more about your future needs.

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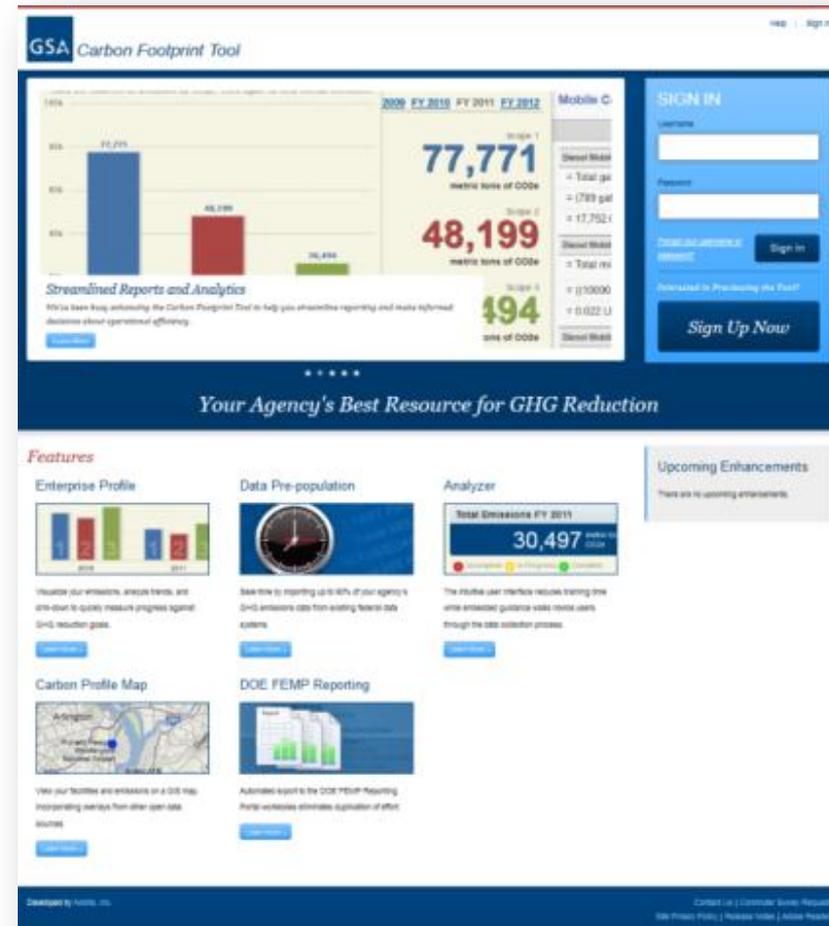
EO 13514 and the GSA Carbon Footprint Tool

- All Executive federal agencies must measure greenhouse gas (GHG) emissions and report them to White House CEQ and OMB annually.
- Agencies must set GHG reduction goals and report on progress annually.
- Emissions and progress are posted publically each year at <http://sustainability.performance.gov/>
- For the majority of agencies, EO 13514 is an unfunded mandate:
 - No federal funding provided for additional IT support systems.
 - Most GHG reporting staff are performing duties as collateral responsibilities.
- The GSA Carbon Footprint Tool was developed by GSA to fulfill this need by streamlining the data collection, review, and reporting process.

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GSA Carbon Footprint Tool at a glance...

- Web-based tool designed for federal agencies to **collect, review, report, and reduce** GHG emissions as required by EO 13514.
- **Created in 2010** with input and road testing from more than 50 Federal agencies. Over 1,000 registered federal users across 30 agencies.
- GSA provides access to the Tool, technical assistance, and limited subject matter expertise **for free**.



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Who can use the Carbon Footprint Tool?

- Any Federal employee can register for a demo account by clicking the “Sign Up Now” link.
- Federal employees and supporting contractors must contact carbonfootprint@gsa.gov to access official agency account information.
- GSA will provide additional support to agencies that commit to using Tool for GHG inventory submission.
- Free resource offered by GSA. No per-user or licensing fees.



<https://www.carbonfootprint.gsa.gov>



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Overview of Key Features

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Import Data from Existing Federal Data Systems



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Manually Enter Data via Intuitive Interface

Color-coded navigation and running emissions totals track real-time progress for instant feedback.

Quick “jump to” links to specific subcategories reduce data entry time.

Monthly consumption and cost data allow for granular data inputs with support for multiple meters from multiple data sources.

GSA Carbon Footprint Tool

My Account | Admin | Sign Out
General Services Administration (GSA)
Mfile Corrigan (mfilecorrigan)

Home Setup Enter GHG Data Review Export Plan Help

Home > Enter GHG Data > Manual GHG Data Entry > Analyzer

batch
NY7157ZZ - 1088 TROY-SCHENECTADY ROAD

Total Emissions FY 2009
177
metric tons CO₂e

Legend
● No Data ● In Progress ● Complete

Quality Assurance
Submit Data for QA

Scope 1

- Combustion
 - Stationary Combustion Emissions 50-41
 - Natural Gas**
 - Petroleum Products
 - Coal/Municipal Solid Waste
 - Biofuel/Biomass
 - Continuous Emission Monitoring System
 - Mobile Combustion
- Fugitive Emissions
 - Fluorinated Gases
 - Wastewater Treatment
 - Landfills and Solid Waste Facilities
- Industrial Process Emissions
 - Industrial Process Emissions

Scope 2

- Purchased Electricity

Combustion > Stationary Combustion

Natural Gas

Tip: Scope 1 Stationary Combustion emissions result from generation of electricity, heat or steam from sources owned and controlled by the agency. This includes emissions from use of boilers, furnaces, turbines and emergency generators.

Emission Source

Select unit for input
therms

Enter the energy used and cost for each month. The cost per unit for each month, total energy used, total cost, and total cost per unit will be calculated for you.

