

**Suggested Environmental Disclosure Questions for Construction and Renovation Design Services**

Question Title	Yes/No Definition	Preferred Answer	Rationale: Why ask suppliers this question?	Relevant Supplier(s): (A) Architect/Designer (E) Engineer/Cx (C) Contractor/Sub (S) Sustainability Cons.	Other considerations or options for this question	Resources
Has your company been contracted as a project team member on at least two (2) <b>HEALTHCARE</b> construction and/or renovation projects completed in the U.S. within the past five (5) years? <b>(Yes/No)</b>	Y/N Y=Company has been contracted as part of the project team on at least 2 healthcare construction and/or renovation projects completed in the U.S. within the past 5 years. N=Company has been contracted on <u>fewer than</u> 2 healthcare construction and/or renovation projects completed in the U.S. within the past 5 years.	Yes	Healthcare projects tend to be larger, more complex projects than typical commercial construction. It is important to know whether or not potential consultants have experience navigating the regulatory, user group, and utility demands associated with this type of project. In particular, the client references included in the follow up questions will be key to learning about the company's level of expertise, the quality of its deliverables, and how it interacts with other project team members.	A, E, C, S	Client may be interested in distinguishing between acute care hospitals and other healthcare projects, such as medical office buildings.  The project size and/or construction cost may also be of interest.	
Please list the project name, location, client, and reference contact information.		project name location client reference contact information				
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Has your company been contracted as a project team member on at least two (2) construction, renovation, and/or existing building projects completed in the U.S. within the past five (5) years and <b>receiving LEED certification?</b> <b>(Yes/No)</b>	Y/N Y=Company has been contracted as part of the project team on at least 2 construction, renovation, and/or existing building projects completed in the U.S. within the past 5 years that have received LEED certification. N=Company has been contracted on <u>fewer than</u> 2 construction, renovation, and/or existing building projects completed in the U.S. within the past 5 years that have received LEED certification.	Yes	Only a small number of healthcare projects have received LEED certification. As a result, this question asks prospective consultants if they have worked on two LEED certified projects recently, regardless of whether or not the project was a healthcare project. The additional information provided under questions 2a and 2b will indicate the project type.	A, E, C, S	The project size, location, and/or construction cost may also be of interest.	LEED certified projects are listed on the USGBC website at: <a href="http://www.usgbc.org/LEED/Project/CertifiedProjectList.aspx">http://www.usgbc.org/LEED/Project/CertifiedProjectList.aspx</a>
Please list the project name, location, client, LEED rating system, and LEED certification level.		project name location client LEED rating system LEED certification level				
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<p>Has your company acted as the primary sustainability/LEED consultant on at least two (2) <b>CONSTRUCTION and/or RENOVATION</b> projects completed in the U.S. within the past five (5) years and receiving LEED for New Construction, LEED for Commercial Interiors, or LEED for Core and Shell certification? <b>(Yes/No)</b></p>	<p>Y/N  Y=Company has acted as the primary sustainability/LEED consultant on at least 2 construction and/or renovation projects completed in the U.S. within the past 5 years and receiving LEED NC, CI, or CS certification.  N=Company has acted as the primary sustainability/LEED consultant on <u>fewer than</u> 2 construction and/or renovation projects completed in the U.S. within the past 5 years and receiving LEED NC, CI, or CS certification.</p>	<p>Yes</p>	<p>This question distinguishes between companies that have engaged on LEED certified construction projects as a project team member from companies that have lead the LEED certification process. Because so few healthcare projects have been certified to date, companies may list any project type under follow up questions 3a and 3b.</p>	<p>A, E, C, S</p>	<p>The project size, location, and/or construction cost may also be of interest.</p>	<p>LEED certified projects are listed on the USGBC website at:  <a href="http://www.usgbc.org/LEED/Project/CertifiedProjectList.aspx">http://www.usgbc.org/LEED/Project/CertifiedProjectList.aspx</a></p>
