



2013

# Alachua County Civil Courthouse



Assessor Name: John Chyz

Company: The Cross Creek Initiative, Inc.

11/21/2013



Ms. Regina Bradley  
Capital Projects Coordinator  
Alachua County Facilities Management  
915 SE 5th Street  
Gainesville, FL. 32601

Attention: Ms. Regina Bradley

11/18/13

RE: Green Globes® CIEB Third-Party Assessment of the ***Alachua County Civil Courthouse***, located at ***201 East University Avenue, Gainesville, FL. 32601.***

Thank you for the opportunity to complete a Green Globes® for Continual Improvement of Existing Buildings (CIEB) assessment of ***Alachua County Civil Courthouse.***

I visited the site on ***October 24th, 2013*** and reviewed the information submitted in the Green Globes online self-evaluation prior to the onsite review. The Alachua County Civil Courthouse is a 101,000 ft<sup>2</sup>, 4-story block building that was constructed in 1978. The facility is used for court administration and operations for civil and family court procedures. The principal tenants of the Alachua County Civil Courthouse are the Court Administration and Clerk of Courts. The building is owned by Alachua County and managed by Alachua County Facilities Management.

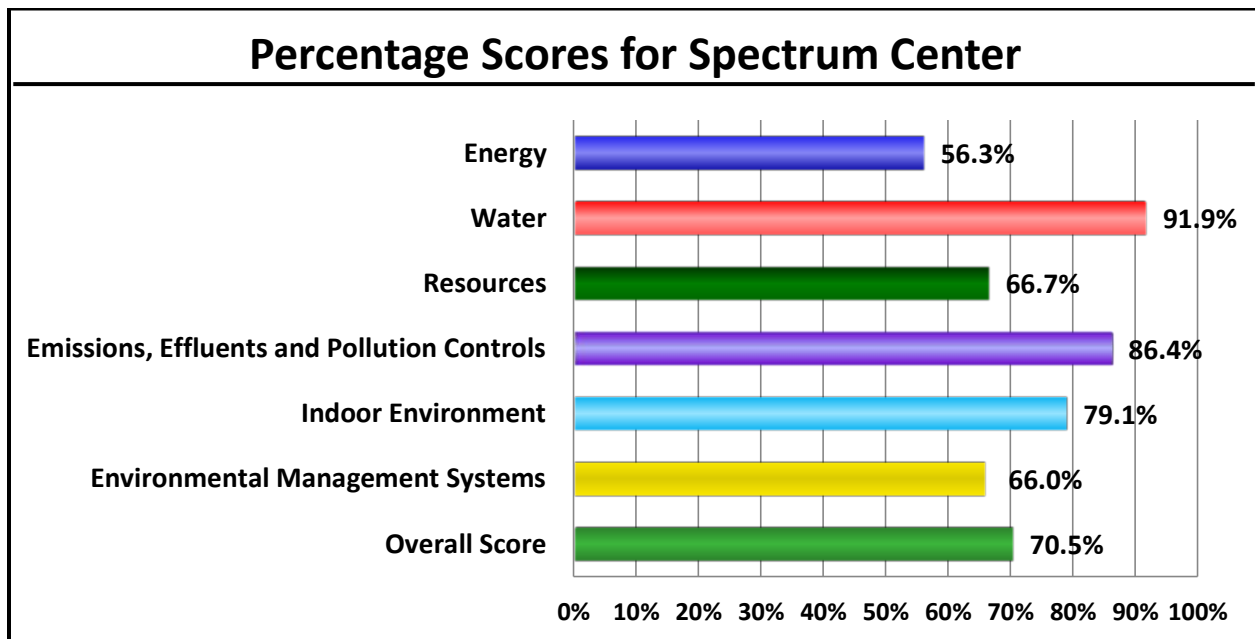
On-site assessment activity details have been summarized as follows:

