

## LEED-EB Chart of PREREQUISITES AND CREDITS



Sustainable Sites - Possible Points 14										
Credit	Description	Points			REQUIRED SUBMITTALS					
		Yes	Maybe		Records or Reports	Calculations.	Drawings	Management Plan	Other	
Prereq 1	Erosion & Sedimentation Control	Req	Req		If any construction, records of measures used			Erosion Control & Sedimentation Policy and Specification	~Statement of retrofit activity	
Prereq 2	Age of Building	Req	Req						Declaration of LEED-NC or age of building	
Credit 1.1	Plan for Green Site & Building Exterior Management - 4 specific actions	1			Quarterly Reports			Green Site & Bldg. Exterior Mgt. Plan		
Credit 1.2	Plan for Green Site & Building Exterior Management - 6 specific actions	1								
Credit 2	High Development Density Building & Area	1				Project Density	area map & site plan			
Credit 3.1	Alternative Transportation - Public Transportation Access	1			Quarterly Reports for contacts with RT		area map			
Credit 3.2	Alternative Transportation - Bicycle Storage & Changing Rooms	1			Quarterly Reports	FTE & % calcs	Secured bike storage areas and Locker rms			
Credit 3.3	Alternative Transportation - Alternative Fuel Vehicles	1					Parking Areas	Communication Program		
Credit 3.4	Alternative Transportation - Car Pooling & Telecommuting	1			Weekly Reports	Percentage usage		Carpool or telecommuting Program	Statement of no new parking area added	
Credit 4.1	Reduced Site Disturbance - Protect or Restore Open Space (50% of site area)	1			Quarterly Reports	open site area+ site area/bldg. footprint	Site survey and Plant list			
Credit 4.2	Reduced Site Disturbance - Protect or Restore Open Space (75% of site area)	1								
Credit 5.1	Stormwater Management - 25% Rate and Quantity Reduction	1			Quarterly Reports	average runoff; annual precipitation; % of stormwater mitigated		Mitigation Measures and Managemnt Plan		
Credit 5.2	Stormwater Management - 50% Rate and Quantity Reduction	1								
Credit 6.1	Heat Island Reduction - Non-Roof	1			Quarterly Reports	Shading calcs	Landscape Plan or Site with Parking Plan		Product Information	
Credit 6.2	Heat Island Reduction - Roof	1			Quarterly Reports	% roof material	Roof plan, photos	Cleaning of Roof	Product Information	
Credit 7	Light Pollution Reduction	1			Quarterly Reports	% light emittance to night sky and trespass			Fixture specs	
<b>Sub-totals</b>		<b>14</b>	<b>0</b>	<b>0</b>						
Water Efficiency - Possible Points 5										
Credit	Description	Points			REQUIRED SUBMITTALS					
		Yes	Maybe		Records or Reports	Calculations.	Drawings	Management Plan	Other	
Prereq 1	Minimum Water Efficiency	Req			Quarterly Reports	Baseline fixture calcs			Fixture cut sheets if there is not water meters	
Prereq 2	Discharge Water Compliance	Req						Compliance letter: regulated or non-regulated to NPDES		
Credit 1.1	Water Efficient Landscaping - Reduce Water Use by 50%	1			Quarterly Reports	Annual potable Irrigation water use vs. conventional system			~Design Narrative & Photos ~Quarterly irrigation metering	
Credit 1.2	Water Efficient Landscaping - Reduce Water Use by 95%	1								
Credit 2	Innovative Wastewater Technologies	1			Quarterly Reports	50% reduction of water for sewage conveyance			~Narrative of design ~Quarterly Metering	
Credit 3.1	Water Use Reduction - 10% Reduction	1			Quarterly Reports	Use calcs done for WE preq. 1			Need water meter to attain Wec 3.2	
Credit 3.2	Water Use Reduction - 20% Reduction	1								
<b>Sub-totals</b>		<b>5</b>	<b>0</b>							

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Energy & Atmosphere - Possible Points 23									
Credit	Description	Points	Points		Records or Reports	Calculations.	Drawings	Management Plan	Other
			Yes	Maybe					
Prereq 1	Existing Building Commissioning	Req			Contract and Schedule for Retro-commissioning			Building Operation Plan	
Prereq 2	Minimum Energy Performance - Energy Star 60	Req			12 months of utility bills	Energy Star Rate or alternative calcs.			
