



## Project Manager Sustainability Guide Checklist

### **HVAC Equipment**

- Thermostat specification sheet
- HVAC controls system

### **Lighting Equipment**

- Provide specification sheets for:
  - Fixtures
  - Occupancy sensors
  - Switches
- Lighting controls plan/layout

### **Water**

- Sink specification and flow rates (if different than what is required by code)
- Toilet specifications and flush rates (if different than what is required by code)

### **Plug Load Equipment**

- Controlled outlet specification sheet
- Controlled outlet plan / interface with other controls

### **Kitchen**

- Check box if equipment is present:
  - Dishwasher
  - Water filtration
  - Instant hot water

### **Lab Equipment**

- Fume hood sensors (if applicable)

### **Other Sustainability Considerations (if applicable)**

- Mechanical shades specifications
- Renewable energy systems
- Sub-metered equipment
- Specialized lab features
- Other energy/sustainability features

Contact:

**Moira Zbella**, Assessments Program Manager

[mzbella@stanford.edu](mailto:mzbella@stanford.edu)

**Annalise Di Santo**, Buildings Sustainability Performance Analyst

[adisanto@stanford.edu](mailto:adisanto@stanford.edu)