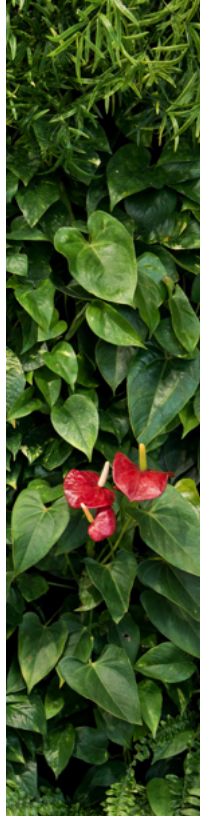




# SUSTAINABILITY ACTION PLAN

# SUSTAINABLE TECHNOLOGY



**01 / COMPANY COMMITMENT**

**02 / DESIGN & APPROACH**

**03 / GOAL SETTING & EVALUATION**

**04 / GOVERNANCE & REPORTING**

**05 / INTERNAL TRAINING & EDUCATION**

**06 / OUTREACH & ADVOCACY**

**07 / OPERATIONS & OUTLOOK**





# COMPANY COMMITMENT

01

*“This is not a moral issue, it’s not a spiritual issue, it’s not a political issue, it is a logical issue.” - Michael Reynolds*



## COMPANY COMMITMENT

**Be Part Of The Solution:** SILLMAN is committed to being a part of the solution in the goal to meet the AIA 2030 Challenge to reach **carbon neutrality** in the built environment by 2030.

At SILLMAN, our focus is on **Making a Difference Together**, creating designs that enrich lives, communities and our planet.

In business for nearly 50 years, we are continuously evolving and growing to become better architects and design professionals.

Therefore, as we continue to develop as designers, we must acknowledge responsibility for the influence and impact our facilities have on the environment. **In order for the 2030 Challenge to be a success, everyone needs to contribute to the solution.**

**Focusing on the goals of the 2030 Challenge**, we began to look internally at our own firm operations and design process to discover opportunities to overcome present hurdles and set a benchmark for improvements.

We organized an internal team of sustainability experts, designers, and out-of-box thinkers to propel our team forward by implementing measurable goals and processes to incorporate sustainable design into all our projects.





## SHORT-TERM & LONG-TERM GOALS

2023 (IMMEDIATE)	2026 (3-YEAR)	2030 (7-YEAR)
<ul style="list-style-type: none"> <li>✓ Aim to achieve AIA 2030 Challenge targets on eligible projects</li> <li>✓ Created an internal team of sustainability experts, designers, and out-of-box thinkers to propel our team forward</li> <li>✓ Develop a project kick-off sustainability checklist</li> <li>✓ Benchmark all projects to identify sustainability opportunities</li> <li>✓ Every project should incorporate a minimum of one sustainability goal</li> <li>✓ Implement passive strategies for daylight and performance whenever possible</li> <li>✓ Perform conceptual energy analysis</li> </ul>	<ul style="list-style-type: none"> <li>✓ Meet the AIA 2030 Challenge targets on 70% of projects</li> <li>✓ Measure and evaluate embodied carbon on all projects (<i>material transparency and emissions</i>)</li> <li>✓ Add sustainability to QA/QC review</li> <li>✓ Implement the use of Life Cycle Assessments on all projects (<i>to improve selection of sustainable products</i>)</li> <li>✓ Integrate triple bottom line goals (<i>social, economic, and environmental</i>)</li> <li>✓ Reduce potable water consumption by 60% (<i>calculated using the LEED water baseline methodology</i>)</li> <li>✓ Require EPDs and HPDs on all projects</li> <li>✓ Begin to eliminate project types with harmful environmental and human impact</li> </ul>	<ul style="list-style-type: none"> <li>✓ Meet the AIA 2030 Challenge targets on 100% of projects</li> <li>✓ Achieve carbon neutral or carbon positive buildings on 100% of active projects</li> <li>✓ Conduct Post-Occupancy Evaluations (POE) for building performance and occupant comfort</li> <li>✓ Use locally sourced and recycled materials</li> <li>✓ Significantly reduce operation emissions</li> <li>✓ Eliminate the use of all Red List Materials known for harmful impact to environmental or human health</li> </ul>





