



Office of Facilities Planning Newsletter #30 – August 2002

Getting to Know us Better:

We would like to introduce you to Joe Levy. He has been with Facilities Planning for three years and previously worked on a variety of projects at OGS Design and Construction, including prisons, hospitals and office buildings. He also started and managed their Code Compliance program and taught code courses to the professional staff.

Joe attended Orange County Community College and later received his Bachelor of Architecture degree from NYIT on Long Island. He is a retired US Navy Reserve CEC officer and he still remains actively involved with the NY Naval Militia where he works with the National Guard in the Joint Operation Center during State emergencies. In-fact, Joe worked 40 days for them on his weekends from September to April during the aftermath of 9/11.

Joe lives in Ravena with his cat, Minnie Cat. He enjoys diving, canoeing, fishing, trains, riding his motorcycle and Cancun.

New Forms:

We have two new forms added on our web page at <https://www.p12.nysed.gov/facplan/SubInfo.htm>. These forms include a revised Evaluation of Existing Building and a new Code Compliance Checklist (see below). If you have questions regarding these forms, please call.

Energy Performance Contracts

An Energy Performance Contract is defined as "an agreement for the provision of energy services, including but not limited to electricity, heating, ventilation, cooling, steam or hot water, in which a person agrees to install, maintain or manage energy systems or equipment to improve the energy efficiency of, or produce energy in connection with a building or facility, in exchange for a portion of the energy savings or revenues". Therefore, please note the following:

- **Maintenance savings are limited** to those material savings that can be calculated from the reduction of equipment installed. An Energy Conservation Measure resulting in fewer lighting fixtures, for example, could result in fewer lamp and ballast replacements over the payback period. Any maintenance savings claimed must always recognize and be offset by future maintenance costs associated with the energy conservation measure.
- **Existing lighting and equipment run times must track the actual building occupied hours.** Assuming that classroom lighting is on 16 hours per day or that ventilation systems run 24 hours a day may improve the estimated savings but do not reflect the actual operating conditions of a school building. Any operation beyond the standard occupied hours (1800 hours for a classroom) will require written justification and certification by the Superintendent of Schools.

- **Repair costs on existing equipment** are unpredictable, vary yearly, can't be reliably calculated, and **can't be claimed as savings**. Proposing excessive future repair costs on equipment past its useful life is not a defensible economic decision. Stipulations of any savings that can not be reliably established or calculated are improper and unacceptable.
- **Conversion of heating systems from oil to gas**, or changing the gas service from firm gas cost to interruptible rate, **are not acceptable energy performance contract measures**. There are no energy savings associated with this work.
- **Switching from firm gas to interruptible** or negotiating for reduced utility rates is considered a separate service agreement that **should be handled outside a performance contract or capital construction project**. No savings associated with this work will be considered in calculating an energy project's payback period.
- **Savings resulting from operations and maintenance work can't be used to fund capital construction work**. Weather-stripping, equipment tuning and adjusting, replacement of temperature control head-end equipment, and resetting night set-back temperatures are examples of maintenance work whose savings are limited to funding implementation costs.

BOCES Form A's:

When you need to send in Form A's (the form used when BOCES is leasing property) PLEASE be sure to send 4 copies to Terry Cranfield at Facilities Planning, 1060 EBA. **Do not send these elsewhere!** Recently we have been receiving single copies of Form A's with notes attached saying that other Form A's have been sent to Special Education or Occupational Education offices. Please do not do this! It really hinders the process and usually lengthens the time needed for approval.

Using the International Building Code:

This month we are introducing our New Code Compliance Checklist series of forms on our web page at https://www.p12.nysed.gov/facplan/new_code_compliance_checklist_070302.html. This checklist is for use with projects that are designed utilizing the new Building Code of NYS and the new family of New York State codes. It is also necessary to use the Energy Conservation Code Checklist on page 5 of the form series for all projects submitted since July 3, 2002. Submit the page 5 form even if the old building code and old Code Compliance Checklist have been submitted to SED for compliance because the law requires it.

The new checklist is a combination of the old checklist with additional pages listing the information required by the new Building Code of NYS. The forms have directions and code references within them to aid in filling them out. This is not the final version of the form but we are requiring you to provide it, and asking for your comments regarding ways to improve it. Send e-mail comments to Bob Lavery at rlavery@mail.nysed.gov. We will reissue the final version of these checklist forms this fall.

Please be aware that we will not be able to review your projects if all applicable sections of the form are not completed. Structural and energy conservation information is required to be submitted under the new code. We are requiring the submission of pages 1 and 2 for every project regardless of size or content. We are available to answer questions, but ask that you look up the required code information before asking us if you need to provide it. We need all of you to read the new code requirements in order to facilitate the transition.

If you would like to have this Update sent directly to you by e-mail, please send your e-mail address to Joe Levy at jlevy@mail.nysed.gov

Please continue to send in your comments and requests. If you have a subject you would like addressed, feedback on the material you read, input or general comments we are happy to hear from you.