



# Sustainability Action Plan 2.0

2030 Commitment

March 17 2023



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# our commitment

## Philosophy and Approach

People are the focus of our work and at the center of our process. We believe that deep collaboration with clients, communities and colleagues is the best way to solve complex problems and create enduring architecture where people can thrive. We know that health and well-being are significantly impacted by the environments that we design and the materials that we select. Climate change poses multiple threats to human health, safety, and prosperity. Our industry has a critical role to play in building a more resilient future and mitigating the worst of climate change. According to the United Nations, we must collectively cut greenhouse gas emissions by 45% by 2030 and reach net zero by 2050 if we are to limit global warming to 1.5°C and maintain a livable planet.<sup>1</sup>

As responsible designers of the built environment, it is incumbent upon us to consider the social, environmental, and economic impacts of our work. By employing a triple bottom line approach, we can ensure that holistic and well-balanced solutions are developed in response to this existential threat.

## Our Work, Our Impact

As signatories of the 2030 Commitment, we have pledged to work towards a carbon neutral future for the built environment. This commitment to cut emissions aligns with the local and state mandates for many of the communities in which we serve. However, we need to look beyond the singular goal of decarbonization to define a sustainable future that supports the planet, people, and prosperity.

At Fennick McCredie Architecture (FM), over 60% of our work seeks to refresh, revitalize, reuse or expand existing buildings. We are strategic about the resources used on each project, and we embrace the challenge of optimizing each design solution within a given set of parameters.

Our deep knowledge of regional mobility systems allows much of our work to support the optimization of public transportation through design, planning, and advocacy. Well-designed public transportation promotes social equity and provides access to opportunities and resources that may otherwise have been out of reach to underserved communities. Many of our projects also support and prioritize alternate modes of mobility that favor lower carbon impacts and/or easily accessible links to public transportation whenever possible. Our experience with regional transit systems helps inform these design choices even in projects that are not transportation oriented.

FM is also focused on expanding our suite of sustainable design services in order to meet client needs and support community climate goals and mandates. Climate action planning is an important first step to establish a framework for tracking and measuring progress towards greenhouse gas emissions reductions and building climate resilience.

Since publishing our first Sustainability Action Plan in February of 2020, we have worked to continuously raise the standard of design and foster a studio culture that embraces the biggest challenge of our time. We created Specification

**“ we must collectively cut greenhouse gas emissions by 45% by 2030...if we are to limit global warming to 1.5°C**

- United Nations

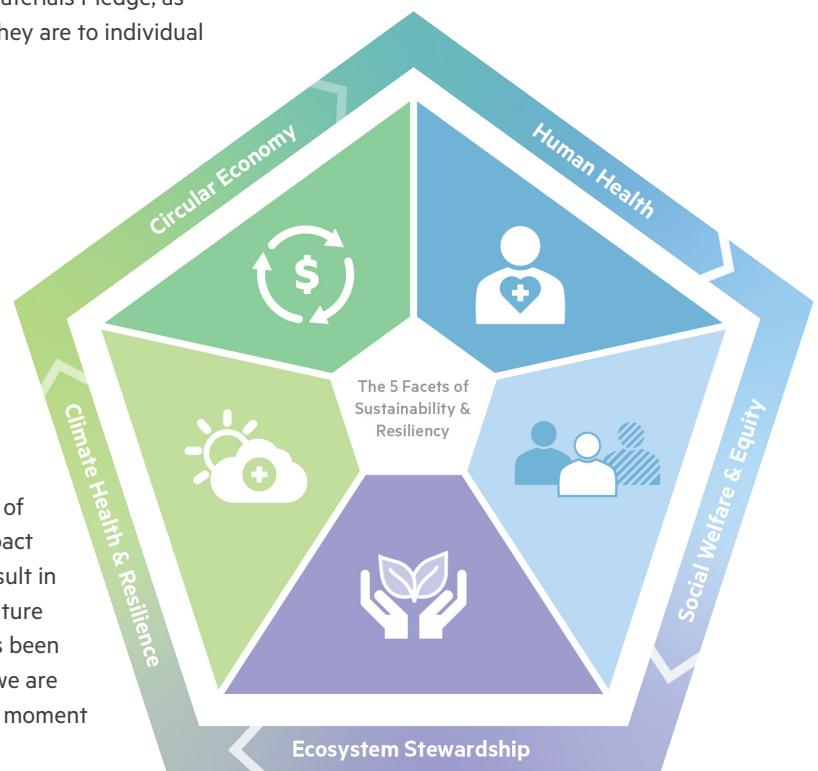
Standards and Guidelines to establish a minimum baseline for all projects across our portfolio, which identify immediate low/no cost strategies that have a positive impact on the environment and support human health and well-being.

We developed the *5 Facets of Sustainability & Resiliency* to establish a common framework to align our actions with our values. These *5 Facets* cover the same interrelated categories outlined in the AIA Materials Pledge, as they are just as relevant on a whole building scale as they are to individual materials.

The *5 Facets of Sustainability & Resiliency* include:

- Human Health
- Social Welfare & Equity
- Ecosystem Stewardship
- Climate Health & Resilience
- Circular Economy

For each unique project and client, we intend to identify opportunities within each of these *5 Facets* to the greatest extent possible. We believe that this type of whole systems approach will not just minimize the impact of our industry on the natural environment, but will result in truly regenerative design. By applying lessons from nature in our work, we can begin to reverse the harm that has been done. This is the type of mindset we need to adopt if we are to accelerate the pace of change and meet this critical moment with an appropriate response.



