



Local Law 84 – Benchmarking Year Two

DOB Outreach Session 1

April 9, 2012

A stylized map of New York City in shades of blue and green, showing the city's outline and major water bodies like the Hudson River and East River.

A GREENER,
GREATER
NEW YORK

Today's Agenda

- Summary of first year's benchmarking
- Changes for 2012
- Review your Data
- Submitting Your 2011 Data
- How the City Uses the Data: Highlights
- Benchmarking Resources
- Next Steps

Summary of 2011 Benchmarking

- High Compliance Rate – 75% by Dec. 31st deadline
- Quality Control
 - 50% submitted by Property Owners
 - 50% submitted by Consultants
 - Some Common Errors & Anomolous Data Sets
- Lots of information will be Released
 - Study by University of Pennsylvania
 - Study by New York University
 - Mayor's OLTPS Benchmarking Report – Earth Day 2011
 - Energy reporting of Non-Residential Properties – Fall 2011

Changes for 2012: Utilities

Con Ed Data

- Still providing aggregated building data for up to 24 months for \$102.50
- No longer need to extrapolate for missing electric data
- Deadline to request from Con Ed is this **Wednesday April 11th**

National Grid Data

- Requests for 2011 energy use via the Customer Service hotline or via email
- Authorization letter is required to be signed by tenants
- Deadline to request from National Grid is **next Friday April 20th**

Water Data from DEP

- Two options to enter water information:
 - Manual uploading
 - Automatic upload (available soon)

Changes for 2012: Building Identification

Building Identification

- NEW: The building's BIN (Building Identification Number) must be entered in the "Unique Building Identifier" field in addition to entering the BBL in the "Notes" field

Notes: 1-00001-0001;1-00002-0002;1-00003-0003

This field is optional and can be used to record any information (up to 1000 characters) pertaining to this facility.

Unique Building Identifier: 1234567;2345678;3456789

The unique building identifier is an optional field you can use to help keep track of your building and/or link it to other databases. Some example uses of the Unique Building Identifier include: a company-specific ID to export for company reports; the EISA 432 "Agency Designated Covered Facility ID" required for matching this building to the covered facility in CTS; or a local jurisdiction Building ID to comply with local laws.

**Scenario 3:
Multiple buildings on multiple lots that share systems**

Reviewing Your Data: Choose Facility Type

- Facility Type must be indicated in Portfolio Manager:
 - Click “Add Space”
 - Select Appropriate Space Type from the drop-down window

Space Use **Add Space**

Space Name	Space Type	Floor Area (Sq. Ft.)	% Floor Area	Alerts
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*** REQUIRED**

*Enter a Name for this Space:

*Select a Space Type:

*Enter the Effective Date:

The Effective Date is the starting date for including this Space's attributes in the overall calculation. The Effective Date affects the Space's performance rating.

- Select a Space Type
- Select a Space Type
- Bank/Financial Institution
- Courthouse
- Data Center
- Hospital (General Medical and Surgical)
- Hotel
- House of Worship
- K-12 School
- Medical Office
- Office
- Residence Hall/Dormitory
- Retail
- Senior Care Facility
- Supermarket/Grocery
- Warehouse
- Multifamily Housing
- Other
- Parking
- Swimming Pool

Reviewing Your Data: Multifamily Facility Types

- Make sure you enter ALL INFORMATION requested
- “Optional” Multifamily inputs **are required for LL84**
- Studio apartments should be entered as having **1 bedroom**

Space Name:

Required for Benchmarking				
Space Attribute	Space Attribute Value (Temporary values should only be used if an Actual value is not currently known) What is this?	Use Default Value	Units	Effective Date (when this Attribute Value was first true) What is this? (MM/DD/YYYY)
*Gross Floor Area	<input type="text"/> <input type="checkbox"/> For Temporary Use?	N/A	Sq. Ft. ▾	01/01/1980