	Consumption therms	Cost dollars	Cost per unit dollars
October	<input type="text" value="483.72"/>	<input type="text" value="\$"/>	<input type="text" value="\$"/>
November	<input type="text" value="1353.59"/>	<input type="text" value="\$"/>	<input type="text" value="\$"/>
December	<input type="text" value="2263.51"/>	<input type="text" value="\$"/>	<input type="text" value="\$"/>
January	<input type="text" value="2113.57"/>	<input type="text" value="\$"/>	<input type="text" value="\$"/>
February	<input type="text" value="1497.37"/>	<input type="text" value="\$"/>	<input type="text" value="\$"/>
March	<input type="text" value=""/>	<input type="text" value="\$"/>	<input type="text" value="\$"/>
April	<input type="text" value="256.75"/>	<input type="text" value="\$"/>	<input type="text" value="\$"/>
May	<input type="text" value="106.81"/>	<input type="text" value="\$"/>	<input type="text" value="\$"/>
June	<input type="text" value="17.46"/>	<input type="text" value="\$"/>	<input type="text" value="\$"/>
July	<input type="text" value="8.22"/>	<input type="text" value="\$"/>	<input type="text" value="\$"/>
August	<input type="text" value="12.32"/>	<input type="text" value="\$"/>	<input type="text" value="\$"/>
September	<input type="text" value="107.84"/>	<input type="text" value="\$"/>	<input type="text" value="\$"/>
Total	<input type="text" value=""/>	<input type="text" value="\$"/>	<input type="text" value="\$ 1.19"/>

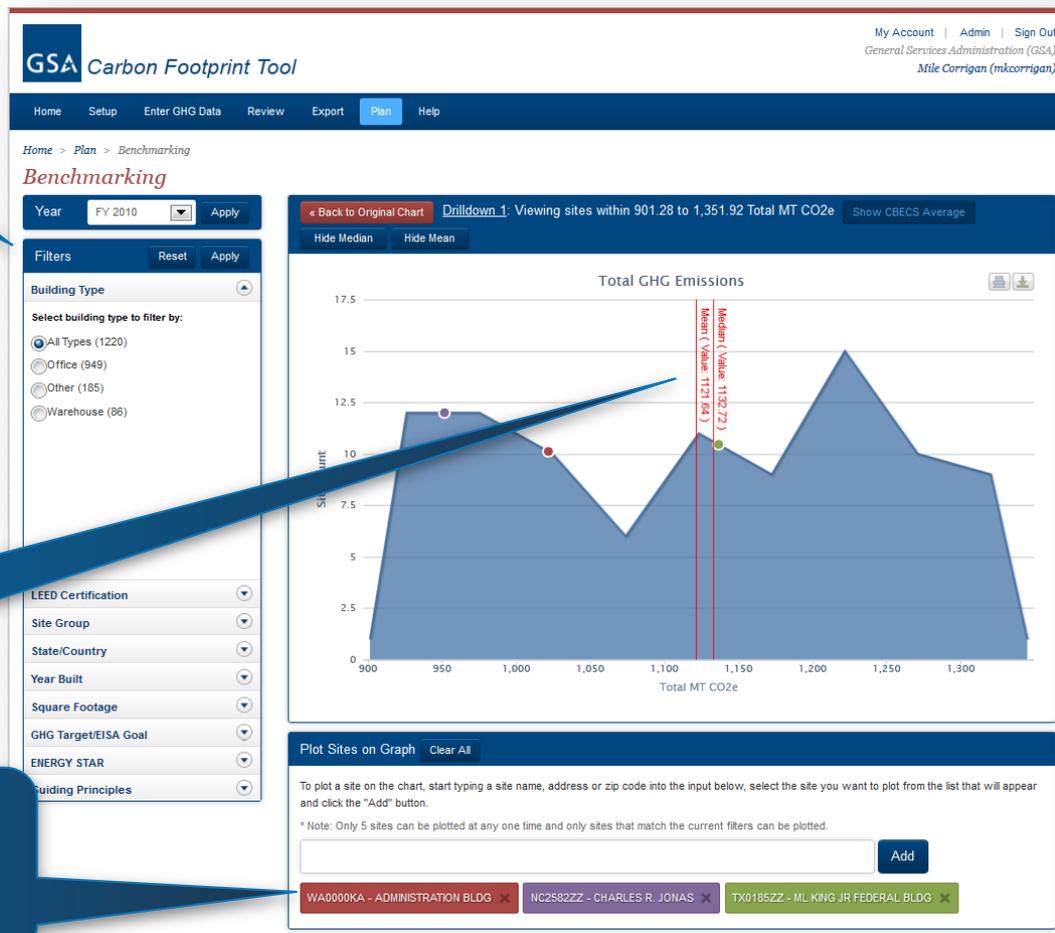
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Benchmark and Compare Facility Performance

Filter data to limit results for making “apples to apples” comparisons.

Compare agency sites against mean, median, and industry averages (where available).

Search for individual sites and plot on graph to compare relative performance.



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Carbon Profile Map

DC0000NA - NEBRASKA AVE COMPLEX
 NEBRASKA AVENUE COMPLEX, WASHINGTON DC, DC 20016

Scope	CO ₂ e (MT)
Scope 1:	837
Scope 2:	10,489
Scope 3:	691

Note: A pie chart is also present in the popup, representing the relative contribution of each scope to the total emissions.

Filter sites or toggle layers on/off.

Click on an individual site to review detailed information.

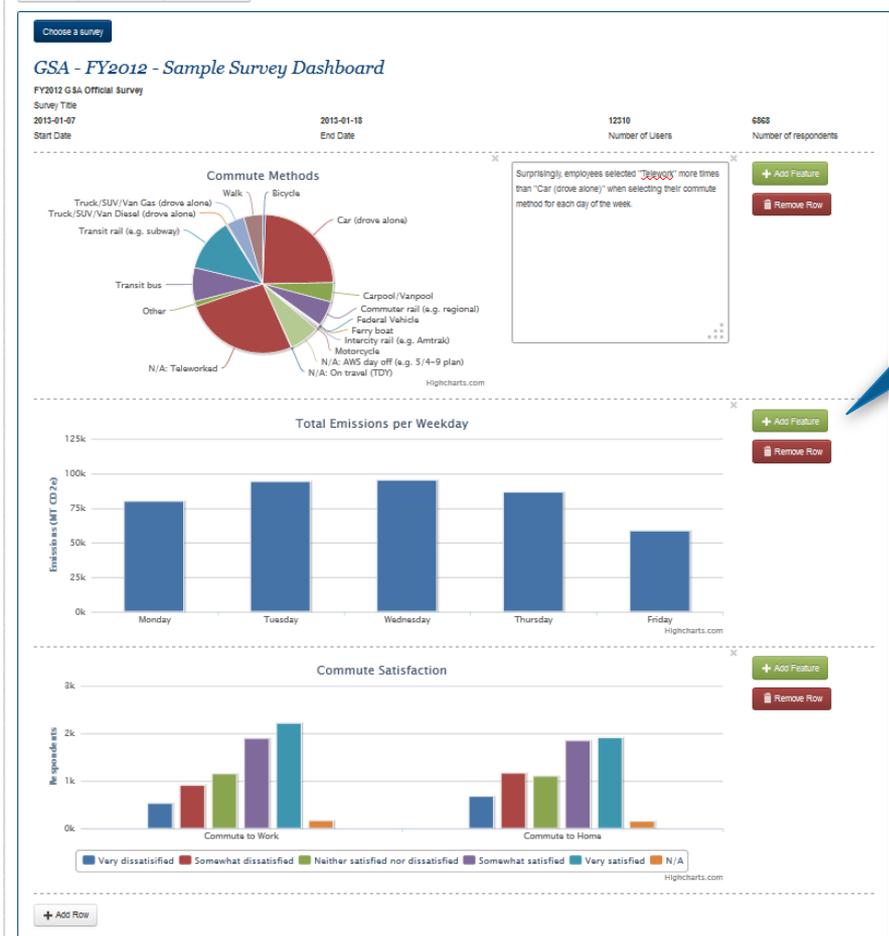
View sites that have been shared by other agencies to support inter-agency climate adaptation and local planning efforts.



