



**COMMON APP FOR
DESIGN EXCELLENCE**
AIA COTE Top Ten Toolkit



PROJECT INFORMATION	INPUTS	UNITS / DEFINITION
Project Name Client Is client to remain confidential?	<input type="text"/> <input type="checkbox"/>	
Location & Size Address City State Zip Code Country Climate Zone Primary building use Additional building use Additional building use Project Type Number of Stories Floor Area Site Area	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	 Climate zones map EIA building type definitions Commercial benchmarks CBECs 2003 Residential benchmarks RECS 2015 0% GSF SF
Cost Data Permit year Total Construction (Building) Cost Is cost to remain confidential? Cost/SF Cost/SF Benchmark for project type Cost reduction from benchmark	<input type="text"/> <input type="text"/> <input type="checkbox"/> <input type="text"/> <input type="text"/> <input type="text"/>	USD. Do not include land acquisition, soft costs, FFE, etc. Indicate benchmark used <i>BOMA 2016</i>
Use Data Annual Hours of operation Daily Average Occupancy Peak Occupancy	<input type="text"/> <input type="text"/> <input type="text"/>	Hours / year The typical occupancy at any given time during occupied hours The maximum number of occupants anticipated on site at any one time
2030 commitment & Rating Systems Is your firm a signatory of the AIA 2030 Commitment? If yes, is the project recorded in the AIA 2030 Design Data Exchange (DDx)? Is the project certified with a third party rating system?	<input type="text"/> <input type="text"/> <input type="text"/>	 AIA 2030 DDx
MEASURE 1 DESIGN FOR INTEGRATION		
Project Summary Statement	<input type="text"/>	Please describe your project emphasizing elements of design achievement including project intentions, programming requirements, and the distinguishing aspects of your resolution.
Client Impact Statement	<input type="text"/>	Relate how the project came to be including the client's goals and what impact the finished project has made on the client, users, and/or the community.
Performance Statement (select up to 3 measures)	<input type="text"/>	Choose from the Ten Measures for Design Excellence: Integration, Community, Ecology, Water, Economy, Energy, Wellness, Resources, Change, Discovery. Describe how building performance strategies are integrated within the project's overall design goals. You are encouraged to describe carbon reduction and environmental strategies throughout your design awards submittal materials.
MEASURE 2 Design for Equitable Communities		
Walk Score Transit Score Bike Score Community engagement level	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Walk Score Transit Score Bike Score 0: Owners only were engaged
MEASURE 3 DESIGN FOR ECOLOGY		
Site Environment Previously developed site? Is stormwater managed on site? Is landscape design focused on native plants? Is landscape design promoting biodiversity?	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Rural No No No No
MEASURE 4 DESIGN FOR WATER		
Is potable water used for irrigation? Is potable water used for cooling? Is grey/blackwater reused on site? Is rainwater collected on site?	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
MEASURE 5 DESIGN FOR ECONOMY		
Building efficiency / right sizing	<input type="text"/>	SF/Occupant
MEASURE 6 DESIGN FOR ENERGY		
Operational Data Benchmark EUI Energy Code that the project was built to?	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	kBTU/sf/yr <i>*Optional override with ZeroTool benchmark</i> If "Other" please enter the energy code <i>here</i>
Prescriptive Performance Did you use prescriptive performance to meet the Energy code? If your project complied prescriptively, but your goal was to exceed minimum performance, briefly describe your energy efficiency strategy.	<input type="text"/> <input type="text"/>	If no, skip to Modeled Performance
Modeled Performance Predicted Net EUI Predicted reduction from benchmark Does the project meet the 2030 Challenge? Did you use the energy model to inform decisions during design?	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	kBTU/sf/yr From your whole building energy model. Includes renewables.
Measured Performance Actual Net EUI Measured reduction from benchmark Percentage of project's total energy use met by renewables Explain the role and type of renewables	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	If you have actual energy used for 12 months from utility bills, enter it as Energy Use
MEASURE 7 DESIGN FOR WELLNESS		
Was a Post Occupancy Evaluation or Occupant Satisfaction Survey conducted? Do regularly occupied spaces have operable windows? Do regularly occupied spaces have abundant daylight?	<input type="text"/> <input type="text"/> <input type="text"/>	
MEASURE 8 DESIGN FOR RESOURCES		
Primary Structural System Building Embodied Carbon (metric tons) Building Embodied Carbon / SF Building Embodied Carbon Benchmark Building Embodied Carbon reduction from Benchmark Was a Whole Building Life Cycle Analysis (LCA) conducted? Was local and/or recycled was a consideration for materials selection? Was a "Chemicals of Concerns" list used to inform material selection? Did the project incorporate existing structure or infrastructure? If so, what innovative design features evolved?	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	If "Other", please specify <i>here</i> http://buildcarbonneutral.org/ Lbs. of Carbon Dioxide / sf
MEASURE 9 DESIGN FOR CHANGE		
What is the designed lifespan of the building? Was the building designed for disassembly and/or with flexible future use? Main resiliency strategies	<input type="text"/> <input type="text"/> <input type="text"/>	e.g. 30yrs- Stick frame, 200yrs- concrete, steel, heavy timber, 1000yrs- solid masonry Describe what are the most likely building threats (e.g. flooding, drought, earthquakes, etc.) and how the building's resiliency strategies are addressing them.
MEASURE 10 DESIGN FOR DISCOVERY		
Was a post occupancy evaluation conducted on this project? Design for Discovery Narrative	<input type="text"/> <input type="text"/>	Describe the type of evaluations conducted and document the lessons learned.