<sup>1</sup> UNEP Emissions Gap Report 2022

# challenges

In the spirit of continuous improvement, which we apply to all our work at Fennick McCredie, we have identified five sets of sustainability challenges for the Firm. We intend to work on each of these challenges as we improve our efforts with regard to sustainability.



## **Sustainable Design Literacy of Studio**

Share knowledge of available information and tools and when to use them

Develop materials to assist project leaders in educating and guiding our clients

Stay up to date on the latest energy modeling & Life Cycle Assessment (LCA) software tools and strategies

Increase awareness of toxic chemicals of concern and available alternatives



## **Project Budgets, Schedules & Design Fees**

Balance first costs with entire life cycle costs, quantifying the cost of inaction

Avoid regrettable substitutions due to availability or supply chain issues

Highlight the value of early & integrated design analysis



### **Integrative Design Process**

Project partners capabilities & willingness to think outside the box

Optimize passive sustainable design strategies before MEP

Optimize Structural systems to reduce embodied carbon emissions



### **Client values and needs, knowledge of sustainable design**

Recognize opportunities for alignment between FM's Sustainability Action Plan (SAP) goals and clients' needs

Find solutions for apparent conflicts of interest

Identify incentives & grant opportunities



### **Achieving Energy Efficiency with Renovations**

Balance historic precedents & aesthetics with new technologies and modern design

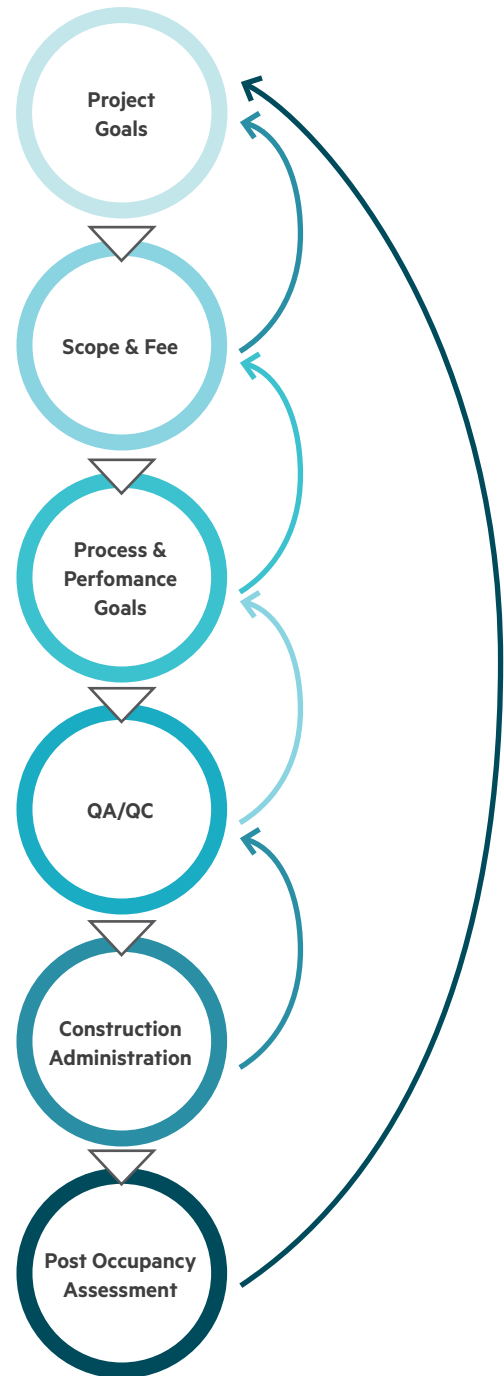
Challenge of continuous insulation, mitigating infiltration, and hygrothermal performance

Building expansions with existing fossil fuel systems

# design approach

The design approach to achieve energy efficiency and other goals is not intended to be a linear process but an iterative one. By harnessing the power of energy modeling and Life Cycle Assessments, we can make more informed design decisions throughout the process as we track our progress towards reducing greenhouse gas emissions. We also want to go further than carbon accounting by considering sustainability, health, and resiliency in the broadest sense.

At FM, we are committed to engaging the Sustainability Committee for each project to establish goals and plans for execution that align with specific client needs.





# 1

## Project Goals

### 5 Facets of Sustainability & Resiliency

FM has adopted the *5 Facets of Sustainability & Resiliency* as a guide to developing unique project goals that address what it means to truly be resilient and sustainable. Based on the AIA Materials Pledge, these *5 Facets* should be fully integrated into projects from initial conversations with stakeholders, through the design process, and finally, used to evaluate success on each project.

The following outlines the *5 Facets* and expands upon how project teams can begin to integrate each of these interrelated categories through targeted metrics and project-specific, concrete goals.

