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Green Leasing Internship: Final Presentation, 2017

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A photograph of a modern, green and blue tram stopped at a station platform. The tram has "WATERFRONT PEARL" written on its side. Several people are standing on the platform, some looking towards the tram. The background shows a modern building with large windows and some trees.

Summer 2017 Green Leasing Internship

Final Presentation

9/7/2017

Emily Quinton

Agenda

- Welcome
- Acknowledgements
- Green leasing background
- Context: policy & regulations, PSU CRE & buildings
- Describe methodology
- Review proposed Green Leasing Program
- Next steps and implementation ideas
- Discussion

Acknowledgements

- Core internship team: Jenny, Angie, Dawnna, Jason, Laurel, Laverne
- Organizer of all things: Megan
- Addition PSU PCRE stakeholders: Karen, Brandon, Ron, Noel, Chris
- External stakeholders: Sara Daley (Kidder Mathews), Paul de Block (City of Portland), Courtney Cross (Lloyd EcoDistrict), Erin Anderson (Terra Hydr, Inc./Port of Portland), Monica Fleisher (CES/Portland of Portland)

Overview of Green Leasing

- Growing use in CRE sector - mostly offices
 - “Split incentive”, energy reporting ordinances
 - IMT & DOE Green Lease Leaders
- Key features: utility data transparency, sharing of costs & benefits, green building certification
- Tenant-focused resources



SHARED BUILDINGS. SHARED BENEFITS. BIG SAVINGS.

AN INITIATIVE OF THE INSTITUTE FOR MARKET TRANSFORMATION

Policy & Regulatory Framework - Portland

Relevant Regulations & Programs

Portland City Code Chapter 17.104: Commercial Building Energy Performance Reporting (>20,000 sf)

Portland ARB-ENN-2.06 Business Solid Waste, Recycling and Composting

Chapter 17.103 Single-Use Plastic Bags

Chapter 17.102.310 Polystyrene Foam Container Ban

Sustainability at Work Program

- Utility data transparency
- Waste management

Policy & Regulatory Framework - PSU

Relevant Policies & Programs
Technical Design Standards
Green Events Guide
Sustainable Procurement and Life Cycle Consideration Policy
Solid Waste Management Policy
Energy Saving Guidelines
Water Conservation Plan

- Resource use minimization & efficiency
- Design & procurement considerations
- Connect infrastructure & behavior with sustainability

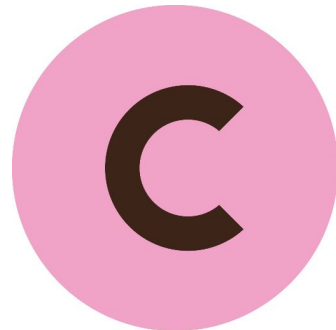
CRE at PSU

- 10 year contracts are common
- Leasing process involves Campus Planning, CP&C, FPM
- PSU uses 3rd party brokers & property managers

Tenant Type	# of Leases
Advertising	1
ATM	9
Cell Tower	5
Food Cart	9
Land	1
Office	10
Retail - Food	17
Retail - Services	8
Storage	1
Total # of Tenants	61

