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# 01 INTRODUCTION

## CURIOSITY

Enable a process that listens, empowers, and connects.

## RESPONSIBILITY

Delivery quality work that is focused, innovative, and sustainable.

## COURAGE

Share a perspective that values relationships, openness, and play.

Our vision is simple—to live our values and deliver design that sustains thriving communities.

We believe buildings should support the health of people and ecosystems while being efficient in their design, construction, and operation. Truly sustainable buildings are cherished for generations and maintain their ability to inspire, connect, support, and adapt. These buildings are shaped from a process that incorporates many voices, and bridges professional and community expertise.

In pursuit of our vision, we are constantly seeking to improve our processes and expand our knowledge. This Sustainability Action Plan is intended to be a guiding tool. Each part contains initiatives and underlying strategies to carry out our vision and keep our practice accountable. It is a living document that will evolve and expand to best serve our clients and communities.



ODOT Region 4 Project Delivery Office



## 02 DESIGN APPROACH

### 2.1 - Integrate sustainable design on all projects

- Dedicate a Project Sustainability Champion (BBT Sustainability Lead or other staff) on all projects to assist with goal setting, progress monitoring, and advocate for high-performance design.
- Develop minimum 3 goals based on AIA Framework for Design Excellence<sup>[1]</sup> for all new projects.
- Establish predicted EUI (pEUI) and predicted Lighting Power Density (pLPD) targets based on 2030<sup>[8]</sup> reductions for all new construction and major remodel projects; monitor progress at every design phase.
- Establish pLPD target based on 2030<sup>[8]</sup> reductions for all new interiors projects; monitor progress at every design phase.
- Short-term actions (1-2 years):
  - Develop and implement low-to-no cost design strategies from the AIA Framework for Design Excellence<sup>[1]</sup> and WELL Building Standard<sup>[2]</sup>.
  - Develop energy modeling process using Sefaira<sup>[3]</sup> for conceptual level design analysis; implement on all new construction and major remodel projects.
  - Evaluate current design process tools and resources; refine to include sustainability considerations where needed.

### 2.2 - Establish processes for collecting, sharing, and learning from project data

- Project Sustainability Champion (with assistance of BBT Sustainability Lead) will be responsible for gathering and inputting project data.
- Implement AIA COTE Super Spreadsheet<sup>[3,4]</sup> on all new and existing projects.
- Implement WELL Review Spreadsheet on all new projects.
- Upload project data to the Design Data Exchange (DDx)<sup>[4]</sup>.
- Short-term actions (1-2 years):
  - Evaluate and refine WELL Review Spreadsheet.
  - Develop standard procedures for uploading project data to the DDx.
  - Develop and implement Project Score Cards that summarize collected project data.
  - Develop process for summarizing and sharing lessons learned at project closeout.
  - Evaluate past Post Occupancy Evaluation (POE) processes; develop standard POE processes and resources.





**2.3 - Utilize materials that support human and ecosystem health**

- Prioritize regionally sourced and produced building products.
- Short-term actions (1-2 years):
  - Review AIA Materials Pledge<sup>[6]</sup>; provide recommendations for incorporating into practice.
  - Create Red-to-Green organization system for BBT materials library.





### 3.1 - Support a culture of learning and confidence

- Educate staff on AIA Framework for Design Excellence, WELL, LEED, and AIA Material's Pledge.
- Provide continuing education opportunities in alignment with requirements for maintaining employee sustainability certifications (WELL AP, LEED AP, Living Future Accreditation).
- Short-term actions (1-2 years):
  - Evaluate BBT policies against Just<sup>[9]</sup>; develop areas for improvement, consider pursuit of Just certification.
  - Identify and internally share resources about AIA Framework for Design Excellence, WELL, LEED, and AIA Material's Pledge.
  - Identify gaps in firm knowledge and seek opportunities and resources to educate staff.
  - Evaluate current knowledge management procedures; develop internal Sustainable Design Library on BBT server.
  - Develop policy for supporting staff pursuing sustainability certification; target 1-2 staff per year.
  - Develop process for educating new staff about BBT sustainability efforts during on-boarding.

### 3.2 - Create a studio that exemplifies well-being and inclusion

- Short-term actions (1-2 years):
  - Evaluate BBT policies against Just<sup>[9]</sup>; develop areas for improvement, consider pursuit of Just certification.
  - Conduct office surveys to assess thermal, acoustic, neurodiverse, and ergonomic comfort; develop areas for improvement based on results.
  - Evaluate potential of WELL certification for BBT office.

### 3.3 - Achieve carbon neutral office operations

- Short-term actions (1-2 years):
  - Collect data on emissions from staff commutes and site visits; evaluate policies to support reducing emissions; evaluate options for off-setting emissions.
  - Meet with property owner to determine opportunities for tracking energy and water usage.
  - Develop processes to track office energy usage; evaluate policies to reduce usage.





3.4 - Achieve zero waste office operations

- Short-term actions (1-2 years):
  - Review BBT Greener Workspace document; implement strategies for tracking and reducing waste.

3.5 - Celebrate our work and be advocates for high-performance design in our community

- Showcase sustainability efforts on all marketing platforms.
- Include overview of sustainable design in Job Shadow presentations.
- Short-term actions (1-2 years):
  - Develop standard for highlighting project sustainability information and data on BBT Website.

References:

1. AIA Framework for Design Excellence. <https://www.aia.org/design-excellence/aia-framework-design-excellence>

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3. Sefaira. [https://www.sketchup.com/en/products/sefaira?srltid=AfmBOoqlolD0mqQBmAtym7d8ya5Y71coZeD\\_1\\_N3dFr6jQoXbF\\_3qKj5](https://www.sketchup.com/en/products/sefaira?srltid=AfmBOoqlolD0mqQBmAtym7d8ya5Y71coZeD_1_N3dFr6jQoXbF_3qKj5)

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6. AIA Materials Pledge. <https://www.aia.org/design-excellence/climate-action/zero-carbon/materials-pledge>

7. LEED Rating System. <https://www.usgbc.org/leed>

8. AIA 2030 Commitment. <https://www.aia.org/design-excellence/climate-action/zero-carbon/2030-commitment>

9. International Living Future Institute JUST. <https://living-future.org/just/>





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