

University of Central Arkansas

**RESPONSIBLE UCA COMMITTEE
(Cost Containment)**

**MINUTES
February 17, 2011**

Meeting was called to order at 1:40 PM in Wingo Hall 210 by Jack Gillean, Co-Chair.

Attendees Present:

Jack Gillean, Co-Chair
Diane Newton, Co-Chair
Larry Burns, Staff Senate Representative
Larry Lawrence, Administrative Representative
Ray Owens, Staff Senate Representative
Kyle Boyd, Student Representative
Bunny Adcock, Community Representative
Patty Phelps, Faculty Senate Representative
Laura Young, Administrative/Faculty Representative
Terri Canino, Invited Guest
Venita Jenkins, Invited Guest
Cassandra McCuien Smith, Invited Guest
Brad Teague, Invited Guest

Absent:

Brad Lacy, Community Representative
Harold Helton, Alumni Representative

Discussion Items:

- Brad Teague – Artificial Turf; Handout A
 - Committee member voiced a concern about timing of the new turf because the University is building reserves right now. Suggested we take information and show campus the value of the turf.
- Report from Cassandra McCuien Smith on cost saving methods in action
 - Recycled Paper; Handout B
 - Postage; Handout C
 - Scanning vs. Non-Scanning; Handout C
 - Negotiated copier contract; Handout D & E
- “Power Off” concept; Handout F
- Chilled Water; Handout G

Business:

- **Motion:** Bunny Adcock – Recommend to Board of Trustees to move forward with turf field and committee is willing to have meetings with campus to explain the proposal
- **Second:** Larry Burns
- **Vote:** Passed by voice vote – Not unanimous

Next Meeting: Scheduled for March 17th, at X-period (1:40-2:30), Wingo Hall 210.

Meeting adjourned at 2:30 PM.



Turf

February 22, 2011

- 1) Capital Expenditure Account – Not reserves (fund balance); not for operations; can't be used for anything other than facility improvements
- 2) Full amount paid back to CEA in ten years
- 3) Cost savings over time- break even over ten year period, then save \$700,000 over next ten years
- 4) Band Practice location; band parking lot available for cars; no expense for new lot
- 5) Safer for players and participants; reduced injuries due to consistent condition of field
 - cleats don't "stick" due to rubber infill
 - G-max rating (shock absorption) better for head injuries
 - Statistics of natural versus synthetic indicate a 55% reduction in minor and moderate injuries and a 75% reduction in major injuries
- 6) Withstand weather; no rainout issues for any and all events; no mud issues during events for all groups
- 7) Year-round appearance consistent; maintains good condition
- 8) Availability for other events - Graduation ceremony, concerts, movies, high school events, intramurals, etc.
- 9) 100% recyclable, non-hazardous, CA Prop 65 Compliant, Anti-microbial
- 10) Natural grass used 30 million gallons of water; 300 gallons of paint; many fertilizer treatments