***10.24.13***

- 1300-1430: A round-table style meeting was convened at the project site using the Green Globes self-evaluation worksheet as the point of focus. Meeting attendees included the following individuals:
  - Regina Bradley, Capital Projects Coordinator, Alachua County Facilities Management
  - Mary Louise Gardner, Administrative Services Manager, Eighth Judicial Circuit
  - Lu Ann Smith, Purchasing Manager, Eighth Judicial Circuit
  - Mary Grace Curtin, Chief Deputy Clerk, Alachua County
  - Tyler Dykes, Mechanical Systems Engineer, Affiliated Engineers
  - Tim Stanley, Project Manager, BBI Construction Management, Inc.
- 1430-1600: A guided tour of the facility was provided by Tim Stanley and Tyler Dykes. Details regarding operational procedures, asbestos remediation efforts, lighting strategies and space usage requirements were discussed. Attention was called to the scope and breadth of the extensive HVAC renovation project currently underway.
- 1600-1630: Conducted a brief close-out discussion with Mr. Stanley and Mr. Dykes to summarize ensuing steps in the Green Globes CIEB Certification process and invite any additional questions or concerns.

- 1630-1700: Performed a brief self-guided tour of the site to identify and evaluate relevant outdoor features according to the Green Globes Verifier's Worksheet.

I am pleased to inform you that you have achieved an (adjusted) score of **683.5** out of **969** available points (**71%**), which is equivalent to **3** Green Globes®.







**Summary of Your Achievement:** Building achieved an overall rating of **71%.\***

\*Assessor adjusted score varies from system score due to manual adjustments.  
Please review the Points Summary Table for details

## GREEN GLOBES RATING SCALE

Buildings that achieve 35% or more of the points possible in the Green Globes rating system are eligible for a certification of one, two, three, or four Green Globes.

85-100%		Demonstrates national leadership and excellence in the practice of energy, water, and environmental efficiency to reduce environmental impacts.
70-84%		Demonstrates leadership in applying best practices regarding energy, water, and environmental efficiency.
55-69%		Demonstrates excellent progress in the reduction of environmental impacts and use of environmental efficiency practices.
35-54%		Demonstrates a commitment to environmental efficiency practices.

## Point Summary Table Comparison

<b>Green Globes® CIEB Large Office (&gt; 20,000 Square Feet)</b>					
<b>Assessor Report</b>					
<b>Alachua County Civil Courthouse</b>					
<b>Assessor Point Summary</b>					
<b>Assessor: John Chyz</b>					
<b>Assessment Date: October 24, 2013</b>					
<b>Date: 11.21.13</b>					
<b>SECTION 1: ENERGY</b>					
Description	User Self-Evaluation Survey Scores	Total Applicable Points Available for Building*	Third Party Assessor Final Scores	Assessor Score Less User Score	Comments & Explanation
1.1 Energy Consumption	0	80	0	0	Energy Star Rating has not been pursued
1.2 Lighting	18	25	18	0	T-8 retrofit throughout
1.3 Boilers	12	16	12	0	New boiler installed as part of renovation work
1.4 Controls	14	14	14	0	DDC controls with BAS interface
1.5 Hot Water	4	12	4	0	Domestic hot water provided via aged tanks
1.6 Other Energy Efficiency Features	4	16	8	4	Static pressure & supply air temp. reset scheme
1.7 Green Energy	0	12	0	0	None
1.8 Envelope	28	35	32	4	Assessed and sealed
1.9 Energy Policy	5	5	5	0	Energy Management Plan
1.10 Energy Audit	0	2	2	2	Evaluation provided as part of mech. design work
1.11 Energy Management, Monitoring, and Targeting	14	16	14	0	Targets set and monitored
1.12 Energy Training	0	5	0	0	None
1.13 Financial Resources	5	5	5	0	Provided annually as part of energy plan
1.14 Sub-metering	0	3	0	0	None
1.15 Operating Manual	0	15	0	0	Not available during assessment
1.16 Maintenance Schedules	22	22	22	0	Climate Control Mechanical Services
1.17 Transportation	45	45	45	0	Access to several bus routes
1.18 Cycling Facilities	10	10	7	-3	Employees do not have access to showers
1.19 Other Measures	5	5	5	0	Free public transit passess to employees
<b>Energy Totals</b>	<b>186</b>	<b>343</b>	<b>193</b>	<b>7</b>	
<b>SECTION 2: WATER</b>					
Description	User Self-Evaluation Survey Scores	Total Applicable Points Available for Building*	Third Party Assessor Final Scores	Assessor Score Less User Score	Comments & Explanation
2.1 Water Consumption	30	30	30	0	Utility data provided
2.2 Water Conserving Features	24	26	24	0	Dual flush toilets & waterless urinals
2.3 Water Management	14	18	14	0	Water Conservation Initiative
<b>Water Totals</b>	<b>68</b>	<b>74</b>	<b>68</b>	<b>0</b>	
<b>SECTION 3: RESOURCES</b>					
Description	User Self-Evaluation Survey Scores	Total Applicable Points Available for Building*	Third Party Assessor Final Scores	Assessor Score Less User Score	Comments & Explanation
3.1 Facilities for Storing and Handling Recyclable Materials	20	25	20	0	Collection points observed
3.2 Waste Reduction Workplan	0	30	0	0	None
3.3 Site Pollution	30	50	50	20	Free from contamination
3.4 Site Enhancement	0	0	0	0	Not applicable
<b>Resources Totals</b>	<b>50</b>	<b>105</b>	<b>70</b>	<b>20</b>	