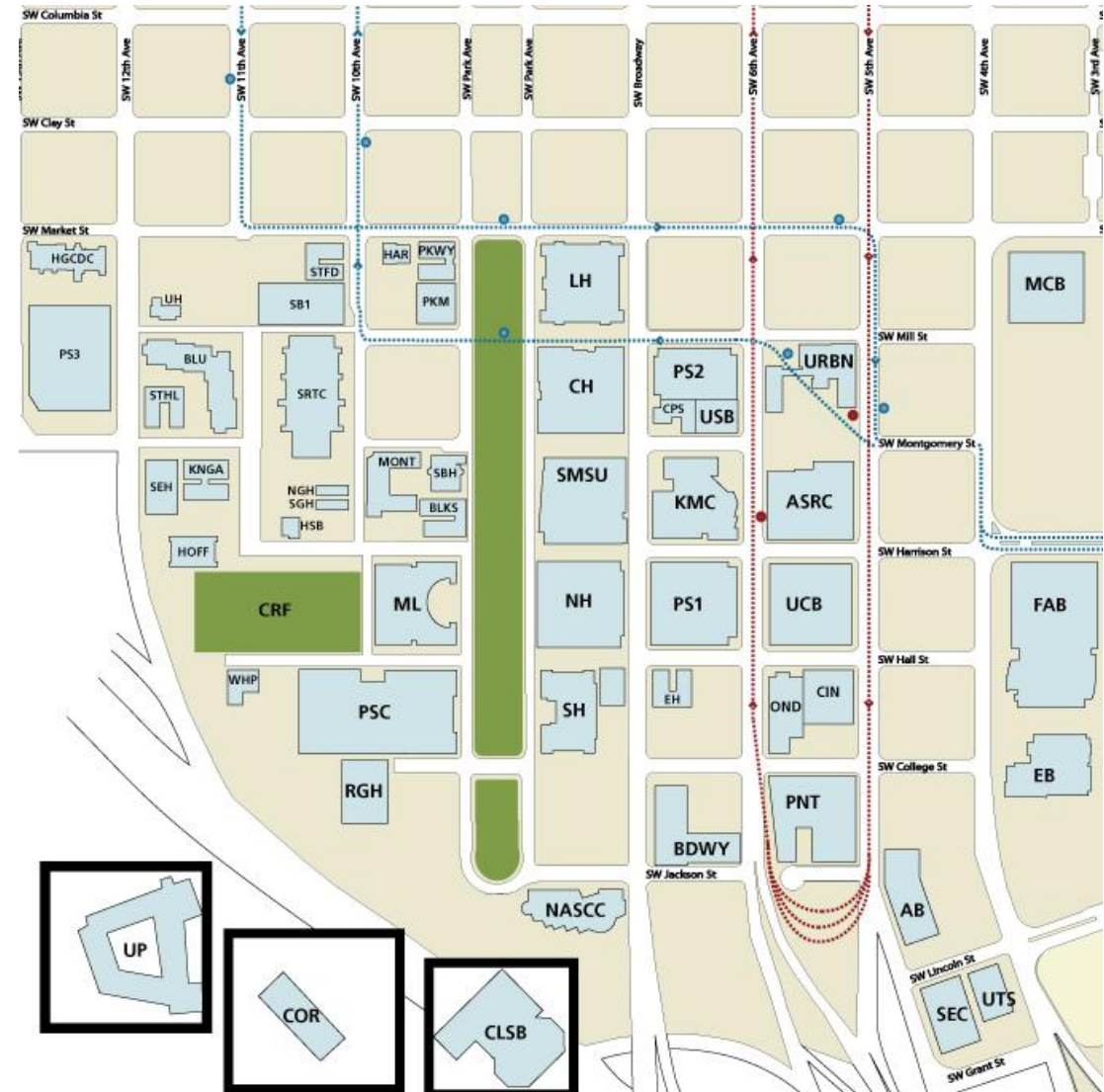
CRE at PSU

- Unique challenges associated with retail and food service:
 - Rate of management and staff turnover
 - Lack of accessibility to communication channels
 - Slim operating margins
 - Core mission & values may not have obvious sustainability ties



Buildings at PSU

- Strong LEED coverage: KMC, Broadway Housing, ASRC, CLSB, Engineering Building, Urban
- Inconsistent submetering infrastructure
- Campus energy loop



Internship Scope & Deliverables

- Resource guide
- Draft leasing language
- Implementation strategy
- Measurable goals
- Final report



Methodology

Proposed Green Leasing Program developed through:

- Research:
 - Green leasing
 - Leases at PSU
 - Policy & regulatory context
- Meetings & interviews
 - Campus & external
 - Feedback on evolving design
- Attention to incentives-based approaches

Why Green Leasing at PSU?

- Reduce operations and maintenance expenses
- Progress towards PSU sustainability goals & benchmarks
- Increase inclusivity of University programs, policies & practices
 - Access
 - Infrastructure
 - Occupant & visitor experience
- Marketing & PR opportunity

GREEN LEASE LEADERS
Creating sustainable landlord-tenant relationships.