#### **Human Health: support human health and well-being (physical and psychological)**



Consider incorporating the following strategies to support human health:

- Apply the WELL building standard (or Living Building Challenge) framework and consider certification
- Incorporate biophilic design
- Avoid toxic material classes and prioritize products with transparency labels (HPDs), particularly in interior spaces and high touch areas
- Establish performance thresholds for air and water quality

#### **Social Welfare and Equity: consider project impacts on current and future occupants as well as the community at large (inclusive of material supply chain)**



Consider incorporating the following strategies to support social health and Equity:

- Promote thoughtful transit oriented development and mass transit design by soliciting & incorporating stakeholder/community feedback
- Program projects for inclusive and universal design

- Select products from manufacturers that secure human rights in their own operations and supply chains
- Prioritize sourcing goods and services from independent, locally owned and operated businesses/firms, as well as MBE's / WBE's / DBE's / SDVOSB/s, certified B Corps, JUST organizations, or worker cooperatives

**Ecosystem Stewardship: support and regenerate clean air, water, biological life cycles, and biodiversity**

- Carefully consider project site selection and environmental impact of all new development
- Identify high impact material types for initial assessment of primary environmental impacts. Some material types one might consider are petroleum-based plastics and foams; metals, wood, and other structural materials; and agricultural-based materials.
- Specify products with certifications that require environmental stewardship. Examples may include: Declare label, Living Product Challenge, Cradle to Cradle, FSC, NSC 337 Stone certification, etc.
- Work with a landscape architect to specify native species, consider bioremediation strategies and support local ecosystems.



**Climate Health & Resilience: reduce/neutralize Greenhouse Gasses (GHG), provide resilient strategies and renewable resources**

- Apply Net Zero Carbon, LEED and/or Passive House design framework and consider certification
- Optimize operational efficiency through performance modeling
- Minimize embodied carbon emissions through building reuse, and/or Whole Building Life Cycle Analysis
- Evaluate site vulnerabilities through a risk assessment and prepare plans to protect critical assets



**Circular Economy: building and material reuse, design for resiliency, adaptability, disassembly, and zero waste**

- Specify Cradle to Cradle certified materials
- Prioritize regionally manufactured materials
- Choose durable, lasting materials
- Design for disassembly



## 2

### Scope and Fee

In scope and fee development, we will account for Life Cycle Assessments & energy modeling where appropriate. Time spent on energy modeling and/or LCAs provides value to our clients and enables us to deliver a better project as a whole. These services will become an integral part of our process and should be accounted for when developing project proposals and associated fees.

Team leaders should track current time spent on in-house energy modeling to help inform future proposals and level of effort projections. This will allow for data driven design to become seamlessly integrated into every project's scope and fee in the near future.

## 3

### Integrated Design Process and Performance Goals

LEED (Leadership in Energy & Environmental Design) defines the integrative process as follows: To support high-performance, cost-effective project outcomes through an early analysis of the interrelationships among systems.

FM strives to employ the LEED model of an integrative process on all relevant projects. Integrative design goes beyond basic coordination and harnesses the true power of interdisciplinary collaboration. This intertwined approach begins with design charrettes in the early phases of design, and ideally extends well into project occupancy. This idea of integrative design requires a transformation of the traditional design process, and we intend to embed this within the culture at FM, and instill this concept with all of the firms that we partner with.

The following strategies have been developed to aid in this process.

#### Iterative Energy Modeling and Passive Design Strategies

We prioritize leveraging passive design strategies for all projects wherever possible across disciplines. Once all applicable passive strategies have been exhausted, we then look to optimize all active building systems (mechanical/electrical/plumbing) to reduce projected energy loads.

FM's energy modeling software tools can be used in the early stages of design to prepare a climate analysis and to identify the most effective passive strategies for a particular climate zone. As the design progresses, individual strategies can be adjusted to provide real-time feedback on EUI, embodied carbon, and cost. This type of whole systems thinking, as well as considering life cycle cost alongside first costs, is necessary to harness the true potential of the integrative process.

#### Operational and Embodied Carbon

As projects move into design development, whole building energy models will be

developed with energy modeling and MEP consultants. These models will inform building systems selection and further improve passive strategies.

Additionally, the initial embodied carbon and life cycle cost analyses will inform the selection of materials and systems.

This two-pronged approach will enable our teams to take a holistic look at the project design in order to understand the impacts that operational energy savings may have on embodied carbon and vice versa.

### **Establish Sustainable Design Goals and Targets**

We will work with stakeholders to establish performance & sustainable design goals and guide in selecting appropriate benchmarks for the project typology. Identifying site vulnerabilities and resilient design goals will be critical.

These goals and benchmarks will be recorded along with conditions of satisfaction and shared among the stakeholders and project team for continued reference throughout the project's iterations.

We will continue to research and identify economic incentives for each region we work in to promote affordable sustainable design for all of our clients, even if green goals are not part of a project's original driving forces.

Our portfolio represents a diverse pool of project types and client needs. As we approach each individual project, we can refer to the *5 Facets* to identify opportunities for meaningful impact that align with our clients' values. For example, an interior office renovation may focus on avoiding harmful chemicals and reducing embodied carbon to promote human and climate health. A new airport terminal project might look to employ reliable renewable energy and zero waste initiatives to support both climate health & resilience and a circular economy. Prioritizing climate health often has the added co-benefit of reducing operating costs, which is valuable to many of our clients. Other projects, like an open air hangar could prioritize recycled materials/content and design for deconstruction to promote ecosystem health and a circular economy.

