

City of Alexandria, Virginia

MEMORANDUM

DATE: APRIL 12, 2007
TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
FROM: JAMES K. HARTMANN, CITY MANAGER
SUBJECT: BUDGET MEMO # 49 : COSTS AND BENEFITS OF LEED TRAINING FOR CITY EMPLOYEES

This memorandum is in response to the following questions from Vice Mayor Macdonald and Councilman Krupicka: The City has made environmentally sensitive development an important part of our planning policy efforts. Residents and developers wishing to use energy and environmentally friendly building technologies would benefit from working with trained staff. (1) Can the staff comment on the number of LEED certified employees we have in Planning and Code Enforcement? Our understanding from the National Green Building Council is that LEED training for staff would cost less than \$10,000 for 20 people. (2) Could staff confirm these numbers and comment on the benefits (cost savings, staff moral, staff advancement) from providing training opportunities for existing staff rather than relying on the hiring of new staff? (3) Could this type of training be provided with current training resources?

The Leadership in Energy and Environmental Design (LEED) Green Building Rating System is the nationally accepted benchmark for the design, construction, and operation of high performance green buildings. The LEED program, offered by the U.S. Green Building Council (USGBC), provides building owners and operators the tools they need to have an immediate and measurable impact on their buildings' performance. LEED promotes a whole-building approach to sustainability by recognizing performance in five key areas of human and environmental health: (1) sustainable site development; (2) water savings; (3) energy efficiency; (4) materials selection; and (5) indoor environmental quality.

1) Can the staff comment on the number of LEED certified employees we have in Planning and Code Enforcement?

The following table shows the number of LEED certified City employees, as well as, the number of City employees who plan to get certified in the future. There are currently two City employees who are LEED certified, both in the Department of General Services. There are no LEED certified employees in Planning or Code Enforcement, however, three employees in Code Enforcement are training to become LEED certified this fiscal year (FY 2007). Two employees in Planning and two employees in Transportation and Environmental Services plan to pursue LEED certification in the near future.

### City Employee LEED Certification

| Department                                | Currently Certified | Planning to Get Certified |
|---|---------------------|---------------------------|
| General Services                          | 2 <sup>1</sup>      | 2 <sup>2</sup>            |
| Planning and Zoning                       | 0                   | 2 <sup>3</sup>            |
| Code Enforcement                          | 0                   | 3 <sup>4</sup>            |
| Transportation and Environmental Services | 0                   | 2 <sup>5</sup>            |
| <b>Total</b>                              | <b>2</b>            | <b>9</b>                  |

NOTES:

<sup>1</sup> The Director and the Capital Projects Division Chief

<sup>2</sup> One Construction Field Representative and the Space Planner

<sup>3</sup> The Planning Development Division Chief and the City Architect

<sup>4</sup> Two Code Enforcement Architects and one Supervisory Engineer

<sup>5</sup> Two Air Pollution Control Specialists

***2) Our understanding from the National Green Building Council is that LEED training for staff would cost less than \$10,000 for 20 people. Could staff confirm these numbers and comment on the benefits (cost savings, staff moral, staff advancement) from providing training opportunities for existing staff rather than relying on the hiring of new staff? Could this type of training be provided with current training resources?***

A LEED public workshop for 20 employees would cost approximately \$9,000, excluding a 15% discount for the registration of 15 or more employees. However, a LEED public workshop for the nine City employees shown on the table above would cost \$4,005 (\$445 per employee). Existing staff who become LEED certified may provide LEED training to other City staff using resources acquired from the workshop and other sources. City staff with LEED training and certification are also able to handle LEED related functions in an efficient manner, resulting in both in-house expertise in this area and some personnel cost savings to the City.

We will have an opportunity to discuss LEED training at the April 23<sup>rd</sup> General Government work session.