<p>Please list the project name, location, client, LEED rating system, LEED certification level, and reference contact information.</p>		<p>project name  location  client  LEED rating system  LEED certification level  reference contact information</p>				
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<p>Has your company acted as the primary sustainability/LEED consultant on at least two (2) <b>EXISTING BUILDING</b> projects completed in the U.S. within the past five (5) years and receiving LEED for Existing Buildings Operations &amp; Maintenance certification? <b>(Yes/No)</b></p>	<p>Y/N  Y=Company has acted as the primary sustainability/LEED consultant on at least 2 existing building projects completed in the U.S. within the past 5 years and receiving LEED EB&amp;OM certification.  N=Company has acted as the primary sustainability/LEED consultant on <u>fewer than</u> 2 existing building projects completed in the U.S. within the past 5 years and receiving LEED EB&amp;OM certification.</p>	<p>Yes</p>	<p>This question distinguishes between new construction LEED projects (question 3) and existing building projects. The two LEED project types are run very differently from each other. LEED for Existing Buildings: Operations &amp; Maintenance focuses on continuous improvement whereas LEED deliverables on new construction projects generally come to an end within two years after completion of construction.</p>	<p>A, E, C, S</p>	<p>The project size, location, and/or construction cost may also be of interest.</p> <p>The <i>Green Guide for Health Care's</i> 2008 <i>Operations Section</i> revision is arguably a more robust tool for hospitals than LEED for Existing Buildings: Operations &amp; Maintenance. However, it was not included in this question because it is a self-certifying tool. Proof that a project has not only started the process by registering with LEED but also followed through by achieving third-party verified LEED certification is a strong indicator of a prospective consultant's commitment to and leadership in sustainability.</p>	<p>LEED certified projects are listed on the Green Building Certification Institute website at: <a href="http://www.gbci.org/LEED/Project/CertifiedProjectList.aspx">http://www.gbci.org/LEED/Project/CertifiedProjectList.aspx</a></p> <p><i>Green Guide for Health Care:</i> <a href="http://www.gghc.org">http://www.gghc.org</a></p>
<p>Please list the project name, location, client, LEED rating system, LEED certification level, and reference contact information.</p>		<p>project name  location  client  LEED rating system  LEED certification level  reference contact information</p>				
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<p>Are at least 20% of your company's full time employees <b>LEED ACCREDITED PROFESSIONALS WITH SPECIALTY</b> in good standing? The following LEED AP specialties are relevant to this question: BD+C (Building Design + Construction), O+M (Operations + Maintenance), ID+C (Interior Design + Construction). <b>(Yes/No)</b></p>	<p>Y/N Y=Minimum 20% of full time employees at the company are LEED Accredited Professionals with specialty in good standing. N=<u>Fewer than</u> 20% of full time employees at the company are LEED Accredited Professionals with specialty in good standing..</p>		<p>The number of LEED Accredited Professionals employed by a company is one indicator of the level of the company's commitment to sustainability. However, it should not be used as the only indicator. In particular, very large companies are at a disadvantage when asked the percentage of LEED APs on staff. This question specifies the new accreditation credentials (LEED AP with specialty), because the new system - which was instituted in 2009 - requires participation on a LEED project and continuing education to maintain the credential.</p>	<p>A, E, C, S</p>	<p>Note: this threshold is probably a stretch for many companies at this point. It will sort out the best of the best. The follow up questions will allow the client to compare totals and percentages for prospective consultants even if they do not meet the 20% threshold.</p>	<p>LEED accredited professionals with specialty are listed on the Green Building Certification Institute website at: <a href="https://ssl25.cyzap.net/gbcicertonline/onlinedirectory/">https://ssl25.cyzap.net/gbcicertonline/onlinedirectory/</a></p>