**Cost Analysis
Artificial Turf**

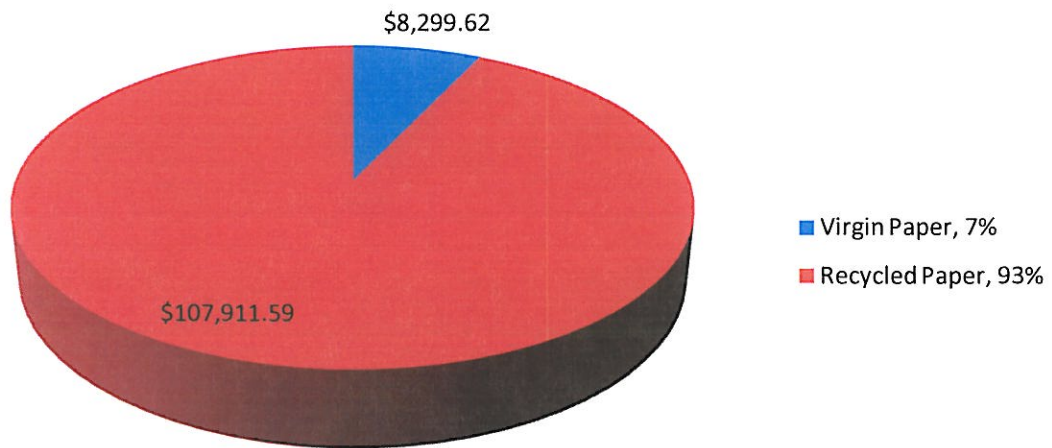
Labor	Salary	Budget	FY11	FY12
			Athletics	Athletics
Dennis	\$ 36,265.00	\$ 47,507.15	\$ 23,753.58	\$ 47,507.15
Chris	\$ 39,643.00	\$ 51,932.33	\$ 51,932.33	
Kenny	\$ 21,204.00	\$ 27,777.24	\$ 13,888.62	\$ 27,777.24
Jacob	\$ 21,204.00	\$ 27,777.24	\$ 13,888.62	
Joey	\$ 18,316.00	\$ 23,993.96	\$ 23,993.96	
			\$ 127,457.11	\$ 75,284.39
				\$ 52,172.72

Annual Expenses (Natural Grass)

Irrigation (Water)	\$ 7,000.00
Irrigation Equipment	\$ 2,500.00
Irrigation Labor (contracted)	\$ 3,000.00
Fertigation	\$ 3,500.00
Fertilizer Applicator (machine)	\$ 1,000.00
Grassroots	\$ 6,500.00
Sod Replacement	\$ 1,000.00
Aeration	\$ 1,000.00
Rolling/Divots	\$ 3,000.00
Mower Costs (Fuel and regular maintenance)	\$ 2,000.00
Line Painter (equipment)	\$ 500.00
Paint	\$ 12,500.00
Weed eaters (maintenance)	\$ 500.00
Aerator (maintenance)	\$ 1,000.00
Top Dressing (sand)	\$ 2,000.00
Rye Grass	\$ 2,500.00
	\$ 49,500.00
	\$ 101,672.72

