

LEED Submittals

SAS LEED-NC v3 Submittals (AUG 2012)		NOTE: Highlighted cells indicate submittals that differ from GBCI default (when due and/or content).		Government Reviewer's Use
ITEM	DESCRIPTION	DUE AT	REQUIRED DOCUMENTATION	REV
	LEED Project Checklist	All Design Submittals	LEED Project Checklist	ALL
PI F1	Minimum Program Requirements	Final Design	Completed Form and all attachments	ARC
PI F2	Project Summary Details	Final Design	Completed Form and all attachments	CIV
PI F3	Occupant and Usage Data	Final Design	Completed Form and all attachments	ARC
PI F4	Schedule and Overview	Final Design	Completed Form and all attachments	ALL
		Closeout	Interior and exterior photo attachments	PE
SSPR1	Construction Activity Pollution Prevention (PREREQUISITE)	Final Design	Partially completed Form and all attachments that pertain to the permit and erosion control plan.	CIV
		Closeout	Completed Form and all attachments.	CIV
SS1	Site Selection	Final Design	Completed Form and all attachments	CIV
SS2	Development Density & Community Connectivity	Final Design	Completed Form and all attachments	CIV
SS3	Brownfield Redevelopment	Final Design	Completed Form and all attachments	CIV
SS4.1	Alternative Transportation: Public Transportation Access	Final Design	Completed Form and all attachments	CIV
SS4.2	Alternative Transportation: Bicycle Storage & Changing Rooms	Final Design	Completed Form and all attachments	CIV
SS4.3	Alternative Transportation: Low Emitting & Fuel Efficient Vehicles	Final Design	Completed Form and all attachments	CIV
SS4.4	Alternative Transportation: Parking Capacity	Final Design	Completed Form and all attachments	CIV
SS5.1	Site Development: Protect or Restore Habitat	Final Design	Case 1 Greenfield: Site Plan that shows Greenfield construction disturbance limits. Case 2 Previously Developed: Completed Form and all attachments.	CIV
		Closeout	Case 1 Greenfield: Completed Form and all attachments	CIV
SS5.2	Site Development: Maximize Open Space	Final Design	Completed Form and all attachments	CIV
SS6.1	Stormwater Design: Quantity Control	Final Design	Completed Form and all attachments	CIV
SS6.2	Stormwater Design: Quality Control	Final Design	Completed Form and all attachments	CIV
SS7.1	Heat Island Effect: Non-Roof	Final Design	Completed Form and all attachments	CIV
SS7.2	Heat Island Effect: Roof	Final Design	Completed Form and all attachments	ARC
SS8	Light Pollution Reduction	Final Design	Completed Form and all attachments	ELEC
WEPR1	Water Use Reduction: 20% Reduction	Final Design	Completed Form and all attachments	MEC
WE1	Water Efficient Landscaping	Final Design	Completed Form and all attachments	CIV
WE2	Innovative Wastewater Technologies	Final Design	Completed Form and all attachments	MEC
WE3	Water Use Reduction	Same as WEPR1	Completed Form and all attachments	MEC
EAPR1	Fundamental Commissioning of the Building Energy Systems (PREREQUISITE)	Concept Design (Final RFP for RFPs)	Owner's Project Requirements document	ALL
		Final Design	Basis of Design document for commissioned systems	MEC, ELEC
		Closeout	Completed Form and all attachments	PE
EAPR2	Minimum Energy Performance (PREREQUISITE)	Final Design	Completed Form and all attachments	MEC, ELEC, ARC
		Final Design	Energy Star Target Finder Energy Performance Results screenshot if applicable	MEC
EAPR3	Fundamental Refrigerant Management (PREREQUISITE)	Final Design	Completed Form and all attachments	MEC
EA1	Optimize Energy Performance	Final Design	Completed Form and all attachments	MEC
EA2	On-Site Renewable Energy	Final Design	Completed Form and all attachments	ELEC
EA3	Enhanced Commissioning	Concept Design (Final RFP for RFPs)	Owner's Project Requirements document	ALL
		Final Design	Basis of Design document for commissioned systems	MEC, ELEC
		Closeout	Completed Form and all attachments	PE

