

PBS ENGINEERING AND ENVIRONMENTAL INC.

Sustainability Program Annual Report 2022



PBS Engineering and Environmental Inc.
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From Your PBS Sustainability Advisory Team

The Annual Sustainability Report summarizes our collective accomplishments from the previous year and sets a direction for the next. We encourage you to read the report and provide us with any feedback you may have.

At the beginning of 2022, after serving for two years as the Sustainability Coordinator in the Sustainability Advisory Team (SAT), Amelia Wasserman handed off these duties to Elise Kittrell. Elise served as a Portland Green Team member in 2020 and 2021 and is a Staff Environmental Engineer in the [Environmental Services](#) department. Elise has a background in nonprofit environmental work and was instrumental in the development of several PBS community investment projects. Being in a more project-based role at PBS, Elise has used that knowledge to help the sustainability committee work toward one of our 2022 goals—Greening Our Project Designs. The SAT would like to thank Amelia for her hard work while serving as the Sustainability Coordinator and setting a path for us to continue growing our sustainable initiatives.

Throughout 2022, we continued our sustainability efforts, working toward reducing our operation footprint, greening our project designs, and giving back to our communities. Early in 2022, we kicked off a month-long Earth Day celebration. Throughout the month of April, the PBS Green Team held a companywide wellness campaign, challenging PBS employees to better their green practices in the home and office and to reconnect with nature. Earth Day was highlighted by a Lunch & Learn that discussed the history of Earth Day and how to decrease our environmental impact. To top off the Earth Day celebration, each PBS office held an Earth Day volunteer event where PBS employees were able to utilize their volunteer hours, spend time outdoors, and bond with their teams.

As a reflection of our 2022-year goal of Greening Our Project Designs, the PBS Lunch & Learns shifted focus to more technical topics, bringing in technologies and other companies that focus on sustainable practices, with the goal of integrating these items into PBS projects. Additionally, a new learning series began where the different PBS service lines have the opportunity to present on the work they are conducting and provide detailed project highlights. This focus on technical topics and service line sharing has allowed for increased service line collaboration and helps promote sustainable project practices within PBS.

In 2023, PBS is looking forward to continuing with Greening Our Project Designs and starting to implement evaluation systems to quantify our sustainable practices.

Respectfully,

Your Sustainability Advisory Team

Elise Kittrell

Tom Archer

Emily Sleger



PBS & Sustainability

PBS Engineering and Environmental Inc. (PBS) strives to minimize our impact on the environment, both in our internal operations and in the work we do for our clients. We commit to regularly evaluating our impacts and implementing changes that help reduce the company's environmental footprint. We strive to educate our clients and encourage them to join us in creating a sustainable future.

PBS' Sustainability Program is loosely based on the principles of the Triple Bottom Line. These include measures of environmental, economic, and social indicators—**planet, profit, and people**. Our program was developed with these concepts in mind, and we continually explore new ideas to achieve our goals.



The Triple Bottom Line principle focuses on planet, profit, and people.

About the PBS Sustainability Program

A number of sustainability reporting programs and guidance documents were consulted as a basis for PBS' Sustainability Program. This included the Global Reporting Initiative (GRI), the Ceres Roadmap for Sustainability, the State of Oregon's Benefit Company and Certified B Corps criteria, and others. Currently, our program does not strictly adhere to any one standard, although we will continue to consult these programs for improvements. There is ongoing discussion about the possibility of registering with one or more of these programs in the future.

ABOUT PBS

PBS has a staff of nearly 300 professionals in eight office locations in Oregon and Washington. We specialize in project management, building and site assessment, value engineering, project design, permitting, and construction oversight. Since 1982, we have offered quality, local staff and responsive services to public and private clients across multiple market sectors.

For more information about our services and our office locations, visit pbsusa.com.

The internal structure for the program consists of several elements that work in concert to set policy, implement policy and procedures, and track and report progress over time. This is not intended to be a top-down approach; everyone in the company is encouraged to participate at some level, and input from employees and stakeholders is encouraged.

While accountability for this program rests with company management, our employees play a critical role in its implementation and ultimate success. We endeavor to engage our employees to solicit ideas, assist with the day-to-day execution, and help integrate the paradigm of sustainability into the company ethos.