“ If the money is moving,  
so is the carbon.

- Katie Ross  
Global Sustainability  
Lead at Microsoft

4

### Internal Review - QA/QC

The Quality Assurance & Quality Control (QA/QC) process is integral to every project. At FM, we have identified QAQC as an opportunity to ensure sustainable goals developed at project inception have been achieved and are fully coordinated. As designers, we recognize that project goals often change in the built environment. Integrating sustainable objectives into the QAQC will help re-establish achievable standards before construction and keep projects on track.

5

### Construction Administration

During the construction phase, projects always go through changes and modifications. Sustainability targets may shift and require some flexibility. We recognize this challenge and analyze the effects of change orders and value engineering on the green goals set at the beginning of every project. A project's conditions of satisfaction are important reference points during CA for all changes, so integrating sustainability goals into them is crucial to ensure that compromises during construction do not undermine these objectives.

6

### Post Occupancy Assessment

We recognize the necessity and incredible value of analyzing post occupancy performance and have developed strategies and tools to obtain the relevant data. This includes incorporating the need for post occupancy data collection into the scope and fee where necessary, and an internal template to request informative data after project completion. In addition to analyzing the success of sustainability goals, this assessment also provides good metrics to measure project success in terms of client conditions of satisfaction.

# reporting

## Reporting

Annual reporting of the project portfolio is at the heart of FM's 2030 commitment, as what is measured is what can be improved. While FM's approach to sustainable design is a holistic one, our statistical reporting will focus on three measures of sustainability and energy performance:

1. Whole-building predicted energy use intensity (pEUI) reported through AIA 2030 DDx
2. Embodied carbon of key building elements over its lifetime determined through a cradle-to-gate life cycle analysis (LCA).
3. Post-occupancy surveys, including utility consumption for actual EUI

We intend the process of tracking sustainability measures to be an integrated, iterative process, moving away from mere satisfaction of compliance models towards harnessing the power of energy modeling tools and consultant collaboration to positively influence energy performance during project design. This iterative process necessarily invites more 'moving parts' into the project workflow.

To manage this process, FM will be developing a web-based sustainability management toolkit. This timeline will map out the sequencing of key sustainability decisions and optimize our workflow. Using this project management software, we intend to better define the 'sustainable design process' so that this iterative workflow can be continuously improved after each use. As the firm continues to accrue knowledge of economic incentives, this information will be organized by region within the Project Manager toolkit.

## Sustainability Coordinators

One of the challenges that FM faces is the diversity of our project portfolio from small interior renovations to large airport expansions. The scale of our sustainability effort will depend on the project type and team size. At a minimum, each project team at FM will appoint a sustainability coordinator who will report on the three sustainability-related metrics of the project as well as communicate progress to the office's sustainability committee at regular intervals.

Defining and reaching sustainability goals is a team effort, and so it is intended that the sustainability coordinator acts more as a point person, encouraging each team member to take ownership of the design thinking and project tasks critical to the achievement of the project's stated sustainability goals.

## Focus Groups

In order to better support each sustainability coordinator and the overall green building knowledge of the entire FM, members of the Sustainability Committee will be assigned to specific focus groups. These focus groups will help to cultivate "reporting experts" for each major project type within our firm's portfolio.

At the inception of each project, project teams will collaborate with their clients to establish sustainability goals using the *5 Facets* rubric. Incorporating sustainability goals at the outset of a project will be consistent with FM's commitment to LEAN design and construction management, wherein Conditions of Satisfaction occur at the start.

In 2023, the Sustainability Committee will be focusing on the development of the *5 Facet* rubric, including creating guidelines for each major project type based on the achievability

of each of the five facets. As projects report their success on these five criteria, those results will be fed back to the Committee for refinement of the guidelines for each project type.

### Reporting Goals

Internal reporting will occur at the end of each project phase (SD, DD, CDs, and Closeout) as highlighted in our web-based project management software.

As part of the Climate facet, FM will still focus reporting EUI (or LPD for interior-only projects) to the 2030 DDx database.

With a large portfolio of active projects, our previous years' reporting has proved helpful in organizing and tracking the reporting to the DDx annually. The goal remains transitioning to a more integrated approach for reporting at each project milestone, rather than on an annual basis.

### Current Goals Achieved

Successfully reported our entire office portfolio for 2019, 2020, and 2021 to the DDx. ★

## FM's 2030 Commitment reporting can be broken down into short and long-term goals as follows:



### Short Term Goals

Improve our projects' performance on the predicted Energy Use Intensity metric and strive to meet 2030 Commitment target levels

Collect actual project performance based on 12 months of utility bills to compare to pEUI portfolio data

Incorporate pre/post occupancy comfort surveys on appropriate projects to inform design and evaluate the level of success achieved

Include embodied carbon calculations for major materials in project reporting



### Long Term Goals

Design and construct our first Passive House building

Design and construct our first Net Zero Carbon building

# evaluation

A major feature of FM's SAP 2.0 is a broader, more holistic analytical framework: The 5 Facets. Starting in 2023, we will be evaluating our projects on all 5 facets but until this is formalized, the following is an analysis of our progress using our previous metrics of energy consumption (measured in LPD or EUI) and embodied carbon.