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Create Customizable Dashboards

Add pre-loaded pie charts, bar charts, graphs, tables, and even your own text to display GHG emissions via a customized dashboard.



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Export Data to DOE FEMP Workbooks



GSA Carbon Footprint Tool



DOE FEMP
GHG Reporting Portal

- Export data from the GSA Carbon Footprint Tool to the DOE FEMP Reporting Portal workbooks to facilitate easier reporting to White House CEQ and DOE FEMP.



GSA Carbon Footprint Tool

Benchmarking Feature

Step-by-Step Demo



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Access the Benchmarking page via the Plan > Benchmarking link

The screenshot displays the GSA Carbon Footprint Tool interface. At the top right, there are links for 'My Account', 'Admin', and 'Sign Out', along with the user's name 'Matthew Holtry (matthewholtry)'. The main navigation bar includes 'Home', 'Setup', 'Enter GHG Data', 'Review', 'Export', 'Plan', and 'Help'. The 'Plan' dropdown menu is open, showing options like 'Agency Goals', 'Goal Progress & Forecasting', 'Dashboard', 'Benchmarking', 'Need help?', and 'Tour this Section'. The 'Benchmarking' option is highlighted. Below the navigation, the dashboard shows key metrics: 65 Total Sites, 5 Total Data Feeds, 0 Survey(s) Deployed, and 0 Total Scenarios. A 'Recent Scenarios' list includes 'TEST (Demo Office 1)', 'Test for Demo (Demo Office 1)', 'batch (Demo Office 62)', and 'batch (Demo Office 63)'. The main content area features a bar chart titled 'FY 2012 Emissions' showing 'Emissions by Scope'. The chart has three bars: Scope 1 (62,532), Scope 2 (226,292), and Scope 3 (14,906). To the right of the chart, the values are displayed in large text: Scope 1 is 62,532 metric tons of CO₂e, Scope 2 is 226,292 metric tons of CO₂e, and Scope 3 is 14,906 metric tons of CO₂e. The footer contains 'Provided by' and 'Contact Us | Commuter Survey Request | Provide Feedback'.

Scope	Emissions (Metric Tons of CO ₂ e)
Scope 1	62,532
Scope 2	226,292
Scope 3	14,906

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Use the left-hand panel to apply filters including FY, Building Type, State, Square Footage ranges, and others.

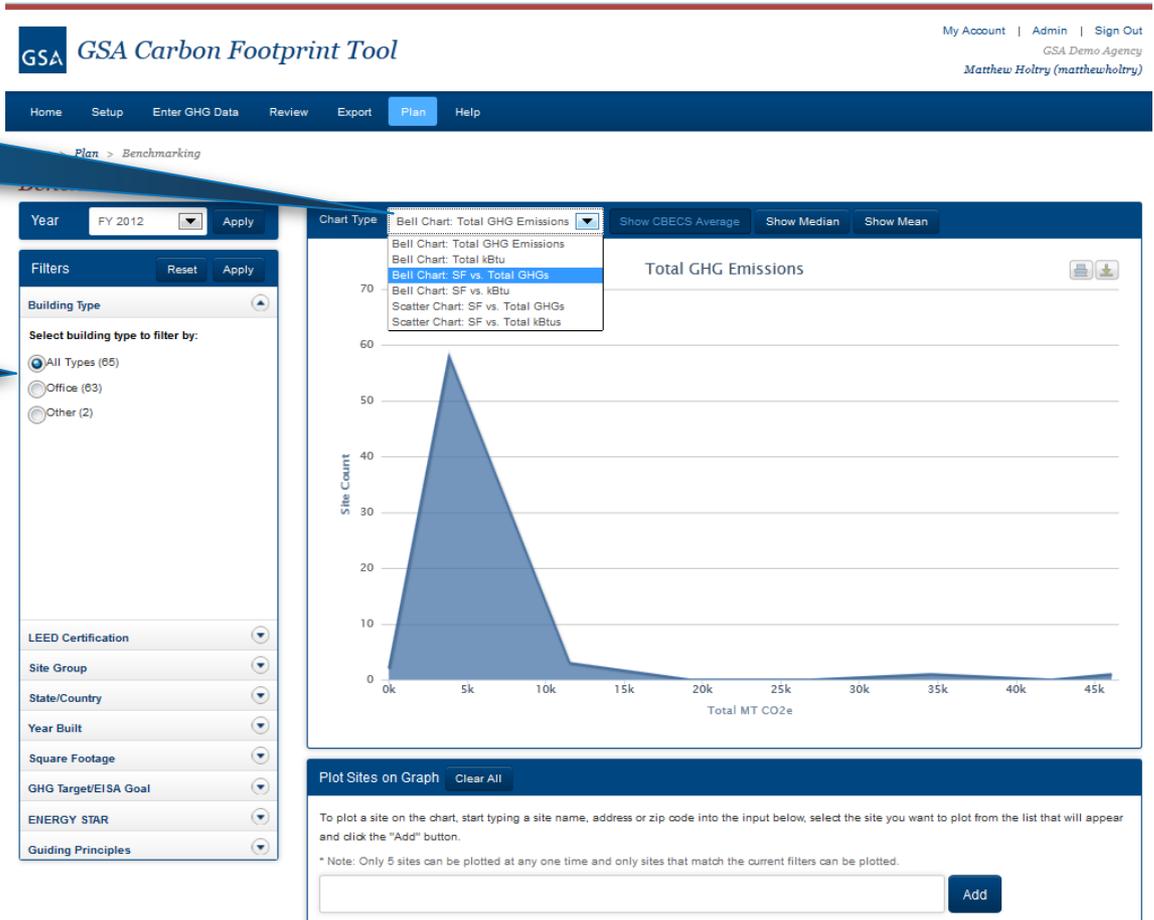
Use the Chart Type drop-down to display energy data or GHG data in bell chart, bar chart, or scatter chart formats.

