



# LEED 2009 for Existing Buildings: Operations & Maintenance

## SS CREDIT 4: ALTERNATIVE COMMUTING TRANSPORTATION

All fields and uploads are required unless otherwise noted.

### ALL OPTIONS

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

Performance period start:

Invalid Date range: The performance period must be between 89 and 731 days, and must end within 90 days of the overall project performance period given in the Project Information section.

Performance period end:

The project team has achieved a reduction in conventional commute trips based on the following metric:

- ☐ Percentage trip reduction from a worst-case baseline.
- ☐ Average Vehicle Ridership (AVR) as defined by SCAQMD.

### PERCENTAGE TRIP REDUCTION

The project team has achieved a percentage trip reduction of:

 %

### AVERAGE VEHICLE RIDERSHIP (AVR)

The project team has achieved an average vehicle ridership (AVR) of :

The regular building occupants have achieved a reduction in the number of conventional commuting round trips through participation in the following:

- ☐ **Option 1.** A formal, local or regional commute reduction program which adheres to data collection and analysis procedures of the South Coast Air Quality Management District (SCAQMD).
- ☐ **Option 2.** A formal, local or regional commute reduction program that uses procedures other than SCAQMD.
- ☐ **Option 3.** An informal commute reduction program.

*Note: For projects using the survey approach, survey non-responders are considered conventional commuters unless the survey response rate is 80% or higher. For response rates of 80% or more, the survey results may be extrapolated to the non-responders.*

### ADHERES TO SCAQMD REQUIREMENTS

**Upload SSc4-1.** Upload a formal "compliance commendation letter" or similar evidence of program approval from the jurisdictional authority.

**Upload SSc4-2.** Upload a summary table of the employee commute data collected to meet program requirements and showing compliance with the credit criteria and number of points pursued.

Describe any corrections to the data based on seasonality, if necessary, and the rationale for those corrections. (optional)

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## FORMAL COMMUTE REDUCTION PROGRAM OTHER THAN SCAQMD

**Upload SSc4-3.** Upload evidence from the administrators of the regional/local program verifying project compliance with the regional/local program requirements.

**Upload SSc4-4.** Upload a summary table showing employee commute data collected to meet program requirements, compliance with the credit criteria, and number of points pursued.

Identify the appropriate approach and provide the following information for the commute reduction program in the textbox below:

### Metrics

Describe the metrics used by the regional/local program to determine the reduction in conventional commute trips. If applicable, describe how this data was converted to demonstrate equivalency to those used in LEED for Existing Buildings: Operations & Maintenance. Alternately, if providing existing literature that describes these issues, upload a document with this information and enter "See upload" in the narrative below.

**Upload SSc4-5.** Upload the existing literature that describes these issues. (optional)

### Methodology

Describe the commute reduction data collection methodology and protocols and establish their technical soundness. Alternately, if providing existing literature that describes these issues, upload a document with this information and enter "See upload" in the narrative below.

**Upload SSc4-6.** Upload the existing literature that describes these issues.  
(optional)

Describe any corrections to the data based on seasonality, if necessary, and the rationale for those corrections. (Optional)

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## INFORMAL COMMUTE REDUCTION PROGRAM

**Upload SSc4-7.** Upload a summary table of employee commute data collected via the survey methodology outlined by the South Coast Air Quality Management District (SCAQMD) Rule 2202 Program (Feb 2004) during the performance period. Alternatively, if the project team has performed ongoing formal tracking of employee participation in any alternative commuting modes, these results can also be used to document compliance. Reconfirmation of these modes via survey is unnecessary.

Identify the appropriate approach and provide the following information for the commute reduction program in the textbox below:

### Methodology

Describe the commute reduction data collection methodology and protocols used, confirming their compliance with SCAQMD Rule 2202 Program (Feb 2004) procedures. Justify any deviations from this methodology. Alternately, if providing existing literature that describes these issues, upload a document with this information and enter "See upload" in the narrative below.

**Upload SSc4-8.** Upload the existing literature that describes these issues.  
(optional)

Describe any corrections to the data based on seasonality, if necessary, and the rationale for those corrections. (Optional)

## 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 SSc4-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.

### 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 SS4-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 SS Credit 4.

## SUMMARY

SS Credit 4: Alternative Commuting Transportation Points Documented:

SS Credit 4: Alternative Commuting Transportation Exemplary Performance Documented:

- ☐ The project team reserves one point in the Innovation in Operations credit category for exemplary performance in SS Credit 4.