HISTORICAL BUILDING EXPENSES PRIOR TO PERFORMANCE PERIOD

The tables below list a series of facility expense account categories related to sustainable operations (e.g., cleaning, repair/ maintenance, etc). The expense account categories do not include all expenses that might be included in a more comprehensive analysis of all facility operating costs (eg., taxes, insurance, security). Projects who wish to include those costs may enter them as a summary line item under "Additional operating expenses" in Table IOc3-5.

The tables below include expense sub-accounts for guidance purposes. Custom expense sub-accounts may be added which better reflect internal accounting procedures.

Historical Year 1:	2007
Historical Year 2:	2008
Historical Year 3:	2009
Historical Year 4:	2010
Historical Year 5:	2011

Confirm the historical years prior to the performance period. Five historical years must be provided unless the data is not available due to a change in ownership or for buildings with less than 5 years of operations.

Input historical cleaning expenses. Expenses for each category may be entered by line item or aggregated under the “un-segregated” line item.

Table IOc3-1. Cleaning Expenses - Historical, Prior to Performance Period

Cleaning Expenses ($ in Gross Actual Figures)	2007	2008	2009	2010	2011	Average
Unsegregated						
Custodial services	30,000	32,000	27,000	27,000	30,000	29,200
Window washing	4,250	4,500	4,000	4,000	4,500	4,250
Other specialized contracts	0	0	0	0	0	0
Supplies/Materials	23,000	20,000	22,000	21,000	23,000	21,800
Miscellaneous	0	0	0	0	0	0
Trash removal/recycling	15,000	16,000	16,000	15,000	15,000	15,400
Other						
Total	72,250	72,500	69,000	67,000	72,500	70,650

Add Row Delete Row

Table IOc3-2. Repair/Maintenance Expenses - Historical, Prior to Performance Period

Repair/Maint. Expenses ($ in Gross Actual Figures)	2007	2008	2009	2010	2011	Average
Unsegregated	15,000	18,500	16,000	20,000	14,000	16,700
Payroll, taxes, fringes						
Elevator						
HVAC						
Boiler room						
Electrical						
Equipment repair/maint.						
Building maintenance						
Building engineering						
Roof repair						
Parking lot						
Miscellaneous						
Other						
Total	15,000	18,500	16,000	20,000	14,000	16,700

Add Row | Delete Row

Input all repair and maintenance expense.

Table IOc3-3. Utility Expenses - Historical, Prior to Performance Period

Utility Expenses ($ in Gross Actual Figures)	2007	2008	2009	2010	2011	Average
Unsegregated	100,000	104,000	95,000	92,000	90,000	96,200
Electricity – HVAC						
Electricity						
Gas						
Fuel oil						
Steam						
Chilled water						
Water/Sewer						
Other						
Total	100,000	104,000	95,000	92,000	90,000	96,200

Input utility and grounds expenses.

Add Row Delete Row

Table IOc3-4. Roads/Grounds Expenses - Historical, Prior to Performance Period

Roads/Grounds Expenses ($ in Gross Actual Figures)	2007	2008	2009	2010	2011	Average
Unsegregated	5,000	5,500	6,000	5,500	5,000	5,400
Landscaping						
General parking						
Snow removal						
Pest control						
Other						
Total	5,000	5,500	6,000	5,500	5,000	5,400

Add Row Delete Row

LEEDuser

PERFORMANCE PERIOD BUILDING EXPENSES

The tables below list a series of facility expense account categories related to sustainable operations. The expense account categories do not include all expenses that might be included in a more comprehensive analysis of all facility operating costs (e.g., taxes, insurance, security). Projects who wish to include those costs may enter them as a summary line item under "Additional Operating Expenses" in Table IOc3-10.

Facility expense sub-accounts are for guidance purposes. Custom sub-accounts may be added which better reflect internal accounting procedures. If you only know the total expense amounts within each Facility Expense Account Category, enter expenses under the unsegregated expense rows for each applicable year under each account category. "Total Expenses" for each category should equal all unsegregated expenses plus any itemized sub-account expenses.

Data for the tables below should be calculated on an annual basis. Where the LEED-EB: O&M Performance Period was less than a year, extrapolate costs based on trends visible in historic data or as otherwise determined. Most projects will complete only one of the five columns for annual data, unless the performance period was longer than one year. The maximum number of columns to be filled out is two for an initial LEED-EB certification, and five for a LEED-EB recertification

Performance Period Year 1:	2012
Performance Period Year 2:	
Performance Period Year 3:	
Performance Period Year 4:	
Performance Period Year 5:	

Input performance period years. This is a maximum of 2 years unless the project is a LEED-EB recertification.

Table IOc3-6. Cleaning Expenses - Performance Period

Cleaning Expenses ($ in Gross Actual Figures)	2012					Average
Unsegregated						
Custodial services	33,000					33,000
Window washing	5,000					5,000
Other specialized contracts						
Supplies/Materials	23,000					23,000
Miscellaneous	15,000					15,000
Trash removal/recycling						
Other						
Total	76,000	0	0	0	0	76,000

Input performance period cleaning and maintenance expenses.