Prereq 3	Ozone Protection	Req						Program minimizing leakage of units to 5% max.	~HVAC inspection and documentation ~List of HVAC equip's refrigerants (CFC)
Credit 1.1	Optimize Energy Performance - Energy Star 63	1			12 months of utility bills	Energy Performance generated from Portfolio Manager declaring Energy Star rating			~If LEED-NC: projected peak demand the the energy points earned under LEED-NC
Credit 1.2	Optimize Energy Performance - Energy Star 67	1							
Credit 1.3	Optimize Energy Performance - Energy Star 71	1							
Credit 1.4	Optimize Energy Performance - Energy Star 75	1							
Credit 1.5	Optimize Energy Performance - Energy Star 79	1							
Credit 1.6	Optimize Energy Performance - Energy Star 83	1							
Credit 1.7	Optimize Energy Performance - Energy Star 87	1							
Credit 1.8	Optimize Energy Performance - Energy Star 91	1							
Credit 1.9	Optimize Energy Performance - Energy Star 95	1							
Credit 1.10	Optimize Energy Performance - Energy Star 99	1							
Credit 2.1	Renewable Energy - On-site 3% / Off-site 15%	1				% total energy costs	System schematic diagrams		~Metering of output ~Narrative of system
Credit 2.2	Renewable Energy - On-site 6% / Off-site 30%	1				<b>OR</b>	<b>OR</b>		<b>OR</b>
Credit 2.3	Renewable Energy - On-site 9% / Off-site 45%	1				% costs supplied	Green-e equivalency		~Proof of purchase
Credit 2.4	Renewable Energy - On-site 12% / Off-site 60%	1							
Credit 3.1	Building Operation & Maintenance - Staff Education	1			O&M Education Table				24 hours per person per year required
Credit 3.2	Building Operation & Maintenance - Building Systems Maintenance	1			Post warranty maintenance records			Best Practices Equipment Preventive Maintenance Program	
Credit 3.3	Building Operation & Maintenance - Building Systems Monitoring	1			Documentation of the alarms that occurred over performance period		% of time desired conditions are delivered in the the bldg. on a floor area weighted basis	System of delivering prompt repairs	~Description of systems: monitoring equip. alarms
Credit 4	Additional Ozone Protection	1						Program minimizing leakage of units to 5% max.	~HVAC inspection and documentation ~List of HVAC equip. and Fire suppression system's refrigerants (HCFC& Halon)
Credit 5.1	Performance Measurement - Enhanced Metering (4 specific actions)	1			~Quarterly Reports			Performance Improvement Plan	~Continuous Metering (see list on Letter Template)
Credit 5.2	Performance Measurement - Enhanced Metering (8 specific actions)	1			~One day of actual output of data recorded				
Credit 5.3	Performance Measurement - Enhanced Metering (12 specific actions)	1							
Credit 5.4	Performance Measurement - Emission Reduction Reporting	1				Documentation table of emission reductions			Letter of retired emissions from Cleaner & Greener for over Energy Star Rating 50
Credit 6	Documenting Sustainable Building Cost Impacts	1				Simple payback =cost of each measure/associated annual savings			~Documentation of: bldg.op. costs improvement initiatives financial impacts
<b>Sub-totals</b>		<b>23</b>	<b>0</b>	<b>0</b>					

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Materials & Resources - Possible Points 16										
Credit	Description	Points								
			Yes	Maybe	Records or Reports	Calculations.	Drawings	Management Plan	Other	
Prereq 1.1	Source Reduction & Waste Management - Waste Stream audit	Req				% of waste disposed and recycled		Waste Reduction Policy	1 time baseline waste stream audit of garbage and recycling containers	
Prereq 1.2	Source Reduction & Waste Management - Storage & Collection	Req				Building area square footages	Floor Plan showing collection areas	Recycling Area Guidelines		
Prereq 2	Toxic Material Source Reduction - Reduced Mercury in Light Bulbs	Req			Records of all acquisitions of mercury-containing light bulbs in perf. period	weighted average mercury content of lt. bulbs to be purchased (100 picograms)	Product Information of light bulb (MSDS sheets)	Light Bulb Purchasing Policy	~Record acquisitions in performance period ~Record of the count of all fluorescent and HID fixtures	