The screenshot displays the 'GSA Carbon Footprint Tool' interface. At the top, there is a navigation bar with 'Home', 'Setup', 'Enter GHG Data', 'Review', 'Export', 'Plan', and 'Help'. The 'Plan' tab is active. Below the navigation bar, the breadcrumb trail reads 'Home > Plan > Benchmarking'. The main heading is 'Benchmarking'. On the left, there is a 'Filters' panel with a 'Year' dropdown set to 'FY 2012' and an 'Apply' button. Below this, there are several filter categories: 'Building Type' (with radio buttons for 'All Types (65)', 'Office (63)', and 'Other'), 'LEED Certification', 'Site Group', 'State/Country', 'Year Built', 'Square Footage', 'GHG Target/EISA Goal', 'ENERGY STAR', and 'Guiding Principles'. On the right, the 'Chart Type' dropdown is set to 'Bell Chart: Total GHG Emissions'. Below this, there are buttons for 'Show CBCECS Average', 'Show Median', and 'Show Mean'. The main chart area shows a bell curve titled 'Total GHG Emissions' with 'Site Count' on the y-axis (0 to 70) and 'Total MT CO2e' on the x-axis (0k to 45k). The peak of the curve is at approximately 5k MT CO2e with a site count of about 60. At the bottom, there is a 'Plot Sites on Graph' section with a 'Clear All' button, an input field for site information, and an 'Add' button. A note states: '* Note: Only 5 sites can be plotted at any one time and only sites that match the current filters can be plotted.'

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Select "SF vs Total GHGs" to see information about greenhouse gas emissions per square foot.

Apply other filters if desired.





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GSA Carbon Footprint Tool

My Account | Admin | Sign Out
GSA Demo Agency
Matthew Holtry (matthewholtry)

Home Setup Enter GHG Data Review Export **Plan** Help

Home > Plan > Benchmarking

Benchmarking

Year: FY 2012 Apply

Filters: Reset Apply

Building Type

Select building type to filter by:

- All Types (85)
- Office (83)
- Other (2)

LEED Certification

Site Group

State/Country

Year Built

Square Footage

GHG Target/EISA Goal

ENERGY STAR

Guiding Principles

Back to Original Chart Drilldown 1: Viewing sites within 1.40 to 110.56 Avg kg CO₂e per Sq. Ft. Show CBEGS Average

Show Median Show Mean

SF vs. Total GHG Emissions

Site Count

Avg kg CO₂e per Sq. Ft.

Plot Sites on Graph Clear All

To plot a site on the chart, start typing a site name, address or zip code into the input below, select the site you want to plot from the list that will appear and click the "Add" button.

* Note: Only 5 sites can be plotted at any one time and only sites that match the current filters can be plotted.

demo office 1 Add

- Demo Office 10
- Demo Office 13
- Demo Office 14
- Demo Office 12
- Demo Office 16
- Demo Office 15

Search for individual sites to plot on graph. Select the site you would like to plot and click "Add".

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Sites will be color-coded and displayed on the benchmarking chart, allowing you to see which sites have higher or lower GHG emissions per square foot.

GSA Carbon Footprint Tool

Home | Setup | Enter GHG Data | Review | Export | **Plan** | Help

Home > Plan > Benchmarking

Benchmarking

Year: FY 2012 [Apply]

Filters: [Reset] [Apply]

Building Type: select building type to filter by:

- All Types (85)
- Office (83)**
- Other (2)

LEED Certification [v]

Site Group [v]

State/Country [v]

Year Built [v]

Square Footage [v]

GHG Target/EISA Goal [v]

ENERGY STAR [v]

Guiding Principles [v]

« Back to Original Chart | **Drilldown 1: Viewing sites within 1.40 to 110.56 Avg kg CO2e per Sq. Ft.** | Show CBECS Average

Show Median | Show Mean

SF vs. Total GHG Emissions

Site Count

Avg kg CO2e per Sq. Ft.

Plot Sites on Graph [Clear All]

To plot a site on the chart, start typing a site name, address or zip code into the input below, select the site you want to plot from the list that will appear and click the "Add" button.

* Note: Only 5 sites can be plotted at any one time and only sites that match the current filters can be plotted.

[Add]

Demo Office 16 x Demo Office 38 x Demo Office 32 x

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Add Mean, Median, and CBECS Average (when available based on Building Type selection) lines to chart for additional analysis.

GSA Carbon Footprint Tool

[My Account](#) | [Admin](#) | [Sign Out](#)
GSA Demo Agency
Matthew Holtry (matthewholtry)

Home
Setup
Enter GHG Data
Review
Export
Plan
Help

Home > Plan > Benchmarking

Benchmarking

Year FY 2012 Apply

Filters Reset Apply

Building Type

Select building type

All Types

LEED Certification ▼

Site Group ▼

State/Country ▼

Year Built ▼

Square Footage ▼

GHG Target/EISA Goal ▼

ENERGY STAR ▼

Guiding Principles ▼

← Back to Original Chart
Drilldown 1: Viewing sites within 1.40 to 110.56 Avg kg CO2e per Sq. Ft.
Show CBECS Average

Hide Median
Show Mean

SF vs. Total GHG Emissions

The chart is an area plot with 'Site Count' on the y-axis (0 to 25) and 'Avg kg CO2e per Sq. Ft.' on the x-axis (0 to 16). A red vertical line is positioned at x=7.83, labeled 'Median (value 7.83)'. A purple dot is located at approximately x=9.5, y=18.5, representing the CBECS Average.