Responsible "UCA" Copy Machine & Paper Usage Presentation

Recycled Paper Usage FY 2010



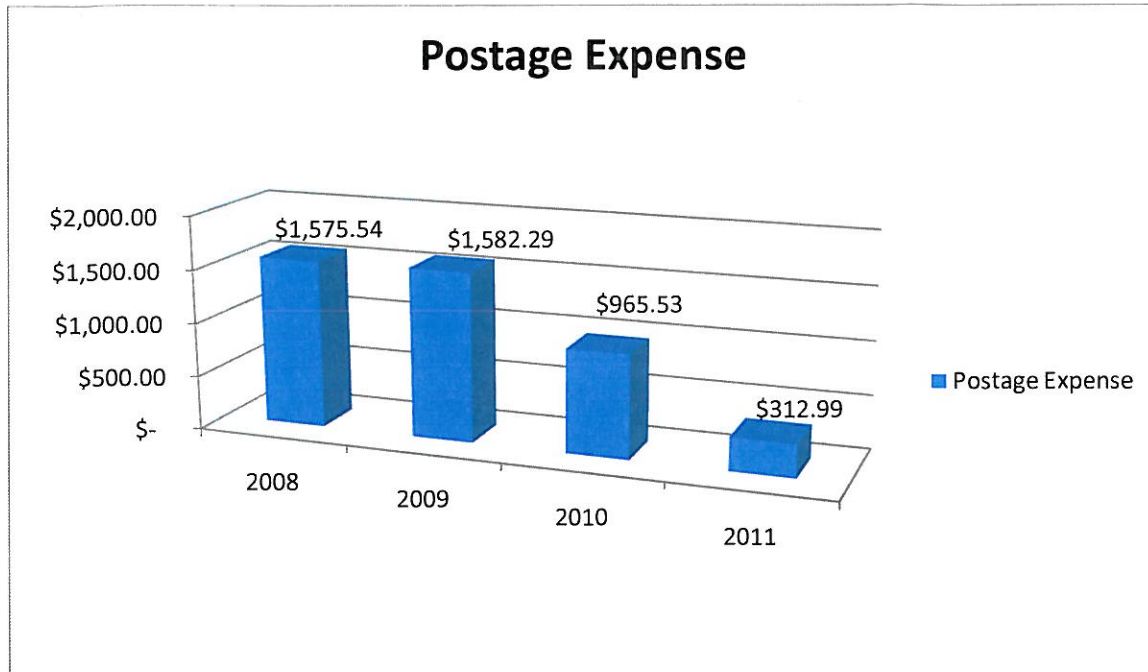


Figure 1: Purchasing began posting bid documents to the Web the beginning of FY 2010, bringing the postage expense of the department down 39% compared to the average of the two previous fiscal periods. So far in 2011 we are on track to cut that a further 30%.

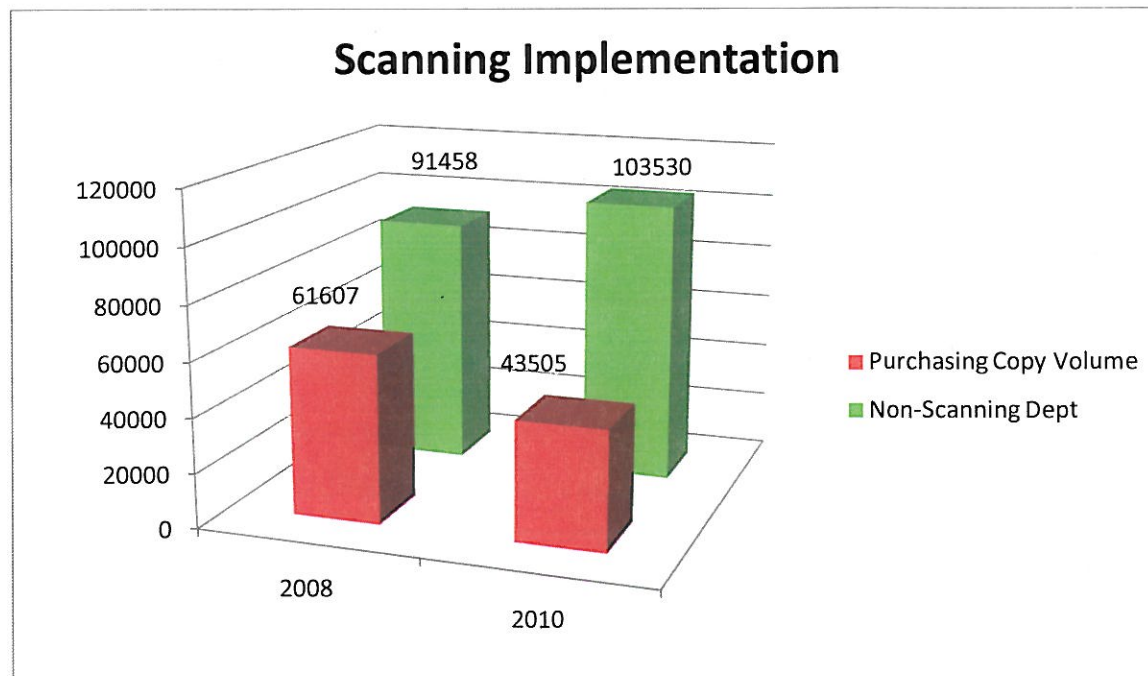


Figure 2: Scanning was implemented in the Purchasing Department mid FY2009. Data from FY 2008 (the latest w/o scanning) and FY 2010 (the first with full scanning implementation) show a Decrease in total copying of 29% for Purchasing, while averages over the same periods in a related department, which is not using scanning, Increased 13%.

