



(Responsible Individual)

(Company Name)

I, **Andrea Ruedy**

, from **Harvard Green Campus Initiative**

verify that the information provided below is accurate, to the best of my knowledge.

SELECT OPTION

Please select the appropriate compliance path (this will activate the remainder of the submittal form)

Option 1: Low-Emitting / Fuel Efficient Vehicles

Option 2: Preferred Parking for Low-Emitting / Fuel Efficient Vehicles

Option 3: Alternative Refueling Stations

OPTION 1: LOW EMITTING / FUEL-EFFICIENT VEHICLES

Enter the Full Time Equivalent (FTE) Occupancy for the Project:

Supporting Documentation

The project site plan(s) have been uploaded. The drawing(s) show the location(s) of preferred parking spaces.

Sheet Description Log

Please include sheet name, sheet number and file name for each uploaded, referenced drawing (e.g. A-101, Site Plan, siteplan.pdf)

I have provided the appropriate supporting documentation in the document upload section of LEED Online. Please refer to the above sheets.



Vehicle Description Table

Enter the quantity of low-emitting / fuel-efficient vehicles, the description of each vehicle type including make , model and fuel type. Then select if the vehicle is a zero emission vehicle OR enter the ACEEE Green Score for that vehicle (an ACEEE green score of at least 40 is required to document compliance for this credit).

Quantity of Low-Emitting / Fuel-Efficient Vehicles Provided	Vehicle Description (Make / Model / Fuel Type)	Enter Appropriate Vehicle Data		
		Zero Emission Vehicle	ACEEE Green Score	
		<input type="checkbox"/>		<input type="button" value="CLEAR"/>
		<input type="checkbox"/>		<input type="button" value="CLEAR"/>
		<input type="checkbox"/>		<input type="button" value="CLEAR"/>
		<input type="checkbox"/>		<input type="button" value="CLEAR"/>
		<input type="checkbox"/>		<input type="button" value="CLEAR"/>

Low-Emitting / Fuel-Efficient Vehicles Required (3% x FTE Occupancy)

Low-Emitting / Fuel-Efficient Vehicles Provided

Preferred parking spaces are provided for these vehicles, and are clearly noted on uploaded project site drawing (s).

OPTION 2: PREFERRED PARKING FOR LOW-EMITTING / FUEL EFFICIENT VEHICLES

Enter the Total On-Site Parking Capacity for the Project

Enter the quantity of Preferred Parking Spaces Provided

Total Preferred Parking Spaces Required (5% x Total On-Site Parking)



Supporting Documentation

The project site plan(s) have been uploaded. The drawing(s) show the location(s) of preferred parking spaces

Sheet Description Log

Please include sheet name, sheet number and file name for each uploaded, referenced drawing (e.g. A-101, Site Plan, siteplan.pdf)

SSc4.3_HBS Parking Description: This document describes the preferred parking plan for fuel-efficient and low-emitting vehicles at the Harvard Business School.

SSc4.3_HBS Preferred Parking Locations: This document indicates the parking spaces that will be reserved for fuel-efficient and low-emitting vehicles.



I have provided the appropriate supporting documentation in the document upload section of LEED Online. Please refer to the above sheets.

OPTION 3: ALTERNATIVE FUEL REFUELING STATIONS

Enter the Total On-Site Parking Capacity for the Project:

Supporting Documentation

The project site plan(s) have been uploaded. The drawing(s) show the location(s) of the alternative fuel refueling stations.

Sheet Description Log

Please include sheet name, sheet number and file name for each uploaded, referenced drawing (e.g. A-101, Site Plan, siteplan.pdf)



I have provided the appropriate supporting documentation in the document upload section of LEED Online. Please refer to the above sheets.

Refueling Station Table

Enter the quantity of stations provided, the alternative fuel station type(s), manufacturer, model number, and the fueling capacity per station (for a typical 8 hour day).



