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AN ENVIRONMENTAL AND ENERGY LAW PRACTICE

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Manko, Gold, Katcher & Fox, LLP, First Philadelphia-Area Law Firm with LEED® Gold Certified Commercial Interior Space Offers Advice on “Greening” Your Office

Philadelphia, PA (September 30, 2014) – As businesses make improvements in office interiors, John Kirk, COO, of Manko, Gold, Katcher & Fox, LLP (MGKF), the environmental, energy and land use law and litigation firm, offers advice on some of the daily practices of their firm as well as those instituted for their recent office buildout. Sustainability has always been a key component of the firm culture and their professional practice, so it was fitting that they would pursue LEED (Leadership in Energy and Environmental Design) certification for their office buildout. They are proud to be the first law firm in the Philadelphia region to receive the prestigious LEED Gold® certification under the LEED Green Building Rating System for Interior Design and Construction: Commercial Interiors (LEED® ID+C: Commercial Interiors) when they utilized sustainable design and construction for their new headquarters office.

LEED is the recognized system for certifying high performance green tenant spaces that have a reduced environmental footprint, are healthy, productive places to work, and are less costly to operate and maintain. The approach MGKF took in their new office buildout proved that energy efficiency and sustainable measures do not have to be cost prohibitive. Even small changes can have a big impact on the bottom line. In the first five months of taking occupancy of the completed new offices, MGKF has seen a 49 percent reduction in energy consumption, despite the six percent higher heating/cooling demand over 2013 and larger square footage. They expect a 15-month payback on their investment in additional vacancy sensors and higher efficiency heating and cooling units.

While they only moved from the fifth floor to the ninth floor of 401 City Avenue in Bala Cynwyd, PA, this move provided the opportunity to make major improvements in their space while still acting as responsible stewards for the environment. Kirk, who coordinated the buildout, explained, “Moving into new space provided a prime opportunity to evaluate some of the sustainability measures available, and we found that many of these improvements could be introduced when retrofitting existing space, with minimal disruption.”

Kirk offers these practical tips that can be utilized in new construction, renovations, or every day practices at any office:

- **REDUCE ENERGY CONSUMPTION/CARBON FOOTPRINT**
 - Maximize natural light to reduce lighting demand.
 - Purchase green power and/or Renewable Energy Credits (RECs).
 - Install occupancy sensor switches for office and conference room lights.
 - Install power-miser switches on vending machines.
 - Comply with EPA Green Lights program for all lighting fixtures.
 - Turn off, or put in standby mode, all copy machines, printers and other equipment at the end of each day.

- **CONSERVE WATER**
 - For new construction, select low-flow plumbing fixtures to reduce potable water consumption.
 - For existing sink fixtures, install faucet aerators to reduce consumption and waste.
 - Retrofit existing restroom facilities with low-flow flush valves.

- **REUSE EQUIPMENT AND SUPPLIES**
 - Purchase remanufactured cartridges for laser printers, and send out old cartridges for reuse.
 - Recycle all electronic waste through e-cycle vendors or special collection events with state-licensed e-waste vendors.
 - Invest in refurbished and/or reclaimed wood furniture instead of new when possible to divert materials from the waste stream.

- **REDUCE TOXIC PRODUCTS**
 - Look for low VOC materials (volatile organic compounds)—adhesives, sealants, paints, coatings, flooring, walls, ceilings, doors, and casework.
 - Purchase unbleached paper goods (MGKF uses for 50% of firm supply).
 - Use cleaners with low toxicity and high biodegradability.

- **RECYCLE**
 - Use desk-side recycling baskets at each work and copy station as well as in the kitchens for bottles, cans, newspapers, magazines, and cardboard.
 - Collect and recycle Tyvek envelopes.

- **REDUCE PAPER USE**
 - Set copiers and to have an automatic duplex option. Office policy to copy and print double sided.
 - Process documents electronically (e.g., monthly management and financial reports, conflict memos) and use scan option on copier when appropriate.
 - Reduce junk mail (return to sender, recipient no longer here, please remove, etc.)

- **PURCHASE SUSTAINABLE PRODUCTS**
 - Look for locally sourced or items made of reclaimed materials.
 - Purchase products with recycled content whenever available/feasible.
 - Purchase kitchen items in bulk (i.e. coffee, sugar, creamer, salt, and pepper) rather than in single-serving containers.
 - Purchase equipment and appliances with Energy Star ratings.

- **ELIMINATE DISPOSABLES**
 - Use durable plates, cups, glasses, and utensils in kitchen and conference rooms.
 - Provide filtered chilled water. Use pitchers with filtered tap water, rather than bottled water for meetings and events.

MGKF concentrates its practice in environmental, energy, and land use law and litigation. It represents clients ranging from Fortune 100 corporations to small, privately held enterprises, both in the Mid-Atlantic region and on a national basis. For the 11th consecutive year, MGKF has been listed in the top tier for environmental law in Chambers USA—America’s Leading Lawyers for Business. Offices are located at: 401 City Avenue, Suite 901, Bala Cynwyd, Pennsylvania; 535 Route 38, Suite 145A, Cherry Hill, New Jersey; and at 25 West Third Street, Suite 303, Williamsport, Pennsylvania. For additional information, visit www.mankogold.com or call 484-430-5700, 856-317-1299, or 570-567-7325.

The US Green Building Council’s LEED® green building program is the preeminent program for the design, construction, maintenance and operations of high-performance green buildings. Learn more at usgbc.org/LEED.