In 2021, FM reported twelve interior-only projects and nine whole-building projects to the DDX for a total of nearly 500,000sf of construction.

## Lighting Power Density (LPD)

The twelve interior-only projects rendered an average percentage LPD reduction of 28% which exceeds the 2020-2025 target of 25%.

FM has fully integrated LED lighting into our design process such that it is now a baseline expectation on all projects. The next step will be to calibrate the design lighting levels to the actual need. As designers of mostly public spaces and specifically community and transportation spaces, we will need to work with clients to set low, but safe levels of lighting. In many cases, this will require revisiting outdated standards of various public authorities and will prove more difficult than choosing LED fixtures.

## Predicted Energy Use Intensity (pEUI)

Nine whole-building projects were submitted to the DDX with energy models, which accounts for 78% of the gross square footage designed in 2021 for FM. The average percentage of projected Energy Use Intensity was at 41% savings versus the 80% target goal for 2020-2025.

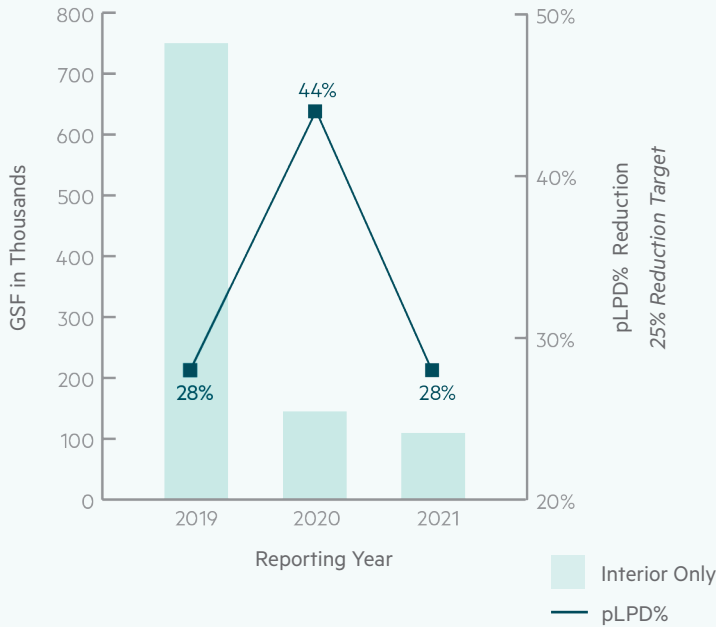
Given the weight of transit projects in our whole-building portfolio, this remains a challenge to meeting the 80% reduction goal of the 2030 Commitment. Specifically, our airport projects tend to be additions to existing terminals, which presents two challenges:

First, airport terminals are high energy consumption spaces as they often operate 24hrs a day without closures. They also have a large and overwhelmingly transient occupancy, which drives up the HVAC demand, especially ventilation.

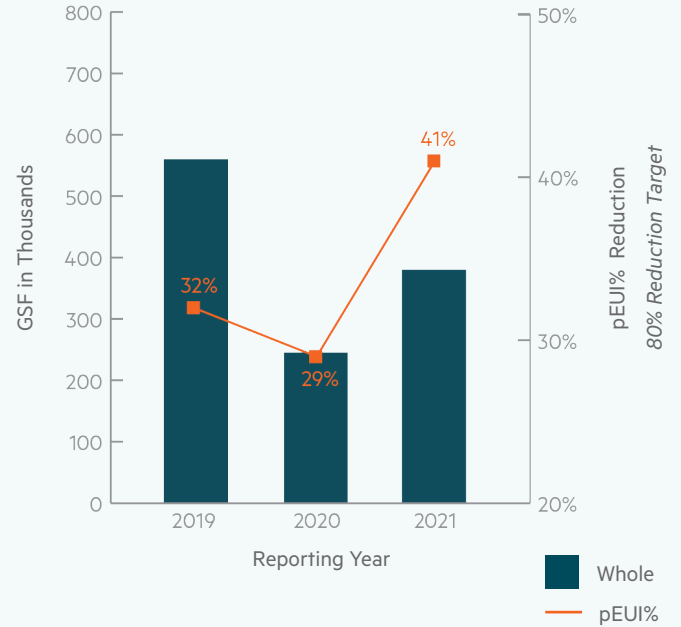
Second, as renovations, the natural and most economical approach to MEP systems is to extend the already existing infrastructure. For example at one small terminal expansion, the lower first costs of extending the existing natural gas supply to the single new RTU outweighed the performance advantage of an all-electric heat pump.



## Lighting Power Density (LPD)



## Predicted Energy Use Intensity (pEUI)



An additional disincentive was that the regional cost of electricity is vastly different across the United States.

Going forward, we will need to develop more compelling reasons for airports to pursue all electric solutions. We have invested in web-based energy modeling software that integrates with our Revit models. It is our plan to use this software to make the case for complete electrification more clear.

### Embodied Carbon

We understand that the 2030 Commitment has been expanded to include a goal of 65% reduction in embodied carbon by 2030. There were no FM projects submitted in 2021 which reported embodied carbon. This is a priority of the firm and will be addressed in upcoming reporting cycles.