Quantity of Stations Provided	Alternative Fuel Type(s)	Manufacturer and Model Number	Vehicle Fueling Capacity per Station (8 Hour Day)

CLEAR

CLEAR

CLEAR

CLEAR

CLEAR

Fuel Refueling Stations Required (3% x On-Site Parking Capacity)

Fuel Refueling Stations Provided

NARRATIVE (Optional)

Please provide any additional comments or notes regarding special circumstances or considerations regarding the project's credit approach.

The project is seeking point(s) for this credit using an alternate compliance approach. The compliance approach, including references to any applicable Credit Interpretation Rulings is fully documented in the narrative above. *(Indicate the number of points documented in the field below).*

 Alternative Compliance Points Documented



Project Name: Gallatin Hall

Credit: SS Credit 4.3: Alternative Transportation: Low-Emitting and Fuel Efficient Vehicles Points Documented: **1**

READY TO SAVE THIS TEMPLATE TO LEED-ONLINE? Please enter your first name, last name and today's date below, followed by your LEED-Online Username and Password associated with the Project listed above to confirm submission of this template.

Andrea	Ruedy	3-27-2007	aruedy@camail.harvard.edu	
First Name	Last Name	Date	Username (Email Address)	Password

SAVE TEMPLATE TO LEED-ONLINE

PRINT TEMPLATE

10000492
Letter Template Version A1 .



H A R V A R D | B U S I N E S S | S C H O O L

ANDREW F. O'BRIEN |
CHIEF OF OPERATIONS

Preferred Parking Plan for Low-Emitting and Fuel-Efficient Vehicles *(EPA SmartWay Elite)*

Harvard Business School

Harvard Business School (HBS) is committed to creating a sustainable campus that reduces its negative impact on the natural environment and improves the health and well-being of the surrounding populace. The school prepares the world's best and brightest to assume leadership roles in the public and private sector and HBS is aware of its responsibility to introduce sustainability and global thinking to its students, faculty, staff and visitors. One of many ways this can be accomplished is by rewarding those individuals or groups that reduce their personal impact and act as positive influences on others. To this end, HBS has implemented a Preferred Parking Plan for Low-Emitting and Fuel-Efficient Vehicles.

Operation of motor vehicles contributes significant quantities of greenhouse gases and air pollutants to the atmosphere, contributing to global climate change as well as having a negative effect on human health locally. In recent years there has been some progress towards reducing the amount of harmful emissions from certain vehicles and increasing fuel-efficiency, but there are still tremendous improvements to be made. HBS hopes that a Preferred Parking Plan (PPP) may help to popularize low-emitting and fuel efficient motor vehicles. This small step will be a very visible reminder to those on the HBS campus that global climate change is a serious problem and it is within all of our power to contribute to a solution.

The PPP calls for designated signage to reserve preferred parking spaces for low-emitting and fuel-efficient vehicles. For the sake of this plan, low-emitting and fuel-efficient vehicles will be defined as those vehicles that have received the US Environmental Protection Agency's Certified SmartWay Elite designation (<http://www.epa.gov/autoemissions/>). The SmartWay Elite rating is given to those vehicles that score 9 or better on a scale of 0 to 10 on both Greenhouse Gas and Air Pollution Scores. HBS has chosen to recognize EPA SmartWay Elite vehicles in place of those that score 40 or better on the ACEEE vehicle rating guide because of the increased frequency with which the EPA ratings are updated. We want HBS commuters to be able to shop for a new vehicle and know at the time of purchase that they are choosing a vehicle that qualifies for preferred parking at Business School lots. This is consistent with a Credit Interpretation Request of the US Green Building

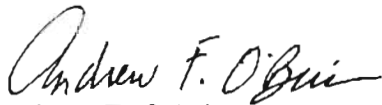
Council's (USGBC's) LEED green building rating system sustainable sites credit 4.3, *Alternative Transportation, Low-Emission and Fuel-Efficient Vehicles* ruling dated 10/2/2006 (Appendix A).

