

ATTACHMENT “A”

LEED for Existing Buildings: Operations and Maintenance Integrated Pest Management Program for

SECTION 1: SCOPE

The U.S. Green Building Council Leadership in Energy and Environmental Design (LEED) rating program is designed to limit the exposure of building occupants to potentially harmful materials. This program necessitates the use of an Integrated Pest Management (IPM) approach for pest control in and around designated buildings. IPM is a preventive process that includes the use of physical, mechanical, cultural, and non-chemical control methods to prevent pest ingress, and protect human health and the environment.

The IPM plan provides for protecting and enhancing the natural diversity of the Atlanta Financial Center while also supporting high-performance building operations and developing synergies between the building and its environmental context. The property is located at 101 E Kennedy Blvd. Tampa, Fl. 33602. The Integrated Pest Management (IPM) Plan covers the entire building and associated grounds as applicable.

SECTION 2: GOALS

To minimize the impact of pest management practices on the local ecosystem, and to reduce exposure of guests, staff and maintenance personnel to potentially hazardous chemicals or biological contaminants.

The Plan addresses effective environmental best practices for IPM indoors and outdoors at CBRE/ Bank of America Tower Tampa.

SECTION 3: RESPONSIBLE PARTIES

Orkin Commercial Services with support from CBRE, is responsible for developing and managing the implementation of the IPM Plan Contracts with the pest management vendor. Orkin personnel involved with various elements of the Plan shall carry out their tasks according to their contracts, and report all relevant activities to the aforementioned parties. To ensure an effective and coordinated effort, the building staff responsible for overseeing the Plan shall review all proposed activities before implementation.

IPM strategies for the entire property include actions performed by the following contractor:

Function	Company Name	Primary Contact	Phone
Integrated Pest Management	Orkin, Inc.	Jennifer Vargas	813-221-7474

SECTION 4: QUALITY ASSURANCE CONTROL PROCESS

Orkin: Written reports and recommendations are provided by Orkin and reviewed with a designated facility representative following each service visit and quality assurance inspection to ensure procedures are in place for effective pest management. Recommendations made during this review are provided to eliminate unnecessary pesticide applications. IPM procedures are subject to periodic review by an Orkin Technical Specialist/Quality Assurance Manager and Operations Manager.

Program Coordinator: The program is evaluated periodically by the responsible parties and this evaluation may include producing and providing a report to senior management. Whenever possible, reports shall include an evaluation of the performance, safety, cost and environmental/public health benefits achieved as a result of the implementation of the IPM program.

Prior to implementation, Orkin and any other service provider shall submit all proposed pest management activities to the responsible parties, listed in Section 3. Upon reviewing proposed activities, the responsible parties shall determine if they meet the criteria of the Plan and approve or deny action.

The responsible parties, listed in Section 3, shall regularly communicate with Orkin, and conduct their own inspections and evaluations to ensure that the Plan is in place and functioning as intended. In addition to ongoing quality control measures, the responsible parties at CBRE/ Bank of America Tower Tampa will consult with Orkin personnel to review all practices to identify opportunities for improvement and expansion of environmentally-friendly practices.

SECTION 5: PERFORMANCE METRIC

This IPM Plan shall govern all components of pest management at the project building and site. The practices identified in this Plan shall be wholly adopted and used for the pest management scenarios at CBRE/ Bank of America Tower Tampa (See details in Section 6).

SECTION 6: IPM STRATEGIES AND PRACTICES

Program Summary: IPM service for CBRE/ Bank of America Tower Tampa mandates a proactive approach that includes reducing pest harborage around the structure and limiting pest access through physical and mechanical means (door control, air curtains, and fly lights), and the inspection of interior of the facility and the exterior perimeter. Monitoring for pest activity (sticky and mechanical traps) is used to augment inspections. Prevention and early detection of pest issues are emphasized through frequent inspections, on-going communication with key staff, and IPM training for hotel employees.

Pesticides: If a pesticide is needed, least toxic materials are considered as the first choice. Least-toxic pesticides are defined by the City of Tampa Hazard Tier III criteria (least hazardous): www.sfenvironment.org/downloads/library/2009_rrpl_checklist_12309.pdf Least toxic pesticide status also applies to any pesticide product, other than rodent bait, that is applied in a self-contained, enclosed bait station placed in an inaccessible location, or applied in a gel that is neither visible nor accessible.

Emergency Conditions: In the event of an emergency, pesticides may be applied in combination with the earlier stipulations for use of integrated and least-toxic methods. Emergencies are defined as pests such as stinging insects, rodents or any pest that could have an immediate impact on the health of visitors and staff. Where specific pest management protocols are required to address an emergency, materials other than Tier III products may be used. Indoors, these materials are applied only in cracks & crevices or voids in areas that are out-of-service. In all cases, access is restricted to the treatment site. Any required treatments are pre-arranged with management to ensure that staff and visitors are notified (See Universal Notification below) and access to the treatment area is restricted.