The PBS Sustainability Program focuses on several elements that are reflections of the planet, profit, and people principles the program is based on. To protect our planet and limit our carbon dioxide emissions, each PBS office takes steps to **reduce our operational footprint** every day. To ensure employees are benefiting from working at PBS, the Sustainability Program offers multiple **employee engagement** opportunities throughout the year and has multiple **PBS Networks** to promote diversity at all levels. Through the **Community Investment Initiative, Community Service Initiative, and Charitable Giving Program**, PBS provides an avenue for employees to give back and to ensure PBS has a positive impact on the communities in which we work. PBS' profitability is intertwined with all of the Sustainability Program elements as we want to ensure we have a positive economic impact by providing a place for employees to continue to learn and grow while being committed to sustainable environmental practices and policies.

PBS Sustainability Program Structure

Board of Directors

To ensure the continual improvement and success of our Sustainability Program, the PBS Board of Directors (Board) provides oversight and accountability for corporate sustainability strategy and performance. The Board will also review information or make recommendations provided by the Sustainability Advisory Team (SAT) and act as necessary.

Sustainability Advisory Team























The SAT consists of three PBS employees. Positions are voluntary and term of service varies. The SAT meets monthly to review current policies for effectiveness, evaluate opportunities for improvement, and make recommendations to the Board. The SAT also serves as a sounding board for employee concerns and proposals, and in some instances outside stakeholders. The SAT works with the PBS Green Team to implement office sustainability measures.

Green Team

The 2022 Green Team consists of 19 individuals, one to three from each office location at a time, who oversee and implement sustainability initiatives at the office level. These various programs include but are not limited to recycling, energy and water usage, purchasing programs, paper usage, and social elements such as food drives, Lunch & Learns, and litter cleanups. The Green Team meets monthly to report on goal progress, hear SAT updates, and host open discussions to cultivate new ideas.

Reporting

The SAT reports regularly at companywide meetings to share updates and any new resources available to employees. Annually, a sustainability report is released to internal and external stakeholders.

Sustainability Advisory Team		Seattle Green Team	
	Elise Kittrell		Heather Goudie
	Tom Archer		Katie Breyman
	Emily Sleger		Kameron DeMonnin
Tri-Cities Green Team		Issaquah Green Team	
	Angela McGuire		Liz von Ruden Vasquez
	Stephanie Price		
	Jesse Maxwell		
Walla Walla Green Team		Portland Green Team	
	Renea Parker		Jillian Pihulak
	Abbey Achziger		Kristen Roche
	Marissa Mabley		
Bend Green Team		Vancouver Green Team	
	Holly Burnett		Raychel O'Hare
			Omar Guzman
			Brian Wehner
		Eugene Green Team	
			Leslie Murray
			Janessa Sandoval
			Mason Kazer

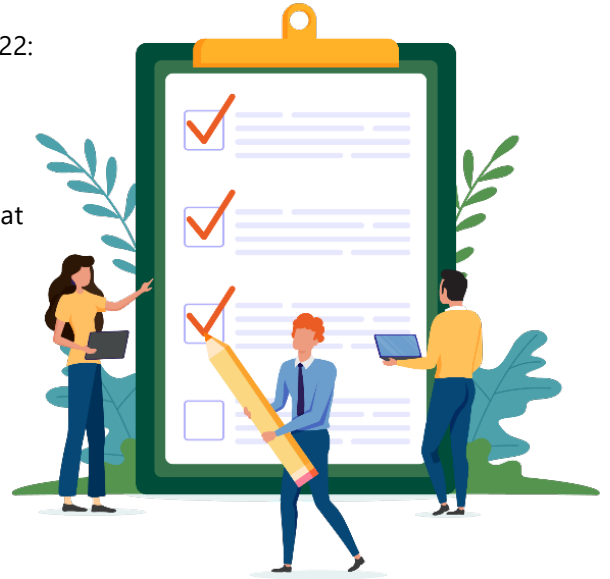
2022 Sustainability Advisory Team and Green Team members.