Optional (not used for Benchmarking)				
Space Attribute	Value	Units	Effective Date (when this Attribute Value was first true) What is this? (MM/DD/YYYY)	
Total number of units	<input type="text"/>	No Units	01/01/1980	
Total number of bedrooms	<input type="text"/>	No Units	01/01/1980	
Number of floors in the tallest building/tower	<input type="text"/>	No Units	01/01/1980	
Percent of gross floor area that is common space only	<input type="text"/>	%	01/01/1980	
Total number of laundry hookups located in all individual apartment units (not including laundry hookups located in common areas)	<input type="text"/>	No Units	01/01/1980	
Total number of laundry hookups located in a common area that are either pay-per-use or free machines	<input type="text"/>	No Units	01/01/1980	
Total number of dishwasher hookups located in all buildings	<input type="text"/>	No Units	01/01/1980	
Percent of the gross floor area that is heated by mechanical heating equipment (to the closest 10%)	Select ▾	%	01/01/1980	
Percent of the gross floor area that is cooled by mechanical cooling equipment (to the closest 10%)	Select ▾	%	01/01/1980	
Primary Hot Water Fuel Type (for units)	Select ▾	No Units	01/01/1980	
Resident Population Type	Select ▾	No Units	01/01/1980	
Is this Government Subsidized Housing?	<input type="radio"/> Yes <input type="radio"/> No	No	01/01/1980	

Reviewing Your Data: Accurate Square Footage

Square Footage

Reminders

- Accurate whole building square footage must be used in Portfolio Manager
- EUI = Energy Use Intensity, Unit of measurement to describe building's energy use
- $$\text{EUI} = \frac{\text{Total Energy Use}}{\text{Gross Sq. Ft.}}$$

Quality Control

- DOF square footage \neq Portfolio Manager square footage
- Check for extreme EUIs:
 - Very high (EUI > 500)
 - Very low (EUI < 50)
- Check for anomalous EUIs:
 - Zero (EUI = 0)
 - Missing (No EUI)

Submitting 2011 Data

Reporting Template

- To submit for compliance, the new 2011 Reporting Template must be used
- The link is now available at www.nyc.gov/ggbp

The screenshot shows the PlanNYC website with a navigation menu on the left and a main content area. The main content area features a large image of the New York City skyline and a section titled 'Greener, Greater Buildings Plan'. Below this title, there is a note about the upcoming launch of the new website. To the right of the main content, there are sections for 'Popular Links' and 'Upcoming Events'. A yellow arrow points to a link in the 'Upcoming Events' section.

Home

- About PlanNYC
 - Who We Are
 - Partners
 - Links
- The Plan
- Outreach
- News and Events
- Publications
- Contact PlanNYC

Greener, Greater Buildings Plan

NOTE: Coming soon - Launch of the new Greener, Greater Buildings Plan website. Stay tuned!

This site is being updated regularly to reflect new information. If you do not see information that you are looking for, please check back at a later time. Viewing PDFs requires Adobe Reader.

OVERVIEW:

Popular Links

- » Drive Electric NYC
- » Greener, Greater Buildings Plan
- » GreeNYC
- » Million Trees
- » NYC Environmental Public Health and Sustainability Tracking Portal

Upcoming Events

- o [NYC LL84 Benchmarking 2011 Compliance Report](#)

To complete benchmarking for compliance with the law you must use a custom report created by the City. Last year's NYC LL84 Benchmarking 2010 Compliance Report is still available [here](#) to submit outstanding reports with 2010 data.

Submitting 2011 Data

- Make sure to Select “NYC LL84 Benchmarking **2011** Compliance Report”

The screenshot displays a web application interface. On the left, a dropdown menu titled "Report Template" is open, showing a list of report options. The option "NYC LL84 Benchmarking 2011 Compliance R" is highlighted with a yellow box. A yellow arrow points from this highlighted option to the main content area. The main content area features a header "Portfolio Manager Reports" and a sub-header "Generate reports and graphs using data from your Portfolio Manager account". Below this is a button labeled "QUICK REFERENCE GUIDES" with a right-pointing arrow. The background of the main content area is a blue graphic with a white line graph and a white arrow pointing upwards and to the right.

Submitting 2011 Data

- Read the “Template Instructions” in the pop-up window

Please read this...

Before you click 'OK'!

Template Instructions

The following instructions were provided by **Local Law 84 of 2009 (City of New York)** for using **NYC LL84 Benchmarking 2011 Compliance Report** :

This custom reporting template must be used for compliance with New York City's benchmarking law, Local Law 84 of 2009.

STEP 1: Complete the benchmarking of your property(ies)
Prior to submitting this report, you must enter all information required by Portfolio Manager for each property covered by the law to ensure it has been completely benchmarked. All data from January 1 - December 31, 2011 must be included.

