



**As your trusted service provider, EMCOR Facilities Services (EFS) is here for our valued clients during these unprecedented times. There are numerous solutions we can offer to help mitigate the impact that the current public health crisis is having on your business, facilities, and operations.**

When a change in building occupancy happens quickly or is unplanned, many systems are left running at full capacity. You can depend on us to make the transition to reduced occupancy as smooth as possible, helping ensure you have taken steps to reduce energy consumption and realize energy savings.

### Opportunities for Increased Facility Efficiency & Safety

- Assess and adjust HVAC systems (operating schedules and set-points)
- Disposal of food and other perishables
- Assess and adjust interior and exterior lighting schedules
- Identify potential unnecessary water consumption
- Verify security of site; locking doors, closing windows, etc.
- Disconnect equipment running on “stand-by”
- Perform plant maintenance



### Step 1- Reduced Occupancy Service

In order to maintain minimum indoor air quality levels and security requirements in most buildings, HVAC and lighting systems must remain operational. In reduced occupancy buildings, these items can often be adjusted within the existing systems' capabilities to dramatically reduce energy consumption and costs.

When a change in occupancy happens quickly, there are additional tasks to consider including proper waste removal, window and door security, and maintenance and care of indoor plantings, to name just a few.

**Our reduced occupancy solution includes:**

- » Thorough site walk-through and inspection by a qualified EFS technician, following a pre-approved inspection checklist
- » Adjustment of HVAC and lighting controls, as appropriate, to achieve reduced operation
- » Completion of various facilities tasks to help mitigate potential security issues (locking doors and windows, for example)
- » Assessment report, detailing major adjustments and any recommended additional services, delivered to client within 48 hours



### Step 2 - Preparation for Full Occupancy

When the time for full-occupancy approaches, our technician will return to the site to help ensure your building and its systems are ready to resume normal operation. Operating schedules for HVAC and lighting systems will be changed, and we will perform any needed general maintenance support to ensure the site is ready to run at peak performance for its occupants. We will complete a full inspection and report any findings to our main client contact.

**In these uncertain times, we are here to help. For more information, please contact your key EFS representative.**