Reducing Our Operational Footprint

All Offices

Below is a list of what all our offices worked on throughout 2022:

- Decrease in vehicle emissions with work-from-home flexibility
- Less paper usage by using PDFs to review documents
- Low energy lighting and installing movement sensors at some offices so lights automatically turn on and off
- Paper products contain recycled content and are from sustainable sources
- Printers set to automatically print double sided, reducing waste
- Supply reusable kitchenware, decreasing single-use products
- Reuse packing materials
- Use of green-certified cleaning products
- Office locations promote the use of public transportation or commuting via bicycles
- Use of virtual meeting platforms to reduce need for transportation
- Use of dishwasher to decrease water usage
- Use of water/beverage dispenser in place of bottled water and canned beverages
- Recycling of batteries, cardboard, paper, glass, bulk plastic, etc., whenever possible
- In Oregon offices, can/bottle redemption collection box to donate to local non-profits/charities
- Purchase items in bulk from locally owned and/or green and sustainable businesses when possible to reduce trips to store and packaging waste
- Support small, local businesses by bringing them in for events (juice bar, hot chocolate bar, coffee bar)
- Community sharing of homegrown fruits, vegetables, and eggs



Additional office-specific achievements are listed below.

Issaquah

- Set up a Ridwell collection box for hard-to-recycle items

Portland

- Began soft plastic recycling program with NexTrex

Seattle

- Set up a Ridwell collection box for hard-to-recycle items

Vancouver

- Started the process to obtain the Clark County Green Business Certification

Community Investment Initiative

PBS' Community Investment Initiative program leverages our expertise and design capabilities on projects with a community focus. Every year, the company allocates dollars and asks for our employees to nominate projects for consideration. Below are brief descriptions of pro bono contributions as well as newly approved projects in 2022.

Total Community Investment

In 2022, PBS contributed 88 pro bono hours—\$8,963.75 in billable work—toward three different Community Investment Initiative projects. This represents a combination of projects approved in 2021 and 2022.

NARA Depave Ceremonial Garden (2021 – 2022)

PBS and [Depave](#) are working with the [Native American Rehabilitation Association of the Northwest, Inc. \(NARA\)](#). Depave is a Portland-based nonprofit that focuses on underserved communities where reduced pavement and increased access to green space will have a major positive impact. NARA has a Child & Family Services location in Gresham, Oregon, that functions as a rehabilitation facility for teens. Depave is working alongside NARA to convert the asphalt parking lot into a ceremonial space, including a sweat lodge, fire pit, and healing garden. PBS is providing landscape design, civil, and survey services for this project.



Rendering of the planned NARA Depave Healing Garden, a 2021 through 2022 PBS Community Investment Initiative project.

Providence Academy Improvements with Historic Trust (2022)

The Historic Trust and PBS are working together to help preserve the Providence Academy, a former orphanage and school built in 1873 and located Vancouver, Washington. PBS is working through a landscape redesign that is set to create a space that enhances and respects the history and architecture of Providence Academy, provides a welcoming and beautiful environment for the local and visiting public, and better connects downtown Vancouver and Officers Row. This new plan will incorporate existing historic design elements with new ones, sustainably reuse vintage building materials, and create a park-like setting for multigenerational use—all in a space that will be open to the public long into the future. PBS is also providing tree assessment work to analyze the condition and species of existing trees and incorporating preservation

values to assist the designer on retention opportunities, including general tree protection specifications for construction activities.

Gateway Green Park Bike Skills Area (2022)

Gateway Green is Portland's first park dedicated primarily to off-road cycling and is located in East Portland, an area historically underserved by public parks. The Northwest Trail Alliance (NWTa) recently received a grant to renovate the existing bike skills area at Gateway Green. PBS is working with the NWTa and the City of Portland Parks & Recreation to generate renderings which will be used to promote awareness and publicity for the project.



Rendering of the planned Gateway Green Park Bike Skills Area, a 2022 PBS Community Investment Initiative project.

Employee Engagement

Earth Day Wellness Challenge

In April, the Green Team held a month-long Earth Day Wellness Challenge, where PBS staff were challenged to decrease their environmental impact in both the home and office by reducing water usage, implementing energy saving practices, using alternative transportation methods, and more. Part of the challenge was also to spend more time outdoors connecting with nature. PBS staff were encouraged to share stories and photos depicting how they chose to celebrate the Earth.