STEP 2: Identify your property(ies) - IMPORTANT
For each property being benchmarked, you must complete A and B below:

A) In the "Notes" field, enter the building's borough, block and lot number (BBL), written in the following format:

- A ten digit number, where the first digit is the borough number, then a dash, the next five digits are the block number, then a dash, and the last four digits are the lot number.
- Borough numbers are as follows: Manhattan = 1; Bronx = 2; Brooklyn = 3; Queens = 4; and Staten Island = 5
- If the block is less than five digits, enter zeros before the actual block number so there are five digits in total (example: block number 845 would be 00845)
- If the lot is less than four digits, enter zeros before the actual lot number so there are four digits in total (example: lot number 27 would be 0027)
- For example, a building in Brooklyn, with a block number of 845, and a lot number of 27, would enter the BBL as: 3-00845-0027
- If you are separately benchmarking multiple buildings on a lot, use the same BBL for each building with the word "multiple" following the BBL. (example 3-00845-0027multiple)

Please do not enter any other information in the "Notes" field besides the building's BBL in the correct format.

OK

Submitting 2011 Data: Final QC

- Select only **New York City** building(s) that are covered by the law in your Portfolio Manager account
- Verify: “**Period Ending**” column is on or after **12/31/2011**
- Verify: 10-digit BBL(s) in the “**Notes**” column and 7-digit BIN(s) in the “**Unique Building Identifier**” column
- Note, you can submit more than one property from an account to the City in a single report
- Remember to **WAIT 24-hours** after last edit before clicking “**RELEASE DATA**”!

ENERGY STAR PORTFOLIO MANAGER

ACCOUNT INFORMATION CONTACTS FAQ FREQUENTLY ASKED QUESTIONS CONTACT US HELP LOG

Home > My Portfolio > Generate a Report

Quick Reference Guides Data Current As Of: March 20, 2012 12:30 AM

Report Template About Report Templates

NYC LL84 Benchmarking 2011 Compliance

Save as Default Filter for this Report Clear All Filters

3 Matching Facilities 3 Rows Returned

Reporting Period

Single Period (one period)

Dec 2011

Comparative (two periods)

Range (all periods within date range)

Facilities & Groups

Select Facilities or Groups

OR, type in the name of a single facility:

Location

U.S. only All Countries

All Locations New York Virginia

NYC LL84 Benchmarking 2011 Compliance Report December 2011

View Data Table View Graph

RELEASE DATA

View Instructions from City of New York

Don't see what you're expecting in your report?

REFRESH DATA View Full Screen Display Printer-friendly Download Data Set: Excel | XML | CSV | PDF

Building...	Facility Name	Period Ending...	Notes	Unique Building Identifier	State	Total
2687977	Sample Hotel	12/31/2011	1-23456-7890	1234567;1234567;123...	New York	
2647360	Sample Multifamily	12/31/2011	1-00001-0001	1234567	New York	
2855307	Sample Office	12/31/2011	2-00002-0002	2345678	New York	

Page 1 of 1

All properties being submitted to the City should appear in this window

Submitting 2011 Data: Save Receipts

- Save proof for **3 years**:
 1. A copy of the confirmation e-mail from the EPA
 2. Proof of request to non-residential tenants for information related to separately metered energy use
 3. Back-up information regarding energy inputs
 4. A copy of energy and water input data entered into Portfolio Manager

From: buildings@energystar.gov
Subject Copy of Data Released

Message:

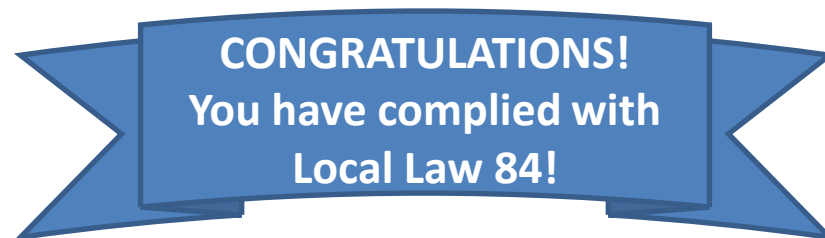
[Your Name] released data to City of New York on [xx,xx,2012] for "NYC LL84 Benchmarking 2011 Compliance Report" Custom Template. A copy of the data released is attached.

If the attachment did not come through, please click on this link to download the data: *[A URL LINKING TO YOUR RELEASE DATA WILL BE INCLUDED HERE]*

The released data file will only be available for 30 days beginning on xx, xx, 2012.

