

FY 2021 – FY 2022

SEH Sustainability Plan

Putting the focus on People | Profit | Growth

DECEMBER 2020



Building a Better World
for All of Us®

Engineers | Architects | Planners | Scientists

BUILDING TOWARDS A SUSTAINABLE FUTURE

The SEH core purpose – Building a Better World for All of Us® – represents the foundation of who we are as a Company and what we stand for.

The FY 2021 – FY 2022 Sustainability Plan builds on the accomplishments we've achieved to be more sustainable. We're protecting our natural and built environment for generations to come. Our Five Year Vision envisions that SEH will be a leader in sustainability and related fields, including climate change. We will provide these services to our clients and our communities, and embody sustainable actions within our own operations. During the next two years, our actions to protect and honor our environment within our everyday business operations include actions focused on our internal behaviors, our business operations, and our communities and clients.

We will report on our progress annually to hold ourselves accountable and continually challenge ourselves to improve.

Taking measurable steps towards improving the sustainability of our actions and of our clients is a key way we are Building a Better World for All of Us®.



“Embedding sustainability in all we do is a key aspect of living our purpose of Building a Better World for All of Us®”

DAVID E. OTT | CEO/PRESIDENT

SUSTAINABILITY FOCUS AREAS



People

- 1 Foster sustainability as a part of SEH's culture
- 2 Promote sustainable multi-modal transportation options that reduce SEH employees' carbon footprint from commuting
- 3 Provide a sustainable investment option for employees



Profit

- 1 Lower SEH-owned office energy usage
- 2 Utilize electronic software to lower overhead expenses
- 3 Reduce SEH fleet vehicle emissions through investment in low/zero emissions vehicles



Growth

- 1 Increase existing clients' awareness of SEH sustainable solutions to generate future leads and sales
- 2 Improve SEH employee education and awareness related to SEH's sustainability services to generate sales

1

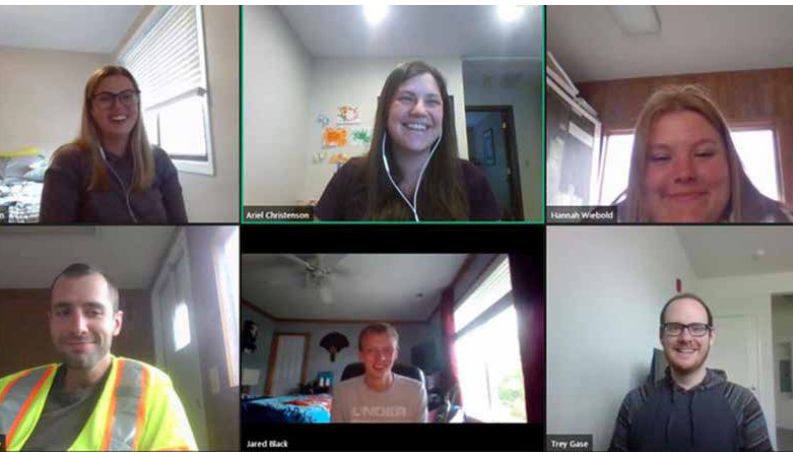
FOSTER SUSTAINABILITY AS A PART OF SEH'S CULTURE

METHOD

- Hold a company-wide sustainability focused event or challenge that helps the communities we live in while encouraging SEH employees to counteract isolation of “remote work”; encourage staff interaction and ongoing communications; foster SEH company culture and community; enhance career growth opportunities and development.

MEASUREMENT

- Achieve 10% employee participation.



2

PROMOTE SUSTAINABLE MULTI-MODAL TRANSPORTATION OPTIONS THAT REDUCE SEH EMPLOYEES' CARBON FOOTPRINT FROM COMMUTING

METHOD

- Promote programs or events that encourage walking, biking, public transit and carpooling (when safe to do so) versus single vehicle commutes. Ideas include office commute alternatives, bike-to-work days, and promoting an exercise challenge. Estimate reduction in transportation carbon footprint, by office, year over year. Create spreadsheet which estimates carbon saved on miles traveled.

MEASUREMENT

- Decrease carbon emissions by 5% in the first year and 10% the second year over the initial baseline.

3

PROVIDE A SUSTAINABLE INVESTMENT OPTION FOR EMPLOYEES

METHOD

- Work with SEH's profit sharing/401k committee to add a sustainable investment fund to SEH's 401k portfolio and promote SEH employees to consider sustainable fund investments.

MEASUREMENT

- Survey SEH 401k participants to confirm their understanding that we offer a fund and solicit feedback on the importance of offering a fund, irrespective of their current participation level.