Plot Sites on Graph Clear All

To plot a site on the chart, start typing a site name, address or zip code into the input below, select the site you want to plot from the list that will appear and click the "Add" button.

* Note: Only 5 sites can be plotted at any one time and only sites that match the current filters can be plotted.

Add

Demo Office 38 X
Demo Office 32 X
Demo Office 16 X

20



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Benchmarking

Year:

Filters

Building Type

Select building type to filter by:

All Types (65)

LEED Certification

Site Group

State/Country

Year Built

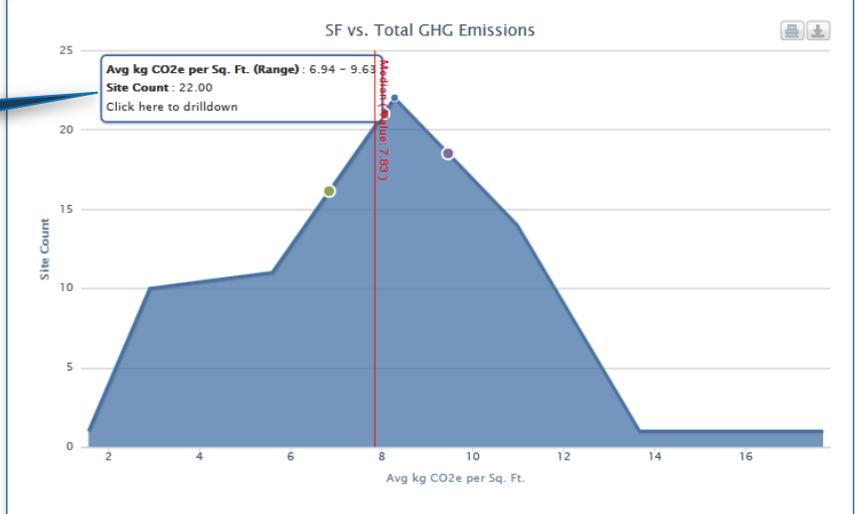
Square Footage

GHG Target/EISA Goal

ENERGY STAR

Guiding Principles

Drilldown 1: Viewing sites within 1.40 to 110.56 Avg kg CO2e per Sq. Ft.



To drill-down further into data, move your mouse to any point on the chart and double-click.

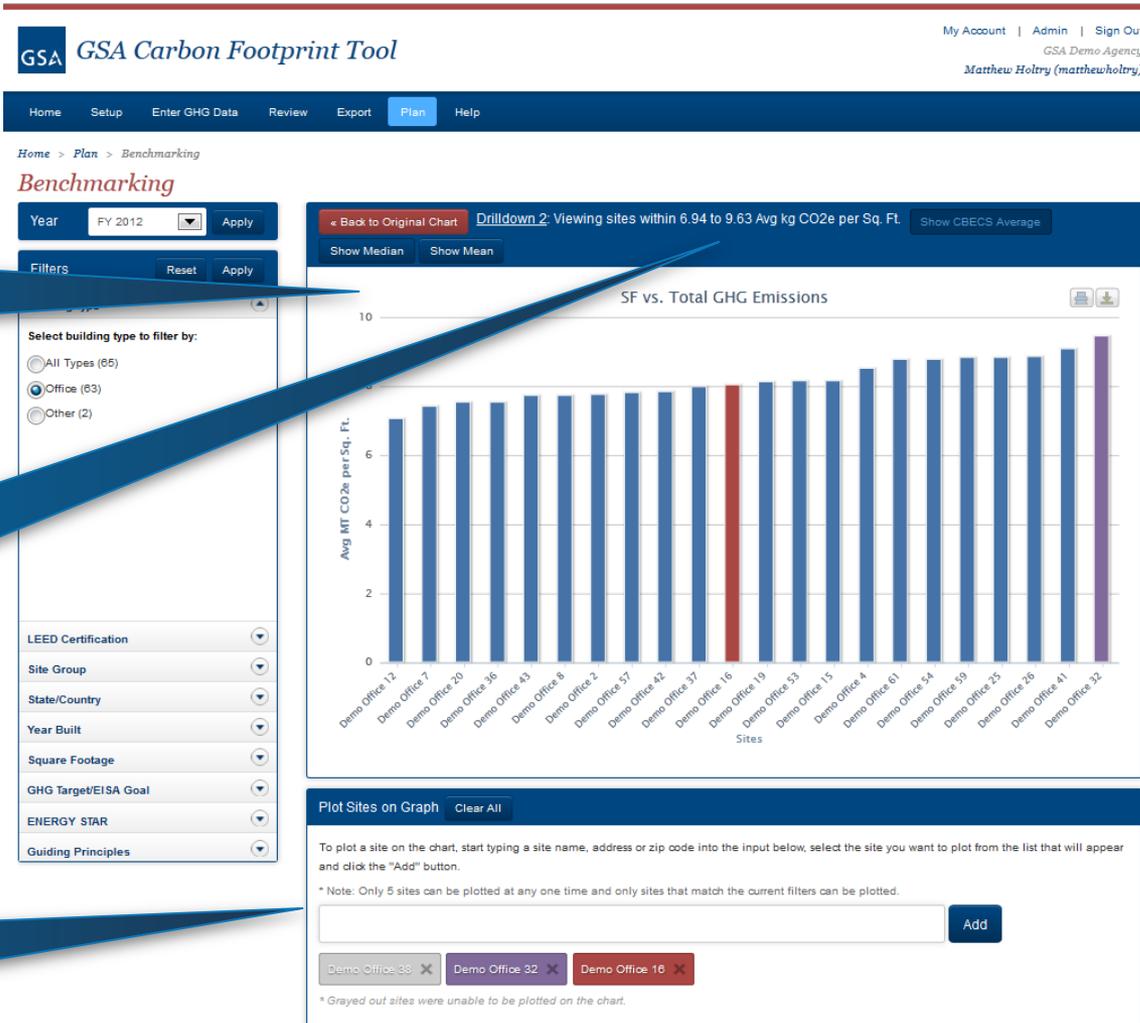
Plot Sites on Graph

To plot a site on the chart, start typing a site name, address or zip code into the input below, select the site you want to plot from the list that will appear and click the "Add" button.

* Note: Only 5 sites can be plotted at any one time and only sites that match the current filters can be plotted.

-

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After drilling down to the lowest level, a bar chart will appear.

