APPENDIX 9.7

LEED RATING SYSTEM
LEED
LEADERSHIP IN ENERGY & ENVIRONMENTAL DESIGN

Rating System
Version 2.0

Including the Project Checklist
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# Project Checklist

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## Indoor Environmental Quality

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## Project Totals

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<tr>
<td>Certified 26-32 points</td>
<td>Silver 33-38 points</td>
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Sustainable Sites

Prerequisite 1  **Erosion & Sedimentation Control**

**Intent**

Control erosion to reduce negative impacts on water and air quality.

**Requirement**

**Prerequisite 1.0**  Design to a site sediment and erosion control plan that conforms to best management practices in the EPA’s Storm Water Management for Construction Activities, EPA Document No. EPA-832-R-92-005, Chapter 3, OR local Erosion and Sedimentation Control standards and codes, whichever is more stringent. The plan shall meet the following objectives:

- Prevent loss of soil during construction by storm water runoff and/or wind erosion, including protecting topsoil by stockpiling for reuse.

- Prevent sedimentation of storm sewer or receiving streams and/or air pollution with dust and particulate matter.

**Technologies & Strategies**

Adopt an erosion and sedimentation control plan for the project site during construction. Consider employing strategies such as temporary and permanent seeding, mulching, earth dikes, silt fencing, sediment traps, and sediment basins.
Credit 1 Site Selection

Intent
Avoid development of inappropriate sites and reduce the environmental impact from
the location of a building on a site.

Requirement
Credit 1.0 (1 point) Do not develop buildings on portions of sites that meet any
one of the following criteria:
-Prime farmland as defined by the American Farmland Trust
-Land whose elevation is lower than 5 feet above the elevation
  of the 100-year flood as defined by FEMA
-land which provides habitat for any species on the Federal
  or state threatened or endangered list
-Within 100 feet of any wetland as defined by 40 CFR, Parts
  230-233 and Part 22, OR as defined by local or state rule or
  law, whichever is more stringent
-land which prior to acquisition for the project was public
  parkland, unless land of equal or greater value as parkland is
  accepted in trade by the public landowner (Park Authority
  projects are exempt)

Technologies & Strategies
During the site selection process, give preference to those sites that do not include
sensitive site elements and restricted land types. Select a suitable building location and
design the building with the minimal footprint to minimize site disruption. Strategies
include stacking the building program, tuck under parking, and sharing facilities with
neighbors.
Credit 2  **Urban Redevelopment**

**Intent**
Channel development to urban areas with existing infrastructures, protecting greenfields and preserving habitat and natural resources.

**Requirement**
Credit 2.0 (1 point) Increase localized density to conform to existing or desired density goals by utilizing sites that are located within an existing minimum development density of 60,000 square feet per acre (2 story downtown development)

**Technologies & Strategies**
During the site selection process, give preference to urban sites with high development densities. Quantify the development density of the project as well as the surrounding area.
Credit 3  Brownfield Redevelopment

Intent
Rehabilitate damaged sites where development is complicated by real or perceived environmental contamination, reducing pressure on undeveloped land.

Requirement
Credit 3.0 (1 Point)  Develop on a site classified as a Brownfield and provide remediation as required by EPA’s Sustainable Redevelopment of Brownfields Program requirements

Technologies & Strategies
During the site selection process, give preference to brownfield sites. Identify tax incentives and property cost savings by selecting a brownfield site. Adopt a site remediation plan and cleanup the site using remediation strategies such as pump-and-treat, bioreactors, land farming, and in-situ remediation.
Credit 4  **Alternative Transportation**

*Intent*

Reduce pollution and land development impacts from automobile use.

*Requirements*

**Credit 4.1** (1 point)  Locate building within ½ mile of a commuter rail, light rail or subway station or ¼ mile of 2 or more bus lines

**Credit 4.2** (1 point)  Provide suitable means for securing bicycles, with convenient changing/shower facilities for use by cyclists, for 5% or more of building occupants

**Credit 4.3** (1 point)  Install alternative-fuel refueling station(s) for 3% of the total vehicle parking capacity of the site. Liquid or gaseous fueling facilities must be separately ventilated or located outdoors

**Credit 4.4** (1 point)  Size parking capacity not to exceed minimum local zoning requirements AND provide preferred parking for carpools or van pools capable of serving 5% of the building occupants, OR, add no new parking for rehabilitation projects AND provide preferred parking for carpools or van pools capable of serving 5% of the building occupants.