SECTION 4: EMISSIONS, EFFLUENTS AND POLLUTION CONTROLS					
Description	User Self-Evaluation Survey Scores	Total Applicable Points Available for Building	Third Party Assessor Final Scores	Assessor Score Less User Score	Comments & Explanation
4.1 Boiler Emissions	23	30	30	7	New boiler as part of renovation effort
4.2 Refrigerants	20	25	20	0	Refrigerant loss alarm for chillers
4.3 Management of Ozone Depleting Refrigerants	10	10	10	0	See maintenance contract
4.4 Halons	0	10	10	10	Fire protection systems are water-based
4.5 Waste Water Effluents	15	10	10	-5	No specific storm water management methods
4.6 Asbestos	10	15	10	0	Documented survey and remediation plan
4.9 Radon	5	5	5	0	Outside a high risk area
4.10 PCBs	5	5	5	0	None present
4.11 Storage Tanks	20	20	12.5	-7.5	Management plan not provided
4.12 Drinking Water	2	2	2	0	Safe
4.13 HCS Program	10	10	10	0	MSDS sheets current
4.14 Health & Safety and Management of Hazardous Products	14	18	14	0	No Health & Safety Committee
4.15 Pesticides	4	5	4	0	Food waste is not separately addressed
<b>Emissions, Effluents &amp; Pollution Control Totals</b>	<b>138</b>	<b>165</b>	<b>142.5</b>	<b>4.5</b>	
SECTION 5: INDOOR ENVIRONMENT					
Description	User Self-Evaluation Survey Scores	Total Applicable Points Available for Building*	Third Party Assessor Final Scores	Final Points Awarded vs. User Self-Evaluation	Comments & Explanation
5.1 Ventilation System	13	24	13	0	No operable windows
5.2 Filtration System	8	11	8	0	MERV 13 Filtration in all new AHU's
5.3 Humidification System	0	15	10	10	Not applicable
5.4 Cooling Towers	0	15	10	10	Sufficiently distanced from OA intakes
5.6 Parking and Receiving	7	7	7	0	Not applicable
5.7 Control of Pollutants at Source	33	43	43	10	Designated smoking area
5.8 IAQ Management	16	25	16	0	Documented procedures
5.9 Lighting Features	15	25	20	5	Individual task lighting observed
5.10 Lighting Management	7	7	7	0	Planned schedule for cleaning light fixtures
5.11 Noise	10	10	10	0	Sufficient acoustic privacy
<b>Indoor Environment Totals</b>	<b>109</b>	<b>182</b>	<b>144</b>	<b>35</b>	
SECTION 6: ENVIRONMENTAL MANAGEMENT SYSTEM					
Description	User Self-Evaluation Survey Scores	Total Applicable Points Available for Building*	Third Party Assessor Final Scores	Assessor Score Less User Score	Comments & Explanation
6.1 Environmental Management System (EMS) Documentation	17	30	25	8	County-wide policy
6.2 Environmental Purchasing	19	25	12	-7	List of preferred products not provided
6.3 Emergency Response	13	20	13	0	Well documented and trained
6.4 Staff Awareness	19	25	16	-3	Waste reduction measures not communicated
<b>Environmental Management System Totals</b>	<b>68</b>	<b>100</b>	<b>66</b>	<b>-2</b>	
					<b>OVERALL SCORE</b>
<b>TOTALS</b>	<b>619</b>	<b>969</b>	<b>683.5</b>	<b>64.5</b>	<b>71%</b>
*Total applicable points for building less non-applicable points (N/A's). 100 point maximum N/A point deduction allowed.					
<b>FINAL ASSESSMENT: 683.5 Points Accumulated out of 969 Available Points</b>					
<b>FINAL RATING: 71% 3 Green Globes</b>					