The chart title displays a range of kg CO₂-equivalent per square foot of space, a useful metric for relative building performance.

Color-coded sites will remain on the chart. If chart drill-down excludes a site, it will appear in grey.



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To return to original bell chart, select "Back to Original Chart".

GSA Carbon Footprint Tool My Account | Admin | Sign Out
GSA Demo Agency
Matthew Holtry (matthewholtry)

Home Setup Enter GHG Data Review Export **Plan** Help

Home > Plan > Benchmarking

Year: FY 2012

Filters

Building Type

Select building type to filter by:

- All Types (65)
- Office (63)
- Other (2)

LEED Certification

Site Group

State/Country

Year Built

Square Footage

GHG Target/EISA Goal

ENERGY STAR

Guiding Principles

SF vs. Total GHG Emissions

« Back to Original Chart | Drilldown 2: Viewing sites within 6.94 to 9.63 Avg kg CO2e per Sq. Ft.

Plot Sites on Graph

To plot a site on the chart, start typing a site name, address or zip code into the input below, select the site you want to plot from the list that will appear and click the "Add" button.

* Note: Only 5 sites can be plotted at any one time and only sites that match the current filters can be plotted.

Demo Office 38 Demo Office 32 Demo Office 16

* Grayed out sites were unable to be plotted on the chart.



GSA Carbon Footprint Tool

Scope 3 Commuter Survey Dashboard

Step-by-Step Demo



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Survey Dashboard Demo

Select which survey to load.

GSA Carbon Footprint Tool

My Account | Admin | Sign Out
General Services Administration (GSA)
Matthew Holtry (matthewholtry)

Home Setup Enter GHG Data Review Export Plan Help

Home > Review > Survey Dashboard Reports > Survey Dashboard

Survey Dashboard

New Report Load Saved Report Save This Report

Choose a survey

GSA - FY2012 - Sample Survey Dashboard

FY2012 GSA Official Survey

Survey Title	2013-01-18	12310	6868
Start Date	End Date	Number of Users	Number of respondents

+ Add Feature
Remove Row

+ Add Row

Add pre-loaded data visualization "features".



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Survey Dashboard Demo

Select desired pre-loaded visualization feature.

The screenshot shows the 'GSA Carbon Footprint Tool' interface. The main dashboard area is titled 'Survey Dashboard' and includes a 'Choose a survey' button. Below this, there is a section for 'GSA - FY2012 - Sample S' with details: 'FY2012 GSA Official Survey', 'Survey Title', '2013-01-07', and 'Start Date'. A 'Select Feature' dialog box is open in the center, listing various visualization options. The first option, 'Average Good, Bad, and Normal Commute Times (Bar Chart)', is highlighted. The dialog box also contains 'Cancel' and 'OK' buttons. In the background, a 'Number of respondents' section shows the value '6868' and buttons for '+ Add Feature' and '- Remove Row'.

Select Feature

Please choose a feature:

- Average Good, Bad, and Normal Commute Times (Bar Chart)
- Commute Methods (Pie Chart)
- Commute Satisfaction (Bar Chart)
- DOE FEMP Report (Table)
- Emissions Equivalents (Graphic)
- Number of Respondents per Site (Table)
- Popular Telecommuting Days (Pie Chart)
- Primary Commute Methods (Pie Chart)
- Sites/Zips with Highest Emissions per Commuter (Bar Chart)
- Sites/Zips with Highest Total Emissions (Bar Chart)
- Sites/Zips with Largest Average Commutes (Bar Chart)
- Sites/Zips with Lowest Emissions per Commuter (Bar Chart)
- Sites/Zips with Lowest Total Emissions (Bar Chart)
- Sites/Zips with Shortest Average Commutes (Bar Chart)
- Text Box
- Total Distance vs. Total Emissions (Scatter Chart)
- Total Emissions by Source (Pie Chart)
- Total Emissions per Week Day (Bar Chart)
- Use of Incentives (Table)



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Survey Dashboard Demo

The screenshot shows the 'GSA Carbon Footprint Tool' interface. The main content area is titled 'Survey Dashboard' and displays details for a survey: 'GSA - FY2012 - Sample S', 'FY2012 GSA Official Survey', 'Survey Title', and '2013-01-07 Start Date'. A modal dialog box titled 'Select Feature Size' is open, prompting the user to 'Please select a feature size:'. It contains three radio button options, each with a corresponding visual representation of a feature size: a small square, a medium rectangle, and a large rectangle. The 'OK' button is highlighted in blue. A blue callout bubble points to the dialog box with the text: 'Select size of feature (1/3, 2/3, or full row width)'. The background dashboard also shows a 'Number of respondents' of 6868 and buttons for '+ Add Feature' and '- Remove Row'.

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Survey Dashboard Demo

Pie Chart showing frequency of each Commute Method selection (at 2/3 width).

Free-form text box for entering additional information (at 1/3 width).

GSA Carbon Footprint Tool

My Account | Admin | Sign Out
General Services Administration (GSA)
Matthew Holtry (matthewholtry)

Setup Enter GHG Data Review Export Plan Help

Home > Survey Dashboard Reports > Survey Dashboard

Dashboard

New Report Load Saved Report Save This Report

Choose a survey

GSA - FY2012 - Sample Survey Dashboard

2012 GSA Official Survey

Start Date: 2012-07-07	End Date: 2013-01-18	12310 Number of Users	6868 Number of respondents
------------------------	----------------------	--------------------------	-------------------------------

Highcharts.com

Surprisingly, employees selected "Telework" more times than "Car (drove alone)" when selecting their commute method for each day of the week.

[+ Add Feature](#)

[Remove Row](#)

+ Add Row



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Survey Dashboard Demo

GSA Carbon Footprint Tool My Account | Admin | Sign Out
General Services Administration (GSA)
Matthew Holtry (matthewholtry)

Home Setup Enter GHG Data Review Export Plan Help

Home > Review > Survey Dashboard Reports > Survey Dashboard

Survey Dashboard

New Report Load Saved Report Save This Report

Choose a survey

GSA - FY2012 - Sample Survey Dashboard

FY2012 GSA Official Survey

Survey Title	2013-01-07	2013-01-18	12310	6868
Start Date	End Date	Number of Users	Number of respondents	

Highcharts.com

Surprisingly, employees selected "Telework" more times than "Car (drove alone)" when selecting their commute method for each day of the week.