*Technologies & Strategies*

Perform a transportation survey of future building occupants to identify transportation needs. Site the building near mass transit and design the building with transportation amenities such as bicycle racks and showering/changing facilities, alternative fuel refueling stations, and carpool/ van pool programs. Also consider sharing transportation facilities such as parking lots and refueling stations with neighbors.
Credit 5  Reduced Site Disturbance

Intent

Conserve existing natural areas and restore damaged areas to provide habitat and promote biodiversity.

Requirements

Credit 5.1 (1 point)  On greenfield sites, limit site disturbance including earthwork and clearing of vegetation to 40 feet beyond the building perimeter, 5 feet beyond primary roadway curbs, walkways, and main utility branch trenches, and 25 feet beyond pervious paving areas that require additional staging areas in order to limit compaction in the paved area; OR, on previously developed sites, restore a minimum of 50% of the remaining open area by planting native or adapted vegetation.

Credit 5.2 (1 point)  Reduce the development footprint (including building, access roads and parking) to exceed the local zoning’s open space requirement for the site by 25%.

Technologies & Strategies

Perform a site survey to identify site elements and adopt a master plan for development of the project site. Select a suitable building location and design the building with the minimal footprint to minimize site disruption. Strategies include stacking the building program, tuck under parking, and sharing facilities with neighbors. Establish clearly marked construction boundaries to minimize disturbance of existing site and restore previously degraded areas to their natural state.
Credit 6  Stormwater Management

Intent

Limit disruption of natural water flows by minimizing stormwater runoff, increasing on-site infiltration and reducing contaminants.

Requirements

Implement a stormwater management plan that results in:

Credit 6.1 (1 point)  No net increase in the rate and quantity of stormwater runoff from existing to developed conditions; OR, if existing imperviousness is greater than 50%, implement a stormwater management plan that results in a 25% decrease in the rate and quantity of stormwater runoff.

Credit 6.2 (1 point)  Treatment systems designed to remove 80% of the average annual post development total suspended solids (TSS), and 40% of the average annual post development total phosphorus (TP), by implementing Best Management Practices (BMPs) outlined in EPAs Guidance Specifying Management Measures for Sources of Non-point Pollution in Coastal Waters (EPA 840-B-92-002 1/93).

Technologies & Strategies

Design the project site to maintain natural stormwater flows by promoting infiltration. Specify garden roofs and pervious paving to minimize impervious surfaces. Reuse stormwater volumes generated for non-potable uses such as landscape irrigation, toilet and urinal flushing, and custodial uses. Install mechanical or natural treatment systems such as constructed wetlands, vegetated filter strips, and bioswales to treat stormwater volumes leaving the site.
Credit 7 Landscape and Exterior Design to Reduce Heat Islands

Intent

Reduce heat islands (thermal gradient differences between developed and undeveloped areas) to minimize impact on microclimate and human and wildlife habitat.

Requirements

Credit 7.1 (1 point) Provide shade (within 5 years) on at least 30% of non-roof impervious surface on the site, including parking lots, walkways, plazas, etc., OR, use light-colored/high-albedo materials (reflectance of at least 0.3) for 30% of the site’s non-roof impervious surfaces, OR place a minimum of 50% of parking space underground OR use open-grid pavement system (net impervious area of LESS than 50%) for a minimum of 50% of the parking lot area.

Credit 7.2 (1 point) Use ENERGY STAR Roof-compliant, high-reflectance AND high emissivity roofing (initial reflectance of at least 0.65 and three-year-aged reflectance of at least 0.5 when tested in accordance with ASTM E903 and emissivity of at least 0.9 when tested in accordance with ASTM 408) for a minimum of 75% of the roof surface; OR, install a “green” (vegetated) roof for at least 50% of the roof area.

Technologies & Strategies

Shade constructed surfaces on the site with landscape features and minimize the overall building footprint. Consider replacing constructed surfaces (i.e., roof, roads, sidewalks, etc.) with vegetated surfaces such as garden roofs and open grid paving or specify light-colored, high-albedo materials to reduce the heat absorption.
Credit 8  Light Pollution Reduction

Intent

Eliminate light trespass from the building site, improve night sky access, and reduce development impact on nocturnal environments.

Requirement

Credit 8.0 (1 point)  Do not exceed Illuminating Engineering Society of North America (IESNA) footcandle level requirements as stated in the Recommended Practice Manual: Lighting for Exterior Environments, AND design interior and exterior lighting such that zero direct-beam illumination leaves the building site.