1

LOWER SEH-OWNED OFFICE ENERGY USAGE

METHOD

- Survey offices to determine how offices are powered.
- Consult with energy providers to complete energy audits.
- Complete cost benefit analysis for potential improvements.
- Recommend improvements to reduce costs, improve employee comfort, and lower our carbon footprint.
- Consider low tech solutions (ceiling fans, open windows).
- Install optimal improvements or incorporate into future budget planning.

MEASUREMENT

- In year one, establish an energy usage baseline for SEH-owned offices. In year two, lower energy usage by 5% for St. Cloud and Chippewa Falls and 2% for St. Paul.



2

UTILIZE ELECTRONIC SOFTWARE TO LOWER OVERHEAD EXPENSES

Promote client use of SEH electronic payment systems; project manager use of electronic file storage, and electronic bidding to increase operational efficiency, reduce overhead costs, reduce paper usage, and provide risk reduction.

METHOD

- Encourage Project Managers to establish client electronic payment of SEH invoices.
- Encourage and promote eFiling of project files through Newforma, Panzura, or other file storage and archiving programs to minimize file conversion administrative labor and document storage expenses.
- Investigate feasibility of adopting eBidding outsourcing to lower labor costs and bid tabulation error risk.

MEASUREMENT

- Establish baseline and increase number of clients using electronic payments by 10%.
- Establish baseline in year one, then achieve a 10% reduction in offsite file storage expenses in year two.
- Prepare a summary of findings on adopting eBidding outsourcing for implementation by a future two-year plan.

3

REDUCE SEH FLEET VEHICLE EMISSIONS THROUGH INVESTMENT IN LOW/ZERO EMISSIONS VEHICLES

Prepare a feasibility analysis to reduce maintenance and fuel costs, improve sustainability visibility with clients, reduce carbon footprint and inform future capital budget needs.



METHOD

- Complete a cost benefit analysis of vehicle uses and marketplace alternatives.
- Review and update previous analysis to implement electric vehicle charging stations at SEH's three (3) owned properties.
- Identify offices' fleet upgrade and maintenance schedule to assess upgrading to energy efficient vehicles, potential adoption rates and potential maintenance savings.
- Provide educational materials to SEH offices and coordinate vehicle tests drives.

MEASUREMENT

- Replace 5% of fleet vehicles with lower emission vehicles.

1

INCREASE EXISTING CLIENTS' AWARENESS OF SEH SUSTAINABLE SOLUTIONS TO GENERATE FUTURE LEADS AND SALES.

METHOD 1

- Produce content for external marketing which showcases ways SEH has helped clients to enhance sustainability in their business with sustainable design approaches, promote clients' sustainability efforts and advertise SEH to link green infrastructure and sustainability related projects to our mission of "Building a Better World for All of Us".
- Track article hits to gauge client interest.

MEASUREMENT

- Four (4) content articles.

METHOD 2

- Project managers to identify opportunities for adding sustainability alternatives in proposals.
- Proposal writers to track number of proposals identifying sustainability alternatives and certifiable or certified LEED, Envision or other sustainability programs.

MEASUREMENT

- 20% of proposals identify sustainability alternative(s).

2

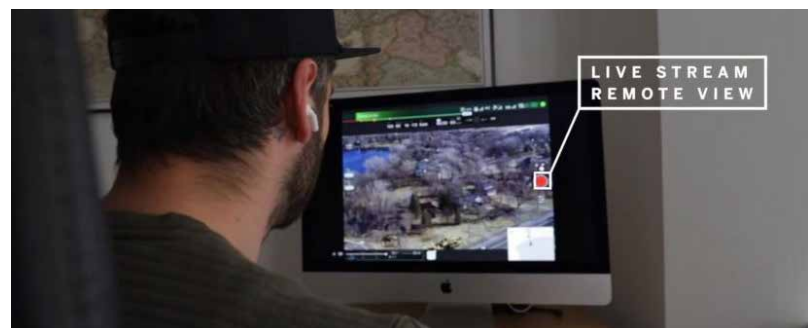
IMPROVE SEH EMPLOYEE EDUCATION AND AWARENESS RELATED TO SEH'S SUSTAINABILITY SERVICES TO GENERATE SALES.

METHOD

- Prepare internal SEH content illustrating sustainable services we provide clients in the markets we serve to facilitate cross-selling of services.
- Identify on MainStreet sustainability credentialed employees to inform SEH employees how to find credentialed individuals and promote service capabilities.

MEASUREMENT

- Two (2) content articles.
- Increase by 10% the number of sustainability credentials held by employees.



Building a Better World for All of Us[®]

Sustainable buildings, sound infrastructure, safe transportation systems, clean water, renewable energy and a balanced environment. Building a Better World for All of Us communicates a company-wide commitment to act in the best interests of our clients and the world around us.

We're confident in our ability to balance these requirements.

JOIN OUR SOCIAL COMMUNITIES

