



## SERVICE PROVIDER GUIDE

### Guidelines for Selecting a Daylighting Consultant

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#### Intent

This guide will help you learn more about what daylighting analysis is and help ensure you select a qualified expert/analyst that will assist in the design and construction of spaces with a high level of visual quality and energy efficiency.

#### Background

Daylighting analysis generally includes a mixture of physical modeling, computer analysis, and rule of thumb expertise to study and/or make recommendations for the effective use of natural light within interior environments. Daylighting has been proven to increase worker productivity, increase learning, reduce absenteeism, increase occupant well being and generally create spaces that cost less to operate and are more comfortable to occupy.

- ❖ Within the LEED™ framework, daylighting is considered by way of daylight factor calculations, which evaluate the ratio of interior and exterior illumination. Views to the exterior can be coupled with the use of natural light for further benefits to the occupant.

#### Questions to Ask

When selecting a daylighting expert, review the general questions for selecting a design professional as listed below:

##### ***Q1: What daylighting analysis programs is the firm experienced in using?***

There are a number of programs available; benefits will vary per the project needs. Key criteria should include the ability to provide hourly simulation to evaluate the space over the course of a day, a year, etc. Locating areas of direct light and glare will be critical, as well as identifying areas of contrast that will affect the visual quality of the space. Most programs will provide foot candle levels throughout the space which is helpful to determine appropriate design and product specifications. A program that can easily adjust glazing area, overhang and lightshelf size, etc. is the most helpful type of tool. Some commonly used and respected programs include LumenMicro and LumenDesigner, Radiance, Superlite and Lightscape.

##### ***Q2: How does the firm generally interact with the design team?***

Effective daylighting design should be fully integrated into the design of the building and best results are achieved through ongoing collaboration between the analyst, the architect, the owner, etc. Many decisions will be made and adjusted along the way, so a process should be set up to regularly review the status and update design and specifications accordingly.

##### ***Q2: Who will be the person(s) performing the daylighting analysis?***

Ask to get the personal resume for all people who will be involved in the analysis as well as description of each person's core skills and value added to the analysis effort. Meet these people if you will have direct communications with them during the project implementation process.

***Q3: What is the firm's project management approach (to insure quality of analysis)?***

Be sure you are comfortable with the process used by the firm to ensure quality services and manage risk.

***Q4: Why should you hire this firm to do your project?***

Have them give you their reasons for why they think you should hire them. This will let you know if they understand the needs of your project and how their experience meets those needs. Answering this question may bring to light additional direct and indirect benefits they will bring to the project and help make the final decision.

***Q5: Request previous case studies of their implemented daylighting strategies and recommendations***