Technologies & Strategies

Adopt site lighting criteria to maintain safe light levels while avoiding off-site lighting and night sky pollution. Minimize site lighting where possible and model the site lighting using a computer model. Technologies to reduce light pollution include full cutoff luminaries, low-reflectance surfaces, and low-angle spotlights.
Water Efficiency

Credit 1  Water Efficient Landscaping

Intent

Limit or eliminate the use of potable water for landscape irrigation.

Requirements

Credit 1.1 (1 point) Use high efficiency irrigation technology, OR, use captured rain or recycled site water, to reduce potable water consumption for irrigation by 50% over conventional means.

Credit 1.2 (1 point) Use only captured rain or recycled site water for an additional 50% reduction (100% total reduction) of potable water for site irrigation needs, OR, do not install permanent landscape irrigation systems.

Technologies & Strategies

Perform a soil/climate analysis to determine appropriate landscape types and design the landscape with indigenous plants to reduce or eliminate irrigation requirements. Use high efficiency irrigation systems and consider reuse of stormwater or graywater volumes for irrigation.
Credit 2  **Innovative Wastewater Technologies**

1 Point

**Intent**

Reduce the generation of wastewater and potable water demand, while increasing the local aquifer recharge.

**Requirement**

**Credit 2.0** (1 point)  Reduce the use of municipally provided potable water for building sewage conveyance by a minimum of 50%, OR, treat 100% of wastewater on site to tertiary standards.

**Technologies & Strategies**

Estimate the wastewater volumes generated in the building and specify high efficiency fixtures and dry fixtures such as composting toilets and waterless urinals to reduce these volumes. Consider reusing stormwater or graywater for sewage conveyance or on-site wastewater treatment systems (mechanical or natural).
Credit 3 Water Use Reduction

Intent
Maximize water efficiency within buildings to reduce the burden on municipal water supply and wastewater systems.

Requirement & Submittals
Credit 3.1 (1 point) Employ strategies that in aggregate use 20% less water than the water use baseline calculated for the building (not including irrigation) after meeting Energy Policy Act of 1992 fixture performance requirements.

Credit 3.2 (1 point) Exceed the potable water use reduction by an additional 10% (30% total efficiency increase).

Technologies & Strategies
Estimate the potable and non-potable water needs for the building. Use high efficiency fixtures, dry fixtures such as composting toilets and waterless urinals, and occupant sensors to reduce the potable water demand. Consider reuse of stormwater and graywater for non-potable applications such as toilet and urinal flushing, mechanical systems, and custodial uses.
Energy & Atmosphere

Prerequisite 1  Fundamental Building Systems Commissioning

Intent

Verify and ensure that fundamental building elements and systems are designed, installed and calibrated to operate as intended.

Requirement

Prerequisite 1.0  Implement the following fundamental best practice commissioning procedures:

-Engage a commissioning authority
-Review design intent and basis of design documentation
-Include commissioning requirements in the construction documents
-Develop and utilize a commissioning plan
-Verify installation, functional performance, training and documentation
-Complete a commissioning report

Technologies & Strategies

Engage a commissioning authority and adopt a commissioning plan. Include commissioning requirements in bid documents and task the commissioning agent to produce a commissioning report once commissioning activities are completed.
Prerequisite 2  Minimum Energy Performance

Intent
Establish the minimum level of energy efficiency for the base building and systems.

Requirement
Prerequisite 2.0  Design to meet building energy efficiency and performance as required by ASHRAE/IESNA 90.1-1999 or the local energy code, whichever is the more stringent.

Technologies & Strategies
Design the building envelope and building systems to maximize energy performance. Use a computer simulation model to assess the energy performance and identify the most cost effective energy efficiency measures. Quantify energy performance as compared to a baseline building.
Prerequisite 3  **CFC Reduction in HVAC&R Equipment**

**Intent**
Reduce ozone depletion.

**Requirement**

Prerequisite 3.0  **Zero use** of CFC-based refrigerants in new building HVAC&R base building systems. When reusing existing base building HVAC equipment, complete a comprehensive CFC phaseout conversion.

**Technologies & Strategies**

When reusing existing HVAC systems, conduct an inventory to identify equipment that uses CFC refrigerants and adopt a replacement schedule for these refrigerants. For new buildings, specify new HVAC equipment that uses no CFC refrigerants.
Credit 1  **Optimize Energy Performance**

**Intent**

Achieve increasing levels of energy performance above the prerequisite standard to reduce environmental impacts associated with excessive energy use.