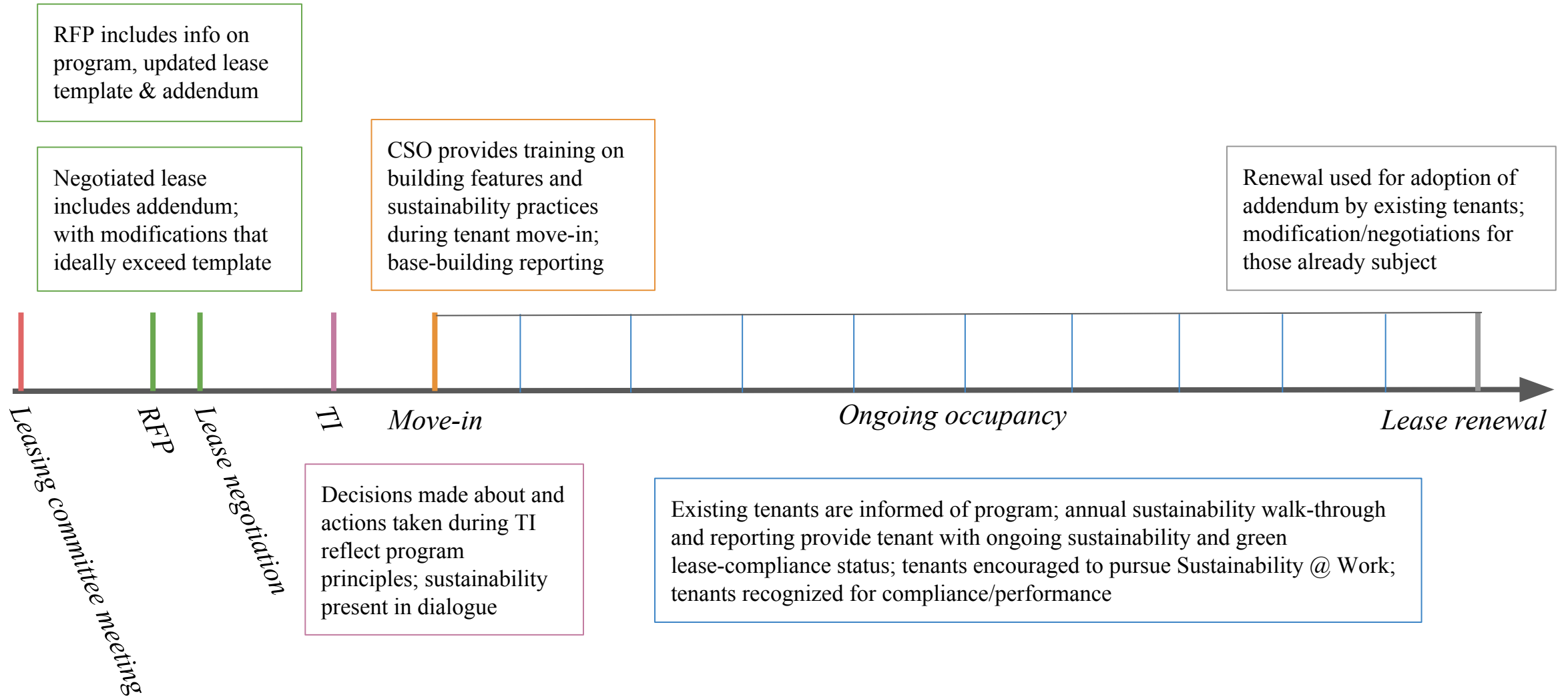


Green Leasing Program Overview

- Create a more robust pre-vetting process
- Include sustainability requirements & expectations in lease
- Ensure that TI creates a space that facilitates participation
- Train tenants on base building and suggested practices
- Identify opportunities and provide resources for improvement
- Celebrate tenant participation and success

Program can be considered holistically or as a menu of options

PSU Green Leasing Program Components and Timeline



Leasing Committee

- PCRE representatives & legal counsel; maybe building occupant(s) representative and brokers
- Understand space history, building context
- Utilize criteria for tenant candidates that considers
 - Base building features
 - Product/services gaps
 - Alignment with green leasing/sustainability

