

2025 BENCHMARKING FORUM

- **ASHRAE Introductions**
 - **Presentation will be recorded and circulated.**
- **Emily Hoffman, NYC Department of Buildings**
- **Linda Tam, NYC Department of Buildings**
- **Gabriella Scott, Con Edison**
- **James MacMartin, National Grid**
- **Justin Bulova, NYC Accelerator**
- **James Henderson, NYC Sustainability Help Center**
- **DOB Closing**



DEPARTMENT OF BUILDINGS 2025 ANNUAL BENCHMARKING FORUM

presented by
Linda Tam

March 5, 2025

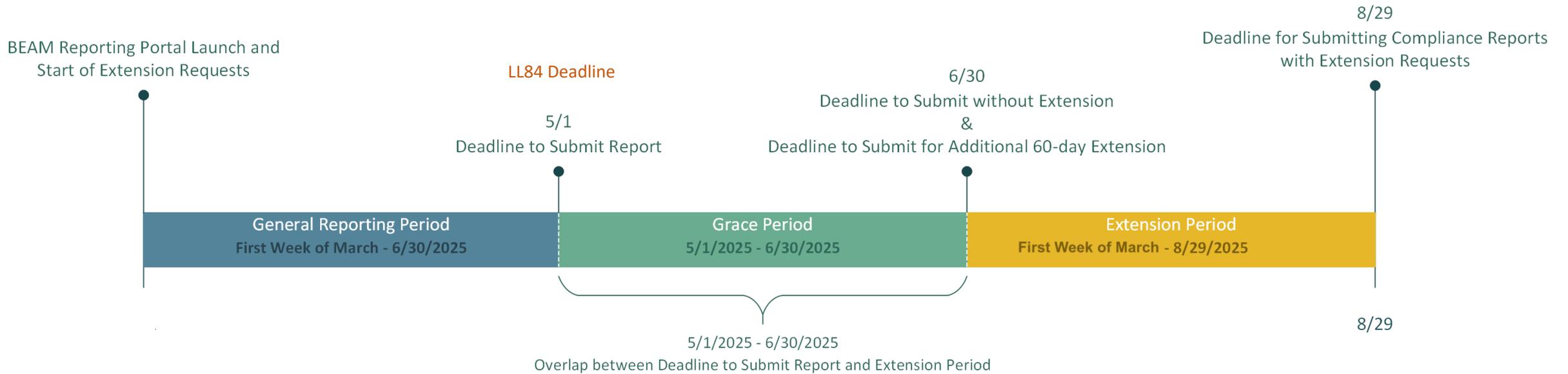
build safe | live safe

NYCTM
Buildings

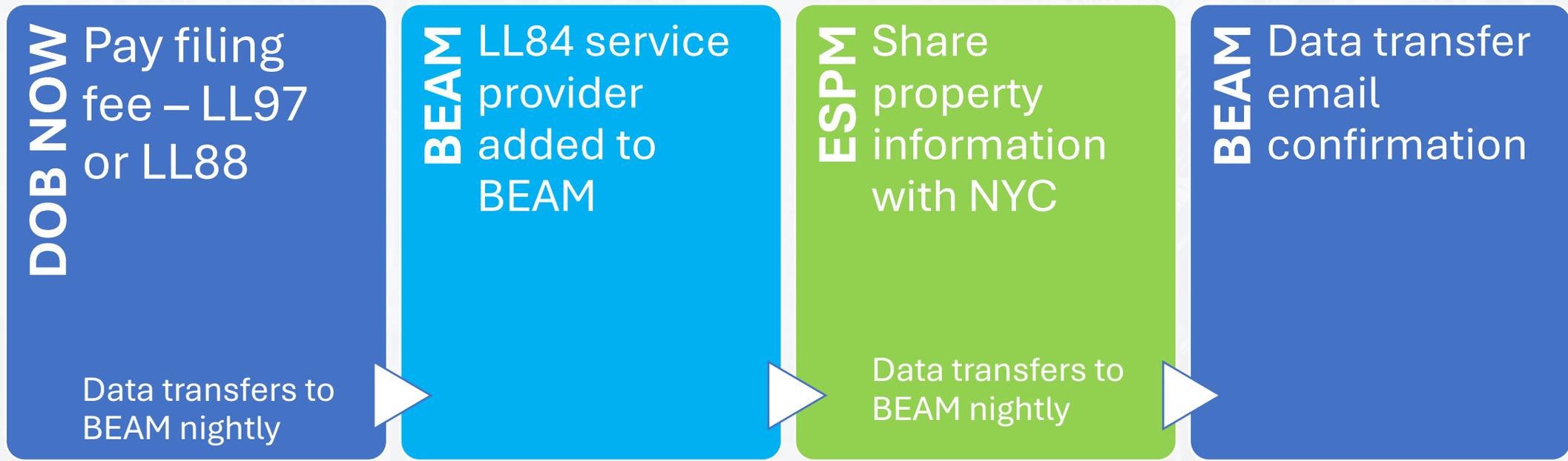
LL97 TIMELINE

For Filing Extensions and Submitting Compliance Reports

Grace periods & extensions apply to LL88



LOCAL LAW 84 REPORTING PROCESS



ESPM Property Data Administrator email address MUST be associated with owner or owner's rep

2025 BENCHMARKING - HIGH-LEVEL CHANGES

- **Deadline for ALL 3 sustainability laws is May 1, 2025**
 - LL84, LL88 & LL97
 - Applicable grace periods and extensions
- **RDP review of ESPM data is required for benchmarking LL97 properties**
- **New coordination required between building owner, owner's rep and service provider(s)**

2025 BENCHMARKING - MAJOR CHANGES IN ESPM

1. **Share Request** is required instead of the template approach that has been used the last 10+ years for benchmarking.
2. Strict formatting on BBL and BIN. No dashes, spaces, etc.
3. **ESPM Property Data Administrator email** must be an active email address associated with the **BUILDING OWNER**. Such owner email address is subject to validation by DOB.
 - Other professionals, including owner's representatives and service providers, must be added to an account later by the building owner.
 - If your account is already created on ESPM it is recommended that the email be changed to the owners.
4. BIN level information with specific building details is required for LL97.

BENCHMARKING AND ENERGY GRADING REQUIREMENT

- LL84 2025 Covered Buildings List (CBL) will be available at www.nyc.gov/NYCBenchmarking soon.
- Benchmarking and Energy Grading requirement are communicated by the NYC Department of Finance (DOF) via quarterly tax bills mailed to the owner's mailing address (also publicly available at DOF www.nyc.gov/nycproperty).
 - Covered Buildings
 - a building that exceeds **25,000** gross square feet
 - two or more buildings on the same tax lot that together exceed **100,000** gross square feet
 - two or more buildings held in the condominium form of ownership that are governed by the same board of managers and that together exceed **100,000** gross square feet
- The first benchmarking deadline for covered properties' energy and water usage 2024 calendar year data is **May 1, 2025**.