**Requirements**

Reduce design energy cost compared to the energy cost budget for regulated energy components described in the requirements of ASHRAE/IESNA Standard 90.1-1999, as demonstrated by a whole building simulation using the Energy Cost Budget Method described in Section 11:

<table>
<thead>
<tr>
<th>New Buildings</th>
<th>Existing Buildings</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>20%</td>
<td>10%</td>
<td>2</td>
</tr>
<tr>
<td>30%</td>
<td>20%</td>
<td>4</td>
</tr>
<tr>
<td>40%</td>
<td>30%</td>
<td>6</td>
</tr>
<tr>
<td>50%</td>
<td>40%</td>
<td>8</td>
</tr>
<tr>
<td>60%</td>
<td>50%</td>
<td>10</td>
</tr>
</tbody>
</table>

Regulated energy components include HVAC systems, building envelope, service hot water systems, lighting and other regulated systems as defined by ASHRAE.

**Credit 1.1** (2 points) Reduce design energy cost by **20% / 10%**.

**Credit 1.2** (4 points) Reduce design energy cost by **30% / 20%**.

**Credit 1.3** (6 points) Reduce design energy cost by **40% / 30%**.

**Credit 1.4** (8 points) Reduce design energy cost by **50% / 40%**.

**Credit 1.5** (10 points) Reduce design energy cost by **60% / 50%**.

**Technologies & Strategies**

Design the building envelope and building systems to maximize energy performance. Use a computer simulation model to assess the energy performance and identify the most cost effective energy efficiency measures. Quantify energy performance as compared to a baseline building.
Credit 2  **Renewable Energy**

1-3 Points

**Intent**

Encourage and recognize increasing levels of self-supply through renewable technologies to reduce environmental impacts associated with fossil fuel energy use.

**Requirements**

Supply a net fraction of the building's total energy use (as expressed as a fraction of annual energy cost) through the use of on-site renewable energy systems.

<table>
<thead>
<tr>
<th>% Total Energy Load Cost in Renewables</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>5%</td>
<td>1</td>
</tr>
<tr>
<td>10%</td>
<td>2</td>
</tr>
<tr>
<td>20%</td>
<td>3</td>
</tr>
</tbody>
</table>

*Credit 2.1 (1 points)*  Renewable energy, 5% contribution  
*Credit 2.2 (2 points)*  Renewable energy, 10% contribution  
*Credit 2.3 (3 points)*  Renewable energy, 20% contribution

**Technologies & Strategies**

Assess the project for renewable energy potential including solar, wind, geothermal, biomass, hydro, and bio-gas strategies. When applying these strategies, take advantage of net metering with the local utility.
Credit 3  Additional Commissioning

Intent

Verify and ensure that the entire building is designed, constructed, and calibrated to operate as intended.

Requirement

Credit 3.0 (1 point) In addition to the Fundamental Building Commissioning prerequisite, implement the following additional commissioning tasks:

1. Conduct a focused review of the design prior to the construction documents phase.
2. Conduct a focused review of the Construction Documents when close to completion.
3. Conduct a selective review of contractor submittals of commissioned equipment. (The above three reviews must be performed by a firm other than the designer.)
5. Have a contract in place for a near-warranty end or post occupancy review.

Technologies & Strategies

Engage the Commissioning Authority early in project design phases. Task the commissioning agent to conduct project reviews before and after construction documents are complete. The Commissioning Agent must also create a recommissioning manual for the building and review the project at near-warranty end.
Credit 4  Ozone Depletion

Intent

Reduce ozone depletion and support early compliance with the Montreal Protocol.

Requirement

Credit 4.0 (1 point)  Install base building level HVAC and refrigeration equipment and fire suppression systems that do not contain HCFC's or Halon.

Technologies & Strategies

When reusing buildings, inventory existing building systems using refrigerants and fire suppression chemicals and replace those that contain HCFCs or halons. For new buildings, specify refrigeration and fire suppression systems that use no HCFCs or halons.
Credit 5  **Measurement & Verification**

**Intent**

Provide for the ongoing accountability and optimization of building energy and water consumption performance over time.

**Requirement**

**Credit 5.0 (1 point)**  Comply with the long term continuous measurement of performance as stated in Option B: Methods by Technology of the US DOE's International Performance Measurement and Verification Protocol (IPMVP) for the following:
- Lighting systems and controls
- Constant and variable motor loads
- Variable frequency drive (VFD) operation
- Chiller efficiency at variable loads (kW/ton)
- Cooling load
- Air and water economizer and heat recovery cycles
- Air distribution static pressures and ventilation air volumes
- Boiler efficiencies
- Building specific process energy efficiency systems and equipment
- Indoor water risers and outdoor irrigation systems

**Technologies & Strategies**

Model the energy and water systems to predict savings. Design the building with equipment to measure energy and water performance. Draft a Measurement & Verification Plan to apply during building operation that compares predicted savings to those actually achieved in the field.
Credit 6  Green Power

Intent
Encourage the development and use of grid-source energy technologies on a net zero pollution basis.

