**Date last modified/updated:** Click here to enter a date. **Internal audit:** Click here to enter a date.

**Who last modified/updated:** Click here to enter text. **Management review:** Click here to enter a date.

**This part of the Navigator Playbook is completed when you have:**

1. **Identified the energy uses that consume the most energy within your boundaries.**
2. **Identified factors and persons that affect the energy consumption of identified energy uses.**
3. **Established selection criteria for identifying which of these energy uses should be a significant energy use (SEU).**
4. **Determine SEU energy performance based upon energy consumption and relevant variables as appropriate.**
5. **Review the SEU selection criteria as part of the SEU update process.**
6. Identify the energy uses that consume the most energy within your boundaries.
7. Identify factors and persons that affect the energy consumption of identified energy uses.

☒ Complete columns 3 and 4 in the Energy Use table in the 50001 Ready Navigator Playbook Worksheet 8 -Energy Data Collection and Analysis.

1. Establish selection criteria for identifying which of these energy uses should be a significant energy use (SEU).

☒ We have established criteria for determining SEUs.

Detail criteria below:

|  |
| --- |
| We have determined our SEUs based on the largest energy consuming systems and equipment identified through our site energy balance completed in Task 8. SEUs have also been considered based on equipment where there may be considerable potential for energy performance improvement. We have selected our site’s SEUs based on those pieces of equipment and other energy-using devices that determine >80% of total site energy consumption. |

☒ We have established methods for determining SEUs

Detail methods below:

|  |
| --- |
| A site energy balance was developed from an ASHRAE Level II energy audit developed for the property in 2019 to comply with local energy regulations. Energy consumption data from site metering, building management system trends, spot metering, equipment specifications, and estimates from the original building design were all utilized. |

☒ SEUs have been identified, along with current performance and associated responsible personnel

☒ We have identified and listed these relevant variables in the table below:

1. Determine SEU energy performance based upon energy consumption and relevant variables as appropriate.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SEU Name** | **Criteria for Selection** | **Relevant Variable(s)** | **Current Energy Performance** | **Projected Energy consumption** | **Personnel responsible** |
| Chillers | Significant driver of electricity consumption and peak demand | Outside air temperatures, occupancy | Active monitoring of kW/ton in our Building Automation System (BMS) | 1,100,000 kWh/yr | Engineering |
| Boilers | Largest natural gas consuming equipment on site | Outside air temperatures, occupancy | Boiler performance measured on annual basis and trended via BMS | 130,000 Mcf/yr | Engineering |
| Lighting | Represents 15% of site-wide electricity use; visible demonstration of energy efficiency | Occupancy | Estimated based upon watts per square-footage basis and recent energy audit | 1,000,000 kWh/yr | Operations |
| Air-handling units | Represents 30% of site-wide electricity use, which has increased due to additional ventilation needs | Outside air temperatures, occupancy | Determined by fan horsepower and BMS trends | 3,000,000 kWh/yr | Engineering |
| Kitchen Equipment, Cooking equipment | Significant natural gas and electricity consumption | Occupancy, Food & Beverage covers.  | Estimated based on spot metering of equipment x run-time estimate | 200,000 kWh/yr20,000 Mcf/yr | Food & Beverage, Engineering |
| Elevators and Escalators | Significant electricity consumption | Occupancy | Spot metering of equipment x run-time estimates | 300,000 kWh/yr | Engineering |
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|  |  |  |
| --- | --- | --- |
| ☒ | Date entered: | 4/2/21 |
| ☒ | Who entered: | Director of Engineering |
| ☒ | Who reviewed: | Asst. General Manager |

1. Review the SEU selection criteria as part of the SEU update process.

☒ We have established a procedure for continually reviewing relevant variables at regularly scheduled intervals, along with responsible personnel.

The relevant variables described in the Task 8 Playbook will be reviewed quarterly as part of the Green Team meetings.

☒ Developed a system for monitoring performance of SEUs

Monitoring will include Building Management System trending, spot metering, run-time records

☒ Assigned roles and responsibilities for monitoring SEUs

Personnel from Engineering, Operations, and Accounting each have defined roles and responsibilities.

☒ Established a regular schedule for monitoring SEUs

Monthly entries into Portfolio Manager and our brand-wide Sustainability Tracker. Internal monitoring and record keeping.

Top Management Approval

|  |  |  |
| --- | --- | --- |
| ☐ | Date approved: | Click here to enter a date. |
| ☐ | Who approved: | Click here to enter text. |

Comments

Click here to enter text.