REPORTING METHOD CHANGES

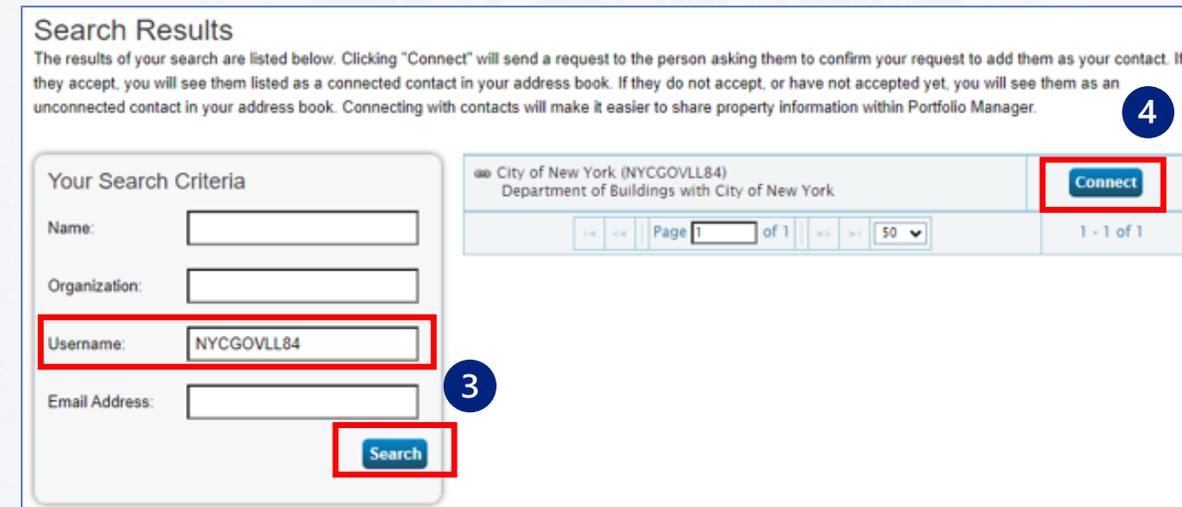
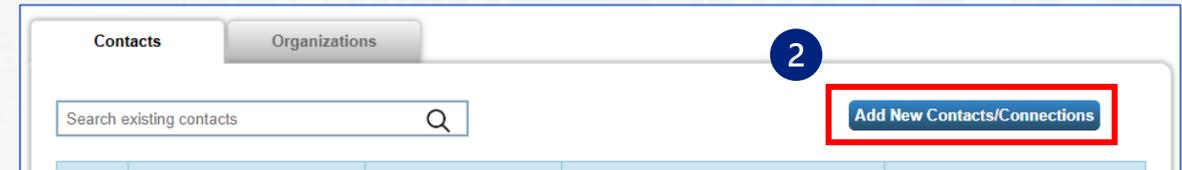
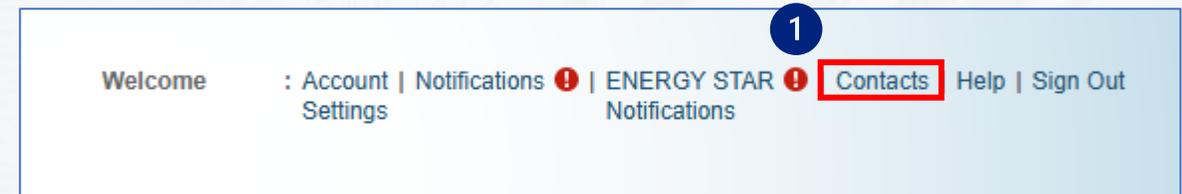
- Previously the annual benchmarking reports were submitted to the City by accessing the reporting template on the www.nyc.gov/NYCbenchmarking.
- Starting 2025, the **reporting template will no longer be used**.
- The City will receive the benchmarking data through [Energy Star Portfolio Manager \(ESPM\)](#) by **property sharing**.
- The user must connect and share their properties with the City through ESPM.
 - [Building Energy Analysis Manager \(BEAM\)](#) account is required for LL97 Compliance Reports.
- Once this process is completed, the City will receive the property's benchmarking data. Benchmarking data is transferred on a nightly basis.
- To ensure that your property meets the benchmarking requirements, please share your property with the City in ESPM **at least 15 business days prior** to the May 1 deadline.
- Issues with the property sharing, email sustainability@buildings.nyc.gov.

PROPERTY SHARING

Part 1: Connect with NYC DOB on ENERGY STAR Portfolio Manager (ESPM)

– [ESPM User Guide](#) (pg 27)

1. Log in to your [ESPM](#) account.
2. Click on “**Contacts**” in the upper right corner. Click on “**Add New Contacts/Connections**”
3. Enter “**NYCGOVLL84**” as the username and search. Click “**Connect**”.
4. Once your connection request is accepted, you will receive an email with the subject “**Account Share Accepted.**” This email will prompt you to move on to **Part 2** and will contain the same instructions listed in the next slide.



PROPERTY SHARING

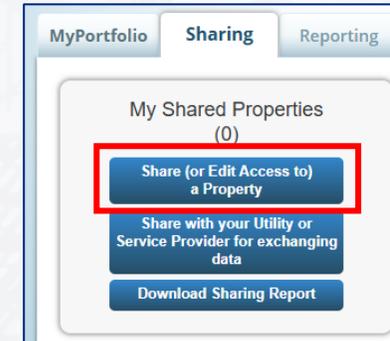
Part 2: Share your property: [ESPM User Guide \(pg 28\)](#)

Sharing your account does not mean that you are finished submitting energy use data. Now that your account is connected, the next step is to share your property.

1. Go to the “Sharing” tab in [Portfolio Manager](#).
2. Click "Share (or Edit Access to) a property".
3. Select your properties and click “Apply Selection”.

Please note: If you are sharing a campus with multiple buildings, share both the campus and the individual buildings within the campus.

4. Under “[Select People \(Accounts\)](#)” click/highlight "NYCGOVLL84" as the recipient.
5. Under “[Choose Permissions](#)” select "Personalized Sharing & Exchange Data ("Custom Orders")" and click “Continue”.
6. In the “Sharing” tab, select “Read Only Access” and “Exchange Data” for each property. A pop-up window will appear. Specify data attributes and permissions for each property.
 - Select "Read Only Access" for "Property Information" and "All Meter Information."
 - Select “None” for "Goals, Improvements, & Checklists" and "Recognition".
 - Select “No” for “Share Forward”
7. Click “[Apply Selections & Authorize Exchange](#)”.
8. Once you’ve completed Exchange Data access for each property, click “[Share Property\(ies\)](#)”. DOB will then need to approve your share request.
9. You will receive a confirmation email within an hour once the property share request has been accepted. If you do not receive an email, please check your “spam” or “junk” folder.



Share (or Edit Access to) Properties

Sometimes it's really important to be able to share your property with someone else. Maybe they need to help monitor your property, enter energy information (perhaps automatically) or process applications for recognition. If this sounds like what you need, start out by selecting the property(ies) that you'd like to share and who you'd like to share with them. If you have already shared properties, you can also use this form to edit people's access to your properties.

- Select Properties**
We'll get into the details of the level of access later. For now, which properties do you want to share and/or edit access to?
[Select Properties](#) Selected Properties: 0
- Select People (Accounts)**
Which people (accounts) do you want to share these properties with (or modify their current access to)? The access for each can be different and you'll be able to specify that on the next page.
Select contacts from my contacts book:
City of New York (NYCGOVLL84)
- Choose Permissions**
If you only need to choose one permission (because you are doing a single share or you want to give the same permissions for all of your shares), select "Bulk Sharing." If you need to assign different permissions, select the 2nd option.
 - Bulk Sharing ("One-Size-Fits All") - I only need to choose one permission (either because I am doing a single share OR I want to choose the same permission for all of my share requests).
 - Personalized Sharing & Exchange Data ("Custom Orders") - I need to give different permissions for different share requests, and/or I need to give Exchange Data permission.

[Continue](#) [Cancel](#)

Sharing with Accounts

In order to share properties with others (either individuals or organizations), you need to be "connected" with them. To make a connection, go to the "Contacts" page and search for them under "Add Contact" or "Add Organization" (they need to have a Portfolio Manager account). Once you find them, send a "Connection" request. When they accept your connection request, they will show up on the list to the left.

Exchanging Data with Web Service Providers?