Credit 1.1	Construction, Demolition & Renovation Waste Management - Recycle 50%	1				Recycled rate		Construction, Demolition and Land Clearing (CDL) waste Management Policy	~Statement of retrofit activity ~List of Waste Stream activity	
Credit 1.2	Construction, Demolition & Renovation Waste Management - Recycle 75%	1							Need to have a construction project during performance period	
Credit 2.1	Optimize Use of Alternative Materials - 10% of Total Purchases	1				% of sustainable products of the covered materials purchased		Purchasing Program of office paper, equipment and furnishings and any building materials		
Credit 2.2	Optimize Use of Alternative Materials - 20% of Total Purchases	1								
Credit 2.3	Optimize Use of Alternative Materials - 30% of Total Purchases	1								
Credit 2.4	Optimize Use of Alternative Materials - 40% of Total Purchases	1								
Credit 2.5	Optimize Use of Alternative Materials - 50% of Total Purchases	1								
Credit 3.1	Optimize Use of IAQ Compliant Products - 45% of Annual Purchases	1				% of sustainable products of the covered materials purchased		Purchasing Program of paint & coatings, adhesives, sealants, carpet, composite panels, agrifiber products etc.		
Credit 3.2	Optimize Use of IAQ Compliant Products - 90% of Annual Purchases	1								
Credit 4.1	Sustainable Cleaning Products & Materials - 30% of Annual Purchases	1				% of sustainable products of the covered materials purchased		Purchasing Program of green cleaning products, jan. paper products & trash bags		
Credit 4.2	Sustainable Cleaning Products & Materials - 60% of Annual Purchases	1								
Credit 4.3	Sustainable Cleaning Products & Materials - 90% of Annual Purchases	1								
Credit 5.1	Occupant Recycling - Recycle 30% of the total Waste Stream	1			~Quarterly Report ~Hauler documentation	% Diverted waste (Waste calcs from MR preq. 1.1 )		Organizational Waste Reduction and Recycling Policy	~95% Used batteries recycled ~95% Fluorescent lamps recycled	
Credit 5.2	Occupant Recycling - Recycle 40% of the total Waste Stream	1								
Credit 5.3	Occupant Recycling - Recycle 50% of the total Waste Stream	1								
Credit 6	Additional Toxic Material Source Reduction - Reduced Mercury in Light Bulbs	1				80 picograms			Same as MR preq. 2 with lower mercury	
<b>Sub-totals</b>		<b>16</b>	<b>0</b>	<b>0</b>						

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Indoor Environmental Quality - Possible Points 22									
Credit	Description	Points			Records or Reports	Calculations.	Drawings	Management Plan	Other
		Yes	Maybe						
Prereq 1	Outside Air Introduction & Exhaust Systems	Req			Quarterly Reports	Show calcs for ASHRAE compliance			-Letter verifying system meets ASHRAE 62.1-2004
Prereq 2	Environmental Tobacco Smoke (ETS) Control	Req					ETS Control Policy /State Law		
Prereq 3	Asbestos Removal or Encapsulation	Req					Asbestos Mgt. Plan	-Copy of current asbestos survey	
Prereq 4	Polychlorinated Biphenyl (PCB) Removal	Req					PCB Management Plan	-Copy of current PCB survey	
Credit 1	Outside Air Delivery Monitoring	1				Tested and Clibrated at 75ppm or 5% of reading every 5 years	Floor Plans locating densely populated spaces, CO2sensors and aoutdoor airflow measurement devices		-Installation of CO2 Monitors -Track concentrations -Install alarms
Credit 2	Increased Ventilation	1				For mechanically ventilated: Measurements of ventilation rates exceeding ASHRAE 62.1-2004 by 30%			-Use calcs from IEQ preq. 1 -If naturally ventilated, meet CIBSE reqmts. -See Letter Template for add'l options
Credit 3	Construction IAQ Management Plan	1						-Cnstruction IAQ Management Plan -IAQ Management Specs	-Statement of retrofit activity
Credit 4.1	Documenting Productivity Impacts - Absenteeisn & Healthcare Cost Impacts	1			Sick Leave average Health Care Premiums/co-pays and Claims/co-psys for previous 5 years	Track changes in Sick Leave and Health Care info.			