Campus Copier Savings Over State Contract 2012

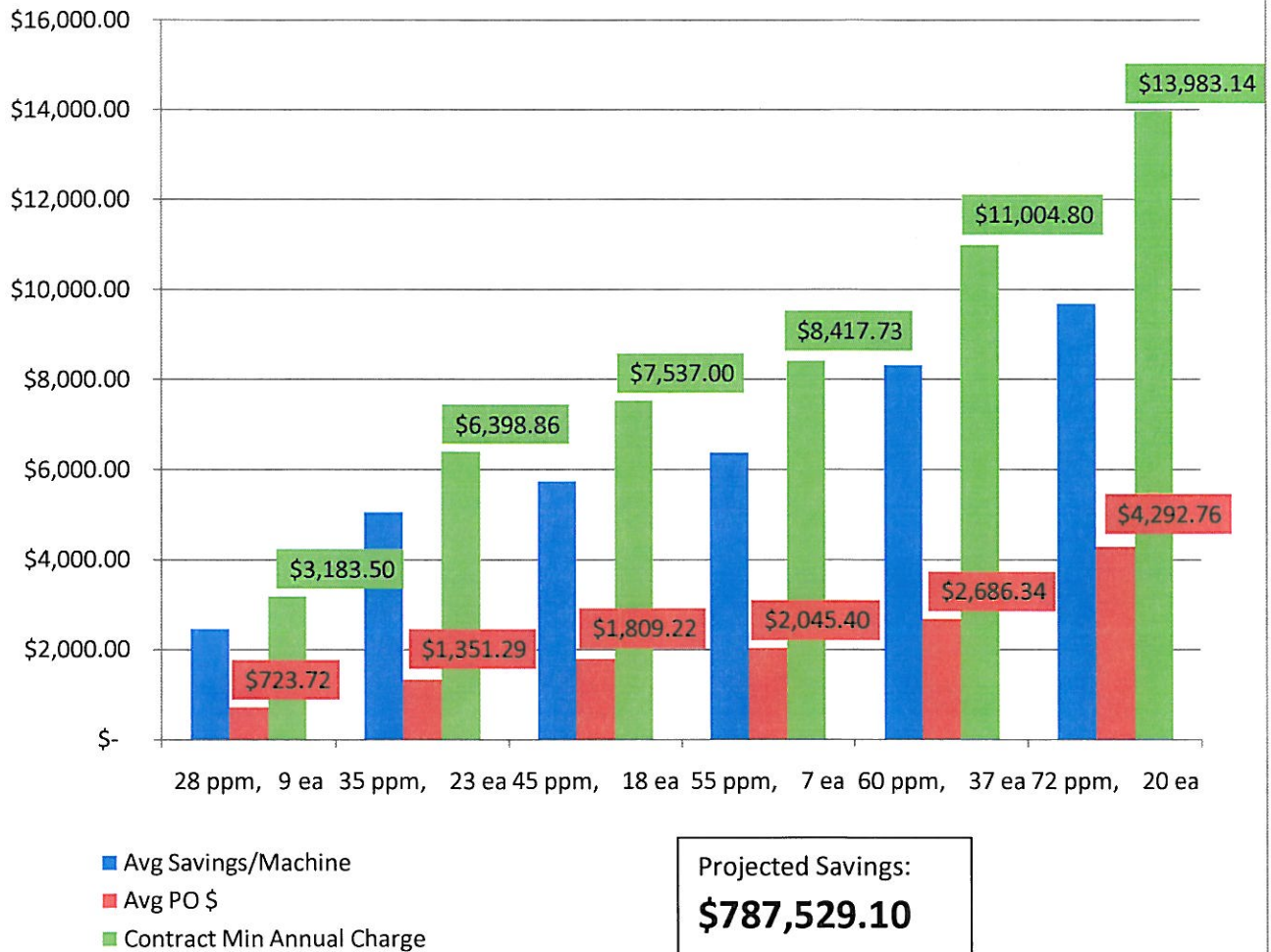


Figure 4: In consideration of continuation for next fiscal year the vendor, Copy Systems, has offered UCA a 20% discount on current rates. Compared with the new contract from OSP for next year and based on this year's anticipated volumes this would represent a significant savings for the University. Four color units and one desktop unit are not represented here.