If you need to share your property(ies) with a Web Service Provider or Utility, use the [Set Up Web Services/Data Exchange](#) page.

Who gets to Share Forward?

Full Access - Automatically includes "Share Forward" rights
Read Only - Automatically does NOT include "Share Forward" rights
Custom - You decide, along with the individual permissions for property, meter, goals and recognition permissions.
Exchange Data - You decide, along with the individual permissions for property, meter, goals and recognition permissions.

BENCHMARKING - DOB DATA QUALITY REVIEW

All benchmarking data are reviewed for completeness and accuracy:

- Review the property's data in ESPM.
- If the data is insufficient, you will receive an email(s) asking you to review your data and correct the error(s) before the quarterly deadline.
 - Benchmarking deadlines are 5/1, 8/1, 11/1, and 2/1.
- Failure to correct the data in ESPM may result in a violation.
- Assistance with benchmarking tasks is available via the NYC Sustainability Help Center Monday through Friday, 9 am – 5 pm by phone 212-566-5584 or by email Help@NYCsustainability.org.

BENCHMARKING - METRICS REVIEWED

1. Standard ID – City/Town: NYC Borough, Block and Lot (BBL)

- As it appears on the LL84 Covered Buildings List, the BBL must be in 10-digit number format including any leading zeros for the block and lot with no symbols.
- Manhattan = **1**, Bronx = **2**, Brooklyn = **3**, Queens = **4**, Staten Island = **5**
- A correct BBL entry for a building in Queens, with Block: **234**, and Lot: **6**, would be entered in the NYC Borough, Block and Lot (BBL) field as: **4002340006**.

Campuses:

- Use semi-colon (;) as the separator.
- Example: **4002340056;4002340057;4002340058**

2. Standard ID – Other: NYC Building Identification Number (BIN)

- 7-digit number format (4079215).
- Search by BBL on [DOB BIS](#) and verify on [LL97 CBL](#).

Campuses:

- Use semi-colon (;) as the separator.
- Example: **4079215;4079216;4079217**

3. Number of Buildings – data must not be missing or entered as zero.

- **Campuses:** Number of buildings must be consistent with number of BINs listed on the parent property.

Standard IDs

Standard IDs are typically used in data collection, including by most state and local governments with benchmarking laws. If your property is covered by a benchmarking law, you probably need to fill this in. See [this FAQ](#) if you need help finding your Standard ID.

Standard ID - City/Town:
NYC Borough, Block and Lot (BBL) ID: 4002340056

Standard ID - County/District:
ID:

Standard ID - State/Province:
ID:

Standard ID - Other:
NYC Building Identification Number (BIN) ID: 4079215;4079217
[+ Add Another](#)

BENCHMARKING - METRICS REVIEWED

- **Street Address:** Search the BBL or BIN on DOB BIS www.nyc.gov/BIS and use the main address in ESPM.

[Property Search](#) | [Complaints / Violations](#) | [Applications](#) | [Boiler Search](#) | [Gas Service](#)
[Power Authorizations](#) | [Elevator Devices](#) | [Cranes & Derricks](#)

Search by Property

1 House No: Street:

2 Block: Lot:

3 Building Identification Number (BIN):

Browse Block and Lot

4 Block: Lot (optional):

About Your Property

Name: *

Country: *

Street Address: *

City/Municipality: *

County:

State/Province: *

Postal Code: *

NYC Department of Buildings
Property Profile Overview

134 MADISON STREET	MANHATTAN 10002	BIN# 1079605
MADISON STREET	Health Area : 7800	Tax Block : 274
MECHANICS ALLEY	132 - 142	Census Tract : 8
	NO NUMBER	Community Board : 103
		Buildings on Lot : 2
		Tax Lot : 6
		Condo : NO
		Vacant : NO

[View DCP Addresses...](#) [Browse Block](#)

BENCHMARKING - METRICS REVIEWED

- 4. **1 RCNY §103-06: Gross Floor Area (GFA)** – the total number of square feet measured between the exterior surfaces of the enclosing fixed walls. It includes vent shafts, elevator shafts, flues, pipe shafts, vertical ducts, stairwells, light wells, basement space, mechanical/electrical rooms, and interior parking. It excludes unroofed courtyards and unroofed light wells. For atria, gross floor area only includes the area of atrium floors. For tenant spaces, interior demising.
 - Whole building GFA may not be the same as Gross Square Feet (GSF).
 - [Article 320 guide](#)
 - Additional property type GFA breakdown for LL97 reporting may be entered in the BEAM reporting portal.

GROSS FLOOR AREA (GFA)

- Specific documentation that the reporting RDP uses to verify GFA is at the RDP's discretion
- The RDP's verification method must align with the required reporting granularity
 - If property type granularity changes, the GFA determination approach should be adjusted accordingly
- Documentation should be preserved for at least three years and made available to DOB upon request, but does not have to be submitted with the compliance report

BENCHMARKING - METRICS REVIEWED

5. Property Type –

- Must be reported in accordance with LL84, not LL97.
 - Single Primary Property type eligible for an [ENERGY STAR score](#) that is over 50% of the building.
 - Combine all property types less 5,000 sq ft with the primary property type.
 - **NOTE:** If your property is subject to LL97, additional property types associated with your building may be entered in BEAM reporting portal, not ESPM.
- Must not be selected as “Other - Other” or “Mixed Use Property”; find the closest match to your property type.

Your Property Type

We'll get into the details later. For now, overall, what main purpose does your property serve?

Other

Other

Mixed Use Property

Mixed Use

Mixed Use Property

Do not select these!

Other

Education

Adult Education

College/University

K-12 School

Pre-school/Daycare

Vocational School

Other

Select “Other” from a specific property type category.

- ## 6. Number of units (Multifamily Housing) – must not be zero, “Not Available”, or include decimals.

BENCHMARKING - METRICS REVIEWED

7. Standalone Property -

- For a single building (BIN) on a single BBL only.
- Standalone property submissions will **not** be accepted for:
 - A single BBL with multiple BINs
 - Multiple BBLs with multiple BINs
- For lot discrepancies, email sustainability@buildings.nyc.gov.

BENCHMARKING - DOB DATA QUALITY REVIEW

8. Campuses – Single BBL with multiple BINs and multiple BBLs with multiple BINs must be reported as a campus.

■ **Parent property**

- Standard IDs: Must include all the child properties’ BBLs and BINs.
 - Semi-colon (;) to separate the BBLs and BINs in standard ID fields.
 - No spaces or other symbols in the standard ID fields.
- All child properties’ data must be aggregated on the parent level.
 - Energy and water usage, GFA, number of buildings, number of active meters, etc.

■ **Child property**

- One BIN per child property with the specific building details.
 - Building’s GFA and Property Use for each BIN.

One BBL with multiples BINs

Portfolio Manager Property ID	Property Name	Portfolio Manager Parent Property ID	Parent Property Name	Standard ID - City/Town ID	NYC Building Identification Number (BIN)
33941880	Parent Property	33941880	Parent Property	3001230001	3697552;3697553
33941892	Child Property 1	33941880	Parent Property	3001230001	3697552
33941893	Child Property 2	33941880	Parent Property	3001230001	3697553

Multiple BBLs with multiples BINs

Portfolio Manager Property ID	Property Name	Portfolio Manager Parent Property ID	Parent Property Name	Standard ID - City/Town ID	NYC Building Identification Number (BIN)
33941880	Parent Property	33941880	Parent Property	3001230001; 3001230002	3697552;3697553 ;3697554
33941892	Child Property 1	33941880	Parent Property	3001230001	3697552
33941893	Child Property 2	33941880	Parent Property	3001230001	3697553
33941894	Child Property 3	33941880	Parent Property	3001230002	3697554

BENCHMARKING - METRICS REVIEWED

9. **Site Energy Use (kBtu)** – data should not be missing or entered as zero.
10. **Site EUI (kBtu/sq. ft.)** – data should not be missing, entered as zero, less than 5, or greater than 1,000 kBtu/sq ft.
11. **Source EUI (kBtu/sq. ft.)** – data should not be missing, entered as zero, less than 5, or greater than 1,000 kBtu/sq ft.
12. **Metered Areas (Energy and Water)** – data should account for the total energy consumption of the property (Whole Property).
13. **Municipally Supplied Potable Water** – Total Use (All Meter Types) (kgal) - data should not be missing or entered as zero.
14. **Number of Active Energy Meters Total** – should be the same as Active Energy Meters - Used to Compute Metrics.
15. **Last Modified By – (All Meters)** – Recommended to get automated energy consumption directly from the utilities.