Because all parking at HBS is by permit only, the PPP will reserve spaces on an on-demand basis. As vehicle owners apply for a parking permit for their EPA SmartWay Elite vehicle, they will be consulted about which parking spaces they consider preferential. At that time the vehicle owner will be given a low-emitting and fuel-efficient vehicle parking sticker and additional signage will be added to designate a preferred space as EPA SmartWay Elite parking only.

To promote the PPP, HBS will publicize the program across campus. When applying for a parking permit, it will be obvious to all faculty, staff and students that this program exists. The low-emitting and fuel-efficient PPP is in addition to the numerous other projects at HBS and Harvard to reduce emissions from vehicle travel. The HBS campus has a large number of conveniently located, secure bike racks, many of which are covered, and showers and locker rooms are provided at the Shad Hall Gymnasium to promote bicycle commuting. Harvard University's CommuterChoice program (www.commuterchoice.harvard.edu) issues updated bicycle maps of the area and arranges discounts with local bike shops. The program also offers discounted parking permits for carpools, designated carpool spaces, a guaranteed ride home and a web-based rider board to promote carpooling. Both shared car memberships and public transportation passes are subsidized by the university. The combined efforts at Harvard have been so successful that the USGBC has recognized that the effort deserves an innovation credit for exemplary performance in alternative transportation in their 12/16/2004 CIR ruling (Appendix B).

Harvard Business School hopes that the Preferred Parking Plan for Low-Emitting and Fuel-Efficient Vehicles becomes an extremely popular program on campus. It should also spark discussion about the reasons behind the program and the potential benefits to the HBS community and the planet. Graduates from HBS have gone on to effect great changes in the world and HBS hopes that greatly reducing green house gas emissions is added to that list.

Sincerely,



Andrew F. O'Brien
Chief of Operations

Appendix A

SS Credit 4.3 CIR 10/2/2006 Ruling

9/7/2006 – Credit Interpretation Request

Our project is the renovation of a large classroom building on a university campus and we would like to achieve credit SSc4.3 on a campus-wide basis. We are using LEED NC v.2.2 for this credit. We would like to reserve spaces for low-emission and fuel-efficient vehicles on an on-demand basis, since all campus parking is permit-based (SSc4.4 Ruling 10/03/05). When a fuel efficient vehicle permit is obtained, we will consult with the permit holder and determine what constitutes "preferred" parking for that vehicle and reserve a space accordingly as not all commuters consider the same spaces preferable. We will actively promote the preferred parking program to faculty, staff and students.

For the purpose of this credit, the USGBC has defined low-emitting/fuel-efficient vehicles as those that have a minimum score of 40 on the American Council for an Energy Efficient Economy (ACEEE) annual vehicle rating guide. While we appreciate the work done by ACEEE in compiling their lists, we feel this guide will not be able to meet the needs of our program. This is primarily because the ACEEE ratings are only released once a year in February, nearly a year after the first of the new model year vehicles are released. If we structure our policy around the ACEEE guide, no one buying the newest cars on the market will know if their vehicles qualify for preferential parking at the time of purchase. University commuters will have to purchase a vehicle and hope it makes the list. To address this problem, we would like to use EPA MPG ratings as the qualifier for preferential parking. EPA MPG ratings are constantly updated on their website (<http://www.fueleconomy.gov/>) and are required of all new vehicles. EPA MPG ratings have the added benefit of being well publicized when a consumer is purchasing a new vehicle, as opposed to ACEEE ratings, which are more obscure.

For the 2006 model year, the average fuel efficiency for the 20 vehicles with an ACEEE rating of 40 is 24.4 MPG city (ranging from 22 to 28 with a median of 24) and 32.1 MPG highway. We suggest offering preferential parking to all vehicles with an EPA MPG rating of 25 MPG (city) or greater. Admittedly, the ACEEE rating has the added benefit of combining fuel efficiency data with emissions data, but in general the vehicles that are the most fuel efficient will emit the fewest pollutants. We believe that using EPA MPG ratings instead of ACEEE green scores increases the likelihood of long-term success for this program and helps achieve the goals of mitigating pollution from automobile use and encouraging the purchase of low-emission and fuel-efficient vehicles. Having an up-to-date website is necessary for University commuters and the parking office to confirm preferred parking eligibility. We welcome any suggestions.

