

Sclater Partners Sustainability Action Plan

Sclater Partners Architects (SPA) is committed to environmental responsibility through sustainable design and "green" operational practices. SPA is a member of the AIA 2030 Commitment, through which framework we analyze, track, and report quantifiable results for each and every project undertaken. We use an integrated design approach, involving all members of a project team as early on as possible, and tools such as Building Information Modeling (BIM), to achieve the most sustainable results possible while still meeting the program. We have taken these goals to heart by continually improving the level of sustainability in our own workplace and business practices. This Action Plan is intended to be a guide to help identify specific goals and track our progress.

➤ Sustainable Design Goals

Set quantifiable design goals for every project regardless of whether required by the client.

1. Every project will undergo a green building evaluation whether the project is seeking certification or not. The LEED and Living Building Challenge credits listed on Page 3 should be implemented or recommended on every project. Other checklists such as Built Green™ may be helpful, depending on project type, goals and schedule.
2. Every project that meets the following criteria for reporting should be entered in to the AIA Reporting tool located at H:\0000 SDS-Sustainable Design Series\SPA 2030 Firm Commitment\SPA Reporting\aiab083399.xls
 - Project was in an active design phase during the report calendar year
 - Architectural projects whose scope included, at a minimum, HVAC system modifications or substantial envelope modifications OR interiors-only projects which included lighting design
 - For more information see the "FAQ" tab in the reporting tool.
3. As soon as the required data becomes available, each project should undergo an Energy Star analysis using the EPA's "Target Finder" tool. The sooner this task can occur the better, as it will provide the client with useful information about the project's energy use at the outset, and a target energy performance rating can be established for the design team to work toward. If the project goal is a rating of 75 or higher, and if the

client agrees, it should be registered for the free "Designed to Earn the Energy Star" program. A project's Target Finder information will be used in the AIA reporting tool mentioned above. If a project is not being modeled, use the reporting tool's "Non-Modeled Projects" section.

- For Target Finder, go to
http://www.energystar.gov/index.cfm?fuseaction=target_finder.
- For "Designed to Earn the Energy Star" program, go to
http://www.energystar.gov/index.cfm?c=new_bldg_design.new_bldg_design_benefits
 - Note that SPA must be the Architect of Record and must become an Energy Star Partner in order to submit our first project. See the Application Form at the link above for more information.

The intent of these tasks is to achieve the following goals as recommended by AIA:

- Design projects to reduce the amount of fossil-fuel based energy used to align with 2030 goals
- Reduce the amount of potable water used in all projects
- Improve indoor air quality (IAQ) through the elimination of hazardous materials used in all projects
- Have every project undergo a green building evaluation whether the project is seeking certification or not
- Document all projects in case study format with consistent criteria to help measure performance and progress