BENCHMARKING - VIOLATIONS

Noncompliant properties may be subject to benchmark violations:

- **Mail** – A notice of violation is mailed to the building owner’s address listed in the Department of Finance’s records.
 - Make sure the mailing information is up-to-date with the DOF or correct it at www.nyc.gov/changemailingaddress.
- **DOB NOW** – For violations issued on or after **12/02/24**, search your property profile for existing violations on the DOB NOW website at www.nyc.gov/DOBNOW.
- **Building Information System (BIS)** – For violations issued prior to **12/02/24**, search your property profile for existing violations on the DOB BIS website at www.nyc.gov/BIS.
- **Penalty** – \$500 per benchmarking violation (issued up to four times per year).

BENCHMARKING - VIOLATION CHALLENGE

As of **December 2, 2024**, benchmarking violation challenge request forms are no longer accepted by email to sustainability@buildings.nyc.gov.

Submit a challenge in DOB NOW Portal at www.nyc.gov/dobnow within 30 days from the violation postmark date:

- Login to DOB NOW at www.nyc.gov/dobnow
- Select **DOB NOW: Safety** and then **Violations**.
- Select **+Challenge Request** and then **Benchmarking – LL84**.
- Enter the violation number and select **Search**.
- Select the violation and click **+Add**.
- Enter the required information and then select **Save**.
- Upload the supporting documentation on the **Documents** tab.
- Complete the **Statements & Signature** section and **Save** the application.
- Select the **Submit** button.



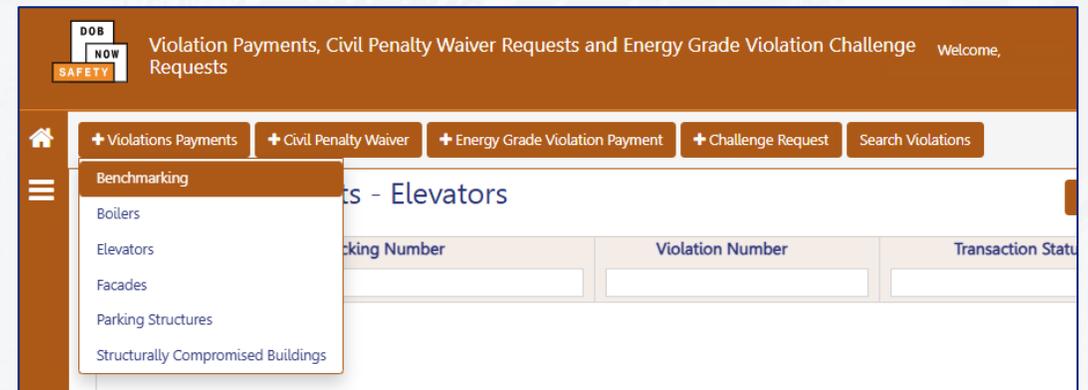
BENCHMARKING - CBL LISTING CHALLENGE

- If your building is erroneously listed on the Covered Buildings List, contact the DOF at sustainablebuildings@finance.nyc.gov.
- Include in your email:
 - Ownership: contact name, email address and/or telephone number
 - borough, block, and lot number of the building
 - Square footage or the number of buildings on the tax lot
- Violation(s) will remain open/continue to accumulate while the Department of Finance decides on this matter.

BENCHMARKING - VIOLATION PAYMENT

To pay a benchmarking violation issued on or after **12/02/24**:

- Login to DOB NOW at www.nyc.gov/dobnow
- Select **DOB NOW: Safety** and then **Violations**.
- Select **+Violation Payments** and then **Benchmarking**.
- Enter the violation number and select **Search**.
- Select the violation and click **+Add**.
- Complete the **Statements & Signature** section.
- Select **Proceed to Pay** - \$500.
- Payments made by **eCheck** take **up to 10 business days** to be processed, violations are automatically dismissed after the check is cleared.
- Payments made by **credit card** are processed immediately (**2% charge applied**)
- To check the violation status visit DOB NOW at www.nyc.gov/dobnow.



BENCHMARKING - VIOLATION PAYMENT

- To pay a benchmarking violation issued prior to **12/02/24**:
 1. Log into **eFiling** at www.nyc.gov/dobefiling. If you need to create an **eFiling** account, visit www.nyc.gov/dobnowtips.
 2. Select Express Cashier Payments and Benchmark Violation Penalty Payment.
- Payments made by **eCheck** take up to **10 business days** to be processed, violations are automatically dismissed after the check is cleared.
- Payments made by **credit card** are processed immediately (**2% charge applied**).
- To check the violation status visit DOB Building Information System (BIS): www.nyc.gov/BIS.

ADDITIONAL INFORMATION

- [Benchmarking Violation Civil Penalty Payments and Challenge Requests Launch in DOB NOW: Safety](#) service notice is on [DOB Service Updates](#) page.
- [ESPM User Guide](#) is available on LL97 Greenhouse Gas Emissions Reduction webpage at www.nyc.gov/LL97
- For more information on LL84 / 133, please visit: www.nyc.gov/NYCbenchmarking

