

SUSTAINABLE - GREEN ITEMS CHECKLIST

CHECKLIST OF SUSTAINABLE-GREEN ITEMS TO BE INCORPORATED INTO LANDLORD'S OFFERING

REVIEW AND RESPOND TO APPLICABLE ITEMS WITHIN SHADED BOXES

Project #	Address of Offering:	Date:
<p>Program Objective: New York State desires to reduce negative impact on the environment by incorporating sustainable design and construction principals within leased buildings to enhance the health and comfort of individuals as well as reduce consumption of renewable and non-renewable resources and minimize waste.</p>		

1)	Does the proposed building carry a U.S. EPA Energy Star Program Energy Star Label?	Yes	No
	Insert X where applicable		
	Rating: ←		
2)	Does the proposed building carry any other sustainable building accreditation?	Yes	No
	Insert X where applicable		
	Identify: ←		
3)	Will the proposed building or space be constructed or retrofitted under a sustainable building accreditation program?	Yes	No
	Insert X where applicable		
	Identify Program: ←		
4)	<p>Mandatory items. To ensure minimum compliance with sustainable building design and construction standards, refer to <i>bold italic</i> items within Material Specifications for Leased Facilities (MSLF) provided within RFI document and attached to lease. Acknowledge mandatory requirements, where applicable, and commitment to conform by inserting authorized signature here. →</p>		MANDATORY

Items listed below, other than mandatory, are to be considered over and above any code, standard or regulation currently applicable to landlord's offering. Items, when offered, selected and implemented, would assist in achieving the program objective noted above and should be considered when presenting your proposal to OGS for evaluation.

There are typically 4 columns associated with each item. Within the 1st column landlord should **X** those items that would be included within the lease rate at no additional cost to the tenant. The next 3 columns are associated with items that could be provide at additional cost and would, in cases where applicable, pay for itself within the lease period. **Mandatory items** must be acknowledged with **signature** where indicated. The State retains the option to select or reject any additional cost items. The State will not be responsible for any costs associated with the preparation and presentation of any offered items. For each item **Xd**, provide supporting documentation and/or explanation along with cross reference to item number. Landlord must provide certification of any and all offered/selected items prior to substantial completion.

X items offered as additional cost items and, <u>where applicable</u> , lease period payback				
X those items to be included in lease rate		↓	↓	↓
		↓	Cost	# of Years
Site and Building				
5)	Reuse of existing building shell and utilities infrastructure.			
6)	Reuse of building-space within community supported by residential and business environments easily accessible without the use of combustion vehicle(s).			
7)	Availability of public transportation.			
8)	Identify vehicular access, parking management and availability.			
9)	Alternate transportation accessibility and accomodations i.e pedestrian access, carpool, bicycle.			
10)	Identify existing or proposed stormwater management.			
11)	Storm/snow water reclaiming initiatives for irrigation, sanitary fixture use, custodial, building use.			
12)	Storm/snow water management, detention/retention ponds, treatment, groundwater recharge.			

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X items offered as **additional cost** items and, where applicable, **lease period payback**

X those items to be **included** in lease rate

			Cost	# of Years
13)	Provide landscaping to minimize impervious surfaces and reduce heat absorbtion.			
14)	Plant trees to provide shade canopy for parking areas, walkways, gathering areas.			
15)	Incorporate light colored reflective material to reduce surface heat absorbtion.			
16)	Provide light colored roofing or roofing surface to reduce heat absorbtion.			
17)	Provide techniques to reduce light pollution, infringement, sky glow and affect on plant/wildlife.			
18)	Provide techniques to eliminate or reduce the use of potable water for irrigation.			
19)	Incorporate native, water conserving landscaping to reduce or eliminate supplemental irrigation.			

Water

20)	Provide total building or tenant space water use reduction in accordance with Energy Policy Act of 1992 (EPAAct 1992). See Material Specifications for Leased Facilities (MSLF).			
21)	Provide total building or tenant space water use reduction over and above that called out by EPAAct 1992.			

Energy & Environment

22)	Mandatory commissioning of building systems for tenant spaces as called out in shell lease items numbered 9. Electric Service, 10. Heating and Air Conditioning along with Sample Work Letter item 2. Construction Phase, items numbered 3, 4 & 5. Acknowledge mandatory requirements and commitment to provide by inserting authorized signature here. _____ →	MANDATORY		
23)	Mandatory use of Energy Star building products. Acknowledge mandatory requirements and commitment to provide by inserting authorized signature here. _____ →	MANDATORY		
24)	Identify any additional commissioning programs that will be incorporated into building and/or space over and above the mandatory requirements called out in item 22 above.			
25)	Building or offered space will incorporate energy standards called out within the Energy Conservation Construction Code of New York State 2007.			
26)	Identify any building systems design and construction that will exceed conservation measures called out within the Energy Conservation Code of New York State 2007.			
27)	Provide daylight controls within applicable spaces to achieve additional energy savings.			
28)	Reduce or eliminate the use of chlorofluorocarbons (CFCs).			
29)	Provide metering and/or submetering for utility, energy & fuel uses within tenant space(s).			

Materials Conservation

30)	Mandatory - tenant occupancy - storage and collection of recycleables. See Janitorial Services section within lease documents. Acknowledge mandatory requirements, where applicable, and commitment to provide by inserting authorized signature here. _____ →	MANDATORY		
31)	Provide construction waste management plan and % of landfill diversion program.			
32)	Identify and provide recycled content products over and above that called out within MSLF sections 08100, 09250, 09510, 09660 & 09686.			
33)	Provide regional materials & products manufactured or developed within 500 miles of project site.			
34)	Provide wood based products certified in accordance with the Forest Stewardship Council's (FSC) Principles and Criteria.			