Additional Feature Savings:

Since installation the copier in the Purchasing Office has been used to Scan 23,217 times and Fax 35,507. These features save the department \$0.032 (cost per print plus paper) if done instead of making a regular print, savings in two and a half years of \$1,879.16.

Campus Copier Savings Over State Contract 2010

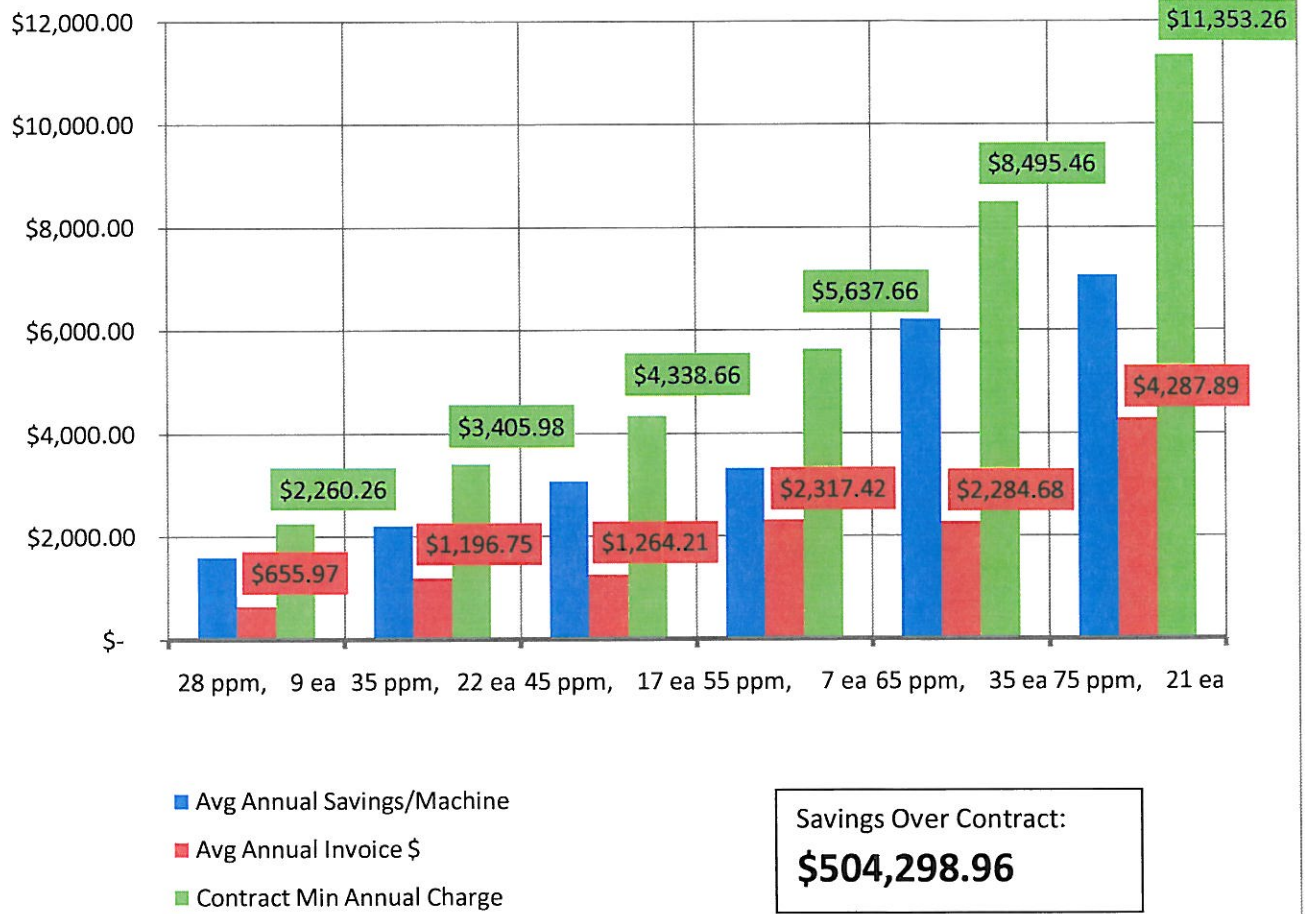


Figure 3: By contracting to pay on a per click basis UCA was able to leverage a fleet of copiers at a considerable savings and in most instances with functionality exceeding the basic needs of its departments. Five color units and one desktop unit are not represented here. Color copiers are billed the same with clicks per color being \$0.065.

Today as we continue to identify new and exciting saving techniques, I hope to challenge you to utilize a decade old saving technique **"Power Off"**. Everything you contribute will matter in the next few days, years and decades. We must take ownership and contribute. This is not about staff, faculty or students. It's about us, the body of this assembly with all titles included.

Getting Specific:

The average computer (includes; monitor and tower) uses approximately 270watts per hour. Considering we have "approximately" 44,000 university system employees, staff and faculty, every penny makes "cents" (sense). Not all employees have computers, but taking ownership is our only approach. Many of you are actively engaged, however we must encourage others and solicit ideas from everyone.

Consider this:

Suppose 15,000 employees shut down their computers for 30 minutes during lunch for 50 days, we would save approximately \$6k across the system per year. Even though \$6k doesn't sound like a huge savings, still it will be dollars saved.

Computer Monitor	2700000	0.5	50	##	.08427	\$5,688.23	\$474.02
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Getting Specific:

Once-Through-Water Source Ice Machines

Rather than spending a great deal of time explaining the attachment, (Once-Through Water), I recommend you read the article I found recently while researching "Ice Machines".

Once-Through Water-Cooled Refrigeration, Ice-Making and Air Conditioning

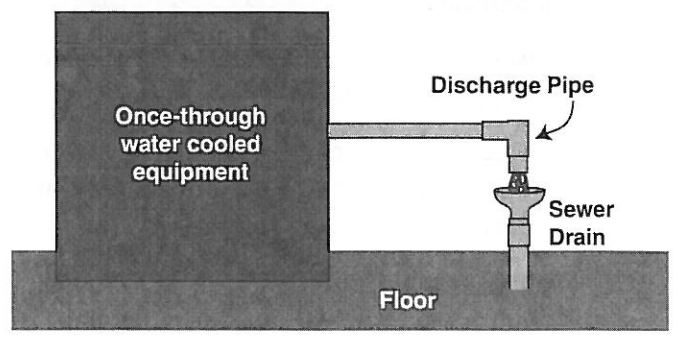
New York City restaurants, groceries, food stores and other similar establishments that store and prepare food may have cold boxes, ice-makers, beer and soda cases, freezers and other equipment that is cooled by City water. This type of machinery consumes large volumes of water that flows “once-through,” and is then disposed of into the sewer, resulting in higher than necessary water and sewer bills for food-related businesses. When the equipment is properly maintained it can use between 100 and 1,000 gallons of water daily. Unfortunately, once-through water-cooled equipment is often not well-maintained and consumes more water (and electricity) than required for the cooling process.

What Does This Mean for My Water/Sewer Bills?

This table illustrates the amount of water and electricity used by a standard 800 pound per day ice making machine, depending on the temperature of the incoming cooling water. Please note that the water/sewer costs are predicated upon the most recent fiscal year charges (FY 2004).

