



**THE OUTSTANDING BUILDING OF THE YEAR (TOBY)
2019 BUILDING INSPECTION FORM (EARTH ONLY)**



CATEGORY: Earth
 BUILDING NAME: _____
 ADDRESS: _____
 CITY: _____

TOUR DATE: _____
 NAME OF JUDGE: _____
 TOUR START TIME: _____
 TOUR END TIME: _____

REQUIREMENT FOR ENTRY
 Energy Star Benchmarking must be performed AND shared with BOMA International.

INSTRUCTIONS FOR JUDGES
 This Judging Sheet Workbook is interactive and has formulas built in for scoring. Fields you need to complete are highlighted in yellow; no other fields should be altered or changed. Formulas will not need to be manipulated if these directions are followed.
SCORE EACH ITEM ON A SCALE FROM 0-4 - no decimals or fractions.
USE THE FOLLOWING GUIDELINES:
 0 = Poor/Unacceptable; 1 = Below Average; 2 = Fair/Average; 3 = Good/Above Average; 4 = Excellent
 For Energy Star provide the following points: 1 = 74 and below; 2 = 75 to 84; 3 = 85 to 94; 4 = 95+
TYPE "1" NEXT TO EACH ITEM JUDGED; "0" NEXT TO EACH ITEM NOT JUDGED; IF AN ITEM WAS JUDGED BUT NOT DISCUSSED, TYPE "0" IN SCORE AND "1" IN JUDGE!

PRESENTATION

	interactive fields		comments	
	score each item 0 - 4	type "1" if item judged "0" if not	<i>Please Include comments for each category. Ensure all comments are constructive.</i>	
Building Environment/Indoor Air Quality			Category Comments	
Indoor Air Quality Performance				
Environmental Smoke Control				
Indoor Pollution Control				
Cleanliness				
Ventilation Systems				
Thermal Comfort				
Lighting				
Total Points	0	0		4 = (Maximum score is 4)
Category Score	0.00			Decimals allowed for Category Score only

PRESENTATION (continued)

interactive fields		comments
score each item 0 - 4	type "1" if item judged "0" if not	Please Include comments for each category. Ensure all comments are constructive.

Recycling

- Storage and Collection of Recyclables
- Sustainable Landscape Maintenance
- Other (not mentioned above)

		Category Comments
Total Points	0 / 0	3 = (Maximum score is 4)
Category Score	0.00	Decimals allowed for Category Score only

Energy Conservation

- Energy Performance
- Building Staff Education Materials
- Energy Efficient Features
- Building EMS Monitoring

		Category Comments
Total Points	0 / 0	4 = (Maximum score is 4)
Category Score	0.00	Decimals allowed for Category Score only

Water Conservation

- Water Performance
- Water Efficient Toilets/Closets
- Water Efficient Faucets
- Innovative Water Management

		Category Comments
Total Points	0 / 0	4 = (Maximum score is 4)
Category Score	0.00	Decimals allowed for Category Score only

Interior Finish

- Building Common Areas Space
- Tenant Space
- Local Vendors and Product Lines
- Construction Waste Recycling

		Category Comments
Total Points	0 / 0	8 = (Maximum score is 4)
Category Score	0.00	Decimals allowed for Category Score only

Occupant Communication/Education

- Promotion of reusable products
- Availability of Green Resources for Tenants
- Visibility of Green Initiative
- Other (not mentioned above)

		Category Comments
Total Points	0 / 0	4 = (Maximum score is 4)
Category Score	0.00	Decimals allowed for Category Score only

SCORING SUMMARY (formulas for calculations are built in)

PRESENTATION	Category Score	Maximum Allowable Points Decimals Acceptable
Building Environment/Indoor Air Quality	0.00	4
Recycling	0.00	4
Energy Conservation	0.00	4
Water Conservation	0.00	4
Interior Finish	0.00	4
Occupant Communication/Education	0.00	4
TOTAL CATEGORY AVERAGES (excluding Renovated):	0.00	24.00
FINAL SCORE (0% - 100%) <i>must achieve 70% or greater to be eligible for award</i>		
	0.00%	

Additional Comments/Special Recognition:

JUDGE'S AFFIDAVIT

As on eof the judges for the local BOMA TOBY Awards Program:

- 1) I have no conflicts of interest that prohibit me from judging this building entry and the category in which it is entered.
- 2) I have reviewed the category definition for this building entry and
- 3) I am satisfied this building has entered the appropriate category based upon the available BOMA International current TOBY entry requirements in which this building has entered the BOMA local competition.
- 4) I have recorded scores that reflect my opinion for the purposes of judging this building entry.
- 5) I have personally entered and reviewed scoring for each item.



The Official Sponsor of the TOBY® Awards

Name: _____

Title: _____

Company (worked for at time of judging): _____

Signature: _____

Date: _____