For 2022, as part of our new sustainable specification standards, we have established an internal standard that at least 20 products be specified to require the contractor to submit an Environmental Product Declaration (EPD). Following the leadership of the USGBC on this issue, our goal is to first encourage industry-wide adoption of EPDs. A secondary benefit of this is that EPDs provide information on a product's embodied carbon (referred to as global warming potential).

We feel that embodied carbon accounting should be part of every project. Identifying the largest contributors of embodied carbon will help make teams more aware of what they should be considering:

- Steel
- Concrete
- Insulation
- Wood
- Windows
- GWB
- Carpet

In the next update to our SAP, we plan to evaluate our progress with embodied carbon reporting. As we incorporate our sustainable specifications, we will gather more information from product life cycle assessments (summarized by their EPDs). We are also actively seeking projects that will support a whole building life cycle assessment. Reducing operational carbon alone can negatively impact the embodied carbon of a building, so best practice is to evaluate this holistically to avoid regrettable impacts and find an optimal balance.

# outreach + advocacy

## FM Transportation Advocacy

FM's comprehensive knowledge of regional transit systems empowers us to incorporate sustainable modes of transportation into all our projects and promote an increase in ridership. We actively work with clients to foster opportunities for walkable, bikeable, and public transit connections whenever and however possible.

We also advocate for sustainable forms of transportation through sponsorships with organizations that include WalkBoston and Transit Matters, whose mission focuses on creating more walkable communities across the state, and mentoring the Girls Science Club of Cambridge, leading the next generation of designers through transportation charrettes.

## Collaboration with Clients and Partners

Bearing return on investment in mind, FM will leverage building performance data, post-occupancy evaluations, and other related metrics to empower clients to make sustainably-conscious decisions aligned with their business interests.

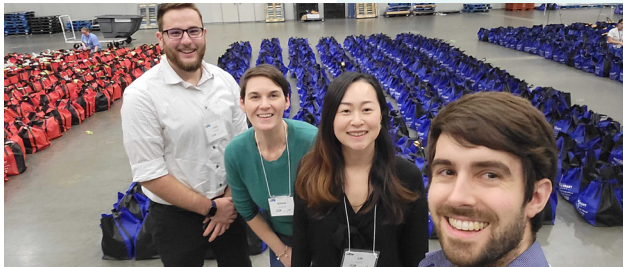
We recognize that no single firm will significantly alter the design landscape enough to meet the goals of the 2030 Commitment therefore, we'll focus on engaging with like-minded firms to leverage the collective knowledge of the entire design community to more effectively execute on our larger sustainable design goals. This will manifest in how FM builds its project teams, as we will partner with engineers, designers, and consultants who are both committed to and actively participating in the 2030 Commitment. FM will also continue to maintain its presence in the sustainable design conversation, continuing our involvement with organizations that share our sustainability goals such as the AIA, BSA, US Green Building Council, International Living Future Institute, and the Carbon Leadership Forum.



Groundbreaking of YWCA of Central Massachusetts



YouthBuild Designery Interns presenting at FM



United Way - Thanksgiving Project



Neighborhood Cleanup



Volunteering at Somerville's South Street Farm.

## Volunteer Work

FM encourages and supports staff to engage in volunteer activities outside of the office, often with a focus on promoting environmental stewardship and/or health and well-being in underserved communities. Additionally, the firm intends to seek out volunteering opportunities that support the sustainability goals of the community and organize at least one charity-focused event each calendar year.

FM offers pro-bono design work on a case-by-case basis for certain non-profit organizations that embody our firm's values. These passion projects look to create a positive impact on social and/or environmental health, and provide quality design where it is most needed.

# training + education

FM promotes and supports the professional development of all staff. To that end, FM intends to develop and implement the following programs:

## Knowledge Sharing

FM seeks to increase the frequency of in-house lunchtime educational seminars that support its 2030 Commitment and sustainability objectives. These will focus on sustainable building practices and green building materials with a preference towards AIA accredited sessions.

This seminar program will be open to all staff and registration for continuing education credits will be provided. Scheduling will prioritize the availability of the entire office to create a solid in-house knowledge base. Additionally, FM's Sustainability Committee will proactively identify and invite local industry experts to present to staff during these lunchtime seminars.

The firm regularly shares articles and learning opportunities on top of the *Green Seed of the Week*, a weekly fact or lesson learned from colleagues within the firm emphasizing a sustainable product, material, or actionable task.

Project Case studies and lessons learned are a crucial part of our design process. Our Design Forum allows firmwide collaboration on problems and opportunities associated with projects.

## Professional Accreditation

We are actively working to set targets for employee certification in the near future. FM encourages staff to pursue professional certification that supports its goals and commitment to sustainability. The firm will reimburse staff for expenses related to a variety of sustainable design accreditations. Currently, 60% of FM's staff are interested in various sustainable design accreditations and 30% already hold one such as LEED, WELL, and/or PHIUS.

FM will identify and make study material available to those staff pursuing accreditation.