Sustainability Addendum

- All new leases & add at lease renewal for existing tenants
- Includes:
 - Connection to relevant policy context and programs
 - Program components & expectations about ongoing practices
 - Addresses building materials, procurement, waste, energy, water, transportation, education & awareness



Tenant Improvement

Addressed in Addendum:

Tenant is required to comply with Landlord's [Technical Design Standards](#) for all improvements and alterations. These standards help to ensure that the base building and altered Premises are designed to maximize resource efficiency and reduce negative impacts on the health of construction staff, building occupants, Tenant employees, and community members.



Tenant training

- Provides strong foundation for ongoing relationship
- Conducted by property manager & CSO staff
- Possible topics:
 - Green leasing program overview
 - Base building features
 - Identify practices & behaviors to meet program expectations
 - Provide info on Sustainability @ Work



Ongoing Occupancy

- Annual Walk-Through & Report-out
 - Collaborative walk-through that serves as [compliance] check
 - Conducted by property manager & CSO staff
 - Post-walk-through report card summarizing observed practices & behaviors, opportunities for improvement
- Utility data sharing
 - For annual walk-through report
 - City reporting ordinance
- Encourage Sustainability @ Work Certification
- Recognize tenants for participation

Incentives & Benefits



- Triple bottom-line benefits
 - Reduce costs
 - Alignment with CSR values
 - Productivity & health
- Meet policies & regulations
- Marketing & PR opportunity
 - Featured on PSU website
 - Sustainability @ Work recognition
 - Employee retention & recruitment

Next Steps

- Launch leasing committee:
 - Determine program structure & elements to implement
 - Review criteria for pre-vetting tenants
 - Finalize Sustainability Addendum with help of legal counsel
- Ready leasing documents, process, & tracking mechanisms
- Determine commitments to Design Standards & submetering
- Prep procedure for move-in training and annual walk-through
- Train property managers
- Prep/develop supporting materials

Potential Resource Commitment

- Major cost to University will be labor
 - CSO staff
 - Other PCRE stakeholders
 - Third-party: brokers and PMs
- Potential costs include:
 - Additional or % increase in TI budget for full Design Standards adoption
 - Printed materials
 - Software access or subscriptions to facilitate tracking





Questions & Discussion

Green Lease Work Folder

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Additional Slides

Working Discussion

- Possible topics:
 - Prioritize program components
 - Next steps & pilot ideas
 - Implementation timeline goals
 - Program roles & responsibilities
 - Leasing language: required v. encouraged clauses
 - TI process & budget
 - Program goals
 - Social/economic side to program

Implementation Approach & Pilot Ideas

Phased implementation and/or pilot launch approach:

- New tenants (4th & Montgomery)
- Building-wide existing tenant effort (KMC)
- Tenant green revolving fund (building-wide gross leases)
- LEED CI (in building with current LEED cert)
- Food cart study: best practices & case studies for lease structure and requirements that facilitate sustainability

Mayor, PSU President announce
new campus building partnership

*First ever capital collab between City of Portland, PSU, OHSU and PCC
will house health and education programs*

By **Alex-Jon Earl** - March 23, 2017

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Possible Program Goals



Quantitative

- All new office & retail tenants after Jan. 1 2018 have green lease
- 5 existing tenants adopt green lease per year after program launch
- 100% tenants composting food scraps by 2020
- 3 tenants Sustainability @ Work certified by 2020
- 1 tenant achieves LEED CI certification by 2022

Qualitative

- Improved systems for pre-vetting tenants and sharing information & data about sustainability practices between PSU and its commercial tenants
- Interest and awareness in green leasing program, Sustainability at Work
- Tenant contribution to 70% waste diversion goal
- Increased adoption of Technical Design Standards during TI
- Greater knowledge of business sustainability practices

Elements for Success

- Set realistic and agreed-upon program goals
- Clear roles and responsibilities
- Learn from others but consider what makes PSU unique
- Consider long-term consequences to program design
- Seek help and support

