



LEED 2009 for Existing Buildings: Operations and Maintenance

MR CREDIT 1: SUSTAINABLE PURCHASING

ONGOING CONSUMABLES

All fields and uploads are required unless otherwise noted.

ALL PROJECTS

This static sample form has been modified for offline access. All sections of the form are visible. Sample forms are for reference only.

TIP: Refer to the project's Environmentally Preferable Purchasing policy from MR Prerequisite 1, as that establishes the policies, goals, and practices that lead to achieving MR Credit 1.

Performance period start:

Performance period end:

Total cost of ongoing consumables purchased for the project building and associated grounds during the performance period, including both sustainable and non-sustainable purchases: \$

☐ The purchases included in the total above were omitted from any calculations for MR Credit 2.1, MR Credit 2.2 or MR Credit 3 (no double-counting).

Table instructions: Enter the sustainable purchases made during the performance period in Table MRc1-1. If a sustainability criterion does not apply to the product, leave the field blank (e.g., if the product does not contain regional content, leave the cells under the "% Regional" column header blank). Purchases may be listed by specific dates of purchase or regular purchasing periods (e.g., monthly or quarterly purchase totals); purchasing periods may not exceed three months.

Project teams may also upload a document that itemizes each purchase and enter the purchases as grouped items in Table MRc1-1. Ensure that the product groups/categories are clearly represented in both the uploaded document and LEED Online table. This option may only be pursued if each product pursues **only one sustainable criteria**. To take advantage of multiple sustainable criteria, the product must be entered individually in the Ongoing Consumable Purchases Table, and may not be grouped. Provide this document in the "Alternative Compliance Path" space under "Additional Details" below.

Hover over each column header for more detail.

Table MRc1-1. Ongoing Consumable Purchases

							Sustainability Criteria						SWV (\$)
Date	Purchaser	Item	Cost / Item (\$)	# Items	Value (\$)	Doc?	% Post	% Pre	% Ren	% FSC	% Reg	Rech. battery	
						<input type="checkbox"/>						<input type="checkbox"/>	

Total sustainable purchases value (\$)	
Total sustainable purchases weighted value (\$)	
Sustainable purchases of ongoing consumables (weighted value) represents the following percentage of total ongoing consumable purchases ¹ (%)	
Percentage purchased value with documentation from product manufacturers or suppliers verifying product compliance with the specified sustainability criteria ² (%)	

1 Must be 60% to earn MR Credit 1, 95% to earn exemplary performance.

2 Must be 20% minimum, by cost.

Upload MRc1-1. Provide documentation from product manufacturers or suppliers verifying product compliance with the specified sustainability criteria (minimum 20%, by cost).

Select one of the following:

- ☐ The project building is a single management/control building, pursuing no tenant-related exemptions and needs no tenant-related special calculations.
- ☐ The project building is a multi-tenant building.

MULTI-TENANT BUILDING

10% EXEMPTION

Select one of the following:

- ☐ Up to 10% of the building's gross floor area is exempted from this credit and from the total costs described above because it is occupied by tenants that would not share data on total purchases.
- ☐ Total costs reported above are comprehensive for the entire project building and do not include any exemptions.

EXEMPTED FLOOR AREA

Gross square footage of the project building(s):

 sf

Table L-1. Space Usage Type

Enter information for all general usage types within the project building; group spaces with similar characteristics. Non-regularly occupied support spaces (e.g., storage, mechanical spaces, bathrooms, etc.) should be included in the Gross Area of the Space Usage Type for which they are ancillary.

Space Usage Type	Space Name / Description (Optional)	Gross Area (sf)	Owned or Leased	Lease Type	Regularly Occupied Gross Area (sf)	Unconditioned Gross Area (sf)	Prerequisites/ Credits From Which Space is Excluded, if any

Total gross area (sf)	
Total leased gross area (sf)	
Percentage leased gross area (%)	
Total regularly occupied gross area (sf)	
Total unconditioned gross area (sf)	

For all spaces exempted from MR Credit 1: Sustainable Purchasing - Ongoing Consumables, describe the reason for the exemption and efforts made to acquire information related to MR Credit 1 documentation.

TENANT SUSTAINABLE PURCHASES

Select one of the following:

- ☐ The project team is seeking recognition for tenant sustainable purchases in this credit.
- ☐ The project team is not seeking recognition for any tenant sustainable purchases in this credit.
- ☐ The uploaded supporting documentation for sustainable purchases from the table above includes at least the single largest sustainable purchase (by dollar value) made by each separate participating entity occupying the building (project applicant, tenant, etc.) during the performance period.

ACTUAL OR ESTIMATED COSTS

Select one of the following:

- ☐ The total cost of ongoing consumables entered in Table MRc1-1 is based on actual costs.
- ☐ The total cost of ongoing consumables entered in Table MRc1-1 is based on a combination of actual and estimated costs.

TOTAL COST BASED ON ACTUAL AND ESTIMATED COSTS

Upload MRc1-2. Provide the calculations and rationale establishing the appropriateness and robustness of the single largest purchase estimate for each tenant for which the project team has estimated costs. In the rationale, indicate that when estimates are uncertain, the calculations were made conservatively.

ADDITIONAL DETAILS

- ☐ Special circumstances preclude documentation of credit compliance with the submittal requirements outlined in this form.

SPECIAL CIRCUMSTANCES

Describe the circumstances limiting the project team's ability to provide the submittals required in this form. Be sure to reference what additional documentation has been provided, if any. Non-standard documentation will be considered upon its merits.

Upload MRc1-SC. Provide any additional documentation that supports the claim to special circumstances. (Optional)

- ☐ The project team is using an alternative compliance approach in lieu of standard submittal paths and/or documentation.

ALTERNATIVE COMPLIANCE PATH

Describe the alternative compliance path used by the project team. Include justification that this path meets the credit intent and requirements. Be sure to reference what additional documentation has been provided, if any. Non-standard documentation will be considered upon its merits.

Upload MRc1-ACP. Provide any additional documents that support the alternative compliance path approach. (Optional)

- ☐ The project team is using the above alternative compliance path to document exemplary performance of MR Credit 1.

SUMMARY

MR Credit 1: Sustainable Purchasing - Ongoing Consumables Points
Documented:

MR Credit 1: Sustainable Purchasing - Ongoing Consumables Exemplary
Performance Documented:

- ☐ The project team reserves one point in the Innovation in Operations credit category for exemplary performance in MR Credit 1.