



LEED 2009 for Existing Buildings: Operations & Maintenance

MR CREDIT 5: SUSTAINABLE PURCHASING - FOOD

All fields and uploads are required unless otherwise noted.

ALL OPTIONS

This active sample form has been modified for offline access. Modified fields and instructions are indicated in purple.
Sample forms are for reference only.

Performance period start:

Performance period end:

Enter the
performance
period dates

Total cost of food purchased for the project building and associated grounds during the performance period, including both sustainable *and* non-sustainable purchases:

\$

Enter the TOTAL cost of food purchases
(both sustainable and non-sustainable)

Items meeting two criteria earn weighted credit (apples in this example).

Table MRc5-1. Ongoing Food Purchases

Date	Purchaser	Item	Cost / Item (\$)	# Items	Value (\$)	Doc?	Sustainability Criteria		SWV (\$)		
							Label	Distance (mi)			
Jan 2, 2012	HR	Coffee	14.5	2	29	<input checked="" type="checkbox"/>	Fair Trade		29	+	-
Jan 11, 2012	HR	Snack	18.19	3	54.57	<input checked="" type="checkbox"/>	USDA Certified Organic		54.57	+	-
Feb 16, 2012	HR	Apples	3.5	2	7	<input checked="" type="checkbox"/>	USDA Certified Organic	57	14	+	-
Feb 22, 2012	HR	Tea	7.99	4	31.96	<input checked="" type="checkbox"/>	Fair Trade		31.96	+	-
Total sustainable purchases value (\$)									122.53		
Total sustainable purchases weighted value (\$)									129.53		
Sustainable purchases of food (weighted value) represents the following percentage of total food purchases ¹ (%)									28.9		
Percentage purchased value with documentation from product manufacturers or suppliers ² (%)									100		

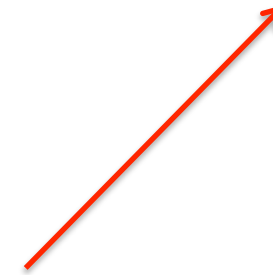
¹ Must be 25% to document credit compliance, and 50% to document exemplary performance.

² Must be 20% minimum, by cost, to document credit compliance

Enter all sustainable food purchases in Table MRc5-1.

Indicate whether documentation confirming sustainability criteria is uploaded. This supporting documentation must be provided for at least 20% of purchases by cost.

Upload MRc5-1. Provide documentation from product manufacturers or suppliers verifying product compliance with the specified sustainability criteria (minimum 20%, by cost).



Highlighting the sustainability criteria shown in the product documentation helps ensure the reviewer sees that the product is compliant with the credit requirements.

TENANT INFORMATION

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.

The content highlighted in yellow above is linked to IEQc1.2, IEQc3.2-3.4 & MRc1-9.

Select the tenant scenario that matches your building. If your project is the first scenario, continue on to the Additional Details and Summary sections and complete the credit form.

ADDITIONAL DETAILS

- ☐ Special circumstances preclude documentation of credit compliance with the submittal requirements outlined in this form.
- ☐ The project team is using an alternative compliance approach in lieu of standard submittal paths and/or documentation.

SUMMARY

MR Credit 5: Sustainable Purchasing - Food Points Documented:

1

Check Compliance

MR Credit 5: Sustainable Purchasing - Food Exemplary Performance Documented:

N

- ☐ The project team reserves one point in the Innovation in Operations credit category for exemplary performance in MR Credit 5.

Click if you want to claim IO credit for exemplary performance and meet the threshold (will show a Y)

TENANT INFORMATION

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.

The content highlighted in yellow above is linked to IEQc1.2, IEQc3.2-3.4 & MRc1-9.

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.

Select the tenant scenario that matches your building. If your project is the second scenario, there is additional information to provide.

Select the multi-tenant scenario that matches your building.

If your project is the first scenario (area is being exempted from the credit), select that option and continue to the next slide.

If your project is the second scenario (total costs are comprehensive), select that option and continue on to slide 8.

Gross square footage of the project building(s):

 sf

The content highlighted in yellow above is linked to Plf2, Plf3, Plf5, EAp2, IEQc1.2, IEQc3.2-3.4, MRc1-9 & IOc3.

The information below is linked to PI Form 3 and is read-only. To modify this information, see PI Form 3.

Table L-1. Space Usage Type

Space Usage Type	Space Name / Description (Optional)	Gross Area (sf)	Regularly Occupied Area (sf)	Un-conditioned Area ¹ (sf)	Owned or Leased	Lease Type	Prerequisites/ Credits From Which Space is Excluded, if any
Totals		0	0	0			
Total leased gross area (sf)		0					
Percentage leased gross area (%)							

1 Unconditioned space is defined as an enclosed space within a building that is not a conditioned space or a semiheated space. Crawlspace, attics, and parking garages with natural or mechanical ventilation are not considered enclosed spaces.

If area is being exempted from the credit, the above Table L-1 will automatically pop up and will be filled out with information entered into PI Form 3.

For all spaces exempted from MR Credit 5: Sustainable Purchasing - Food, describe the reason for the exemption and efforts made to acquire information related to MR Credit 5 documentation.

Retail space in the LEED building is not under control of building management, and has been excluded from all prerequisites and credits.

Provide a narrative describing which spaces are being excluded from the credit and why.

Complete the Tenant Sustainable Purchases and Actual or Estimated Costs sections shown below.

Continue on to the Additional Details and Summary sections and complete the credit form.

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.

Actual or Estimated Costs

Select one of the following:

- ☐ The total cost of food entered in the table above is based on actual costs.
- ☐ The total cost of food entered in the table above is based on a combination of actual and estimated costs.