LEED / LBC Composite Checklist for AIA 2030 Commitment

2/8/2010
DRAFT

Yes ? No			LEED-NC	LEED-CS	LEED-CI	LBC 2.0	
		Sustainable Sites					Notes
<input checked="" type="checkbox"/>		Prereq 1					
<input checked="" type="checkbox"/>		Credit 1					
<input checked="" type="checkbox"/>		Credit 2					
<input checked="" type="checkbox"/>		Credit 3					
<input checked="" type="checkbox"/>		Credit 4.1					
<input checked="" type="checkbox"/>		Credit 4.2	X	X			
<input checked="" type="checkbox"/>		Credit 4.3					
<input checked="" type="checkbox"/>		Credit 4.4 / 3.3	X	X	X		
<input checked="" type="checkbox"/>		Credit 5.1	X	X			
<input checked="" type="checkbox"/>		Credit 5.2	X	X			
<input checked="" type="checkbox"/>		Credit 6.1					
<input checked="" type="checkbox"/>		Credit 6.2					
<input checked="" type="checkbox"/>		Credit 7.1	X	X			
<input checked="" type="checkbox"/>		Credit 7.2	X	X			
<input checked="" type="checkbox"/>		Credit 8	X	X			
<input checked="" type="checkbox"/>		Credit 9		X			
<input checked="" type="checkbox"/>		(LBC)				X	
		Water Efficiency					Notes
<input checked="" type="checkbox"/>		Prereq 1	X	X	X		
<input checked="" type="checkbox"/>		Credit 1	X	X			
<input checked="" type="checkbox"/>		Credit 2	X	X			
<input checked="" type="checkbox"/>		Credit 3	X	X			
<input checked="" type="checkbox"/>		(LBC)				X	
<input checked="" type="checkbox"/>		(LBC)				X	
		Energy & Atmosphere					Notes
<input checked="" type="checkbox"/>		Prereq 1					
<input checked="" type="checkbox"/>		Prereq 2					
<input checked="" type="checkbox"/>		Prereq 3					
<input checked="" type="checkbox"/>		Credit 1					
<input checked="" type="checkbox"/>		Credit 2	X	X			
<input checked="" type="checkbox"/>		Credit 3					
<input checked="" type="checkbox"/>		Credit 4					
<input checked="" type="checkbox"/>		Credit 5					
<input checked="" type="checkbox"/>		Credit 6					
<input checked="" type="checkbox"/>		(LBC)				X	
<input checked="" type="checkbox"/>		(LBC)				X	
		Materials & Resources					Notes
<input checked="" type="checkbox"/>		Prereq 1	X	X	X		
<input checked="" type="checkbox"/>		Credit 1.1	X	X	X		
<input checked="" type="checkbox"/>		Credit 1.2	X				
<input checked="" type="checkbox"/>		Credit 2	X	X	X		
<input checked="" type="checkbox"/>		Credit 3 / 3.1	X	X	X		
<input checked="" type="checkbox"/>		Credit 3.2			X		
<input checked="" type="checkbox"/>		Credit 4	X	X	X		
<input checked="" type="checkbox"/>		Credit 5	X	X	X		
<input checked="" type="checkbox"/>		Credit 6	X	X	X		
<input checked="" type="checkbox"/>		Credit 7 / 6	X	X	X		
<input checked="" type="checkbox"/>		(LBC)				X	
<input checked="" type="checkbox"/>		(LBC)				X	
<input checked="" type="checkbox"/>		(LBC)				X	
		Indoor Environmental Quality					
<input checked="" type="checkbox"/>		Prereq 1					
<input checked="" type="checkbox"/>		Prereq 2					
<input checked="" type="checkbox"/>		Credit 1					
<input checked="" type="checkbox"/>		Credit 2					
<input checked="" type="checkbox"/>		Credit 3.1	X	X	X		
<input checked="" type="checkbox"/>		Credit 3.2	X		X		
<input checked="" type="checkbox"/>		Credit 4.1	X	X	X		
<input checked="" type="checkbox"/>		Credit 4.2	X	X	X		
<input checked="" type="checkbox"/>		Credit 4.3	X	X	X		
<input checked="" type="checkbox"/>		Credit 4.4	X	X	X		
<input checked="" type="checkbox"/>		Credit 4.5			X		
<input checked="" type="checkbox"/>		Credit 5					
<input checked="" type="checkbox"/>		Credit 8.1	X	X			
<input checked="" type="checkbox"/>		Credit 8.2	X	X	X		
<input checked="" type="checkbox"/>		Credit 7.1	X	X	X		
<input checked="" type="checkbox"/>		Credit 7.2					
<input checked="" type="checkbox"/>		Credit 8.1	X	X	X		
<input checked="" type="checkbox"/>		Credit 8.2	X	X	X		
<input checked="" type="checkbox"/>		(LBC)				X	
<input checked="" type="checkbox"/>		(LBC)				X	
<input checked="" type="checkbox"/>		(LBC)				X	
		Innovation & Design Process					Notes
<input checked="" type="checkbox"/>		Credit 1.1	X	X	X		
<input checked="" type="checkbox"/>		Credit 1.2					
<input checked="" type="checkbox"/>		Credit 1.3					
<input checked="" type="checkbox"/>		Credit 1.4					
<input checked="" type="checkbox"/>		Credit 1.5					
<input checked="" type="checkbox"/>		Credit 2	X	X	X		
<input checked="" type="checkbox"/>		(LBC)				X	
<input checked="" type="checkbox"/>		(LBC)				X	
<input checked="" type="checkbox"/>		(LBC)				X	
<input checked="" type="checkbox"/>		(LBC)				X	

➤ Institute Staff Training and Education

Ensure staff is invested in the firm's sustainable design goals and can contribute to the success.

Slater Partners Architects holds monthly SDS (Sustainable Design Series) meetings. Topics vary each meeting but include the following:

- Presentations from those who attend continuing education seminars or users' groups
- Sustainable issues pertaining to active projects
- Industry & product updates
- Living Building Challenge updates
- AIA 2030 Commitment progress

Determine a minimum amount of staff training and education on sustainable design issues.

Slater Partners Architects has instituted a policy of mandatory LEED accreditation for new hires in an Architect position.

Provide support for staff to attend conferences and education programs focusing on sustainable design programs.

SPA provides a Professional Development fund and time to each salaried employee.

Implement programs that recognize individual and team sustainable design contributions.

Individual and team contributions are recognized in SDS meetings and on an individual basis, as well as throughout the firm's promotional material.

➤ Evaluate the Design Process

Engage in a design process that is multidisciplinary, collaborative, goal-oriented, and metric driven.

As discussed on Page 2 under Sustainable Design Goals, all projects will undergo a green building evaluation whether the project is seeking certification or not. AIA provides tips for the design process:

- Use an integrated design process that promotes early involvement of stakeholders and engages in collaborative design process
- Use life-cycle cost analysis and consider the life-cycle effects of the materials and systems used in a project
- Develop metrics for sustainable design goals at the outset of the project. Green building rating systems such as LEED or Green Globes can be a useful tool
- Develop consistent measurement standards for building and site design performance
- Create feedback procedures to gather information about building performance that include things such as meters, sensors, controls, and post-occupancy evaluations

➤ Sustainable Operations

Develop a sustainable operations plan that sets goals aimed at reducing the negative impact of firm operations related to:

- ***Office Energy Use***
- ***Waste Reduction and Supplies***
- ***Transportation***
- ***Meetings***

The Sclater Partners Architects Sustainable Operations Plan is located at H:\0000 SDS-Sustainable Design Series\SPA 2030 Firm Commitment\SPA Sustainable Operations Plan\.

➤ Develop a Business Strategy

Develop a business strategy that communicates why a sustainable design approach is important and why the firm is qualified:

- ***Put together information that supports the value of the firm's sustainable design services (include information on projects costs, operating costs, and occupant satisfaction)***
- ***Develop marketing materials that highlight the sustainable design aspects of the firm: define the design philosophy; list accredited staff; highlight benefits of sustainable design, etc...***
- ***Make your sustainable actions and operations available to clients***

Sclater Partners Architects highlights sustainable design aspects of projects in their marketing materials, and intends to update the information as real feedback is received. Our Sustainability Action and Operations Plans are available to clients upon request.