

# Arkansas Building Authority

## Building Operations Newsletter

[www.aba.arkansas.gov](http://www.aba.arkansas.gov)

*Pictured to the left is the ABA Director, Anne Laidlaw and staff receiving a \$62,646 dollar rebate check from Entergy Arkansas. James Garland, pictured on the far right represents Entergy.*

*What a great way to start out the New Year! ABA became eligible for the rebate through energy conservation measures in the One Capitol Mall facility in Little Rock. Read more on how we did it below.*



### One Capitol Mall Energy Improvement Projects

The ABA submitted an application with Entergy Arkansas for their Large Commercial and Industrial Energy Solutions Program. CLEAResults Consulting, Inc. administers the program for Entergy Arkansas and was very helpful throughout the data collection and submission process.

The scope of the project included replacement of the existing chillers with two high efficiency McQuay frictionless chillers and several heat recovery component systems. The HVAC pumping system was revised with Variable Frequency Drive (VFD) controls and the existing cooling towers were renovated with a new cooling tower cell added. The 5<sup>th</sup> floor renovation of the HVAC and lighting systems added energy savings to the program as well. The Arkansas Department of Information System (DIS) also contributed to the energy savings with the installation of a new Uninterruptible Power Supply (UPS) system for their data center.

The results of the energy conservation measures are astonishing. To date we have seen a 77% reduction in natural gas consumption and a 21% reduction in electrical consumption. That equates to an annual savings of 1,204,591 KWh, with a peak demand savings of 394 kW. The \$62,646 dollar rebate check was the second check received by ABA; the first check was in the amount of \$13,101.60 dollars which was received last year for the T12 to T8 lighting retrofit project in the facility.

### Centralized Maintenance Work Order Center

The Building Operations Department now has a centralized work order center to better serve your maintenance needs. Each tenant agency has a representative authorized to submit work orders. The authorized representative can submit a maintenance work order request by following the email link: [ABAMaint@aba.state.ar.us](mailto:ABAMaint@aba.state.ar.us) or by calling 501-324-9291 (outside of central Arkansas please call 800-303-1953). Please describe the problem with as much detail as possible to include but not limited to the location of the maintenance request (building, floor and suite #), describe the request (i.e. sink leaking, overhead light fixture not working), identify urgency of situation as *routine*, *urgent*, *emergency*, and provide your name and contact information. ABA will respond as quickly as possible to your request. The Work Order Center is staffed M-F 8 a.m. to 4:30 p.m. After hours, calls are transferred to an emergency call center. Staff will only respond to emergency calls after hours, weekends and holidays.

## **ABA Building Rules**

The latest Building Rules can be found on the ABA website ([www.aba.arkansas.gov](http://www.aba.arkansas.gov)) under Building Operations. The document provides general guidance for tenants and visitors of ABA owned facilities. In addition to the basic Building Rules, a list of Sustainable Building Practices adopted and implemented by ABA are also included. An example of some of the Rules you will find are below:

- Flame-lit candles are prohibited.
- All space heaters are prohibited.
- No animals (exception service animals), birds, bicycles, or vehicles allowed in the buildings.
- ABA shall not be responsible to any tenant for any lost, stolen, or damaged property.
- No Smoking or use of tobacco products within twenty-five feet of any entrance (only ABA designated smoking areas).
- Enable power management settings on PCs, printers, copiers, fax machines, and other office equipment, etc. and establish network printing in lieu of desk-top printers wherever possible.
- Use natural light instead of office lights when practical.
- Turn off lights when not in use and encourage task lighting.
- Personal small appliances utilized in offices (exception break rooms) which require use of an AC plug load are prohibited.
- Use CFLs or other energy star qualified bulbs in task lighting.
- Purchase only high energy rated appliances for break rooms.
- Tenants will develop, implement and promote a recycling program within their tenant suite.

## **Emergency Operations Plans**

Each tenant agency is responsible for developing, implementing, and testing their emergency operation or disaster preparedness plans. When we think about emergency operations, we usually default to natural disasters such as floods, earthquakes and tornados but even a relatively short power outage can wreak havoc on an agency's daily operation. As a general rule (some exceptions), ABA's Disaster Preparedness plans addresses buildings as a whole, but does not address specific operational services for our building tenants. If your agency's operations must continue in the event of an emergency, please be sure that your agency has a viable, versatile and tested emergency operations plan in place; this is commonly referred to as a "Continuity of Operations Plan" (COOP). Your plan should include the possible relocation of your operations to another location in the event the building is significantly damaged and has lost services.

## **Gas Saving Tips**

With gas prices on the rise, here are a few basic tips that you may want to consider for your fleet operations:

- Make sure the tires on your vehicle have the correct air pressure and check them periodically.
- If you have pulled off the side of the road to talk on the phone or waiting at a railroad crossing for a long slow train to go by shut off the engine. Leaving the engine idle wastes fuel.
- Don't leave the engine running to run into the building and grab something, shut off the engine and lock the doors. This saves fuel and maybe your time in filling out a police report. ☺
- Don't leave your vehicle running to warm up the engine; with modern cars they don't need it.
- Try car pooling and split the cost of fuel with your group.
- Consolidate trips; make a good list of everything you need to accomplish prior to traveling.
- Make your business travel plans known to others in the office; this could save you or other employees a trip to the store or other frequented location.
- Keep up the preventive maintenance on your vehicle especially the air filter.
- Keep your eyes focused down the road to anticipate traffic speeding up and slowing down. This will help to reduce the frequency that you have to brake and accelerate which saves fuel.
- Keep your foot out of it, try not to accelerate quickly; this burns a tremendous amount of fuel.