Finance and Administration Cabinet Division of Facility Efficiency Energy Survey and Questionnaire

Section 1 Facility Energy Efficiency Survey/Questionnaire

Cabinet: Facility Name: Building Name: Building Maintenance Contact:

Building Information:

Age: Square Footage: Type of Construction: Building Use:

1. Has the building undergone an Energy Savings Performance Contract (ESPC) Yes No

2. If so, explain what Facility Improvement Measures were implemented and disregard the following questions.

- 3. If not, please answer the following questions regarding energy efficiency.
- 4. Does the building have low flow plumbing fixtures (faucets, toilets, etc.)?
- 5. Does the building have energy efficient ballasts and lights (T-8, compact fluorescents, etc.)?
- 6. Does the building have digital controls installed on the HVAC system?
- 7. Does the building have lighting controls (dimmers, timers, occupancy sensors, etc.)?
- 8. Does the building have an energy efficient HVAC system?
- 9. Are building temperatures set back when the building is not in use?

Section 2 Energy Management Survey/Questionnaire

Utility Records

10. Do you currently keep re	cords for each utility bill?	yes() no().
a. If yes, do you have 3 years worth?		yes() no().
b. If no, how many months do you have?		months
c. If you only keep so	ome records, estimate the %	of total meters%
11. Check the boxes that app a. Date of bill	().	
b. Read date	().	
c. Total Amount d. Tax	(). ().	
e. Surcharges	().	

- f. Account # ().
- g. Type of service (i.e. water/sewer, security lights, gas, elec. ().
- h. Usage ().
- i. Demand (elec. Only) ().
- i. Unit of measure ().
- k. Utility Company ().

12. Do you have meters that feed multiple buildings?yes() no().a. If yes, do you allocate to each building?yes() no().

- b. How do you allocate?
- c. fixed percentage () sub-meters ().
- 13. If you using special software (i.e. EnergyCap, Utility Pro, Excel), what is it?

Bill Paying

- 14. Describe you system for paying utility bills.
- 15. If bills are paid through a software (i.e. e-Mars, PeopleSoft), what software do you use? _____

Building Information

16. Do you have detailed information on the buildings associated with your utility meters? yes() no().

17. Is this information stored in software (i.e. Archibus)? yes() no(). a. If yes, what software do you use?

18. What information is readily available?

a. Total square ft.	yes() no().
b. Year constructed	yes() no().
c. Type of occupancy (i.e. office, warehouse)	yes() no().
d. Number of occupants	yes() no().
e. Number of pc's.	yes() no().
f. Type of envelope (i.e. brick, steel panels)	yes() no().
g. HVAC equipment.	yes() no().

19. What best describes you level of building automation by percentage of buildings?

a.	Manual control		()9	%
b.	Programmable thermost	tats	()9	%
c.	Old building automation	1	()9	%
d.	State of the art building	automation	()9	%

20. List some of your building automation brands (i.e. Trane, Siemens, Johnson).

a	
b	
c	
d	
e	
21. Do you have centralized building automation?	yes() no().
22. Do you have a preferred operator interface? a. If yes, what system	yes() no().
General Information	
23. Agency	
24. location	

24. location	
25. Your name	
26. Your e-mail	
27. Telephone	
28. Number of buildings	
29. total sq. feet of building	

Please mail completed survey to: Tim Spencer, 403 Wapping Street, Frankfort, KY 40601