LL33 / 95 – ENERGY GRADING

Building Energy Efficiency Rating Labels

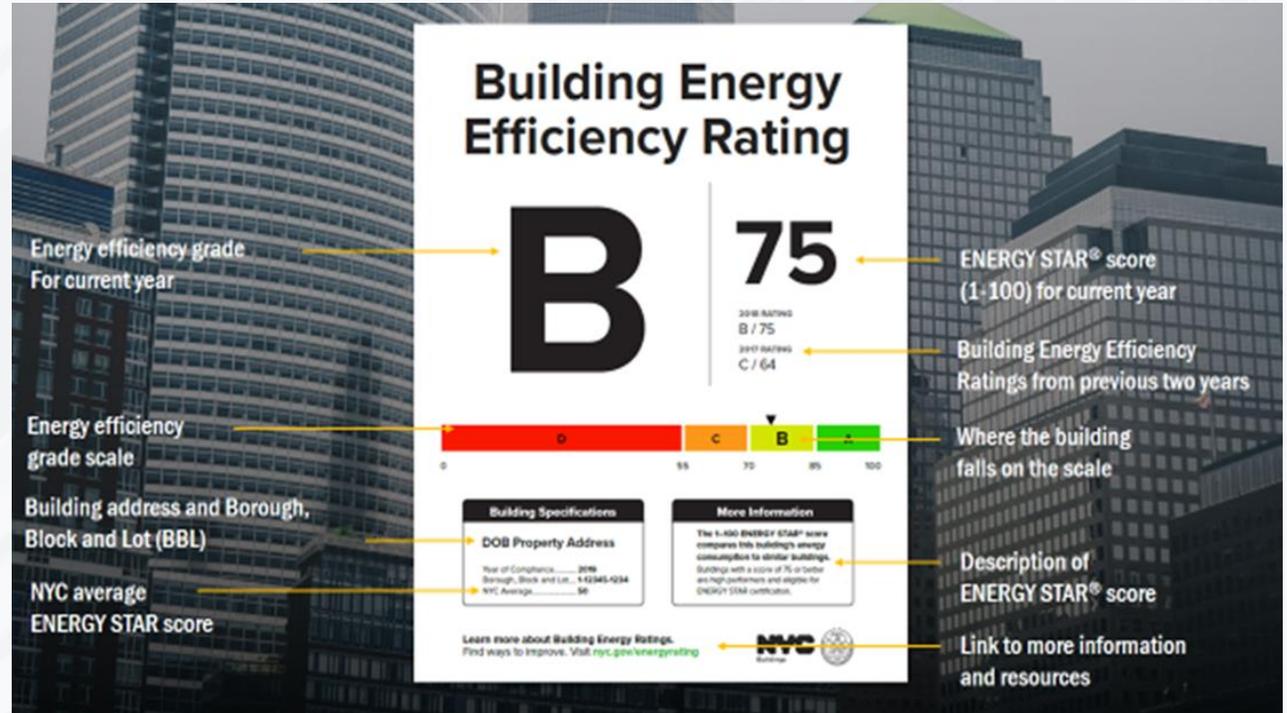
ENERGY GRADING

- Owners of buildings listed on [LL84 2025 Covered Buildings List](#) must obtain and display a Building Energy Efficiency Rating label within **October 1-31, 2025**.
- The label includes a **1-100 ENERGY STAR Score** and corresponding letter grade.

BUILDING ENERGY EFFICIENCY RATING

Energy Grade Scale

- **A:** 85–100
- **B:** 70–84
- **C:** 55–69
- **D:** 1–54
- **F:** For buildings that didn't submit required benchmarking data by May 1st deadline
- **N:** For buildings exempted from benchmarking or not covered by the Energy Star program



ENERGY GRADING COMPLIANCE STEPS

- Submit benchmarking data by **May 1st** of each year.
- Download the Energy Efficiency Rating Label (available on **DOB NOW** public portal at www.nyc.gov/dobnow on **October 1st** of each year).
 - Owner's Attestation: DOB NOW Email confirmation is the proof of compliance.
- Print and display the label in a conspicuous location near each public entrance by **October 31st** of each year.
- Failure to download, print and timely display the label results in a violation (**\$1,250 penalty**).

Additional Tools

-  Building Energy Efficiency Rating Label
-  Building on My Block / Zoning Challenge
-  License Exam Application/Payment

Building Energy Efficiency Rating Label

This portal is for the building owner or owner's representative to print the Energy Efficiency Rating label, if required. To view a building's energy efficiency rating, use the Address, BIN or BBL search options above; the rating is shown on the Property Profile.

Borough: Block: Lot:

Tax Lot	Address	House# Range	BIN	Action
1	274 BROADWAY	274 - 286	1079215	

ENERGY GRADE LABEL DOWNLOAD ISSUES

- Use Google Chrome browser for best results.
- Enable the Pop-up Function.
- Do not enter leading zeroes before Block and Lot Number.
- Download label for all available BINs listed.
- Check if the lot number on CBL matches the lot number in DOB NOW.
 - **Buildings with recent lot changes:** Check all associated lots and BINs.
- Send an email regarding Energy Efficiency Rating label download issues to sustainability@buildings.nyc.gov during the month of October.

ENERGY GRADING VIOLATION CHALLENGE

Submit a challenge in DOB NOW Portal at www.nyc.gov/dobnow within 30 days from the violation postmark date:

- Login to DOB NOW at www.nyc.gov/dobnow
- Select **DOB NOW: Safety** and then **Violations**.
- Select **+Challenge Request** and then **Energy Grade – LL33**.
- Enter the violation number and select **Search**.
- Select the violation and click **+Add**.
- Enter the required information and then select **Save**.
- Upload the supporting documentation.
- Complete the **Statements & Signature** section and **Save** the application.
- Select the **Submit button**.

ENERGY GRADING VIOLATION PAYMENT

- Login to **DOB NOW** at www.nyc.gov/dobnow
- Select **DOB NOW: Safety** and then **Violations**.
- Select **+Energy Grade Violation Payment**.
- Enter the violation number and select **Search**.
- Select the violation and click **+Add**.
- Complete the **Statements & Signature** section.
- Select **Proceed to Pay - \$1,250**
- Payments made by **eCheck** take up to **10 business days** to be processed, violations are automatically dismissed after the check is cleared.
- Payments made by **credit card** are processed **immediately** (2% charge applied)
- To check the violation status visit DOB NOW: www.nyc.gov/dobnow



The screenshot shows the DOB NOW website interface. The top navigation bar includes the DOB NOW logo and the text "Violation Payments, Civil Penalty Waiver Requests and Energy Grade Violation Challenge Welcome, Requests". Below the navigation bar, there are several buttons: "+ Violations Payments", "+ Civil Penalty Waiver", "+ Energy Grade Violation Payment" (highlighted with a red box), "+ Challenge Request", and "Search Violations". The main content area is titled "Violations Payments - Elevators" and contains a table with the following columns: "Actions", "Tracking Number", "Violation Number", and "Transaction Status".

ADDITIONAL INFORMATION

Detailed Energy Grade Violation Challenge and payment instructions are available at [DOB NOW: Safety - Local Law 33 of 2018](#)

For the more information on the **Local Law 33 / 95** visit [LL33 - Frequently Asked Questions](#) available at [Energy Grading \(LL33\)](#) webpage.

BENCHMARKING ASSISTANCE

- **The New York City Sustainability Help Center**

Email: Help@NYCsustainability.org

Phone: (212) 566-5584

- **ESPM Training / ENERGY STAR Portfolio Manager Support**

The U.S. Environmental Protection Agency (EPA) offers a range of courses and webinars that will train you in how to use Portfolio Manager via <https://www.energystar.gov/buildings/training>

- **Department of Buildings**

Email: sustainability@buildings.nyc.gov

2025 Benchmarking Forum

- Gabriella Scott, Con Edison
- James MacMartin, National Grid
- Justin Bulova, NYC Accelerator
- James Henderson, NYC Sustainability Help Center
- DOB Closing



conEdison

Building Energy Usage Portal

March 5, 2025.