+ Add Feature
Remove Row

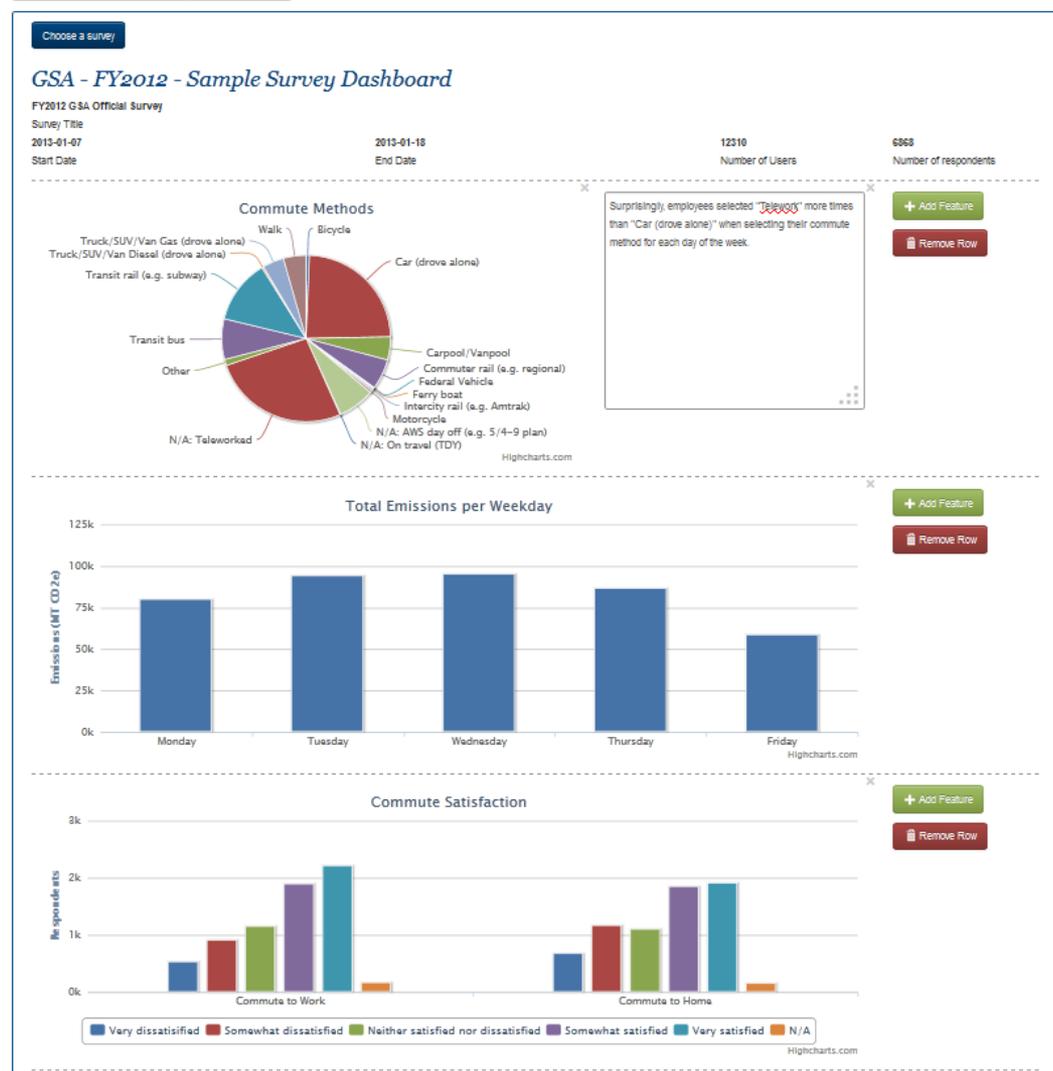
+ Add Row

Select "Add Row" to add more features to Dashboard.

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Survey Dashboard Demo

Add (or remove) rows of features for greater flexibility.



