

English 3771
Section E264

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Portfolio Assignment Executive Summary

EXECUTIVE SUMMARY

The NYC Department of Health and Mental Hygiene (DOHMH) designed, installed and currently own a very complex back up electrical power system at Gotham Center. The backup generator system supports a great deal of equipment at the property including, but not limited to the IT equipment. The lease directs the landlord to Test and maintain the generator plant and associated equipment for the tenant at the tenants expense, we took it upon ourselves to point out that there is more equipment than the mentioned above required to operate successfully in the event of a power outage, and this additional equipment requires periodical testing and maintenance also. There are no laws, codes or landlord requirement to do the suggested testing and maintenance. It is just good industry practice to do so and we are merely bringing this to management's attention. We also suggested that the DOHMH do a risk assessment regarding the potential losses to the agency in the event we experience a power outage and the system fails to operate as designed and or as expected. This assessment should be the true motivator regarding frequency of or if testing is even required at all. This is nothing more than a business decision.

The DOHMH space is designed to be legally occupied from the lobby to the eighth floor during a power outage. The systems required to make this possible are tied into the backup power systems and require testing and maintenance to ensure they will reliably operate in the event of a power outage:

- Tenant Floor HVAC (heating, ventilating and Air conditioning units on each floor)
- Condenser water system (cooling towers, condenser water pumps to support the A/C)
- Boiler's and pumping system to supply heating
- Tenant Floor Lighting
- Tenant Floor Power (Outlets)
- Domestic Water system (supplies toilets, pantries and cooling towers)

Floors 9 through 22

- Limited emergency lighting for evacuation only

In addition we have the Critical or IT equipment that is supported by the same backup power system which includes the following:

- IT Equipment (your kingdom)
- Roof Top Chilled Water Plant (X3)
- Chilled water pumping system
- IDF Rooms A/C – 38 Chilled water air handler units
- MDF room A/C – Liebert units
- TER room A/C – Liebert units

- Automatic Transfer Switches (X 24)
- Tenant BMS control and alarm system
- Building BMS control and alarm system

Every system, and or piece of equipment mentioned above has a control system of some sort that will recognize a power failure and go through a startup sequence automatically when it sees power restored, emergency or normal power and the only way to reduce the risk of failure is through scheduled testing and maintenance. Please feel free to contact us if you have any questions. Thank you.

Above is the executive summary taken from a report I had written to the tenant of the property I manage. The purpose of the report was to convince them that the reliability of the emergency equipment is increased greatly if the equipment is maintained and tested periodically. They invested millions of dollars in the facility, but were hesitant to pay for the upkeep of the equipment. The purpose of the executive summary was to dumb down the language so the decision makers can understand what the disagreement was about

I have chosen this document to represent my last submission to my portfolio because it is an actual document written by myself to address areal situation and it along with the technical sections of the report not attached has persuaded the tenant to perform the recommended maintenance and testing.