## VERIFIED BUILDING FEATURES

### Energy

- The Alachua County Civil Courthouse building is currently in the midst of a significant HVAC renovation project which encompasses the following scope:
  - o Interior spaces re-zoned for greater finite thermal comfort control
  - o Replacement and/or cleaning and sealing of all duct including outside air ducts
  - o Replacement of chilled water piping where necessary
  - o Installation of 13 new direct drive air handling units (includes a retro-fit for an additional 2 units)
  - o System has been changed from constant volume to variable volume with terminal reheat
  - o Installation of a highly efficient sealed combustion boiler with a VFD on the blower
  - o Installation of new chilled water and hot water (boiler) pumps
  - o Migration from pneumatic to digital (BAS) controls
  - o Addition of new thermostats throughout the building
- As part of this renovation project, lamps are being changed to T-8's.
- A separate refurbishment project accomplished in June 2012 involved a detailed assessment and subsequent waterproofing/sealing of the building envelope.
- Other energy saving measures include the implementation of static pressure, supply temperature and hot water pressure reset sequences.
- In March, 2002, the Alachua County Board of County Commissioners initiated a comprehensive energy reduction policy in the form of an energy management plan targeting all of the Alachua County Facilities. The overall goal of the plan was to provide guidelines and to implement the best energy management and cost effective practices to reduce energy consumption by 30%. Since its inception the policy has resulted in the annual allocation of financial resources for energy upgrades.
- Consumption of gas, water and electricity is monitored closely and communicated with Facilities Staff.
- Given that the Alachua County Civil Courthouse is located in the heart of downtown Gainesville, staff and visitors enjoy access to several bus routes. Free public transit passes are offered to all employees.
- ***Building scored 193 out of a possible 343 for 56% of the available points.***



## Water

- In 2009 flush fixtures were replaced with dual-flush toilets and waterless urinals.
- Proximity detectors were observed on most faucets.
- The site does not require irrigation.
- A ZeroTek high cycles cooling tower water saving device has recently been installed. Manufacturer data claims an annual water savings of 59%.
- An extensive Alachua County Water Conservation Initiative was prepared by the Environmental Protection Department Staff in April 2010 and includes best practices and "next" practices opportunities.
- Alachua County's Facilities Management Division observes an annual Energy & Water Conservation Day.
- ***Building scored 68 out of a possible 74 for 92% of the available points.***