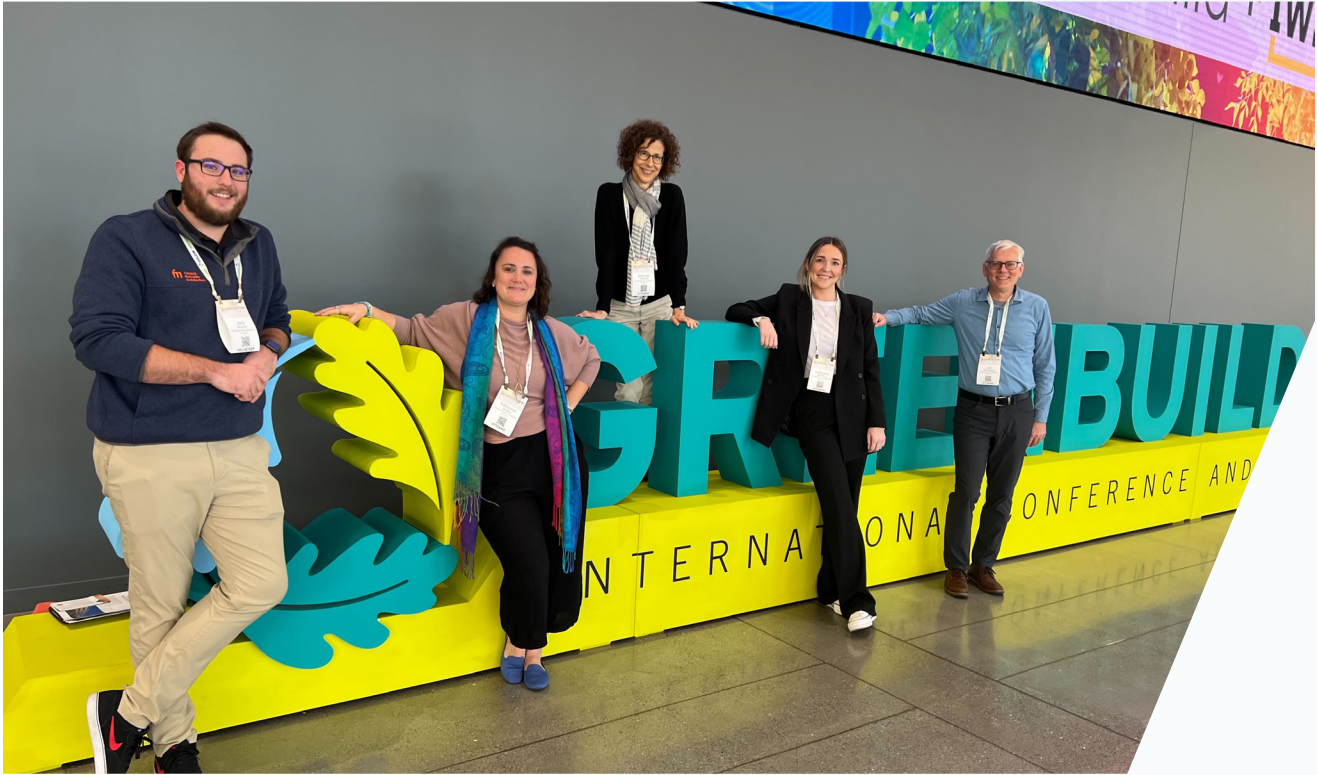
## Other Professional Opportunities

The firm encourages staff to seek out and attend industry educational events related to its sustainability objectives. FM sponsors staff attendance as funding is available.

Such events include:

- Boston Society of Architects/AIA seminars
- Greenbuild International Conference and Expo
- NeoCon
- Peer consultant seminars
- ABX (Architecture Boston Expo) symposia

Attending staff is asked to share relevant material with the office during a Forum or lunchtime learning session. FM will identify potential local opportunities on a regular basis and make office announcements.



Greenbuild Conference 2022

## Technology + Software

The firm utilizes energy modeling and analysis tools at regular project intervals to keep our standards consistent. FM continues to research new and improving energy modeling software and other sustainability-focused tools to determine how such tools can be incorporated into the firm's workflow.

Training sessions for different software will be made available to those individuals interested through the firm's biweekly Toolbox Lunch Session program. All FM staff have access to the LinkedIn Learning platform to further develop software skillsets.

## Other Studio Resources

FM will continue to develop its internal resources to equip its staff to design sustainably innovative and responsible architecture. The firm aims to cultivate its material library and project specifications with a focus on green materials and sustainable building practices.

The use of digital green material databases like Cradle to Cradle, Mindful Materials, and EC3 will help staff better evaluate materials based on their sustainability attributes like embodied carbon, life cycle assessment, and chemical composition

# operations

As a firm we acknowledge the importance of maintaining the health and well-being of our greatest asset: our employees. Our design philosophy centers upon creating environments that serve people and support their overall well-being. In order to stay true to these values, it is our responsibility to apply these same standards to our own work environment. As the firm has continued to grow, we have placed an emphasis on maintaining an egalitarian and collaborative atmosphere which is evidenced by our open plan office layout and workplace culture.

In an effort to evaluate our own performance, and opportunities for a healthier and more enjoyable workplace, we have considered our operations through the lens of the WELL Building Standard.

We have outlined our operations to include current active practices, as well as aspirational goals. These are organized based on specific categories that address how people interact with their environment on a daily basis. With a multifaceted approach, we will maintain accountability and achieve continuous improvement of our environmental and personal health and longevity.

