

## **CAPITAL GREEN TOOLKIT**

### **When Does it Apply?**

The Capital Green Toolkit is applicable to new construction, additions, major renovations, minor renovations, and tenant improvements. It is to be used for projects that are:

- a. not required to meet LEED under the Sustainable Buildings & Sites Policy, *or*
- b. not eligible to receive a LEED rating, as identified by the US Green Building Council

Capital Green is not required for routine maintenance projects, such as equipment replacement, painting or new flooring. Nor is Capital Green required for projects with such a highly limited scope of work that no more than three Capital Green strategies apply. Project managers should utilize the Capital Green Toolkit to determine which strategies are relevant to the scope of work for each project. If no more than three strategies apply, then the project does not need to use the Toolkit.

Following are the types of projects for which Capital Green applies, along with examples.

- **New construction or major renovation project smaller than 5,000 square feet**
  - 4,500 sf vehicle maintenance shop
  - 1,500 sf branch library addition
  - Gut rehab of a 3,500 sf community center
  - New freestanding 400 sf public restroom
- **Minor renovation or tenant improvement project smaller than 5,000 square feet**
  - Remodel 2,500 sf storefront for neighborhood service center
  - Remodel 4,000 sf warehouse space to accommodate new offices
  - 3,500 sf tenant build-out including flooring, painting, furniture and lighting
  - New plumbing fixtures, partitions, flooring and painting in a 400 sf restroom
- **Non-LEED eligible project**
  - New 30,000 sf parking garage
  - 5,500 sf unoccupied storage facility addition
- **Minor renovation or tenant improvement project that is  $\geq$  5,000 sf, but does not include all three of the following: mechanical, electrical, and plumbing**
  - Seismic upgrade to 7,500 sf fire station (no mechanical, electrical or plumbing)
  - 10,000 tenant improvement for new office area (includes mechanical and electrical but no plumbing)
  - Roof replacement at 9,000 sf community center