# DESIGN & APPROACH

02

*“Good design is sustainable design.” - Imran Amed*



## DESIGN & APPROACH

**Start With A Plan:** In accordance with AIA 2030 Guidelines, SILLMAN is developing an overarching framework to elevate our design mindset and processes that facilitate resilient and flexible facilities, which use less energy, deplete fewer natural resources, and help reduce a building's carbon footprint.

We believe **sustainability is an integral part of design excellence**, embedding energy-efficient strategies into all of our projects while educating our clients and partners on the long-term and short-term benefits of environmentally conscious design.

From project inception, **we are committed to exploring the most sustainable and resilient design solutions** compatible with the unique variety of our client's facilities. Collaboratively, we will aim to uncover simple solutions, which maximize project value without costly changes to the client's vision.

Our process will begin with **tracking and integrating a sustainable rating system on all applicable projects**, allowing SILLMAN to utilize analysis tools, such as Cove.Tool, EC3, or Tally, at project inception, when it is most effective. Upon completion, these projects will be added to the firm's **Library of Sustainability**, providing insightful points of reference for future projects.





## SHORT-TERM & LONG-TERM GOALS

### 1 DETERMINE FRAMEWORK TO TRACK & MONITOR SUSTAINABILITY GOALS:

- Utilize Cove.Tool for sustainability analysis and reporting at project inception
- Work with consultants, who also use Cove.Tool

### 2 EARLY SUSTAINABILITY COORDINATION & PLANNING:

- Implement passive design strategies early
- “Sell” cost-saving sustainable options to clients
- Utilize design sustainability analysis tools
- Integrate rating system for relevant projects

### 3 TRACKING OF SUSTAINABLE PRACTICES:

- Sustainable checklist and graphical analysis implemented at the beginning of project to track throughout all phases
- Keep team on track and provide information on current and projected impact, which will allow us to have a level of “give and take” to appease clients and consultants
- At the end of the project’s life it will be saved into the “Library of Sustainability”

### 4 LIBRARY OF SUSTAINABILITY FOR IMPROVED DESIGN STRATEGIES:

- Consolidated location with relevant sustainability information, which staff can use for reference and education
- Current information on latest sustainable products, materials, and systems
- Lessons Learned from previous projects
- Case study reports
- SILLMAN’s standards for sustainability

### 5 INCORPORATE MORE SUSTAINABLE STRATEGIES INTO PROJECTS: *(min.3)*

- Water reduction
- Renewable energy
- Reduction of energy use
- Water reuse / storm water
- Passive design techniques
- Decrease carbon footprint
- Source local materials / material footprint
- Human health / wellbeing
- Biophilic design





# GOAL SETTING

03

*“Recognizing the need is the primary condition for design.” - Charles Eames*



## GOAL SETTING & EVALUATION

**SILLMAN leads by example**, striving to incorporate high-performance, resilient, passive design, and sustainable design practices, which are thoughtful and responsive to both the environment and our clients. Our goal is to **establish a baseline system for tracking project data** across all phases.

Supervised across each milestone, our **proactive approach** to Preliminary Design, Schematic Design, Design Development, Construction Documents, and Post-Occupancy always **emphasizes the inclusion of energy-efficient and renewable systems**, which increase performance, functionality, and overall wellbeing of the end users.