Attachment:

[ReleaseData_XXXXX]



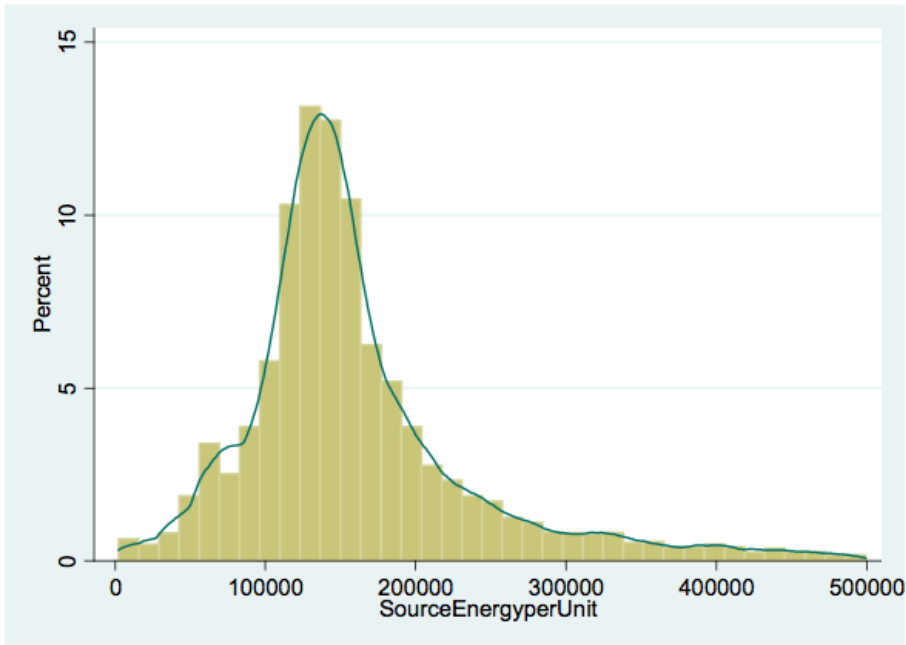
Submitting 2011 Data: Due Date

Due Date

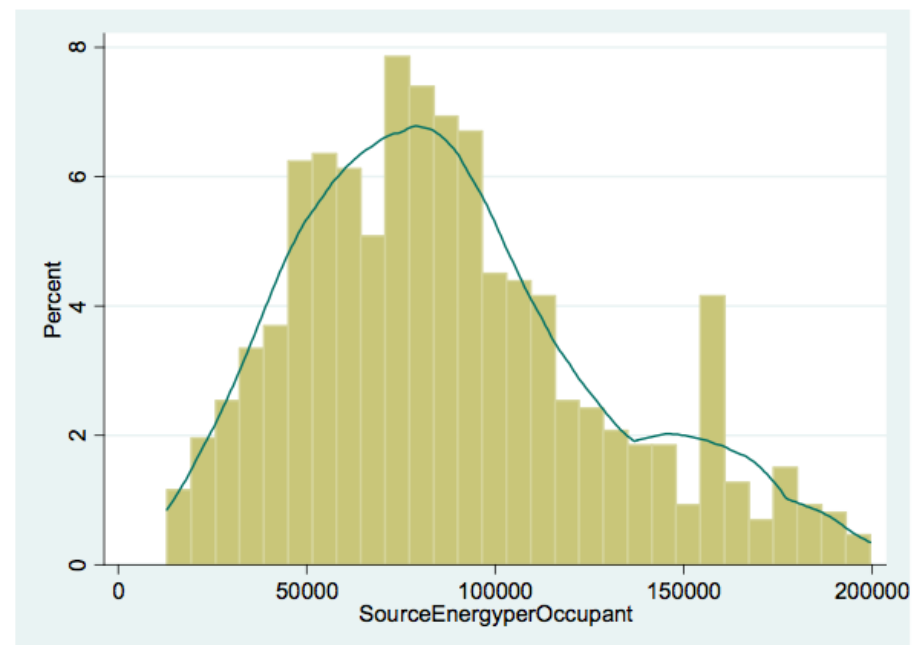
- This year, and every year moving forward will require benchmarking to be completed and submitted by **May 1st**
- EPA updates the data in Portfolio Manager nightly; therefore, the report will not reflect any changes you make to your account until the next day. Remember, last edits must be completed by **April 30th**