Credit 4.2	Documenting Productivity Impacts - Other Impacts	1			Sales, Productivity and Turnover Rate for previous 5 years	Track changes in Sales, Productivity and Turnover Rate			
Credit 5.1	Indoor Chemical & Pollutant Source Control - Reduce Particulates in Air System	1			Maintanance Records of replacemnt of filter over performance period				-Installation of filters with particle removal effectiveness MERV 13 or greater
Credit 5.2	Indoor Chemical & Pollutant Source Control - High volume Copy/Print/Fax Room	1					Building Plan and photos of large copy areas and separation of exhaust		
Credit 6.1	Controllability of Systems - Lighting	1				% of individual occupant workspaces with lighting controls	Building Plan/Photo with location of lighting controls		-Installation of lighting controls for at least 50% of occupants -Add task lighting, as needed

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Credit 6.2	Controllability of Systems - Temperature & Ventilation	1				% of individual occupant workspaces with temp. & ventilation controls	Building Plan/Photo with location of temp. & ventilation controls		-Installation of temp. & ventilation controls for at least 50% of occupants -Add operable windows, as needed
Credit 7.1	Thermal Comfort - Compliance	1				Trend logging of temp and humidity or psychrometric analysis			Letter of Compliance with ASHRAE 55-2004
Credit 7.2	Thermal Comfort - Permanent Monitoring System	1							-Installation of the permanent monitoring system
Credit 8.1	Daylight & Views - Daylight for 50% of Spaces	1					Daylight Factor and Area Calcs	Floor Plan	
Credit 8.2	Daylight & Views - Daylight for 75% of Spaces	1					Area Calcs. For Indv. Occupant Workspaces & Group Multi-Occupant Spaces	Floor Plan	Building space churn renovation plan and policy
Credit 8.3	Daylight & Views - Views for 40% of Spaces	1							
Credit 8.4	Daylight & Views - Views for 80% of Spaces	1							
Credit 9	Contemporary IAQ Practice	1				documentation of the implementation of IAQ Mgt. Plan over performance period			IAQ Management Plan
Credit 10.1	Green Cleaning - Entryway Systems	1				Quarterly reports over performance period		Floor Plan & photos	-Installation of entryway grills, mats or grates.
Credit 10.2	Green Cleaning - Isolation of Janitorial Closets	1				Written description of how janitorial closets were used for cleaning chemical storage over performance period		Floor Plan & Photos	Chemical storage guidelines and Policy -Installation of separation of exhaust -Install Hot and Cold water and separate drains
Credit 10.3	Green Cleaning - Low Environmental Impact Cleaning Policy	1				Quarterly reports over performance period			Low-impact environmental Cleaning Policy
Credit 10.4	Green Cleaning - Low Environmental Impact Pest Management Policy	1				Quarterly reports over performance period			Indoor Pest Management Policy
Credit 10.5	Green Cleaning - Low Environmental Impact Pest Management Policy	1				Quarterly reports over performance period			Indoor Pest Management Policy
Credit 10.6	Green Cleaning - Low Environmental Impact Cleaning Equipment Policy	1				Records of janitorial equip and maintenance log			Low-impact environmental Equipment Policy
<b>Sub-totals</b>		<b>22</b>							
<b>Innovation in Operation &amp; Upgrades - Possible Points 5</b>									
Credit	Description	Points	Yes	Maybe	Records or Reports	Calculations.	Drawings	Management Plan	Other
Credit 1.1		1							
Credit 1.2		1							
Credit 1.3		1							
Credit 1.4		1							
Credit 2	LEED Accredited Professional	1							
<b>Sub-totals</b>		<b>5</b>							
<b>Total Possible Points</b>		<b>85</b>							
Certified: 32 - 39 points    Silver: 40 - 47 points    Gold: 48 - 63 points    Platinum: 64 or more points									