1

### Track Data For Accurate Reporting

- AIA Design Data Exchange and Cove.Tool
  - Establish sustainability baseline for each phase
  - Energy modeling throughout design process to assess reality of meeting EUI targets
- Report sustainable features, impacts and effectiveness
- Track Energy Model Data
  - Energy Use Intensity (EUI)
  - Light power density
  - Energy sources and types
  - Materials utilized & sources

2

### Outline Success In Incremental Targets

- Goals and measurements at each milestone (SD, DD, CD, Post-Occupancy)
- Establish EUI baseline & target using Zero Tool
- Benchmark internal projects and also industry-wide case studies
- Determine sustainability opportunities and goals in a collaborative manner, including the client, end users, and entire design team

3

### Continually Refine Our Technique

- Low or no-cost passive design elements which maximize energy efficiency
- Effectively integrate energy-efficient technology and systems
- Post-occupancy evaluations
  - Energy performance & comfort
  - Lighting performance & comfort (artificial and natural)
  - End users' overall satisfaction
  - Is the facility being used as it was intended





# GOVERNANCE & REPORTING

04

*“It’s a collective endeavor, it’s collective accountability  
and it may not be too late.” - Christine Lagarde*



## GOVERNANCE & REPORTING

Our process of governing and reporting project data with the AIA DDx will involve a **dedicated Sustainability Team (SILLSAP)** committed to the implementation and quality control of our sustainable design practices. Comprised of a diverse team of individuals stemming across multiple disciplines, we are deeply committed to assisting our clients in analyzing, reducing, and strategizing their own environmental impact through clear, insightful data.

**Developing design checklists to integrate sustainability measures** into each of our design phases, the dedicated SILLSAP team collects insightful data for use in future projects, educational material, and community events.

### DEDICATED SUSTAINABILITY TEAM (SILLSAP):

- Advocates for actionable sustainability efforts internally and externally
- Quality assurance sustainability benchmarks throughout project phases
- AIA DDx Specialist responsible for reporting company data

### DEFINE A BASELINE FOR PROJECTS:

- Framework responsible choices
- Cove.Tool

### KNOWLEDGE SHARING:

- Present **Sustainability Education Series** every quarter
- Bi-weekly sustainability report and tips for company
- Participate in conferences, memberships, and local events







# INTERNAL TRAINING

05

*“A sustainable future begins with the right education today.” - Suzie Walker*



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## INTERNAL TRAINING & EDUCATION

At SILLMAN, one of **our Core Values is Striving to Be the Best**. Through our Mentorship Program, Lessons Learned and Continued Education Workshops, we are never complacent and are always seeking opportunities to become better design professionals!

Environmental advocates within our company have come together as the **Sustainability Task Force, SILLSAP**. The SILLSAP team has leveraged their wide array of strengths to implement the **Sustainability Education Series**, begin an official Library of Sustainability, and establish a roadmap to meet the goals set by AIA 2030. As a whole, we understand that the key to developing a vibrant and sustainable company is to find ways to get all employees, from principals to interns, personally engaged in **day-to-day sustainability efforts**.





## SILLMAN SUSTAINABILITY ACTION PLAN TEAM (SILLSAP):

- Sustainability Advocates (internally and externally)
- Spearhead the SILLMAN's Sustainability Action Plan
- Present Sustainability Education series to company every quarter
- Bi-weekly sustainability report and tips for company
- Attend annual conferences, such as Net Zero Energy and A22 Climate
- Weekly team meetings to discuss progress
- Maintain the Library of Sustainability

## LIBRARY OF SUSTAINABILITY:

- Consolidated location for relevant sustainability information, which staff can use for reference and education on current projects
- Current information on sustainable products, materials, and systems
- SILLMAN's standards for sustainability
- Lessons Learned from previous projects
- Case study reports

## STAFF DEVELOPMENT:

- Mentorship program
- Workshops (PM, Revit, etc.)
- Bi-weekly Lessons Learned series
- Reimbursement of architectural testing fees, upon licensure
- Partial reimbursement of (LEED) exam fees
- Encourage participation in conferences, memberships, and events
- Company organized volunteer events, such as: beach clean-ups, building homes in Tijuana, food drives, and planting trees for staff milestones







06

*“The greatest threat to our planet is the belief that someone else will save it.” - Robert Swan*



## OUTREACH, ADVOCACY, & EXTERNAL KNOWLEDGE

Utilizing our Sustainable Action Plan, SILLMAN will be able to **effectively advocate sustainable design strategies**, backed by tangible real-life data from our projects. Promoting industry-wide teamwork across all disciplines, our firm will encourage knowledge-sharing resources and proactive public outreach, educating our peers and communities on the best practices for climate action today.