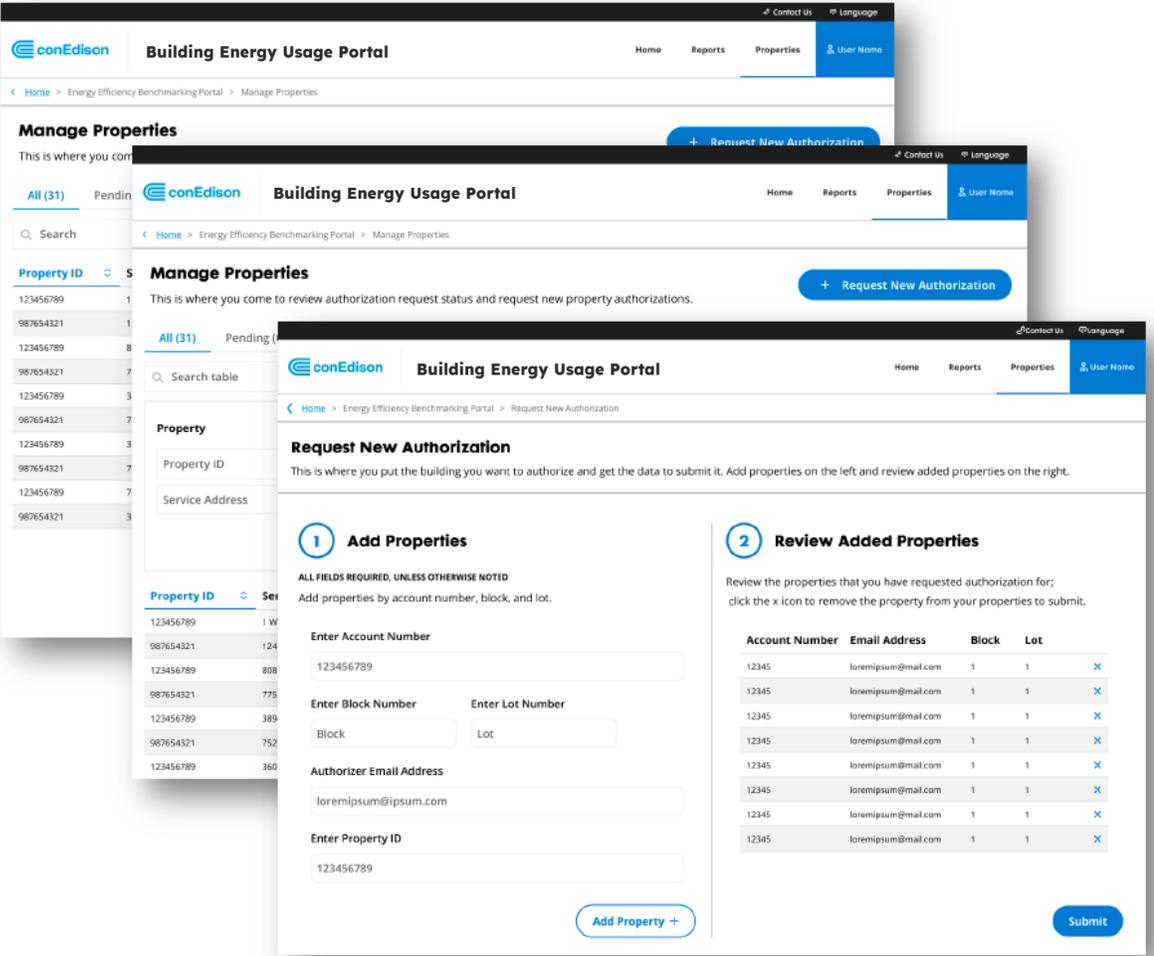


Agenda

- 01 **BEUP overview**
- 02 **Understanding your Data**
- 03 **Support for On Hold Properties**
- 04 **Benchmarking a Campus**
- 05 **Splitting Consumption by BIN**
- 06 **Where to find Support**

An Overview of the Building Energy Usage Portal

buildingenergyusage.conEd.com



Easier to Navigate – New Look and Feel

Automated Uploads to Energy Star Portfolio Manager

Use of AMI data, Wherever Possible

Data Transparency and Reporting

More Precise Estimation Methodology

Automation of Customer Authorization Process

BEUP Dashboard

The screenshot shows the BEUP Dashboard interface. At the top left is the conEdison logo and 'Building Energy Usage Portal'. The top right has navigation links for Properties, Data, Support, and a 'Test Tester' user profile. A 'Requestor ID: 11111' is displayed in the top right corner. The main heading is 'My Building Energy Usage Portal'. Below this are three summary cards: 'My Approved Properties' (9), 'Properties Not Submitted to Portfolio Manager' (0), and 'Pending Authorizations' (0). Each card has a 'View' link. Below these are three service cards: 'Data Authorization Request' with an 'Add New Property' button, 'Property Reports' with a 'View Property Reports' link, and 'Building Energy Usage Help' with a 'Get Support' link. Callout boxes provide additional context: 'View All Approved Properties' points to the 'View Approved Properties' link; 'View All Approved Properties that have Not been shared with Energy Star Portfolio Manager' points to the 'View Unsubmitted Properties' link; 'Requestor ID - Available on all pages' points to the 'Requestor ID: 11111' text; 'View All Properties Pending LOA Approval' points to the 'View Pending Authorizations' link; 'Quickly Add a new Property/properties' points to the 'Add New Property' button; 'Easily Navigate to the Support Page for FAQs, Guides and Contact Information' points to the 'Get Support' link; and 'Easily Navigate to the Property and Meter Report to View Aggregate Consumption both at a yearly and monthly basis' points to the 'View Property Reports' link.

View All Approved Properties

View All Approved Properties that have Not been shared with Energy Star Portfolio Manager

Requestor ID – Available on all pages

View All Properties Pending LOA Approval

Quickly Add a new Property/properties

Easily Navigate to the Support Page for FAQs, Guides and Contact Information

Easily Navigate to the Property and Meter Report to View Aggregate Consumption both at a yearly and monthly basis

Adding a Property: Self Requestor

Please Ensure to have the following:

- Account Number (11- or 15-Digit Account Number)
- Borough
- Block
- Lot
- Energy Star Portfolio Manager Property ID

You can find the most up-to-date BBL information from your property here: [DOB NOW Public Portal \(nyc.gov\)](#)

conEdison Building Energy Usage Portal

Properties Data Support Test User

Home > Manage Properties > Add New Property Requestor ID: 0000

Add Property

Request authorization for your properties. Once authorized, you can view and submit aggregated consumption data to Portfolio Manager.

1 Add Property

LOCATION

NYC Non NYC

ALL FIELDS REQUIRED, UNLESS OTHERWISE NOTED

Requestor ID

Account Number

Borough/Location Block Lot

Portfolio Manager Property ID

Clear Fields Add Property

2 Properties Added

Review and confirm the property details before submitting your authorization request.

To remove properties that may have been added incorrectly or by mistake, click the X icon next to the property within the list below.

Account Number	Email Address	Boro/Loc	Block	Lot	Property ID
<h3>No Properties Added</h3> <p>Add Properties to Review.</p>					

Submit

Adding a Property: Authorized Requestor

Please Ensure to have the following:

- Account Number (11- or 15-Digit Account Number)
- Borough
- Block
- Lot
- Authorizer's Email Address (Property Owner's email address)
- Energy Star Portfolio Manager Property ID

You can find the most up-to-date BBL information from your property here: [DOB NOW Public Portal \(nyc.gov\)](#)

conEdison Building Energy Usage Portal

Home > Manage Properties > Add New Property

Requestor ID: 1111

Add Property

Request authorization for your properties. Once authorized, you can view and submit aggregated consumption data to Portfolio Manager.

1 Add Property

LOCATION

NYC Non NYC

ALL FIELDS REQUIRED, UNLESS OTHERWISE NOTED

Account Number

Borough/Location Block Lot

Authorizer Email Address

Portfolio Manager Property ID

Clear Fields Add Property

2 Properties Added

Review and confirm the property details before submitting your authorization request.

To remove properties that may have been added incorrectly or by mistake, click the X icon next to the property within the list below.

Account Number	Email Address	Boro/Loc	Block	Lot	Property ID
No Properties Added					

Add Properties to Review.

Submit

Property / Meter Reports: Property Report

For Property Reports, search by **Property Type** or Portfolio Manager **Property ID**. You may select up to 100 properties at a time. Toggle between **Service Year** menu options to view property summary details for the current year and two prior years.

conEdison Building Energy Usage Portal

Properties | Data | Support | Test User

Home > Report: Property Meter Report

Requestor ID: 1111

Property Details << | Property Reports | Meter Reports

Test Property, BRONX, NY, US
Yearly Consumption Data

Values that are displayed within the Property Report represent the total annual consumption for a given property per Service Type. Select the year drop down to see your data for a different year.

* Indicates that the listed consumption data contains estimates.