Add Row | Delete Row

Table IOc3-7. Repair/Maintenance Expenses - Performance Period

Repair/Maint. Expenses ($ in Gross Actual Figures)	2012					Average
Unsegregated	16,500					16,500
Payroll, taxes, fringes						
HVAC						
Elevator						
Boiler Room						

Table IOc3-8. Utility Expenses - Performance Period

Utility Expenses ($ in Gross Actual Figures)	2012					Average
Unsegregated	92,000					92,000
Electricity – HVAC						
Electricity						
Gas						
Fuel Oil						
Steam						
Chilled Water						
Water/Sewer						
Other						
Total	92,000	0	0	0	0	92,000

Input utility and grounds expenses.

Add Row Delete Row

Roads/Grounds Expenses ($ in Gross Actual Figures)	2012					Average
Unsegregated	5,000					5,000
Landscaping						
General parking						
Snow removal						
Pest control						
Other						
Total	5,000	0	0	0	0	5,000

Add Row Delete Row

COMPARISON OF EXPENSES AND COSTS

Table IOc3-11. Comparison of Historical and Performance Period Expenses

	Average Annual Operating Costs				Comparison	
Facility Expense Account Categories	Historically ($/Account)	Historically ($/sf)	Performance Period ($/Account)	Performance Period ($/sf)	$ / Square Foot	%
Cleaning	70,650	0.39	76,000	0.42	0.03	107.57
Repair/Maintenance	16,700	0.09	16,500	0.09	0	98.8
Utilities	96,200	0.53	92,000	0.51	-0.02	95.63
Roads/Grounds	5,400	0.03	5,000	0.03	0	92.59
Total operating expenses	188,950	1.05	189,500	1.05	0	100.29

Table IOc3-12. Increase in Value through Reduced Operating Costs Relative to Historic Average

Historic average annual operating cost/sf ($)	1.05
Annual average operating cost/sf for performance period calculated on an annual basis ($)	1.05
Annual operating cost savings/sf ($)	0
Floor area of LEED-EB: O&M building (sf)	180,000
Total annual operating cost savings for performance period relative to historic baseline year ($)	0
Increased value of building as a result of reduced operating costs ($) [1]	0

Tables 3-11 and 3-12 auto-populate based on the inputs for historic and performance period costs.

[1] *Real estate is often priced at 8 to 10 times net operating income. For the purposes of this credit, annual operating cost reductions are multiplied by 10 to calculate the increased value of the building.*

LEEDuser

Input costs for sustainability actions. Pick up significant items like energy audit and implementation costs.

Table IOc3-13. Implementation Costs through Simple Payback Analysis

Significant Sustainability Actions[1]	Date of Implementation	Associated LEED-EB Prerequisites and/or Credits, if any	Total Gross Costs of Implementation ($)	Incremental Costs of Implementation ($)	Annual Net Operating Savings ($)	Simple Payback on Incremental Cost (Years)
ASHRAE Level I&II Audit	Oct 1, 2011	EAp1 & EAc2	18,000	18,000	6,000	3
Energy Efficiency Measure 1	Jan 4, 2012	EAc2	0	0	800	0
Energy Efficiency Measure 2	Jan 4, 2012	EAc2	2,000	2,000	1,500	1.3
Energy Efficiency Measure 3	Jan 4, 2012	EAc2	6,000	6,000	3,700	1.6
Waste Audit	Jan 31, 2012	MRc6	2,000	2,000	0	
Total			28,000	28,000	12,000	2.3

Add Row Delete Row

[1] *Staff time related to LEED-EB: O&M should not be included in the Implementation Costs Through Simple Payback Analysis table above; incremental staff time costs are reflected in the Certification Process Costs table.*

Input costs directly related to the LEED certification process.

Table IOc3-14. Certification Process Costs

Description of certification process costs	Hours	Costs ($)
LEED registration fee		900
LEED certification fee(s)		5,400
Internal staff time spent on the LEED process[1]	100	
Internal staff		5,000
Consultants		37,000

Description of certification process costs	Hours	Costs ($)
Other	0	0
Total	100	48,300

Add Row | Delete Row

[1] *Estimate internal staff costs by multiplying internal staff hours times the blended salary rate per hour of staff.*

Table 3-15 auto-populates based on all inputs.

LEEDuser

Table IOc3-15. Summary of Quantified Costs, Benefits and Payback

Total incremental costs of implementation ($)	28,000
Total LEED-EB: O&M certification process costs ($)	48,300
Total LEED-EB: O&M building project incremental operating costs ($)	76,300
Total annual net savings ($)	12,000
Simple payback of total LEED-EB: O&M building incremental operating costs (yrs)	6.4
Floor area of LEED-EB building (sf)	180,000
Total LEED-EB: O&M building project incremental operating costs per square foot ($/sf)	0.42
Total annual net savings per square foot ($/sf)	0.07
Life cycle net present value ($)	48,255.9
Life cycle net present value per square foot ($/sf)	0.27