

AGENDA
GREEN PHYSICAL NEEDS ASSESSMENT

DAY ONE

- 8:00 **Registration**
- 8:30 **Welcome and Introductions**
Course Overview
Learning Outcomes
Overview of Capital Improvements
- 10:15 **Break**
- 10:30 **Project Based Considerations**
- Planning Process
 - Short Term Planning, One to Five Years
 - Long Term Planning, Six to Twenty Years
 - Eligible Expenses
 - Prioritization of Work
- Physical Needs Assessment**
- Building Systems Assessment**
- Inspections of Property**
- Sample Determination
- Inspections of Property (continued)**
- Building Component
 - Identification of Materials by System
 - Building Exterior (Envelope)
 - Foundation to Roof
- 12:00 **Lunch (on your own)**

AGENDA
GREEN PHYSICAL NEEDS ASSESSMENT

DAY ONE (continued)

- 1:00 Identification of Materials by System (continued)**
- o Building Systems
 - o Plumbing
 - o Electrical
 - o HVAC
 - Life Safety
 - Site
 - Structural Conditions
- 2:30 Break**
- 2:45 Identification of Materials by System (continued)**
- Common Area Finishes
 - Units and Finishes
- 5:00 End of Day One**

AGENDA
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DAY TWO

- 8:00** **Cost Estimating/Construction Cost Data**
Take offs of Plans and Specifications
Costing/Pricing Tools – Exercise
Regional Cost Adjustments
Life Cycle Cost Analysis (Benefit)
Remaining Useful Life
Sustainability Strategies
Material Selection and Impact on Maintenance Work Costs
- 10:15** **Break**
- 10:30** **Energy Audit Standards for GPNA**
- Purpose of the Energy Audit
 - Identification of Energy Management Opportunities
 - Energy Codes and Standards
 - ASHRAE and other Standards
 - Building Energy Use and Performance
 - Lighting
 - HVAC
 - Water Heating
 - Water Use
 - Economic Analysis
 - Simple Economic Measures
 - Time, Value, Money Analysis
 - Cost and Benefit Analysis
- 12:00** **Lunch (on your own)**

AGENDA
GREEN PHYSICAL NEEDS ASSESSMENT

DAY TWO (continued)

- 1:00 **GPNA/EA Software Tool**
- Overview of Tool and Resources
 - Purpose and Getting Started
 - PIC Data – Uploading and Verification
- 2:30 **Break**
- 2:45 **GPNA/EA Software Tool (continued)**
- Setting Up Sites, Buildings, Units
 - Assigning Addresses
- 5:00 **End of Day Two**

DAY THREE

- 8:00 **GPNA/EA Software Tool (continued)**
- Enter GPNA Data Into Tool
- 10:15 **Break**
- 10:30 **GPNA/EA Software Tool (continued)**
- Enter Cost to Cost Library – Exercise
- 12:00 **Lunch (on your own)**
- GPNA/EA Software Tool (continued)**
- Estimated Useful Life Index
 - Editing Data
 - Cost Projections
 - Develop reports
- 2:30 **End of Class**
- 3:00 **Begin Certification Test**
- 5:00 **End of Session**