## Resources

- Collection points for recyclable waste are located on each floor with blue boxes scattered throughout most of the open office areas.
- A third-party collection firm, Commercial Metal Company, has been hired to collect all duct and copper generated as a result of tear-out and renovation activities.
- Neither waste reduction targets nor a comprehensive waste reduction plan have been established for this facility.
- ***Building scored 70 out of a possible 105 for 67% of the available points.***



## Emissions, Effluents and Pollution Controls

- Climate Control Mechanical Services Inc. has been contracted to handle ongoing HVAC maintenance. Scheduled preventative maintenance is performed 11 times during the calendar year.
- Chillers are equipped with refrigerant loss alarms.
- Assessment observations confirmed that roof-drains are not connected to sanitary sewers.
- In preparation for the HVAC renovation, GLE Associates, Inc. performed an asbestos survey and generated an abatement plan. A separate contractor has been hired to handle remediation efforts.
- MSDS sheets are maintained on site for chemicals used to clean the building. All MSDS documentation were observed to be current and up-to-date.
- ***Building scored 142.5 out of a possible 165 for 86% of the available points.***

## Indoor Environment

- MERV 13 filtration media is used in all new air handling units.
- A designated smoking area located outside the building was observed to be sufficiently distanced from all entryways.
- Office space temperatures are controlled by wall-mounted, digital thermostats
- Task lighting has been provided for the majority of all workstations.
- Controllable internal blinds were observed in the majority of office areas with fenestration. Additionally, solar screens have been installed on the east, west and south exterior facades.
- Housekeeping procedures include a planned schedule for the cleaning of light fixtures.
- Given the confidential nature of activity conducted inside this facility, exceptional sound attenuation measures have been implemented, most especially for critical spaces such as the Judge's Quarters and Grand Jury Room.
- ***Building scored 144 out of a possible 182 for 79% of the available points.***



## Environmental Management System

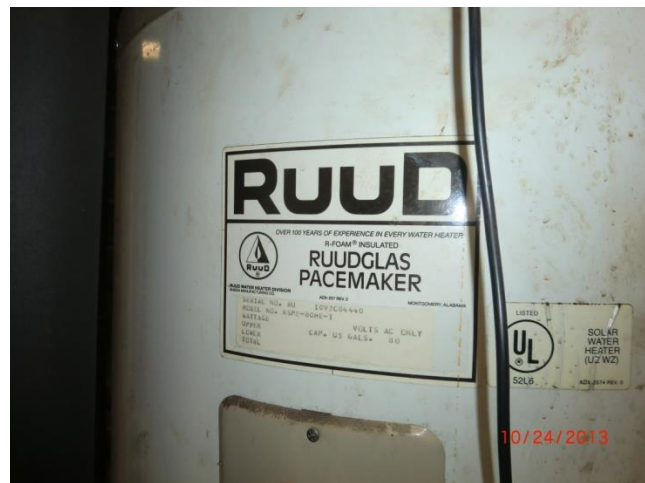
- The Alachua County Civil Courthouse staff has well documented emergency response plans, procedures and contingencies for power failures. These procedures include provisions for mobile court proceedings.
- A county-wide environmental policy is strictly adhered to by all facilities in the region.
- Occupant concerns are documented and addressed by building operations staff.
- ***Building scored 66 out of a possible 100 for 66% of the available points.***

## RECOMMENDATIONS

Recommendations that may enhance the building and provide a better rating for the future include:

### Energy

1. Given the aged condition of the two domestic hot water heaters serving the building, consider replacing with either condensing water heaters for storage of large quantities of water or tankless (instantaneous) hot water heaters where the demand for hot water is occasional rather than continuous, and the volume required is relatively low. Solar water heating can also be effective where there in areas with sufficient solar access.
2. Alachua County Facilities Management has demonstrated a tremendous effort towards the monitoring, evaluation and subsequent reduction in energy use for this facility. As an added tool to facilitate this ongoing mission it is recommended that the team consider pursuing an energy star rating for the building.
3. Automated lighting controls were observed in only certain areas of the Alachua County Civil Courthouse. Consideration should be given to the installation of additional occupancy sensors, most especially in spaces that experience transient, rather than full time, occupancy.
4. Investigate the possibility of purchasing green energy or renewable energy via a solar power purchase agreement with a third-party developer.



