

**APPENDIX G
SUSTAINABILITY CHECKLIST
For Leased Properties**

Applies to:

- GSA assignments and Direct Leases of 5,000 or more usable square feet
- All new direct lease actions and GSA assignments initiated in 2008 and beyond, with approved Business Case

Mandated Requirements:	Requirement Definition:	How Is Requirement Met?
Integrated Project Team (IPT)	Initiates and maintains an integrated project team in all stages of a project's planning and delivery.	
Energy Performance (EPAct 2005 and EO 13423)	<p>Establish a whole building performance target that takes into account the five <i>Guiding Principles for Federal Leadership in High Performance and Sustainable Buildings</i> and earns the Energy Star® targets for new construction and major renovation where applicable. For new construction, reduce the energy cost budget by 30 percent compared to the ASHRAE and IESNA baselines. For major renovations, reduce the energy cost budget by 20 percent below pre-renovations 2003 baseline. In addition, all government-owned military housing shall incorporate the sustainable design/high performance building goals/principles.</p> <p>EO 13423 requires reduction of energy intensity by 3% annually through the end of fiscal year 2015 or 30% by the end of fiscal year 2015, relative to the baseline of the agency's energy use in fiscal year 2003.</p> <p>EPAct 2005 requires renewable electricity consumption by the Federal government can not be less than 3% in FY 2007 to FY 2009, 5% in FY 2010 to FY 2012, and 7.5% in 2013 and thereafter. In addition, EO 13423 requires that at least half of renewable energy comes from new (after 1/1/1999) renewable sources.</p>	

Mandated Requirements:	Requirement Definition:	How Is Requirement Met?
Water Conservation (EO 13423)	<p>Indoor Water: Employ strategies that in aggregate use a minimum of 20 percent less potable water than the indoor water use baseline calculated for the building, after meeting the Energy Policy Act of 1992 fixture performance requirements.</p> <p>Outdoor Water: Use water efficient landscape and irrigation strategies, including water reuse and recycling, to reduce outdoor potable water consumption by a minimum of 50 percent over that consumed by conventional means (plant species and plant densities). Employ design and construction strategies that reduce storm water runoff and polluted site water runoff.</p> <p>Beginning in FY 2008 per EO 13423, reduce water consumption intensity, relative to the baseline of the agency's water consumption in FY 2007, through life-cycle cost-effective measures by 2 percent annually through the end of FY 2015 or 16 percent by the end of FY 2015.</p>	
Ventilation & Thermal Comfort	Meet the current ASHRAE Standard 55-2004, Thermal Environmental Conditions for Human Occupancy, including continuous humidity control within established ranges per climate zone, and ASHRAE Standard 62.1-2004, Ventilation for Acceptable Indoor Air Quality.	
Moisture Control	Establish and implement a moisture control strategy for controlling moisture flows and condensation to prevent building damage and mold contamination.	
Low-emitting Materials	Specify materials and products with low pollutant emissions, including adhesives, sealants, paints, carpet systems, and furnishings.	
Protect Indoor Air Quality during Construction	Follow the recommended approach of the Sheet Metal and Air Conditioning Contractor's National Association Indoor Air Quality Guidelines for Occupied Buildings under Construction, 1995. After construction and prior to occupancy, conduct a minimum 72-hour flush-out with maximum outdoor air	

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	consistent with achieving relative humidity no greater than 60 percent. After occupancy, continue flush-out as necessary to minimize exposure to contaminants from new building materials	
Recycled Content	For EPA-designated products, use products meeting or exceeding EPA's recycled content recommendations. For other products, use materials with recycled content such that the sum of post-consumer recycled content plus one-half of the pre-consumer content constitutes at least 10% (based on cost) of the total value of the materials in the project.	
Biobased Content	For USDA-designated products, use products meeting or exceeding USDA's biobased content recommendations. For other products, use biobased products made from rapidly renewable resources and certified sustainable wood products.	
Construction Waste	During a project's planning stage, identify local recycling and salvage operations that could process site related waste. Program the design to recycle or salvage at least 50 percent construction, demolition and land clearing waste, excluding soil, where markets or on-site recycling opportunities exist.	
Ozone Depleting Compounds	Eliminate the use of ozone depleting compounds during and after construction where alternative environmentally preferable products are available, consistent with either the Montreal Protocol and Title VI of the Clean Air Act Amendments of 1990, or equivalent overall air quality benefits that take into account life cycle impacts.	