What to expect in our upcoming reports

Source Energy Comparisons



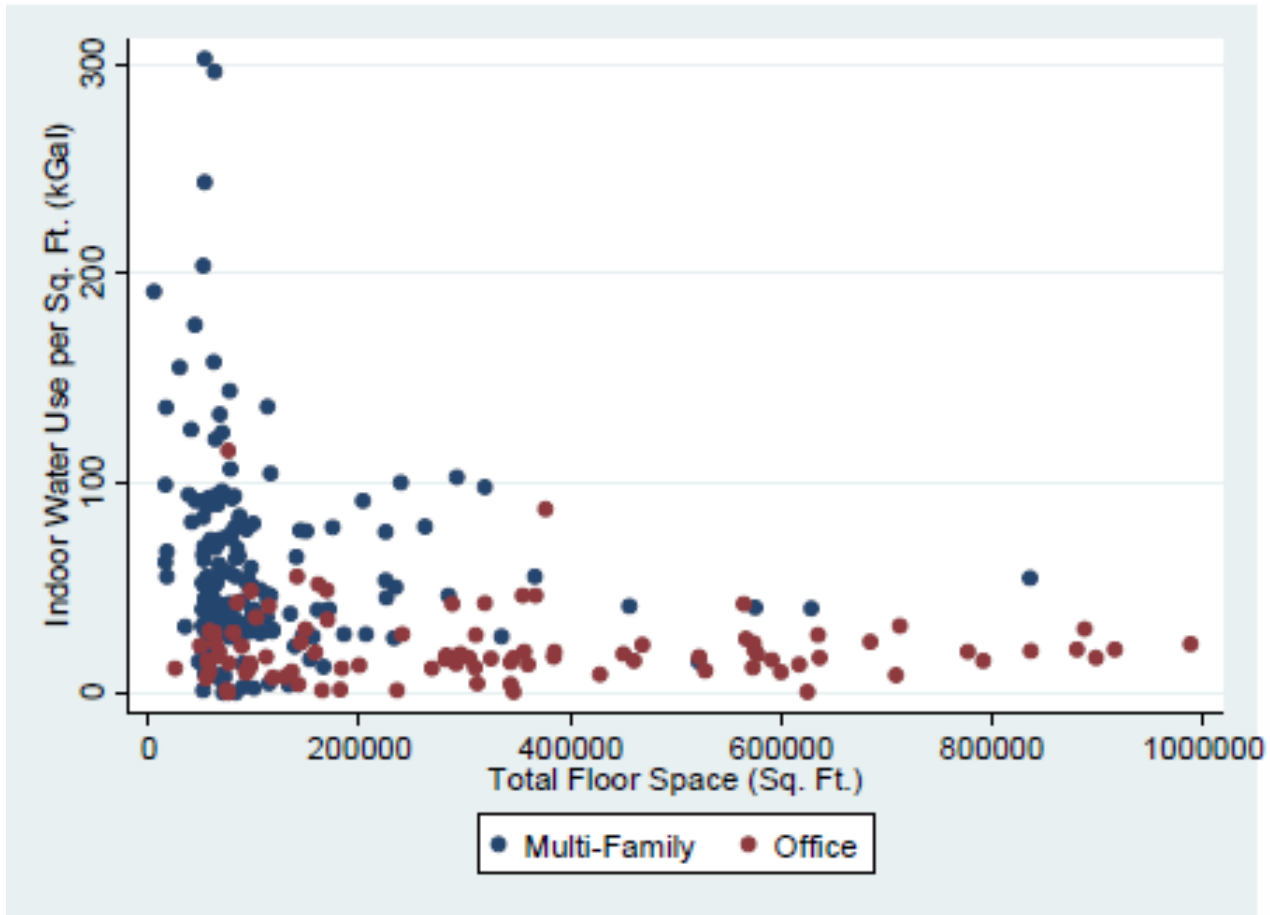
**Multifamily Buildings
(per Unit)**



**Office Buildings
(per Occupant)**

What to expect in our upcoming reports

Water Consumption



Multifamily & Office Buildings
(per Sq. Ft.)

Benchmarking Resources Available

AEA Training

- The Association of Energy Affordability is offering limited in-person training classes for \$50
- Next class is this **Thursday, April 12th**
- Register on their website, www.aeanyc.org

Help Center

- The Benchmarking Help Center is available by calling **311**, or **212-788-9704**, or **212-442-7901**
- This will be available through June 2012

Consultants

- Find a benchmark service provider from a list on the AEE site, www.aeeny.org (not endorsed by the City)
- NYSERDA Flex Tech consultants are pre-screened, and rebates may be available, www.nyserda.org

Website

- The regularly updated Greener, Greater Buildings Plan website, www.nyc.gov/ggbbp
- Check back often for updated information

What's Next?



- National data efforts & developing Multi-family Energy Star rating
- Local Law 87:
Audits & Retro-commissioning
- Local Law 88:
Sub-metering & Lighting Upgrades
- Clean Heat:
Phase out #6 and #4 Fuel Oil