Service Year: 2025

Property Name	Property ID	Electric	Gas	Steam	From Date	To Date
Test Property	49429851	125866.78 kWh	1765.35 thm *	N/A	01/01/2024	12/31/2024

1 PROPERTIES SELECTED

APPLY CLEAR

Items per page: 10 | 1 - 1 of 1

Download

Property / Meter Reports: Meter Report

For Meter Reports, there is a **Search** bar and a **Filter** button to narrow down results even further. After entering filter criteria, select **Apply Filters** to update results

conEdison Building Energy Usage Portal

Properties Data Support Test User

Home > Report: Property Meter Report Requestor ID: 1111

Property Reports Meter Reports

Test Property, BRONX, NY, US
Meter-Level Data

Values that are displayed within the Meter Report represent aggregated consumption at a yearly and monthly level at a per meter basis. Select the Year drop down to see your data for a different year.

Last Upload Date will reflect the date that the data was sent to Energy Star Portfolio Manager. If your Last Upload Date reflects "N/A", your property has either not been shared or there has been an issue when we have attempted to send consumption to the property and meter to Energy Star Portfolio Manager.

* Indicates that the listed consumption data contains estimates.

Service Year 2024

Meter Details

Search Filter

Download

Property Name	Property ID	Service Address	Service Type	Service Class	Meter Name	Number of Accounts	Consumption	Contains Estimate
Test Property	49429851	Test Property	E	001	Test Street/E/001/BRONX (N/A)	38	109896.28 kWh	No

Monthly Consumption Data

From Date	To Date	Number of Physical Meters	Consumption	Contains Estimate	Last Upload Date
01/01/2024	01/31/2024	38	6400.27 kWh	No	N/A
02/01/2024	02/29/2024	38	6194.32 kWh	No	N/A
03/01/2024	03/31/2024	38	6336.24 kWh	No	N/A
04/01/2024	04/30/2024	38	6394.3 kWh	No	N/A

Portfolio Manager Connection

If your Account is not shared with Con Edison within Energy Star Portfolio Manager, you will see this when you navigate to Portfolio Manager Connection within the Building Energy Usage Portal.

Click the Blue Button on the bottom “Log in to Portfolio Manager” to quickly navigate to Energy Star Portfolio Manager to connect your account.

Note: It may take up to 15 minutes to recognize this connection.

The screenshot shows the 'Building Energy Usage Portal' interface. At the top, there is a navigation bar with the 'conEdison' logo, the page title 'Building Energy Usage Portal', and links for 'Properties', 'Data', 'Support', and 'Test User'. Below the navigation bar, a breadcrumb trail shows 'Home > Portfolio Manager Connection' and a 'Requestor ID: 1111' on the right. The main content area features a blue warning icon (an exclamation mark inside a circle) above the heading 'Portfolio Manager Account Not Connected'. Below the heading, a message states: 'Could not find an associated Portfolio Manager account. A Portfolio Manager connection is needed to submit data.' This is followed by a section titled 'How to Fix Your Connection:' with two numbered steps: '1) Create a Portfolio Manager profile if you don't already have one. You'll need your Requestor ID 4500 to connect your accounts.' and '2) Add Con Edison to your contacts in Portfolio Manager.' A final note says: 'Please wait at least 15 minutes before trying to connect again, and manually refresh the page if you continue to see that your account connection is not reflecting as expected.' At the bottom of the message area is a blue button labeled 'Log In to Portfolio Manager' with an external link icon.

Portfolio Manager Connection

For Shared Properties, you can easily see when consumption was last sent for each property, the date range that consumption was sent for, and when your consumption is next scheduled to be sent to Energy Star Portfolio Manager.

Please note that there is an approximate **2-month** delay in monthly consumption exports to Energy Star Portfolio Manager – e.g, in **March 2025**, you will start to see consumption for **January 2025**.

conEdison Building Energy Usage Portal

Properties Data Support Test User

Home > Portfolio Manager Connection Requestor ID: 1111

Portfolio Manager Connection

Account Connected To Portfolio Manager

Please log in to Portfolio Manager to add unshared properties to your portfolio.
Properties on hold are not currently included in the Covered Buildings List for Local Law 84 or 97. Please contact us to learn more.

Unshared (1) Shared (1) On Hold (0)

Search Filter

Property Name	Property ID	Primary Service Address	Last Updated Date	Next Upload Date	Account Number	Borough	Block	Lot
Test Property	49429851	Test Property, BRONX, NY, 10472, US	03/02/2025	04/02/2025	*****95017	Bronx	00001	0053

Items per page: 10 1 - 1 of 1

Understanding Your Data

Estimated Data

- **Estimates in consumption data are common and most often are not replaced with actual data**
 - A small missing interval causes an entire month to be labeled as "estimated"
- Estimates cannot be manually updated in BEUP or ESPM
- **BEUP will track if the aggregated consumption shared has estimates. Once actual data is available, BEUP will automatically update the estimated values in ESPM on a bi-weekly basis.**
- **Customers are automatically notified via email when estimates are updated. In most cases, estimates never get updated.**

Consumption	Contains Estimate
59.78 thm *	Yes
58.95 thm *	Yes

Reasons for Estimates:

- Meter communication errors
- Gaps in interval reads
- Issues accessing the meters
- Customer specific way of reporting meter self-reads
- Missing Bills
- Customer is awaiting approval or has been approved for an external assistance program

Understanding Your Data

AMI vs Billing Data

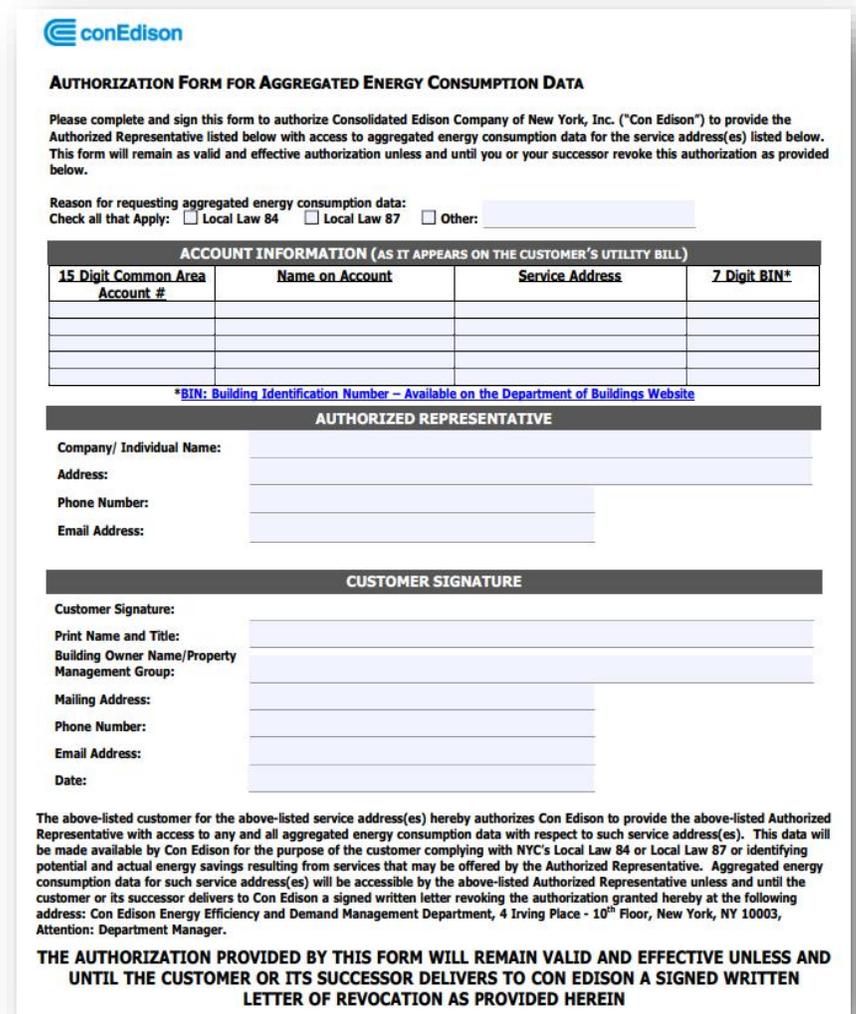
- The Building Energy Usage Portal utilizes **Advanced Metering Infrastructure (AMI) data** which is more granular, more accurate, and closer to the source.
- A key benefit of using AMI data is that it accurately reflects the delivered energy in the time it was used, whereas billing data is a proration.
- AMI data is collated by calendar month, while billing data starts and ends on "trip date" which is not often tied to the first day of the month.
- Occasionally, customer bills may be held or changed for reasons not related to metering (e.g. bill dispute or re-bill) while AMI data does not change.