Through the medium of architecture, **we aim to design a better future for our communities**, leading a regional effort in outreach, advocacy, and external knowledge sharing through informative publications and active participation in local organizations.

**Short-Term Goal:** Cultivating a reputation as sustainable design experts  
**Long-Term Goal:** Blueprint for better (civic decisions)

# GOALS

## COLLATERAL TO EDUCATE & EMPOWER:

### Website & Brochures:

- Sustainable design goals and accomplishments
- Promote cost-saving passive / active design options for clients

### Blog Posts:

- Sustainability thought-leaders on LinkedIn
- Encourage all levels of staff to contribute to blog posts

## ACTIVE IN SUSTAINABILITY ORGANIZATIONS:

- Ongoing participation in AIA COTE
- Attend more events, conferences, and memberships
- Speakers, sponsors, and panel discussion participants
- Have the SILLMAN name associated with sustainability







# OPERATIONS & OUTLOOK

07

*“Sustainable development is the pathway to  
the future we want for all.” - Ban Kimoon*



## OPERATION & OUTLOOK

SILLMAN actively invests in our firm's responsibility to **Make A Difference** through our impact on the surrounding community and the entire planet.

We focus targeted resources into creating a **healthy work environment** for our team, while also ensuring we take calculated steps within our offices to reduce our environmental impact.

SILLMAN has made great strides in these efforts. Below you will see that we have already **met 65% of these goals**.





## SHORT-TERM & LONG-TERM GOALS

### SUSTAINABLE OFFICE OPERATIONS:

#### Decrease Paper Consumption:

- Move towards paperless
- Reused and recycled printing paper
- Printers default: double-sided
- More recycling bins

#### Reduce CO2 Emissions:

- WFH flexibility to reduce commutes
- Encourage virtual meetings
- Reimbursement for public transportation
- Carpool to worksites and events

#### Reduce Plastic / Disposables:

- Water bottle station
- Rechargeable batteries for all technical equipment
- Encourage staff to use reusable utensils, cups, plates
- Remove disposable single-use coffee cups

#### Reduce Energy:

- Track and report energy use
- New energy-efficient HVAC
- LED lights and occupancy light sensors
- Procurement of energy star rated equipment

#### Reduce Water:

- Low-flow plumbing fixtures

#### Other:

- Eco-friendly cleaning products
- Composting program

### HEALTH & WELL-BEING STRATEGIES:

#### Mental Health:

- Flexible work schedule
- Vacation time encouraged
- Wellness Wednesday
- Individual work pods

#### Physical Health:

- Gym memberships and stipends
- Stand-up desks
- Healthy snack options
- Naturally lit offices
- Group hikes

#### Improve Air Quality:

- Indoor plants
- Duct cleaning

#### Increase Natural Lighting:

- Open floor plan

#### Reduce Toxins:

- Removed carpet

### ADDITIONAL GREEN OPPORTUNITIES:

#### Volunteer Opportunities:

- Beach clean ups
- Company garden plot
- Plant trees for staff milestones



The background image shows two hikers with backpacks walking away on a rocky, reddish-brown trail. The trail is surrounded by green desert shrubs and trees. In the distance, there are large, layered rock formations and mountains under a clear blue sky.

# SUSTAINABILITY ACTION PLAN

*“The road won’t always be easy, but it will be worth it.”*