<p>Please list the number of full time staff at your company who are LEED Accredited Professionals with specialty.</p>		<p>number of full time staff who are LEED Accredited Professionals with specialty</p>				
<p>Please list the percentage of full time staff at your company who are LEED Accredited Professionals with specialty.</p>		<p>percentage of full time staff who are LEED Accredited Professionals with specialty</p>				
<p>Does your company have experience coordinating <b>SOLID WASTE REDUCTION, REGULATED MEDICAL WASTE REDUCTION, and MATERIAL MANAGEMENT</b> in a campus setting? <b>(Yes/No)</b></p>	<p>Y/N Y=Company has experience coordinating solid waste reduction, regulated medical waste reduction, and material management in a campus setting. N=Company <u>does not</u> have experience coordinating solid waste reduction, regulated medical waste reduction, and material management in a campus setting.</p>	<p>Yes</p>	<p>Healthcare projects on campuses often share infrastructure and operational programs such as waste management with other facilities. A company that has experience navigating the complexities associated with instituting new or revised protocols in a campus setting will be more likely to practice integrated design and/or operations successfully.</p>	<p>A, S</p>		<p>The following LEED for New Construction credits address waste reduction, available at <a href="http://www.usgbc.org">http://www.usgbc.org</a>: Materials &amp; Resources Prerequisite 1: Storage &amp; Collection of Recyclables Materials &amp; Resources Credit 2: Construction Waste Management</p> <p>The following LEED for Existing Buildings: Operations &amp; Maintenance credits address waste reduction, available at <a href="http://www.usgbc.org">http://www.usgbc.org</a>: Materials &amp; Resources Prerequisite 2: Solid Waste Management Policy Materials &amp; Resources Credits 6-9: Solid Waste Management</p> <p>The following GGHC Operations credits address waste reduction, available at <a href="http://www.gghc.org">http://www.gghc.org</a>: Waste Management section: WM Prerequisites 1-3 and WM Credits 1-2 Food Service Credit 6.1: Food Waste Reduction, Donation &amp; Composting Food Service Credit 6.2: Food Services Recycling Environmentally Preferable Purchasing Credit 1: Solid Waste Reduction in Purchasing Environmentally Preferable Purchasing Credits 5.1-5.3: Electronics Purchasing &amp; End-of-Life Management</p>

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Does your company have experience coordinating <b>CHEMICAL MANAGEMENT</b> policies/procedures with sustainability priorities in a healthcare campus setting? (Yes/No)	Y/N Y=Company has experience coordinating chemical management policies/procedures with sustainability priorities in a healthcare campus setting. N=Company <u>does not</u> have experience coordinating chemical management policies/procedures with sustainability priorities in a healthcare campus setting.	Yes	Healthcare projects on campuses often share infrastructure and operational programs such as chemical management. A company that has experience navigating the complexities associated with instituting new or revised protocols in a campus setting will be more likely to practice integrated design and/or operations successfully.	A, S		<p>The following LEED for New Construction credits address chemical management, available at <a href="http://www.usgbc.org">http://www.usgbc.org</a>:</p> <ul style="list-style-type: none"> <li>Indoor Environmental Quality Credit 5: Indoor Chemical &amp; Pollutant Source Control</li> </ul> <p>The following LEED for Existing Buildings: Operations &amp; Maintenance credits address chemical management, available at <a href="http://www.usgbc.org">http://www.usgbc.org</a>:</p> <ul style="list-style-type: none"> <li>Sustainable Sites Credit 3: Integrated Pest Management, Erosion Control, and Landscape Management Plan</li> <li>Indoor Environmental Quality Prerequisite 3 and Credit 3: Green Cleaning</li> </ul> <p>The following GGHC Operations credits address chemical management, available at <a href="http://www.gghc.org">http://www.gghc.org</a>:</p> <ul style="list-style-type: none"> <li>Sustainable Sites Credit 1.2: Site Management: Integrated Pest Management, Erosion Control, and Landscape Management Plan</li> <li>Chemical Management section: CM Prerequisites 1-3, CM Credits 1-2</li> <li>Environmental Services section: ES Credits 1-3</li> <li>Food Service Credits 8.1-8.2: Chemical Management for Food Services</li> </ul>
