



Energy Efficiency Tips

for Commercial Customers



To become more energy efficient, your first step is to track your energy use as part of your normal accounting system. Analyze your records and bills periodically to detect patterns. You'll be able to see opportunities for savings, problem areas, and the results of your efficiency efforts. Encourage occupants to be energy conscious, and share usage information and successes with them.

HVAC SYSTEMS

- Install timers or programmable thermostats and set them to shut down the HVAC system or reset the temperature during non-business hours.
- Perform regular maintenance on filters, belts, coils and bearings
- Clean evaporator and condenser coils regularly
- Verify that the economizer cycle, if installed, is set correctly (to fresh air cooling).
- Treat the cooling tower water to eliminate corrosion and blockage.
- Balance your air-handling system to prevent cooling loss; this may include recommissioning your HVAC system.
- Research converting to a variable air volume (VAV) system.
- Install variable-frequency drives on fan and air-handler motors over 7.5 HP on VAV systems.
- Maintain the correct refrigerant charge.
- Inspect and repair ducts to minimize leakage.
- Provide adequate ventilation in compliance with local applicable standards.
- Turn bathroom ventilators off when building is closed (check with local codes).
- Do not over-ventilate; install controls to reduce ventilation during unoccupied hours.
- When scheduling events that may take place after hours, use rooms that can be individually heated or cooled so you're not paying to condition too much space.

MOTORS

- When motors are replaced or rewound, use premium efficiency replacements.
- If driven load is variable in nature, install adjustable-speed drives to control motor speed.
- Install automatic shut-off devices to prevent continuous operation.
- Investigate load-control devices to reduce peak demand.

WATER HEATING

- Locate water heaters close to the hot water need for most efficient delivery.
- Insulate water heater tanks.
- Ensure that the heating temperature is correct based on local requirements.
- Control water heaters based on actual periods of need during the day.
- Explore opportunities for heat recovery.

LIGHTING

- Switch from screw-in incandescent lamps to compact fluorescent lamps.
- Switch from magnetic ballasted T-12 fluorescent lamps to electronically ballasted T-8 lamps.
- Switch to LED exit lighting instead of incandescent or fluorescent.
- Reduce lighting levels in appropriate areas.
- Explore opportunities to switch to high pressure sodium, metal halide or fluorescent lighting in warehouses.
- Turn off lights when you are away from your space; when daylight is adequate; when a space is unoccupied for any period of time; during downtimes like nights and weekends; in common areas not in use like copier rooms, breakrooms, storage rooms, conference rooms and restrooms. Turn off exterior lighting during the daytime.

PLUG LOADS

- Turn off your computer monitor when you're away from your desk for more than 15 minutes and when you leave, and use the Energy Star power management features on all devices. Screen savers do not save energy and may increase use.
- Less frequently used devices like video equipment and phone chargers should be unplugged after use because they waste energy when they're off but plugged in.
- Install "energy misers" on indoor vending machines, which turn down lights and cooling until someone walks up; require vending machine companies to install these on all machines at your building.