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Survey Dashboard Demo

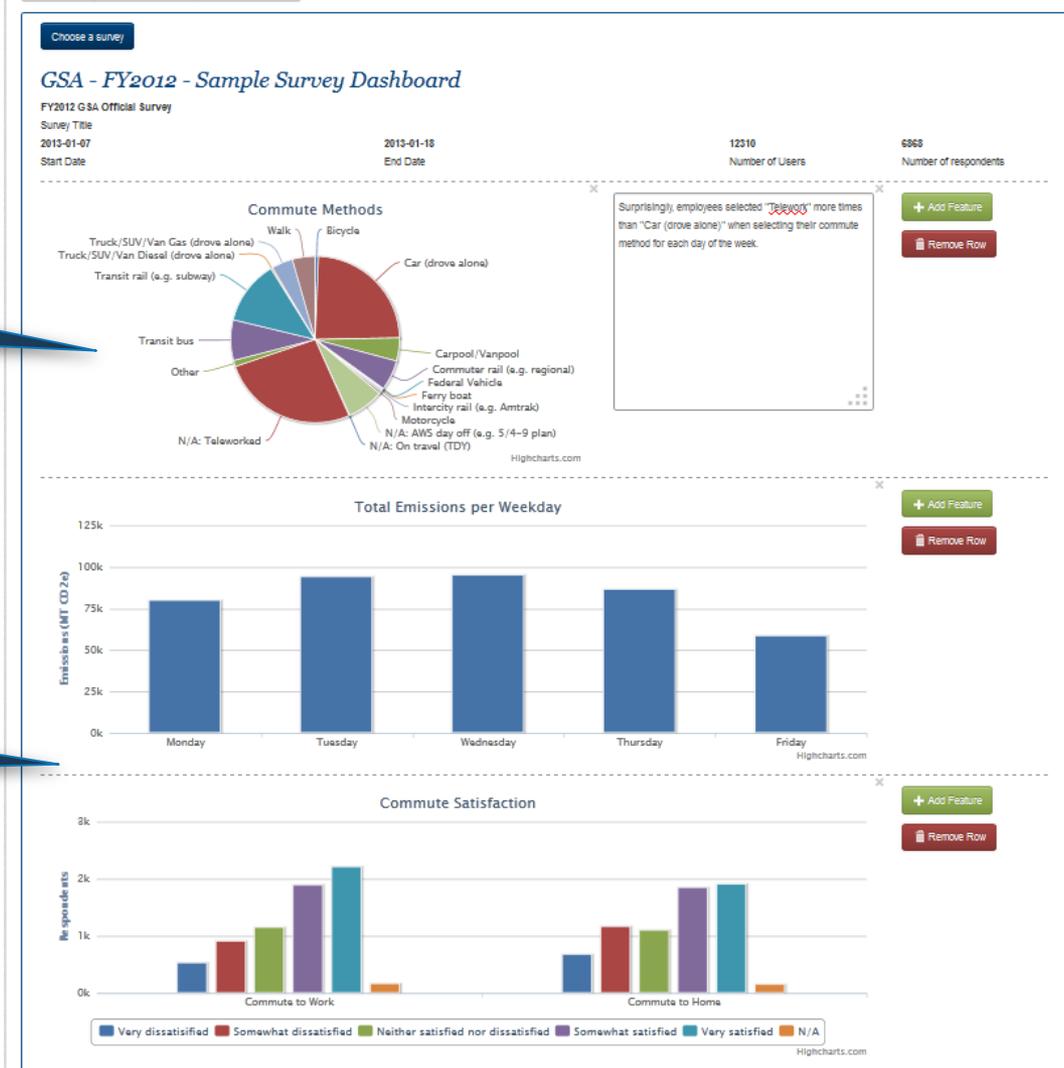


Chart types include pie charts...

multiple types of bar charts...



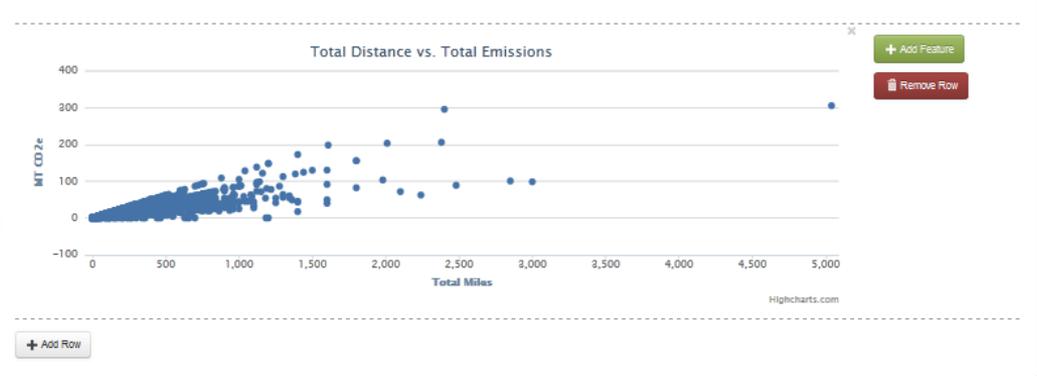
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Survey Dashboard Demo

tables...

scatter charts...

Commuting Type	Commute Distance Traveled (Miles / Day)
Walk/Bike	1,169.9
Car (drove alone)	139,122.5
Carpool/Vanpool	26,790.0
Commuter rail (e.g. regional)	33,500.2
Federal Vehicle	1,849.3
Ferry boat	435.9
Intercity rail (e.g. Amtrak)	3,009.5
Motorcycle	1,898.6
Other	3,343.7
Transit bus	32,236.8
Transit rail (e.g. subway)	33,439.0
Truck/SUV/Van Diesel (drove alone)	1,269.6
Truck/SUV/Van Gas (drove alone)	20,179.9





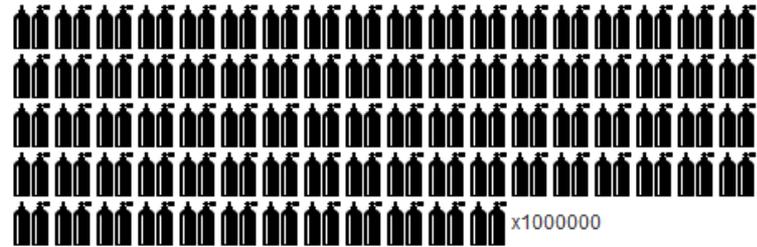
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Survey Dashboard Demo

... and graphical representations of emissions compared to more commonly understood energy terms equivalents.

Your total commuter emissions are equal to...

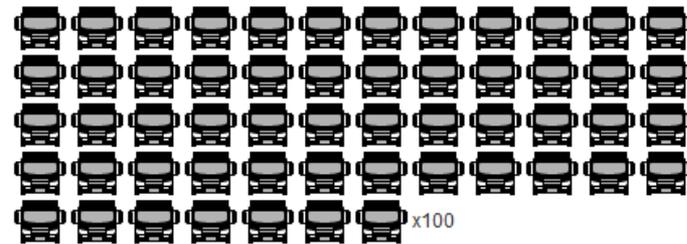
83,026,560.00 barrels of oil



35,942.23 homes' energy use in a year



5,475.24 tanker trucks filled with gasoline



0.10 coal-fired power plants for one year





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Survey Dashboard Demo

Save reports to access later.

GSA *GSA Carbon Footprint Tool* My Account | Admin | Sign Out
General Services Administration (GSA)
Matthew Holtry (matthewholtry)

Home Setup Enter GHG Data Review Export Plan Help

Review > Survey Dashboard Reports > Survey Dashboard

Survey Dashboard

New Report Load Saved Report **Save This Report**

Choose a survey

GSA - FY2012 - Sample Survey Dashboard

FY2012 GSA Official Survey
Survey Title
2013-01-07 Start Date
2013-01-18 End Date
12310 Number of Users
6868 Number of respondents

Commute Methods

Surprisingly, employees selected "Telework" more times than "Car (drove alone)" when selecting their commute method for each day of the week.

+ Add Feature
Remove Row

Total Emissions per Weekday

+ Add Feature
Remove Row



Portfolio Manager Import

Live Demo

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How Can an Agency Use the Tool?

- Self Register for a Preview Account: To sign up for a preview account, click on “Sign Up Now” at <https://www.carbonfootprint.gsa.gov!>
- Register: Request access to your agency data by sending an email to carbonfootprint@gsa.gov
- Learn more about the Tool’s Scope 3 Commuter Survey by visiting <https://www.carbonfootprint.gsa.gov/?Page=surveyRequest> or send an email to carbonfootprint@gsa.gov
- **Program Manager:**
 Jennifer Hazelman
(816) 510-4570
jennifer.hazelman@gsa.gov