

Review Memo

TO: LEED Review Team
FROM: Levi Jimenez, LEED Project Manager
DATE: 5/1/2014
PROJECT NAME: StopWaste.org
PROJECT ID: 10814498
SUBJECT: Response to Review Comment: Indoor Environmental Quality
Prerequisite Minimum Indoor Air Quality Performance

Review Comment:

Pending. The form has been completed and calculations have been provided along with a description of the HVAC maintenance.

The HVAC maintenance described is basic maintenance (changing of filters) rather than preventive maintenance. Provide revised documentation for the HVAC systems that includes preventive maintenance procedures.

Note for future submittals that any large differences in area should be explained through a narrative.

Response:

The HVAC systems preventative maintenance procedures has been revised. Please see the uploaded document "EAp1 StopWaste_Building Operation Plan_v4_20140430.pdf" for a revised, comprehensive preventative maintenance plan.