10/2/2006 – Ruling

The applicant is seeking approval to use the US Environmental Protection Agency (EPA) Miles per Gallon (MPG) ratings instead of the American Council for an Energy Efficient Economy (ACEEE) annual vehicle rating guide as an alternative reference standard for Option 2 of SSc4.3 under LEED-NC v2.2. An acceptable compliance path is the "US EPA Certified SmartWay Elite" (<http://www.epa.gov/autoemissions/all-rank-06.htm>). Please note that this allowance is specific to the "Elite" designation (not simply "SmartWay"), which has been confirmed as more stringent than the ACEEE Green Score of 40. The "SmartWay Elite" standard will provide purchasers of new vehicles up-to-date information on car models that meet the intent of this credit.

Appendix B

ID Credit 1.1 CIR 12/16/2004 Ruling

11/17/2004 – Credit Interpretation Request

Commuter Choice Program

We are a large academic institution. We were required under Massachusetts EPA 310 CMR 7.16 regulation to reduce our Drive Alone Reduction Trip (DACT) rate from 33.75% in 1998 to 25.31% in 2002. We responded by creating a unique Commuter Choice program to comply with this regulation. By instituting several initiatives under this program we have reduced our DACT to 21.26%; 12% below what is required.

Our ID credit states that we will match the institutional DACT of 21.26% in our new building by ensuring that the commuter choice program is instituted in the administration of our building. Our requirements for this credit are as follows:

- ❖ Show calculations of a DACT of 21.26% at the Institutional level.
- ❖ Install a Commuter Choice Kiosk in the Lobby
- ❖ Subsidize all Massachusetts Bay Transportation Authority (MBTA) bus, subway and boat passes by 40%, up to the current limit established by the IRS.
- ❖ Allow purchase of public transportation passes on a pre-tax basis, further reducing the cost to employees by an average of 28%.
- ❖ Establish a website devoted to commuter choice options at the facility and provide assistance to employees seeking alternatives to single passenger vehicles.

- ❖ Arrange discounts on Zip Cars as an option for employees who may need access to a vehicle during the day, but can otherwise make use of alternative means of transportation.
- ❖ Provide an Emergency Rides Home program so that employees are not penalized for not having a vehicle if they, a member of their family, or a member of their car- or vanpool need to leave work for an emergency.
- ❖ Arrange discounts on bicycle accessories and maintenance at local bike shops.
- ❖ Provide maps detailing the locations of bicycle racks, lockers and showers and detailing preferred bike routes as well as areas where bicyclists should use caution.
- ❖ Designate Transportation Representative at 60 Oxford Street who is responsible for promoting these commuting options. The Transportation Representative is also responsible for distributing monthly commuter choice tips from the Commuter Choice office.

We are aware that the intent of Alternative Transportation credits under Sustainable Sites is to reduce the amount of vehicles traveling to the building. We feel, however, that the commuter choice program goes above and beyond the requirements listed in LEED (we are expecting to achieve credits SS 4.1, 4.2, 4.4) and the EPA by instituting unique, generous incentives. Further, we have set a measurable goal to achieve a DACT of 21.6%.

Would this ID credit be likely to pass?

12/16/2004 – Ruling

This CIR is being submitted based on the merits of a Commuter Choice program that will be instituted in the administration of the building. The program is part of the parent institution's efforts to significantly reduce the Drive Alone Reduction Trip (DACT) rate.

This inquiry is similar in nature to a previous IDc1.1 CIR ruling dated 5/9/2003. An applicant will be awarded an innovation point for exemplary performance in alternative transportation by instituting a comprehensive transportation management plan (or program as described above), provided the project achieves three out of the four SS Credit 4 subcredits, AND is able to demonstrate that the requirements are met and all commitments are adequately and officially documented.



Preferred Parking Plan for Fuel Efficient and Low Emitting Vehicles