Water and Energy Consumption Increases with High Water Temperatures			
Incoming Water Temperature	Daily Cooling Water Use	Annual Water/Sewer Cost	Annual Electricity Cost at 12¢/kwh
50° F	500 gallons	\$965	\$2,060/year
70° F	1,000 gallons	\$1,929	\$2,370/year
90° F	2,000 gallons	\$3,858	\$2,680/year

Even when properly maintained, the relatively small beer and soda cases located in small food stores throughout the City use several hundred gallons of water a day. Basic maintenance can avoid unnecessary water use. The table also illustrates the benefit of basic maintenance such as insulating the water pipes to the water-cooled equipment, particularly if the pipes run through warm spaces.



The Importance of Maintenance

The flow of once-through cooling water is usually controlled by a small valve, called a “solenoid.” When the refrigeration or air-conditioning compressor turns on, the valve opens to allow water to cool the compressor. When the compressor cycles off, the solenoid valve should close, ending the flow of cooling water until it is needed again. The largest problem occurs when the solenoid control valve fails, usually in an open position. This means that water continues to flow through the equipment 24-hours a day. When this occurs, the equipment can use (and waste) thousands of gallons of water. In almost every case where a food-related business contacts the New York City Department of Environmental Protection (DEP) about high water and sewer costs, water-cooled equipment, and usually a failed solenoid control valve, are the primary cause.

You can often tell if the control valve has failed, by reaching down the drain where the used cooling water flows to the sewer. Look for a small hole in the floor to the side or behind the refrigeration equipment with a pipe leading to, but not connected to, another pipe. If you see water flowing, test the temperature with your fingers. If the water is warm, the compressor is working and the cooling water is doing its job. If it’s cool, the cooling water flowing to the sewer is wasted.

Refrigeration, ice-making and air-conditioning equipment which use once-through cooling water should have maintenance checks at least once a year.

Routine Maintenance Tips

1. Make sure the control valve's function is checked at least annually.
2. Keep walk-in freezer or cooler doors closed. Avoid propping them open.
3. Insulate cold water piping leading to water-cooled equipment, particularly if it is located in a warm space.
4. Make sure that interior lights in walk-in freezers or coolers are turned off when no one is inside. A single 100-watt light bulb left on for ten hours a day, five days a week will add as much additional cooling requirement as would be provided by a large window air conditioner.
5. Keep the exposed cooling coils clean and free of debris.
6. Make sure all seals on refrigeration case doors and cases are in good condition. They protect cold air from leaking out of equipment in the same way weather stripping on windows keeps cold air out.
7. Install plastic inner door strips in walk-in coolers and freezers to seal in cold air.

Check With DEP and/or YOUR LOCAL ENERGY PROVIDER

DEP offers free water audit services to small commercial property owners and proprietors such as food stores, restaurants, as well as to residential property owners. The purpose of the audit is to identify the type of water-using fixtures within the premises and to determine if they are operating efficiently, could be operated more efficiently, or upgraded and/or replaced. Conservation suggestions are offered to the property owner/proprietor in a summary letter that is sent shortly after the audit is performed. If you are interested in this service, please send an email to rgunthorpe@dep.nyc.gov or fax a request to (718) 595-4625. We need the business name, address, a contact name, phone number, and DEP account number.

Finally, you may wish to contact the following resources to obtain more information regarding energy efficient appliances, conservation strategies, and related advice and assistance:

- NYSERDA – The New York State Energy Research and Development Authority
www.GetEnergySmart.org and 1-877-NY-SMART)
- CEE – Consortium for Energy Efficiency
www.cee1.org and (617) 589-3949
- WaterWiser Information Clearinghouse: AWWA – American Water Works Association
www.awwa.org/waterwiser

Click the “Help Center” link at www.nyc.gov/dep for information on:

- Water/sewer billing information and Water Board regulations
- Viewing/printing recent water/sewer bills
- Business compliance with environmental regulations
- Grease disposal tips and rules
- Environmental compliance for dry cleaners
- Pollution prevention efforts
- The Environmental Economic Development Assistance Unit

For information on all non-emergency city services dial 311.



Mayor Michael R. Bloomberg
Acting Commissioner David B. Tweedy

New York City Department of Environmental Protection
59-17 Junction Blvd., Flushing, NY 11373