Requirement
Credit 6.0 (1 point) Engage in a two year contract to purchase power generated from renewable sources that meet the Center for Resource Solutions (CRS) Green-e products certification requirements.

Technologies & Strategies
Estimate the energy needs of the building and investigate opportunities to engage in a green power contract with the local utility. Green power is derived from solar, wind, geothermal, biomass, or low-impact hydro sources.
Materials & Resources

Prerequisite 1

Storage & Collection of Recyclables

Intent

Facilitate the reduction of waste generated by building occupants that is hauled to and disposed of in landfills.

Requirement

Prerequisite 1.0

Provide an easily accessible area that serves the entire building and is dedicated to the separation, collection and storage of materials for recycling including (at a minimum) paper, glass, plastics, and metals.

Technologies & Strategies

Designate an area for recyclable collection and storage that is appropriately sized and located in a convenient area. Identify local waste handlers and buyers for glass, plastic, office paper, newspaper, cardboard, and organic wastes. Instruct occupants on building recycling procedures. Consider employing cardboard balers, aluminum can crushers, recycling chutes, and other waste management technologies to further enhance the recycling program.
Credit 1  **Building Reuse**

**Intent**

Extend the life cycle of existing building stock, conserve resources, retain cultural resources, reduce waste, and reduce environmental impacts of new buildings as they relate to materials manufacturing and transport.

**Requirements**

Reuse large portions of existing structures during renovation or redevelopment projects:

**Credit 1.1** (1 point)  Maintain at least 75% of existing building structure and shell (exterior skin and framing excluding window assemblies)

**Credit 1.2** (1 point)  Maintain an additional 25% (100% total) of existing building structure and shell (exterior skin and framing excluding window assemblies)

**Credit 1.3** (1 point)  Maintain 100% of existing building structure and shell AND 50% non-shell (walls, floor coverings, and ceiling systems)

**Technologies & Strategies**

Consider reuse of existing buildings, including structure, shell, and non-shell elements. Remove elements that pose contamination risk to building occupants and upgrade outdated components such as windows, mechanical systems, and plumbing fixtures. Quantify the extent of building reuse.
Credit 2  Construction Waste Management

Intent
Divert construction, demolition, and land clearing debris from landfill disposal. Redirect recyclable material back to the manufacturing process.

Requirements
Develop and implement a waste management plan, quantifying material diversion by weight. (Remember that salvage may include the donation of materials to charitable organizations such as Habitat for Humanity.)

Credit 2.1 (1 point) Recycle and/or salvage at least 50% (by weight) of construction, demolition, and land clearing waste

Credit 2.2 (1 point) Recycle and/or salvage an additional 25% (75% total by weight) of the construction, demolition, and land clearing debris

Technologies & Strategies
Establish goals for landfill diversion and adopt a construction waste management plan to achieve these goals. Consider recycling land clearing debris, cardboard, metals, brick, concrete, plastic, clean wood, glass, gypsum wallboard, carpet, and insulation. Designate a specific area on the construction site for recycling and track recycling efforts throughout the construction process. Identify construction haulers and recyclers to handle the designated materials.
Credit 3  **Resource Reuse**

**Intent**

Extend the life cycle of targeted building materials by reducing environmental impacts related to materials manufacturing and transport.

**Requirements**

- **Credit 3.1** (1 point) Specify salvaged or refurbished materials for 5% of building materials
- **Credit 3.2** (1 point) Specify salvaged or refurbished materials for 10% of building materials

**Technologies & Strategies**

Identify opportunities to incorporate salvage materials into the building design and research potential material suppliers. Consider salvage materials such as beams and posts, flooring, paneling, doors and frames, cabinetry and furniture, brick, and decorative items.
Credit 4  Recycled Content

Intent

Increase demand for building products that have incorporated recycled content materials, therefore reducing the impacts resulting from the extraction of new materials.

Requirements

Credit 4.1 (1 point) Specify a minimum of 25% of building materials that contain in aggregate, a minimum weighted average of 20% post-consumer recycled content material, OR, a minimum weighted average 40% post-industrial recycled content material.