Does your company have experience coordinating <b>CLEANING</b> policies and procedures with sustainability priorities in a healthcare campus setting? (Yes/No)	Y/N Y=Company has experience coordinating cleaning policies and procedures with sustainability priorities in a healthcare campus setting. N=Company <u>does not</u> have experience coordinating cleaning policies and procedures with sustainability priorities in a healthcare campus setting.	Yes	Healthcare projects on campuses often share infrastructure and operational programs such as environmental services. A company that has experience navigating the complexities associated with instituting new or revised protocols in a campus setting will be more likely to practice integrated design and/or operations successfully.	A, S		<p>The following LEED for Existing Buildings: Operations &amp; Maintenance credits address cleaning, available at <a href="http://www.usgbc.org">http://www.usgbc.org</a>:</p> <ul style="list-style-type: none"> <li>Indoor Environmental Quality Prerequisite 3 and Credit 3: Green Cleaning</li> </ul> <p>The following GGHC Operations credits address chemical management, available at <a href="http://www.gghc.org">http://www.gghc.org</a>:</p> <ul style="list-style-type: none"> <li>Environmental Services section: ES Credits 1-3</li> <li>Food Service Credit 8.1: Chemical Management for Food Services: Cleaning Products</li> </ul>
Has your company performed <b>LEED COMMISSIONING</b> services on at least two (2) construction and/or renovation projects completed in the U.S. within the past five (5) years? (Yes/No)	Y/N Y=Company has performed LEED commissioning services on at least 2 construction and/or renovation projects completed in the U.S. within the past 5 years. N=Company has performed LEED commissioning services on <u>fewer than 2</u> construction and/or renovation projects completed in the U.S. within the past 5 years.	Yes	This question mirrors the commissioning requirement under LEED Energy & Atmosphere Prerequisite 1.	E		LEED rating systems available at: <a href="http://www.usgbc.org">http://www.usgbc.org</a>

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<p>Has your company performed <b>COMMISSIONING SERVICES</b> (LEED, life safety, or other) on at least two (2) <b>HOSPITAL</b> construction and/or renovation projects completed in the U.S. within the past five (5) years? <b>(Yes/No)</b></p>	<p>Y/N Y=Company has performed commissioning services on at least 2 hospital construction and/or renovation projects completed in the U.S. within the past 5 years. N=Company has performed commissioning services on <u>fewer than 2</u> hospital construction and/or renovation projects completed in the U.S. within the past 5 years.</p>	<p>Yes</p>	<p>Hospitals can require expanded commissioning services, particularly around life safety and emergency energy generation systems. This type of commissioning may or may not overlap with LEED commissioning requirements, which focus on energy efficiency and on-site renewable power sources. As a result, it is helpful to understand a potential commissioning agent's level of experience in both LEED commissioning (question 9) and hospital commissioning (question 10).</p>	<p>E</p>		
<p>Has your company helped at least two (2) <b>HOSPITALS</b> achieve an <b>ENERGY STAR</b> score of 75 or above within the past five (5) years? <b>(Yes/No)</b></p>	<p>Y/N Y=Company has helped at least 2 hospitals achieve an Energy Star score of 75 or above within the past 5 years. N=Company has helped <u>fewer than 2</u> hospitals achieve an Energy Star score of 75 or above within the past 5 years.</p>	<p>Yes</p>	<p>This question is aimed primarily to consultants working on retrofit and existing building projects. Energy Star Portfolio Manager is an integral part of compliance with LEED for Existing Building's Energy &amp; Atmosphere section, and advanced knowledge of the tool can help improve overall LEED credit achievement.</p>	<p>E</p>		<p>EPA Energy Star Portfolio Manager: <a href="https://www.energystar.gov/istar/pmpam/">https://www.energystar.gov/istar/pmpam/</a></p>