Universal Notification: CBRE/ Bank of America Tower Tampa has adopted a universal notification system if a pesticide, other than a least-toxic pesticide as defined above, must be applied on site. The notification strategy requires that building occupants be notified at least 72 hours in advance of a pesticide application under normal circumstances and no more than 24 hours after an emergency application through posted signs in appropriate visitor and staff areas. This notification system enables staff and visitors to modify their plans based on pesticide use at the building (See Notice of Pesticide Application below).

Notice of Pesticide Application

The application of pesticides is occasionally required under the Integrated Pest Management program utilized at the Atlanta Financial Center Building to manage pest problems that could affect our staff or visitors. Products are selected and applied to limit any negative impact on the environment. The following information is provided to notify you of any pending applications of pesticides:

Application date(s)/time(s): _____

Areas designated for treatment: _____

Name(s) of products to be applied/Active Ingredient: _____

Product signal word (Caution; Warning) _____

For more information regarding pesticides or our Integrated Pest Management program, please contact David Cole @ 727-526-9450

Recordkeeping: Recordkeeping is required to demonstrate ongoing compliance with the IPM plan. All information on the IPM Plan for CBRE/ Bank of America Tower Tampa is maintained in an on-site logbook. Logbook records:

- Copies of Universal Notifications to Occupants
- Service Reports/Pesticide Usage logs with information on pesticide applications as mandated by State Law (date, time, location, material used, method, etc.)
- Pesticide list including identification of status as least-toxic
- Labels and MSDS for all products

CHEMICAL PREPARATION & HANDLING PRACTICES	
Choosing Chemicals	<ul style="list-style-type: none"> ▪ Pesticides that are used are identified by the pest issues they are intended to resolve.
Mixing Chemicals	<ul style="list-style-type: none"> ▪ Accurate measurements are made using the most suitable material, in the minimum necessary amount to achieve the desired results. ▪ Appropriate precautions per label directions are followed if mixing chemicals is required.
Health Precautions	<ul style="list-style-type: none"> ▪ Orkin personnel are trained and licensed as mandated by state and federal regulations and are required to wear appropriate personal protective equipment. ▪ Proper health surveillance is provided to all service technicians. ▪ Notification of treatments is provided as outlined above.

Cleaning Practices: In the event that cleaning products are used as a component of IPM, they shall meet LEED-EBOM criteria for sustainable cleaning products.

Animal & Vegetation Pest Control IPM Best Practices: Environmental best practices are incorporated into vendor contracts / SOP language as appropriate. Best Practices that involve the use of pesticides are those mandated by label directions, federal and state laws.

BASIC PEST CONTROL PRACTICES	
Site/Building Cleanliness	<ul style="list-style-type: none"> ▪ Keep garbage containers clean, free of odors and covered at all times. Good sanitation practices reduce habitat and food sources for pests. ▪ Keep areas around garbage containers free of spillage or garbage to prevent the collection of trash or debris on the ground around or underneath the containers. ▪ Keep grounds free of high weeds, trash, old equipment and debris, as these conditions create ideal harborage for rodents.
Structural Integrity	<ul style="list-style-type: none"> ▪ Maintain the building exterior in good repair with no holes or openings larger than ¼ inch to prevent pests from entering the building. ▪ Address any deficiencies in the building exterior with corrective measures, i.e., cementing, screening, applications of sealants, installing stripping on door bases as reported by Orkin, other contractors or building maintenance personnel. ▪ Maintain door sweeps on all applicable doors to produce a good seal to the ground.
Inspection Schedule and Location	<ul style="list-style-type: none"> ▪ Visual inspections shall be performed by Orkin every month, with arrangements made for treatment if necessary. After each visit, Orkin shall provide a printed service report that includes written observations, recommendations and details of IPM activities.

SPECIES-SPECIFIC IPM CONTROL RECOMMENDATIONS	
Ants	<ul style="list-style-type: none"> ▪ In areas where ants are present, wipe the areas down with soapy water in order to prevent the formation of major scent trails. If there already is an established trail, wipe backwards from the food source to the entrance of the trail. ▪ Seal all ant entry points to the building. ▪ Always keep opened food materials in sealed containers or store them in the refrigerator or freezer. Remove spillages of food and beverages immediately. Keep sinks and worktops clean and dry. ▪ Prune tree branches and landscape plants that are close to the building.
Aphids	<ul style="list-style-type: none"> ▪ Manage sap-sucking pest mites and whiteflies by planting resistant vegetation and through the use of soap solutions or other least toxic approaches.

