

Elon University
Green Building Policy

Purpose

Elon University is committed to sustainability and to serving as a positive example through sustainable operations and education. Designing and constructing sustainable facilities that support excellence and function as a unique educational tool is an essential component of that commitment. Furthermore, the University understands the importance of having a standard by which to measure its sustainable facilities. This policy solidifies Elon's commitment to design and construct future facilities in a sustainable manner and to use the U.S. Green Building Council's (USGBC) Leadership in Energy and Environmental Design (LEED) Rating System.

Policy

New construction projects and major renovations¹ consisting of 8,000 or more square feet of conditioned, occupied space will achieve LEED certification. LEED Silver certification is the strongly preferred level and in no case will such projects achieve less than LEED Certified certification. The design and construction team should strive for a higher level of certification whenever project resources and conditions permit.

New projects less than 8,000 square feet and minor renovations must follow the University's Sustainability Design Standards (<http://www.elon.edu/e-web/bft/cmdept/design.xhtml>) at a minimum including the submission of a completed LEED Checklist during project programming and with the Construction Documents submittal.

Any deviations from this policy must be approved during project programming by the Vice President for Business, Finance and Technology.

Implementation

Architect/Engineer Selection

Sustainable design experience of architects and engineers will be an influential criterion when selecting design teams as well as having LEED Accredited Professionals (LEED AP) already on staff. Teams without significant LEED experience will be considered if they can demonstrate a strong emphasis on sustainable design within their team.

Programming

During pre-design, every design team will conduct a sustainable design or LEED kick-off meeting, including University representation, to discuss sustainable strategies, systems, and appropriate LEED credits. After this meeting, the design team will create and distribute a LEED Checklist to all in attendance at the meeting.

¹ Renovations involving elements of major HVAC renovation, significant envelope modifications and major interior rehabilitation.

Projects pursuing LEED certification (those 8,000 square feet or more) will be registered with the USGBC as a LEED project by a designated LEED AP member of the design team.

Schematic Design

During schematic design, sustainable design will be included in the design. At the end of schematic design, the design team should submit an updated LEED Checklist.

Design Development/Construction Documents

Sustainable design shall be incorporated throughout the design development and construction documents phases. This includes beginning documentation of LEED credits that are design-related. The Construction Documents (CD) submittal should include an up to date LEED Checklist, and the documents should clearly indicate incorporation of all sustainable strategies needed to successfully achieve each of the LEED credits identified in the LEED Checklist.

Upon approval of the CD submittal, the design team should work to complete documentation of all design-related credits. The goal is to submit these design-related credits to the USGBC for the design phase review no later than two months after the project is awarded to the general contractor.

General Contractor Selection

Experience with sustainable projects and/or LEED project construction will be an influential criterion when selecting a general contractor (GC) as well as having LEED Accredited Professionals already on staff. GCs without significant LEED experience will be considered if they can demonstrate a strong emphasis on sustainable construction within their firm.

Pre-Construction

The pre-construction meeting for every project will include a discussion of the sustainable strategies and goals of the project. The GCs requirements related to LEED will also be reviewed and discussed. This will include submittal requirements, specific management plans (e.g. construction waste management and indoor air quality management), and personnel training to ensure all personnel on the job site follow the LEED requirements.

Construction

During construction, the GC should submit monthly construction waste management reports and work with the design team to begin and to keep up with construction-related credit documentation.

Turnover and Closeout

When construction is complete, the design team and GC shall work toward completing the documentation for all construction-related LEED credits as soon as possible. The construction-related credits should be submitted to the USGBC for the construction phase review no later than 2 months after building occupancy.