<p>Does your company use an <b>INTEGRATED APPROACH to MATERIALS SELECTION</b> and purchasing, combining performance and durability criteria with material content criteria (e.g., PVC-free, recycled content, rapidly renewable materials, etc.), emissions criteria (e.g., VOCs, no added urea-formaldehyde, etc.), and end-of-life solid waste reduction criteria? <b>(Yes/No)</b></p>	<p>Y/N Y=Company uses an integrated approach to materials selection and purchasing. N=Company addresses materials criteria categories separately.</p>	<p>Yes</p>	<p>This question is helpful in sorting out the more sophisticated consultants on both new construction and existing building projects. It is particularly important to LEED for Existing Buildings, which focuses more closely on facilities purchasing protocols and calculations than the new construction and major renovations rating systems. A consultant using an integrated approach to evaluating products and materials will save time and money as well as facilitating a balance of first cost considerations with obtaining the highest number of LEED points.</p>	<p>A, C, S</p>		<p>The following LEED for New Construction credits address materials selection, available at <a href="http://www.usgbc.org/">http://www.usgbc.org/</a>:  Materials &amp; Resources Credit 3: Materials Reuse  Materials &amp; Resources Credit 4: Recycled Content  Materials &amp; Resources Credit 5: Regional Materials  Materials &amp; Resources Credit 6: Rapidly Renewable Materials  Materials &amp; Resources Credit 7: Certified Wood  Indoor Air Quality Credit 4.1-4.4: Low-Emitting Materials</p> <p>The following LEED for Existing Buildings: Operations &amp; Maintenance credits address materials selection, available at <a href="http://www.usgbc.org/">http://www.usgbc.org/</a>:  Materials &amp; Resources Prerequisite 1: Sustainable Purchasing Policy  Materials &amp; Resources Credits 1-5: Sustainable Purchasing</p> <p>The following GGHC Operations credits address materials selection, available at <a href="http://www.gghc.org/">http://www.gghc.org/</a>:  Food Service Credit 4: Reusable &amp; Non-Reusable Products  Environmentally Preferable Purchasing Section: Prerequisites 1-2, Credits 1-7</p>

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<p>Does your company practice <b>MERCURY REDUCTION</b> in compliance with the <i>Green Guide for Health Care</i>? (See Resources column for the relevant credits.) (Yes/No)</p>	<p>Y/N  Y=Company practices mercury reduction in compliance with the <i>Green Guide for Health Care</i>.  N=Company <u>does not</u> practice mercury reduction in compliance with the <i>Green Guide for Health Care</i>.</p>	<p>Yes</p>	<p>Mercury reduction is a central concern of the healthcare industry. This question is broad enough to address consultants associated with all elements of a construction and/or operations project.</p>	<p>A, E, C, S</p>	<p>This question could be expanded into several parts to distinguish between types of consultant and/or project type: construction v. facility operations.</p>	<p>The following LEED for Existing Buildings: Operations &amp; Maintenance credit addresses mercury reduction, available at <a href="http://www.usgbc.org">http://www.usgbc.org</a>:  Materials &amp; Resources Credit 4: Sustainable Purchasing - Reduced Mercury in Lamps</p> <p>The following GGHC Version 2.2 Construction section credits address mercury reduction, available at <a href="http://www.gghc.org">http://www.gghc.org</a>:  Materials &amp; Resources Prerequisite 2: Mercury Elimination  Materials &amp; Resources Credit 4.2: PBT Elimination: Mercury</p> <p>The following GGHC Operations credits (2008 Revision) address mercury reduction, available at <a href="http://www.gghc.org">http://www.gghc.org</a>:  Facilities Management Credit 5.5: Performance Measurement: Emissions Reduction Reporting  Chemical Management Credit 1.1: Indoor Chemical Contaminant Reduction: Sanitary Sewer  Chemical Management Credit 1.5: Indoor Chemical Contaminant Reduction: Laboratories  Waste Management Credit 2: Regulated</p>

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