<p>Cockroaches</p>	<ul style="list-style-type: none"> ▪ There are five main species of cockroaches and effective control depends on identification of individual species. Inspection/Control is necessary on a regular basis because of the mobility, reproduction, longevity, and behavior of cockroaches. ▪ Integrated pest management measures for controlling cockroaches include the use of effective hygiene and exclusion practices, sticky traps lined with pheromones or attractants, baits, boric acid materials, and insect growth regulators (Cockroach control may include the application of least-toxic pesticides). ▪ All food handling areas should be cleaned frequently.
<p>Flies</p>	<ul style="list-style-type: none"> ▪ Flies reproduce readily in many types of waste. In warm weather conditions, the reproduction cycle – from egg, to larva, to pupa, to adult winged fly – requires approximately one week. ▪ Empty and clean trash receptacles daily. Empty and clean bins and compactors at least twice a week. ▪ Keep refuse areas clean to avoid providing flies with feeding/breeding media. ▪ Ensure trash bin lids fit tightly and the interiors of bins are cleaned regularly to keep surfaces free of food material. ▪ Use fine mesh window and door screens as a barrier against entry by flying insects. ▪ Ultra-violet (UV) fly light-traps are very effective when used indoors and situated correctly. ▪ UV equipment sconces in dining and lobby areas are discreet and highly effective because they attract and eliminate flies quickly and silently. ▪ In food preparation areas, UV equipment should only be used once all possible precautions have been taken to keep flying insects out. ▪ Position the UV equipment close to an entry point, at right angles to the nearest competing light source such as a window. ▪ Supplemental fly management may include the use of pesticides when appropriate.
<p>Mosquitoes</p>	<ul style="list-style-type: none"> ▪ The best control method for mosquitoes is to eradicate their habitat. ▪ Because they require moisture and lay their eggs in standing water, it is important not to leave flower pots, buckets, plastic sheeting or other open containers outside to collect water. Clear debris from gutters and drains to ensure there is no standing water after rain and drain/treat pools or fountains so that the water cannot become stagnant. ▪ Drain or fill depressions, mud flats, and other areas that might hold water. ▪ Repair leaking taps and air-conditioning units so that puddles cannot form. ▪ Avoid over-irrigating lawns and gardens, and keep weeds and grass (where the insects rest) well-clipped. ▪ To prevent mosquitoes from coming indoors, fit fine-mesh screens to porches, doors and windows.

<p>Stored Product Pests</p>	<ul style="list-style-type: none"> ▪ Clean affected areas by vacuuming all surfaces, walls, shelves, cabinets and floors. Scrub hard surfaces rigorously with hot water and detergent, especially in corners and around the edges of removable shelves. Clean all surfaces that come into contact with food. ▪ Remove and discard all affected grain-based food items as well as nuts, chocolate, raisins, flour or spices. ▪ Use air-tight containers made of hard plastic, glass or metal and not plastic bags to store ingredients. ▪ After a severe infestation, freezing any new grain products and storing products in refrigerators or freezers can prevent re-infestation.
<p>Rodents</p>	<ul style="list-style-type: none"> ▪ Remove sources of food and water, eliminate harborage and make the facility rodent-proof. ▪ Work with staff to encourage cooperation in housekeeping and maintenance efforts to maximize the effectiveness of rodent control efforts. ▪ Openings in building foundations and walls should be closed or screened with hardware cloth with holes not more than 1/4 in wide. Where pipes enter masonry, use hardware cloth or steel wool to fill the opening, then fill it with concrete. ▪ Continuous surveillance is necessary, and places where rodents have been gnawing to gain entry to a building should be sealed with metal flashing. ▪ Doors are particularly vulnerable to rodent entry so ensure that external doors and windows close tightly with no gaps at the bottom. ▪ Materials stored in the open should be stacked at least 30 cm (1 ft.) above the ground. ▪ Stringent waste disposal practices should be observed – secure all waste in closed containers. ▪ Wash trash bins regularly but do not allow water to accumulate in these containers. ▪ Multi-catch and single catch traps are used by Orkin as needed to intercept rodents inside the building ▪ Exterior tamper-resistant rodent stations are maintained by Orkin to eliminate rodents near accessible areas outside the structure.
<p>Slugs and Snails</p>	<ul style="list-style-type: none"> ▪ Limit irrigation to reduce slug and snail activity around the structure. ▪ Specialized least toxic baits may be used to control slugs if needed.
<p>Wasps and Hornets</p>	<ul style="list-style-type: none"> ▪ Traps containing specially formulated attractant baits are used when needed to prevent wasp activity.