Credit 4.2 (1 point) Specify an additional 25% (50% total) of building materials that contain in aggregate, a minimum weighted average of 20% post-consumer recycled content material, OR, a minimum weighted average of 40% post-industrial recycled content material.

Technologies & Strategies

Establish a project goal for recycled content materials and identify materials and material suppliers that can achieve this goal. During construction, ensure that the specified recycled content materials are installed and quantify the total percentage of recycled content materials installed.
Credit 5  Local/Regional Materials

Intent
Increase demand for building products that are manufactured locally, thereby reducing the environmental impacts resulting from their transportation and supporting the local economy.

Requirements

Credit 5.1 (1 point)  Specify a minimum of 20% of building materials that are manufactured* regionally within a radius of 500 miles.

Credit 5.2 (1 point)  Of these regionally manufactured materials, specify a minimum of 50% that are extracted, harvested, or recovered within 500 miles.

* Manufacturing refers to the final assembly of components into the building product that is furnished and installed by the tradesmen. For example, if the hardware comes from Dallas, Texas, the lumber from Vancouver, British Columbia and the join is assembled in Kent, Washington, then the location of the final assembly is Kent, Washington.

Technologies & Strategies
Establish a project goal for locally sourced materials and identify materials and material suppliers that can achieve this goal. During construction, ensure that the specified local materials are installed and quantify the total percentage of local materials installed.
Credit 6  Rapidly Renewable Materials

Intent

Reduce the use and depletion of finite raw, and long-cycle renewable materials by replacing them with rapidly renewable materials.

Requirement

Credit 6.0 (1 point) Specify rapidly renewable building materials for 5% of total building materials.

Technologies & Strategies

Establish a project goal for rapidly renewable materials and identify materials and suppliers that can achieve this goal. Consider materials such as bamboo flooring, wool carpet, strawboard, cotton batt insulation, linoleum flooring, poplar OSB, sunflower seed board, and wheatgrass cabinetry. During construction, ensure that the specified rapidly renewable materials are installed and quantify the total percentage of rapidly renewable materials installed.
Credit 7  **Certified Wood**  

1 Point

**Intent**

Encourage environmentally responsible forest management.

**Requirement**

**Credit 7.0 (1 point)**  Use a minimum of 50% of wood-based materials certified in accordance with the Forest Stewardship Council Guidelines for wood building components including but not limited to structural framing and general dimensional framing, flooring, finishes, furnishings, and non-rented temporary construction applications such as bracing, concrete form work and pedestrian barriers.

**Technologies & Strategies**

Establish a project goal for FSC-certified wood products and identify products and suppliers that can achieve this goal. During construction, ensure that the FSC-certified wood products are installed and quantify the total percentage of FSC-certified wood products installed.
Indoor Environmental Quality

Prerequisite 1  Minimum IAQ Performance

Intent
Establish minimum indoor air quality (IAQ) performance to prevent the development of indoor air quality problems in buildings, maintaining the health and well being of the occupants.

Requirement
Prerequisite 1.0  Meet the minimum requirements of voluntary consensus standard ASHRAE 62-1999, Ventilation for Acceptable Indoor Air Quality and approved Addenda.

Technologies & Strategies
Design the HVAC system to meet the ventilation requirements of the reference standard. Identify potential IAQ problems on the site and locate air intakes away from contaminant sources.
Prerequisite 2  Environmental Tobacco Smoke (ETS) Control

Required

Intent
Prevent exposure of building occupants and systems to Environmental Tobacco Smoke (ETS).

Requirement

Prerequisite 2.0  Zero exposure of nonsmokers to ETS by prohibition of smoking in the building, OR, provide a designated smoking room designed to effectively contain, capture and remove ETS from the building. At a minimum, the smoking room shall be directly exhausted to the outdoors with no recirculation of ETS-containing air to the nonsmoking area of the building, enclosed with impermeable structural deck-to-deck partitions and operated at a negative pressure compared with the surrounding spaces of at least 7 Pa (0.03 inches of water gauge).

Performance of smoking rooms shall be verified using tracer gas testing methods as described in the ASHRAE Standard 129-1997. Acceptable exposure in nonsmoking areas is defined as less than 1% of the tracer gas concentration in the smoking room detectable in the adjoining nonsmoking areas. Smoking room testing as described in the ASHRAE Standard 129-1997 is required in the contract documents and critical smoking facility systems testing results must be included in the building commissioning plan and report or as a separate document.

