

Enbridge Centre

Energy & Carbon Management Communication Plan

1. Purpose

The purpose of this Energy & Carbon Management Communication Plan is to communicate Enbridge Centre's ongoing efforts to improve energy efficiency, reduce greenhouse gas (GHG) emissions, and support Hines' corporate sustainability objectives. The plan also provides tenants with practical guidance on how their operational practices can contribute to reducing overall building energy consumption and carbon emissions.

This communication plan has been developed to satisfy the requirements of BOMA BEST Sustainable E13.0 and to encourage collaboration between building management and tenants in achieving shared sustainability goals.

2. Building Energy & Carbon Management Commitment

Enbridge Centre is professionally managed by Hines and is committed to continuously improving building performance through proactive energy management, preventative maintenance, operational optimization, and strategic capital planning.

The building management team actively monitors energy performance using industry-recognized benchmarking tools and regularly evaluates opportunities to improve efficiency while maintaining occupant comfort and operational reliability.

Objectives include:

- Reduce overall building energy consumption.
 - Reduce greenhouse gas emissions.
 - Improve operational efficiency.
 - Maintain occupant comfort.
 - Support Hines' long-term sustainability and decarbonization goals.
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3. Current Energy & Carbon Initiatives

Current initiatives include:

Building Energy Benchmarking

- Whole-building utility consumption is tracked and benchmarked using ENERGY STAR Portfolio Manager.
 - Building performance is also monitored through the Measurabl ESG reporting platform.
 - Energy intensity (EUI) and greenhouse gas emissions are reviewed regularly to identify trends and opportunities for improvement.
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Building Automation System Optimization

The building utilizes the EntelliWeb Building Automation System, supported by Delta Controls, to optimize HVAC operation.

The BAS assists with:

- Equipment scheduling
- Temperature optimization
- Occupancy scheduling
- Alarm monitoring
- Equipment performance monitoring
- Continuous operational adjustments

These strategies help reduce unnecessary energy consumption while maintaining occupant comfort.

Preventive Maintenance Program

Preventive maintenance is managed through Prism by Building Engines.

The CMMS schedules recurring maintenance activities for major building systems based on:

- Manufacturer recommendations
- Seasonal operating requirements
- Regulatory requirements

- Industry best practices

Routine maintenance improves equipment efficiency, extends equipment life, and reduces unnecessary energy use.

Energy & Carbon Assessment

Enbridge Centre has engaged Williams Engineering to complete an ASHRAE Level II Energy Assessment.

The assessment evaluates:

- Building envelope performance
- HVAC systems
- Lighting systems
- Mechanical equipment
- Building controls
- Energy conservation measures
- Carbon reduction opportunities

Recommendations from this assessment will be incorporated into future capital planning and operational improvements.

Continuous Improvement

Building management continually reviews opportunities including:

- HVAC optimization
 - Lighting improvements
 - Operational scheduling
 - Equipment upgrades
 - Building automation enhancements
 - Carbon reduction initiatives
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4. Summary of Energy & Carbon Assessment

The building's energy and carbon assessment focuses on identifying practical opportunities to reduce energy consumption, improve system performance, and lower greenhouse gas emissions while maintaining tenant comfort and operational reliability.

Recommendations are evaluated based on:

- Energy savings
- Carbon reduction potential
- Operational impacts
- Capital cost
- Return on investment
- Asset lifecycle planning

Applicable recommendations will be incorporated into future maintenance and capital improvement plans.

5. How Tenants Can Help

Tenant operations play an important role in overall building performance. Building management encourages tenants to support the following energy conservation practices.

Lighting

- Turn off lights when spaces are unoccupied.
 - Utilize natural daylight whenever practical.
 - Report lighting issues promptly.
 - Install ENERGY STAR® lighting where tenant improvements occur.
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Office Equipment

- Shut down computers, monitors, and printers after business hours.
- Enable sleep mode on office equipment.
- Unplug unnecessary devices.

- Purchase ENERGY STAR® certified equipment whenever possible.
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HVAC

- Keep supply and return air diffusers unobstructed.
 - Avoid using supplemental electric heaters unless approved.
 - Keep doors and windows closed while HVAC systems are operating.
 - Report comfort concerns promptly so building staff can investigate.
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Operations & Maintenance

Tenants are encouraged to:

- Maintain tenant-owned equipment.
 - Schedule preventative maintenance on tenant systems.
 - Minimize unnecessary after-hours HVAC requests.
 - Notify building management of equipment operating continuously.
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Waste Reduction

Support building sustainability initiatives by:

- Participating in recycling programs.
 - Reducing paper consumption.
 - Properly disposing of electronic waste.
 - Minimizing unnecessary waste generation.
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6. Building Energy Monitoring

Enbridge Centre monitors overall building utility consumption and regularly reviews energy performance to identify opportunities for continuous improvement.

At present, the building does not utilize tenant sub-metering. Whole-building utility consumption is tracked and benchmarked; however, tenant operational practices remain

an important factor in reducing overall building energy use and associated greenhouse gas emissions.

7. Communication

Building management will periodically communicate:

- Energy performance updates
- Sustainability initiatives
- Carbon reduction projects
- Operational improvements
- Energy conservation tips
- Upcoming building projects affecting energy performance

Communications may be distributed through:

- Tenant newsletters
 - Building notices
 - Email communications
 - Tenant meetings
 - Sustainability updates
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8. Questions

Questions regarding building energy management or sustainability initiatives may be directed to Building Management.

Conclusion

Building management appreciates the cooperation of all tenants in supporting energy efficiency and carbon reduction initiatives. Working together helps improve building performance, reduce environmental impacts, and create a more sustainable workplace for everyone.

