

## OUR ENVIRONMENT, OUR SOUL AND OUR CULTURE

Ancient Researchers believed that our world was built from four basic elements - Earth, Air, Fire, and Water. Some eastern cultures believe that a fifth element is also present – space. These elements are known as the “elements of life,” for without them, life could not exist. These elements create our environment.

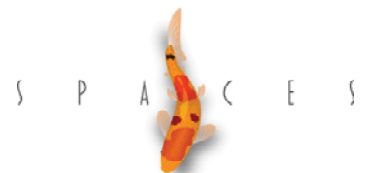
At SPACES, respecting the environment is a big part of our corporate culture. Symbolic to our environmental alignment, we have incorporated the four basic elements into the fifth – our space. We have created an expansive Koi pond in our showroom – it is beautiful and soothing. We feature a fireplace that offers comfort, warmth and hospitality. Our multitude of plants symbolizes the cycle of regenerated oxygen in the air we breathe. The investment in a new, beautiful, and sustainable space was in consideration to the environment as well as providing the best atmosphere for our guests to visit and our employees to work.

Beyond the symbolism, all SPACES employees share an environmentally conscious vision. At SPACES, we believe that we have a responsibility to take care of the world in which we live, that environmental respect is not a trend, and that it's not about following rules. It's about making responsible decisions daily as individuals, and collectively as an organization. Big or small, we try to exercise common sense and consider our affects on our environment.

Within our own space, here is how we are trying to make a difference:

- We recycle plastic, aluminum and paper throughout our facility
- We request that whenever possible, furniture be shipped blanket wrapped, therefore eliminating the need for packing materials
- We recycle as much packing materials as possible following our installations
- We print all of our business cards, letterhead, promotional materials, etc. on recycled paper and use them discreetly
- Promotional materials are produced and updated electronically, and printed on an as-needed basis
- We encourage the use of our web site in lieu of marketing materials to save paper
- SPACES aligns with, and supports, manufacturers with a demonstrated commitment to sustainability
- We encourage internal suggestions and input for better ways to be environmentally economical.
- We are always looking for new and better ways to conduct our business in environmentally responsible ways.

Our commitment is to keep trying; to keep doing more. Please visit us and experience the environment of our space.



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## THE ENVIRONMENT OF OUR SPACE

Creating a completely “green” building isn’t always possible, as was the case when SPACES needed to expand and relocate to a larger building. Instead of developing raw land and build a new building, we chose to renovate an old warehouse in lower downtown – our focus was on sustainability and the environment. We applied our industry knowledge, common sense and recommendations from advisors to implement solid, practical, and sustainable ideas within our space.

Here are some of the decisions and outcomes of our exciting new space:

### Location

- Our central downtown location allows easy access to many locations in the greater metro area, minimizing fuel consumption.

### Land

- We revitalized and cleaned up a one-acre parcel of land in downtown, bringing it to today’s environmental standards.

### Building

- Instead of scraping it, we opted to renovate the dilapidated warehouse, keeping a massive amount of brick, steel, and wood out of landfills.
- Exterior paint products are water based and breathable, stabilizing old bricks and mortar extending the life of the building.

### Lighting

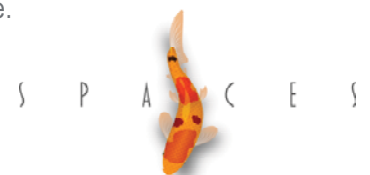
- Existing openings were enlarged and windows installed - even where former dock doors were previously located.
- We office in the half of the building with the most original windows, then added more including frosted sky lights.
- We installed and programmed energy efficient lighting, so we use only what is needed at various times during the day. The abundance of windows minimize the overall need for artificial light.

### HVAC

- The new thermal frosted skylights help control the heat entering the building.
- Six inches of insulation was added to the one-foot thick brick and cinder block walls and brought to a height of eleven feet to aid in the insulation of the building.
- An energy efficient three zone HVAC system economizes power usage by directing HVAC only where needed.
- Tinted thermal pane glass was inset 18 inches into the walls to help reflect heat during the hot summer months.
- We insulated the roof between the visible exposed wood ceiling and the actual roofing materials.

### Interior building elements

- SPACES used floor covering only where necessary – much of the original concrete was restored and sealed.
- Where floor covering was required, we utilized an environmentally friendly floor VCT tile and carpet tile. Not only is the content sustainable, but we can replace only the tiles as necessary in worn areas without having to replace the entire room.
- Movable walls are used throughout the interior, so when change is required, we move our walls instead of deconstructing conventional walls, saving the interior environment from the dust and debris, as well as saving land fills. It will also save money by virtually eliminating down-time when interior moves are made.
- Instead of filling in an old loading dock, it was converted into a beautiful Koi pond, enhancing our environment.



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## THE COMMERCIAL ENVIRONMENT — HOW TO HELP

*Want to do something?*

Think about the mantra Reduce, Reuse, Recycle – in that order.

The list of ideas below offers suggestions for you to implement within your workplace. First, consider the statistics below, which offer an Insight into how critical it is to be conscious of our decisions when planning or renovating an office space. We are also anxious to help you make the best decisions for the environment and your organization - it is important to us.

### Please consider:

- 44,000 commercial buildings are demolished annually in the U.S (EPA, 1998)
- 25-33% of all landfill is waste from construction, renovation and demolition. 57% of that is from commercial buildings (U.S. EPA)
- Commercial buildings use 17% of all energy in the U.S. (U.S. Dept. of Energy)
- 12% of drywall in new construction ends up as scrap (California Integrated Waste Mgmt. Board, 2002)
- Each U.S. citizen uses approximately 2650 cubic feet of solid wood every year (Natural Resources Defense Council)

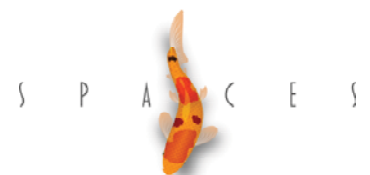
### Steps to help:

- Buy quality - quality products last and stay out of landfills.
- Convert CRTs to flat screen monitors and save up to \$400 per year per monitor. They give off less heat and use less energy to run.
- Plan for change, and buy products that allow you to do so with agility.
- Consider reducing your space and the individual footprints inside. By doing so you will use less energy, use fewer building materials, and have less to maintain.
- Choose natural lighting first, and efficient lighting next. Plan lighting to be activated by use.
- Choose products and finishes that have recycled content, and that allow you to recycle them.
- Only use interior finishes (floor covering, dry wall, etc) where necessary for functional reasons.
- Choose an existing building in an excellent location, and minimize fuel consumption. Modular products allow use of today's technology in older spaces.
- Create a beautiful environment. No one wants to sustain ugly!
- Recycle – champion the cause in your workplace!

Not coincidentally, everything listed above also represents solid, long-term functional and financial business decisions.

These are only a few suggestions that can be implemented to help conserve resources and our environment.

We welcome your ideas and contributions that could be added to this list



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