Technologies & Strategies
Prohibit smoking in the building or provide separate smoking rooms with isolated ventilation systems.
Credit 1  **Carbon Dioxide (CO₂) Monitoring**

**Intent**

Provide capacity for indoor air quality (IAQ) monitoring to sustain long-term occupant health and comfort.

**Requirement**

**Credit 1.0 (1 point)** Install a permanent carbon dioxide (CO₂) monitoring system that provides feedback on space ventilation performance in a form that affords operational adjustments, AND specify initial operational set point parameters that maintain indoor carbon dioxide levels no higher than outdoor levels by more than 530 parts per million at any time.

** Technologies & Strategies**

Design the HVAC system with carbon dioxide monitoring sensors and integrate these sensors with the building automation system (BAS).
Credit 2  Increase Ventilation Effectiveness

1 Point

Intent

Provide for the effective delivery and mixing of fresh air to support the health, safety, and comfort of building occupants.

Requirement

Credit 2.0 (1 point)  For mechanically ventilated buildings, design ventilation systems that result in an air change effectiveness ($E$) greater than or equal to 0.9 as determined by ASHRAE 129-1997. For naturally ventilated spaces, demonstrate a distribution and laminar flow pattern that involves not less than 90% of the room or zone area in the direction of air flow for at least 95% of hours of occupancy.

Technologies & Strategies

Design the HVAC system and building envelope to optimize air change effectiveness. Air change effectiveness can be optimized using a variety of ventilation strategies including displacement ventilation, low-velocity ventilation, plug flow ventilation such as underfloor or near-floor delivery, and operable windows. Test the air change effectiveness of the building after construction.
Credit 3  Construction IAQ Management Plan

Intent

Prevent indoor air quality problems resulting from the construction/renovation process, to sustain long-term installer and occupant health and comfort.

Requirements

Develop and implement an Indoor Air Quality (IAQ) Management Plan for the construction and preoccupancy phases of the building as follows:

Credit 3.1 (1 point)  During construction meet or exceed the minimum requirements of the Sheet Metal and Air Conditioning National Contractors Association (SMACNA) IAQ Guideline for Occupied Buildings under Construction, 1995, AND protect stored on-site or installed absorptive materials from moisture damage, AND replace all filtration media immediately prior to occupancy. Filtration media shall have a Minimum Efficiency Reporting Value (MERV) of 13 as determined by ASHRAE 52.2-1999.

Credit 3.2 (1 point)  Conduct a minimum two-week building flush-out with new filtration media at 100% outside air after construction ends and prior to occupancy, OR conduct a baseline indoor air quality testing procedure consistent with current EPA Protocol for Environmental Requirements, Baseline IAQ and Materials, for the Research Triangle Park Campus, Section 01445.

Technologies & Strategies

Adopt an IAQ management plan to protect the HVAC system during construction, control pollutant sources, and interrupt pathways for contamination. Sequence installation of materials to avoid contamination of absorptive materials such as insulation, carpeting, ceiling tile, and gypsum wallboard. Prior to occupancy, perform a two-week building flushout or test the contaminant levels in the building.
Credit 4  **Low-Emitting Materials**

**Intent**

Reduce the quantity of indoor air contaminants that are odorous or potentially irritating to provide installer and occupant health and comfort.

**Requirements**

Meet or exceed VOC limits for adhesives, sealants, paints, composite wood products, and carpet systems as follows:

**Credit 4.1 (1 point)**  Adhesives must meet or exceed the VOC limits of South Coast Air Quality Management District Rule #1168 by, AND all sealants used as a filler must meet or exceed Bay Area Air Quality Management District Reg 8, Rule 51.

**Credit 4.2 (1 point)**  Paints and coatings must meet or exceed the VOC and chemical component limits of Green Seal requirements.

**Credit 4.3 (1 point)**  Carpet systems must meet or exceed the Carpet and Rug Institute Green Label Indoor Air Quality Test Program.

**Credit 4.4 (1 point)**  Composite wood and agrifiber products must contain no added urea-formaldehyde resins.

**Technologies & Strategies**

Specify low-VOC materials in construction documents. Ensure that VOC limits are clearly stated in each section where adhesives, sealants, paints, coatings, carpet systems, and composite woods are addressed.
Credit 5  Indoor Chemical & Pollutant Source Control

Intent
Avoid exposure of building occupants to potentially hazardous chemicals that adversely impact air quality.