Lunch & Learns

Throughout 2022, the Green Team hosted seven Lunch & Learns that corresponded to an environmental topic. Content was created and presented by a different Green Team member, an outside guest speaker, or a PBS service line. This was a great way to engage with employees and spark some amazing conversation. Every Lunch & Learn was an opportunity to provide PBS employees with solid action items to help them make more sustainable decisions on a day-to-day basis.

2022 GREEN TEAM LUNCH & LEARNS



JANUARY

- Marketing Spotlight – Sustainability Talking Points for Project Managers



AUGUST

- GreenWorks
- Oregon Clean Power Cooperation



APRIL

- Depave
- Earth Day



SEPTEMBER

- Water Resources Engineering Department Highlights



MAY

- Corporate Greenwashing

Community Service Initiative (Volunteering)

As part of our Community Service Initiative, PBS allows each employee to use four hours each fiscal year to volunteer for their communities. To promote the use of volunteer hours, each PBS office organized various volunteer events and donation campaigns in celebration of Earth Day. PBS' Earth Day celebration was a success, with over 50 employees participating in the various volunteer events. In 2022, PBS employees logged 255 hours of community service.

Bend

- Organized and participated in a local cave cleanup with Wanderlust Tours

Portland

- Participated in two cleanup events for the Green Street Steward program with the City of Portland Bureau of Environmental Services
- Hosted a volunteer event with Depave to remove weeds and replant a local green space
- Participated in an asphalt removal volunteer event with Depave at the Native American Rehabilitation Association

Richland (Tri-Cities)

- Organized and participated in a volunteer event to improve the trail system at WE Johnson Park

Seattle

- Organized and participated in a garden bed cleanup at Volunteer Park

Vancouver

- Hosted American Red Cross Blood Drive— 19 units of blood collected (saving up to 57 lives) and 4 first-time donors; exceeded goal of collecting 17 units
- Hosted three park cleanup and maintenance events at Fisher Basin Community Park
- Assisted the Watershed Alliance of Southwest Washington in two tree planting community service events



PBS participates in the Portland Green Street Steward Program in 2022.



PBS participates in a Fisher Basin Community Park cleanup as part of the adopt-a-park program.



PBS Earth Day Volunteer Events (Photos L to R): Tri-Cities office improving the trail system at WE Johnson Park; Portland office weeding and planting native plant species at a green space with Depave; Bend office participating in a cave cleanup; Vancouver office spreading mulch at Fisher Basin Community Park.

Awards & Recognition



City of Vancouver Parks, Recreation & Cultural Services – Adopt-a-Park Certification

In 2022, the PBS Vancouver office received their adopt-a-park certification for the adoption of Fisher Basin Community Park through City of Vancouver Parks, Recreation and Cultural Services. To obtain the certification, PBS was required to record three volunteer events and have a designated group leader.

Charitable Giving

PBS has many avenues for supporting and making a difference in our communities. Three of those avenues are through **matching donations**, **company donations**, and **sponsorships**. The total PBS contributed in 2022 to these worthy causes is more than \$75,000.

Some of the PBS donation recipients included Blue Mountain Action Council Food Bank, Clark County Food Bank, Food for Lane County, Oregon Food Bank, and Tri-Cities Food Bank.

PBS Corporate Matching Gifts (Based on employee giving)	\$13,921
Donations by PBS	\$23,894
Sponsorships	\$37,975
Total 2022 PBS Charitable Giving	\$75,790

In addition to monetary donations, PBS offices held the following food, clothing, and school supply donation drives:

Eugene

- Clothing drive with St. Vincent de Paul

Seattle

- Clothing drive with the Assistance League of Seattle
- Food drive with the University District Food Bank

Vancouver

- Canned food drive with Clark County Food Bank
- School supplies drive with Fruit Valley Elementary

PBS Community & Networks

Our employees are integral to PBS' continued success as a company. Fostering continued professional development and well-being is a fundamental element of our company culture. At the time of this report, PBS has nearly 300 employees across our eight offices. The company's core mission is to create and deliver programs, design solutions, and field services to diverse clients. We do this by combining quality people with quality work yielding quality results. Our adaptable, multidiscipline teams serve our clients with best practices and sustainable- and technological-based solutions.