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EA4	Enhanced Refrigerant Management	Final Design	Completed Form and all attachments	MEC
EA5	Measurement & Verification	Final Design	Completed Form and all attachments	MEC
EA6	Green Power	Final Design	Completed Form and all attachments	ELEC
MRPR1	Storage & Collection of Recyclables (PREREQUISITE)	Final Design	Completed Form and all attachments	ARC
MR1.1	Building Reuse: Maintain Existing Walls, Floors & Roof	Final Design	Completed Form and all attachments	ARC
MR1.2	Building Reuse: Maintain Interior Non-Structural Elements	Final Design	Completed Form and all attachments	ARC
MR2	Construction Waste Management	Preconstruction	Waste Management Plan	PE
		Construction Quarterly and Closeout	Completed Form and all attachments	PE
		Construction Quarterly and Closeout	Receipts/tickets for all items on spreadsheet/table	PE
MR3	Materials Reuse	Final Design	Completed Form indicating all applicable materials that are included in design and estimated costs	ARC
		Closeout	Completed Form and all attachments	PE
MR4	Recycled Content	Preconstruction	Purchasing Plan (Form spreadsheet filled in with estimated quantities to show strategy for achieving goal).	PE
		Closeout	Completed Form and all attachments	PE
MR5	Regional Materials	Preconstruction	Purchasing Plan (Form spreadsheet filled in with estimated quantities to show strategy for achieving goal).	PE
		Closeout	Completed Form and all attachments	PE
MR6	Rapidly Renewable Materials	Final Design	Completed Form indicating all applicable materials that are included in design and estimated costs	ARC
		Closeout	Completed Form and all attachments	PE
MR7	Certified Wood	Preconstruction	Purchasing Plan (Form spreadsheet filled in with estimated quantities to show strategy for achieving goal).	PE
		Closeout	Completed Form and all attachments	PE
IEQPR1	Minimum IAQ Performance (PREREQUISITE)	Final Design	Completed Form and all attachments	MEC
IEQPR2	Environmental Tobacco Smoke (ETS) Control (PREREQUISITE)	Final Design	Completed Form and all attachments	ARC
IEQ1	Outdoor Air Delivery Monitoring	Final Design	Completed Form and all attachments	MEC
IEQ2	Increased Ventilation	Final Design	Completed Form and all attachments	MEC
IEQ3.1	Construction IAQ Management Plan: During Construction	Preconstruction	Construction IAQ Management Plan	PE
		Closeout	Completed Form and all attachments	PE
IEQ3.2	Construction IAQ Management Plan: Before Occupancy	Preconstruction	Construction IAQ Management Plan	PE
		Closeout	Completed Form and all attachments	PE
IEQ4.1	Low Emitting Materials: Adhesives & Sealants	Closeout	Completed Form and all attachments	PE
IEQ4.2	Low Emitting Materials: Paints & Coatings	Closeout	Completed Form and all attachments	PE
IEQ4.3	Low Emitting Materials: Flooring Systems	Closeout	Completed Form and all attachments	PE

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IEQ4.4	Low Emitting Materials: Composite Wood & Agrifiber Products	Closeout	Completed Form and all attachments	PE
IEQ5	Indoor Chemical & Pollutant Source Control	Final Design	Completed Form and all attachments	ARC MEC
IEQ6.1	Controllability of Systems: Lighting	Final Design	Completed Form and all attachments	ELEC
IEQ6.2	Controllability of Systems: Thermal Comfort	Final Design	Completed Form and all attachments	MEC
IEQ7.1	Thermal Comfort: Design	Final Design	Completed Form and all attachments	MEC
IEQ7.2	Thermal Comfort: Verification	Final Design	Completed Form and all attachments	MEC
IEQ8.1	Daylight & Views: Daylight	Final Design	Completed Form and all attachments	ARC
IEQ8.2	Daylight & Views: Views	Final Design	Completed Form and all attachments	ARC
ID1.1 - 1.4	Innovation in Design	Final Design	Design credit: Completed Form and all attachments. Construction credit: Completed Form including all designer attachments and indication of all attachments required to be provided by construction contractor.	VAR
		Closeout	Construction credit: Completed Form and all attachments	PE
ID2	LEED Accredited Professional	Final Design	Design-Bid-Build Only: Partially completed Form claiming special circumstances, indicating that Design team project LEED AP involvement ends when construction contract is awarded and Construction team LEED AP takes over as project LEED AP at beginning of construction through construction completion. Design LEED AP certificate attached.	ARC
		Closeout	Completed Form and all attachments	PE