Requirement
Credit 5.0 (1 point) Design to minimize cross-contamination of regularly occupied occupancy areas by chemical pollutants: Employ permanent entry way systems (grills, grates, etc.) to capture dirt, particulates, etc. from entering the building at all high volume entry ways, AND provide areas with structural deck to deck partitions with separate outside exhausting, no air recirculation and negative pressure where chemical use occurs (including housekeeping areas and copying/print rooms), AND provide drains plumbed for appropriate disposal of liquid waste in spaces where water and chemical concentrate mixing occurs.

Technologies & Strategies
Design separate exhaust and plumbing systems for rooms with contaminants to achieve physical isolation from the rest of the building. Install permanent architectural entryway systems such as grills or grates to prevent occupant-borne contaminants from entering the building.
Credit 6  **Controllability of Systems**

**Intent**

Provide a high level of individual occupant control of thermal, ventilation, and lighting systems to support optimum health, productivity, and comfort conditions.

**Requirements**

**Credit 6.1** (1 point)  Provide a minimum of one operable window and one lighting control zone per 200 SF for all occupied areas within 15 feet of the perimeter wall.

**Credit 6.2** (1 point)  Provide controls for each individual for airflow, temperature, and lighting for 50% of the non-perimeter, regularly occupied areas.

**Technologies & Strategies**

Design the building with occupant controls for airflow, temperature, and lighting. Strategies to consider include task lighting, operable windows, and underfloor HVAC systems with individual diffusers.
1-2 Points

Credit 7  **Thermal Comfort**

**Intent**

Provide for a thermally comfortable environment that supports the productive and healthy performance of the building occupants.

**Requirements**

**Credit 7.1** (1 point)  Comply with ASHRAE Standard 55-1992, Addenda 1995 for thermal comfort standards including humidity control within established ranges per climate zone.

**Credit 7.2** (1 point)  Install a permanent temperature and humidity monitoring system configured to provide operators control over thermal comfort performance and effectiveness of humidification and/or dehumidification systems in the building.

**Technologies & Strategies**

Establish temperature and humidity comfort ranges and design the building envelope and HVAC system to maintain these comfort ranges. Install and maintain a temperature and humidity monitoring system in the building to automatically adjust building conditions as appropriate.
Credit 8  Daylight & Views

Intent

Provide a connection between indoor spaces and outdoor environments through the introduction of sunlight and views into the occupied areas of the building.

Requirement & Submittals

Credit 8.1 (1 point)  Achieve a minimum Daylight Factor of 2% (excluding all direct sunlight penetration) in 75% of all space occupied for critical visual tasks, not including copy rooms, storage areas, mechanical, laundry, and other low occupancy support areas. Exceptions include those spaces where tasks would be hindered by the use of daylight or where accomplishing the specific tasks within a space would be enhanced by the direct penetration of sunlight.

Credit 8.2 (1 point)  Direct line of sight to vision glazing from 90% of all regularly occupied spaces, not including copy rooms, storage areas, mechanical, laundry, and other low occupancy support areas.

Technologies & Strategies

Design the building to maximize daylighting and view opportunities. Strategies to consider include building orientation, shallow floor plates, increased building perimeter, exterior and interior shading devices, high performance glazing, and photo-integrated light sensors. Model daylighting strategies with a physical or computer model to assess footcandle levels and daylight factors achieved.
Innovation & Design Process

Credit 1  Innovation in Design

Intent

To provide design teams and projects the opportunity to be awarded points for exceptional performance above requirements set by the LEED Green Building Rating System™ and/or innovative performance in Green Building categories not specifically addressed by the LEED Green Building Rating System™.

Requirements

Credit 1.1 (1 point)  In writing, using the LEED™ Credit Equivalence process, identify the intent of the proposed innovation credit, the proposed requirement for compliance, the proposed submittals to demonstrate compliance, and the design approach used to meet the required elements.

Credit 1.2 (1 point)  Same as Credit 1.1.
Credit 1.3 (1 point)  Same as Credit 1.1.
Credit 1.4 (1 point)  Same as Credit 1.1.

Technologies & Strategies

Substantially exceed a LEED™ performance credit such as energy performance or water efficiency. Apply strategies or measures that are not covered by LEED™ such as acoustic performance, education of occupants, community development, or lifecycle analysis of material choices.
Credit 2  LEED™ Accredited Professional

| 1 Point |

Intent

To support and encourage the design integration required by a LEED™ Green Building project and to streamline the application and certification process.

Requirement

Credit 2.0 (1 point)  At least one principal participant of the project team that has successfully completed the LEED™ Accredited Professional exam.

Technologies & Strategies

Attend a LEED™ Accredited Professional Training Workshop and successfully pass the LEED™ accreditation exam.