The following are select initiatives and programs that demonstrate how we continue to live up to our aspirations.

Employee Ownership

Since its founding in 1982, PBS has been 100% employee owned, and we continue to expand ownership opportunities to a larger group. This fosters a culture of independence and integrity, knowing our primary priorities are our clients, employees, and community.

Young Professionals Network

Beginning in 2019, PBS endorsed the creation of a Young Professionals Network (YPN) to provide professional growth, positive community outreach, and enjoyable networking opportunities for the future leaders of PBS. The criteria for membership are to work at PBS and be 35 years or younger. In 2022, the YPN saw an increase in members from 101 to 133.

The YPN is led by YPN leaders and YPN ambassadors (at least one in each region) who meet on a monthly basis. Former YPN leaders Amy Cambier and Jason Maddox stepped down in 2022 and nominated Emily Lewis and Nathan Carlson to take on their leadership roles. New YPN ambassadors in 2023 include Aurel BockNelson from the Portland office, Cienna Landon from the Tri-Cities office, and Owen Porkka from the Issaquah office.



In December 2022, ambassadors invited YPN members within their respective regions to participate in one-on-one meetings to share their thoughts about YPN. The meetings built upon past surveys by discussing topics of interest, career-growth and learning opportunities, and ways to further improve YPN as an organization. YPN also hosted several in-person social events throughout the year, including baseball and hockey games, various team-building activities, and happy hours.

Belonging & Equity (BE)

Belonging is an integral element of our strategy for sustained success. We believe diversity, equity, and inclusion broaden personal and professional growth; cultivate conscientious, capable leaders; amplify essential, underrepresented voices; and foster an open, accepting environment for our people, partners, clients, and communities.

PBS is committed to providing a dynamic, effective, and inclusive workplace and supporting the ongoing efforts needed to maintain these values. Our employees at all levels are committed to helping to create a culture where everyone's voice is valued and our processes are fair.

PBS provides the investment to create programs and initiatives needed to focus on employee experiences and workplace outcomes that fulfill and respect this mission and its values. Our Belonging and Equity (BE) Leaders, employee resource groups, community groups, and Diversity, Equity, and Inclusion (DEI) Committee will consistently elevate this work internally and externally through actionable and measurable goals. We are passionate about maintaining an inclusive workplace and supporting the practices at PBS that achieve our BE vision.

Employee Resource Groups

Employee resource groups (ERGs) at PBS are a way for coworkers to connect around common interests or experiences. These groups help employees learn, grow, and better care for and understand one another and our communities. The active ERGs include BIPOC, Prism (LGBTQIA2S+), PBS Parents, PBS Ally Group, and Women at PBS.

2023 Goals

Greening our Project Designs

PBS delivers a wide variety of services to our clients. Through the implementation of Green Team Learning and service line focused learning, PBS service line managers, project managers, and technical staff will have the opportunity to increase their knowledge and application of innovative and lower-impact solutions to our projects. Additionally, the increase of service line sharing will promote cross service line project development.

Increasing Volunteer Time

In 2023, it is our goal to have 50% of PBS employees use their dedicated volunteer time.

Impact Evaluation

PBS project work naturally has sustainable project initiatives, ranging from wetland restoration, fish passage design, contaminant removal, and more. In an effort to quantify and track our sustainable project practices, the Green Team will take time during 2023 to develop a reporting system. The system will allow project managers to upload what sustainable practices were implemented and provide tangible numbers of where environmental improvements were made.

Additional Communication Channels

To increase communication with PBS employees regarding sustainability at PBS, a PBS Green Team section will be added to the quarterly PBS newsletter, titled the PBS Pulse. The PBS Green Team section will discuss PBS sustainability initiatives and ways to implement sustainability into life at the office and home.

Got ideas? Reach out!

If you have ideas for what PBS could do next on our journey please email our Sustainability Coordinator, Elise Kittrell, at Elise.Kittrell@pbsusa.com.