**“ Our design philosophy centers upon creating environments that serve people and support their overall well-being.**





## Air

*Aims to ensure high levels of indoor air quality across a building's life-time through diverse strategies that include source elimination or reduction, active and passive building design and operation strategies and human behavior interventions.*

*International Well Building Institute (IWBI)*

## Water

*Covers aspects of the quality, distribution and control of liquid water in a building. It includes features that address the availability and contaminant thresholds of drinking water, as well as features targeting the management of water to avoid damage to building materials and environmental conditions.*

## Materials

*Concept aims to reduce human exposure to hazardous building material ingredients through the restriction or elimination of compounds or products known to be toxic and the promotion of safer replacements. Compounds known to be hazardous to the health of occupational workers and/or known to bioaccumulate or aggregate in the environment are also restricted and in some instances not permitted.*

### Active

- Ensure adequate mechanical ventilation for all spaces
- Provide a smoke-free indoor environment

- Ensure filtered, good-tasting drinking water, no bottled water at office functions. Water filter for drinking water cooler serviced on a regular basis.
- Coffee maker to have water filter replaced on a regular basis.

- Office products bought in bulk
- Green soaps & cleaning products purchased (free from antimicrobials and prioritizing environmentally friendly ingredients and packaging)
- Reusable soap dispensers
- Single-stream recycling available along with clear, descriptive signage to encourage its proper use
- Standardize material sampling and returns through Material Bank
- Green cleaning policy aligns with 70 Franklin's LEED O&M rating credit framework
- Floors will be cleaned once a week using only sustainable cleaning products, no stripping or coatings will be applied to hard surfaces. As much as possible, only sustainable cleaning products will be used.

### Aspirational

- Upon renewal or execution of a new lease, perform indoor air quality testing & take reasonable action.
- Promote air quality awareness by sharing air quality test data.

- Test and display water quality

- Environmentally aware purchasing plan for office supplies
- Align purchasing and waste policy with 70 Franklin's LEED O&M rating credit framework



## Movement

*Concept promotes movement, physical activity and active living and discourages sedentary behaviors through environmental design strategies, programs and policies.*

- Seat flexibility/adjustability
- Standing desk support
- Seasonal step challenges and #FM\_walks  
Slack channel encourage physical activity
- Health insurance provides discount for gym membership
- Office site selection accommodates mass transit users, pedestrians, and cyclists

- Provide ergonomics education and ergonomic consultation
- Provide better bicycle storage
- Provide more activity-focused events
- Discuss potential of light activity equipment
- In discussion with property owners to have a shower on site, or at another nearby office for those riding bikes to work.

## Thermal Comfort

*Concept aims to promote human productivity and ensure a maximum level of thermal comfort among all building users through improved HVAC system design and control and by meeting individual thermal preferences*

- Adjustable zone thermostat control

- Encourage employees to dress for the season, i.e. sweaters in the winter, lighter clothing in the summer to reduce energy consumption and improve HVAC efficiency year round

## Mind

*Concept promotes mental health through policy, program and design strategies that seek to address the diverse factors that influence cognitive and emotional well-being.*

- “Mini Room” and “Brick Room” conference spaces available to schedule for personal use
- Encourage staff to use health insurance-provided Employee Assistance Program
- Provide Calm app to all employees to promote practicing mindfulness

- Mental health awareness promotion & literacy
- Stress management plan and activities

Active

Aspirational

## Light

*Promotes exposure to light and aims to create lighting environments that are optimal for visual, mental and biological health*

## Sound

*Concept aims to bolster occupant health and well-being through the identification and mitigation of acoustical comfort parameters that shape occupant experiences in the built environment.*

## Nourishment

*Concept requires the availability of fruits and vegetables and nutritional transparency and encourages the creation of food environments where the healthiest choice is the easiest choice*

### Active

- Large windows ensure enhanced access to natural light
- Shades provided to be able to manage light levels

- Be mindful of background noise
- Community music volume and genre selection available for adjustment to all individuals in the office

- Administration provides fresh snacks during the week, and healthy options during office events
- Limitation of sugary treats at reception/common areas
- Allergies and lifestyle dietary restrictions are acknowledged and accommodated, plant based food options available for catered functions
- Flexible meeting space reserved for lunch hour
- Encourage use of outdoor space (i.e. the Tontine Crescent) as feasible
- Food preparation is supported by our kitchen space and amenities.

### Aspirational

- Upgrade to more efficient LED lighting, and incorporate color temperature and dimming controls.

- Noise-abatement solutions in open-air meeting space & our primary conference rooms

- Provide nutritional education
- Promote healthy nutritional messaging
- Encouragement to break for lunch
- Apply Fitwell catering standards

## Community

Concept aims to support access to essential healthcare, workplace health promotion and accommodations for new parents while establishing an inclusive, integrated community through social equity, civic engagement and accessible design.

- Activities Committee promoting office culture & cohesion
- Parental leave & new parent support
- Breastfeeding accommodation
- Bereavement support
- Family leave

- Seasonal flu prevention
- Promote health benefits
- Promote health and wellness education

## Transportation

In lieu of the WELL innovation concept we have included our own concept based on transportation, as this is a large focus of the work that we do and impacts how we operate as a firm. Our office location was strategically selected to support alternate modes of transportation options for commuting.

- Flex spending accounts allow employees to purchase T-passes with pre-tax dollars. (See graphic illustrating the various modes of travel used to commute to and from the office.) →

- Carbon off-set awareness