### Resources

1. Currently waste generated by this facility is not monitored, tracked or targeted for improvement. As a result there is tremendous opportunity for Alachua County Facilities to demonstrate a further commitment towards maintaining sustainable built environments by engaging in a waste audit to determine suitable avenues for the diversion of waste streams from landfill sites.
2. While it is understood that BBI Construction Management has demonstrated exemplary performance with regards to waste diversion for this renovation project, consideration should be given to the development of a formal, county-specific construction, renovation and demolition waste management plan that may be adapted for use on future renovation projects.
3. In an effort to assist with the development of future waste management strategies, a Comprehensive Guide to Waste Stream Management, developed by the International Facility Management Association, has been included in the addenda of this report. This guide is also available for download at:  
[http://www.ifmafoundation.org/documents/public/Waste\\_Stream\\_Management\\_Guide.pdf](http://www.ifmafoundation.org/documents/public/Waste_Stream_Management_Guide.pdf)

### ***Emissions, Effluents and Pollution Controls***

1. Information regarding any above ground or under-ground storage tanks was not made available during the Green Globes CIEB Assessment process. In an effort to secure higher ratings for future building applications, it would behoove the team to generate or track down the building-specific storage tank management plan.
2. Consideration should be given to the establishment of a Health & Safety Committee that meets regularly and carries out regular inspections of the property.

### ***Indoor Environment***

1. At the conclusion of renovation activities, measurement of CO<sub>2</sub> levels in regularly occupied spaces may inform building operations staff in the fine-tuning of outdoor air delivery sequences. Furthermore, demand-controlled ventilation strategies may be considered for spaces that experience high occupancy for minimal time durations i.e. conference rooms.
2. Consider the installation of carbon monoxide sensors near the boiler system.
3. The Agreement for contractual services between Alachua County and Tribond, LLC. for janitorial services was reviewed as part of the Green Globes Assessment process. The current list of janitorial supplies does not specify the use of environmentally preferable cleaning materials. Consideration should be given to generating such a list in the future.
4. As with the proposed construction waste management plan, Alachua County Facilities Management may wish to develop an IAQ checklist to be reviewed by architects, engineers and contractors prior to renovations and repairs.

### ***Environmental Management System***

1. Consider developing an environmental purchasing plan that may include items such as paper with recycled content, energy efficient equipment/appliances and environmentally friendly cleaning products.
2. Gathering feedback from staff in the form of a satisfaction survey may assist operations staff with the tuning of building energy systems and may also provide useful ideas towards sustainability goals for Alachua County.

## **SUMMARY**

Alachua County Facilities Management has demonstrated a commitment to sustainability through the policies and procedures that have been implemented as part of their continual improvement of the ***Alachua County Civil Courthouse*** in ***Gainesville, FL***. Verification of the initiatives currently in place support an earned rating of **71% or 3 Green Globes**.

***Regina Bradley and her supporting staff*** should be commended for their excellent work in preparing the Green Globes assessment package. The results of the Existing Building Site Assessment demonstrate their dedication to furthering sustainability practices for the ***Alachua County Civil Courthouse***.

Respectfully,



John Chyz

## **ADDENDUM A**

### **Green Globes System Generated Verifiers Worksheet - Client's Self Evaluation**

## **ADDENDUM B**

### **Green Globes System Generated Report - Assessor Evaluation**

Assessor adjusted score varies from system report score due to manual adjustments. Please review the Points Summary Table for details.

## **ADDENDUM C**

### **Green Globes Verifier Worksheet – Assessor Evaluation**

Assessor adjusted score varies from system report score due to manual adjustments. Please review the Points Summary Table for details.

## **ADDENDUM D**

### **International Facility Management Association - A Comprehensive Guide to Waste Stream Management**