If you notice differences between your data in BEUP and your bills, do not be alarmed - AMI data is the most accurate source of truth for consumption

Support for On Hold Properties

- BEUP data is automatically available for ESPM shared properties on the LL97/LL84 CBLs (Covered Buildings Lists).
- Properties not on a CBL or those that do not pass the 4/50 check will show '**On Hold**' status in BEUP and will **not** have consumption available immediately.
- If your property shows as **On Hold** in the portal, please complete a [Letter of Authorization form](#) found on the Con Edison benchmarking webpage and email it to citybenchmarking@conEd.com.
- For properties which meet our checks, we will enable benchmarking for these properties and consumption will be available within 2 weeks.



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AUTHORIZATION FORM FOR AGGREGATED ENERGY CONSUMPTION DATA

Please complete and sign this form to authorize Consolidated Edison Company of New York, Inc. ("Con Edison") to provide the Authorized Representative listed below with access to aggregated energy consumption data for the service address(es) listed below. This form will remain as valid and effective authorization unless and until you or your successor revoke this authorization as provided below.

Reason for requesting aggregated energy consumption data:
Check all that Apply: Local Law 84 Local Law 87 Other: _____

ACCOUNT INFORMATION (AS IT APPEARS ON THE CUSTOMER'S UTILITY BILL)			
15 Digit Common Area Account #	Name on Account	Service Address	7 Digit BIN*

*BIN: Building Identification Number – Available on the Department of Buildings Website

AUTHORIZED REPRESENTATIVE

Company/ Individual Name: _____
Address: _____
Phone Number: _____
Email Address: _____

CUSTOMER SIGNATURE

Customer Signature: _____
Print Name and Title: _____
Building Owner Name/Property Management Group: _____
Mailing Address: _____
Phone Number: _____
Email Address: _____
Date: _____

The above-listed customer for the above-listed service address(es) hereby authorizes Con Edison to provide the above-listed Authorized Representative with access to any and all aggregated energy consumption data with respect to such service address(es). This data will be made available by Con Edison for the purpose of the customer complying with NYC's Local Law 84 or Local Law 87 or identifying potential and actual energy savings resulting from services that may be offered by the Authorized Representative. Aggregated energy consumption data for such service address(es) will be accessible by the above-listed Authorized Representative unless and until the customer or its successor delivers to Con Edison a signed written letter revoking the authorization granted hereby at the following address: Con Edison Energy Efficiency and Demand Management Department, 4 Irving Place - 10th Floor, New York, NY 10003, Attention: Department Manager.

THE AUTHORIZATION PROVIDED BY THIS FORM WILL REMAIN VALID AND EFFECTIVE UNLESS AND UNTIL THE CUSTOMER OR ITS SUCCESSOR DELIVERS TO CON EDISON A SIGNED WRITTEN LETTER OF REVOCATION AS PROVIDED HEREIN

Benchmarking a Campus



- For guidance on benchmarking a campus in ESPM, please refer to the DOB guide here: https://www.nyc.gov/assets/buildings/pdf/benchmarking_campus.pdf
- Many campuses use Registered Design Professionals to assist in benchmarking complex properties. Listings of Design Professionals can be found on www.nyc.gov
- If you have not previously benchmarked your campus, as a first step, check if your property is listed within the latest LL84/LL97 CBL
 - If not on the CBL, please add the property to BEUP and send an email to citybenchmarking@coned.com with the property details for our team to enable consumption.

Reporting Consumption by BIN

- BEUP aggregates data by BBL for all active properties. However, the DOB requires reporting on a BIN level for LL97.
- For >80% properties on the CBL, there is a 1:1 BBL to BIN relationship. Therefore, no further action is required.
- Splitting BBL data across BINs requires creating one property per BIN in ESPM and grouping consumption by service address.

How can I split my BBL's aggregated consumption by BIN?

- Your property's BBL (Borough Block Lot) may span across a single BIN (Building Identification Number). If so, you do not need to split aggregated consumption as the same consumption values will apply for both your property's BBL and BIN.
- If your property's BBL spans across multiple BINS, you can split consumption across the different BINS. To do so,
 - Navigate to the Property/Meter Reports page from the Data tab and download a CSV file of your property's consumption for the year(s) required.
 - Group consumption by the service address as shown in the meter name. For example, consumption for Meter 123 STREET/E/009/BOROUGH will be categorized with all meters at 123 STREET. This indicates these meters are for the same service address, therefore, share the same BIN.
- For guidance on complex property metering/sub-metering layouts, please contact the NYC Sustainability Help Center or the NYC Department of Buildings.

Please refer to the BEUP FAQ on splitting consumption by BIN for a detailed breakdown of the process.

For more complex metering layouts, please contact the NYC Sustainability Help Center or speak to a Registered Design Professional (RDP) listed at www.nyc.gov

Support

Navigate to the Support tab from the menu to view Frequently Asked Questions, the BEUP User Guide, General Guides and Contact Information.

conEdison Building Energy Usage Portal

Properties Data Support Test User

Home > Support Requestor ID: 1111

How can we help?

Reference our FAQs, User Guides, and Contact Information to find support.

Frequently Asked Questions (FAQs)

- Why might I be getting property share errors and how do I correct them?
- Why is a property “On-Hold” and not actively sharing aggregated consumption with Portfolio Manager?
 - All properties within the Building Energy Usage Portal are verified against the most current Covered Buildings List(s) (CBL) for Local Law 84 and Local Law 97 and/or the Public Service Commission’s data privacy standard. Only properties that are within a current CBL and/or meet the PSC aggregated whole-building data privacy standard will allow for aggregated consumption sharing with Portfolio Manager.
 - If your property meets neither criterion, the Requestor should complete a Letter of Authorization (LOA) form found on the On Hold Property Override Page within the Building Energy Usage Portal and submit via email to citybenchmarking@coned.com
- Why did my last consumption export date not change this month?
- When can I start requesting consumption?
- When can I expect my estimated consumption replaced by actual consumption?

Support

User Guides

Release Notes - New Features and Enhancements

Learn about Features and Enhancements that were included within the most recent release of the Con Edison Building Energy Usage Portal.

[VIEW RESOURCE](#)

Quick Start User Guide

Utilize this Quick Start User Guide, to quickly understand how to setup your Account and how to easily setup your properties to receive Aggregated Consumption Data.

[VIEW RESOURCE](#)

User Guide

Utilize this Step-by-Step Guide, to learn about the essential parts of the Building Energy Usage Portal and best set you up for benchmarking success year over year.

[VIEW RESOURCE](#)

Common Questions

Commonly Asked Questions and Answers can be found here.

[VIEW RESOURCE](#)

Portfolio Manager Setup Guide

Learn how to setup your Property within Energy Star Portfolio Manager and properly sync those properties into the Building Energy Usage Portal.

[VIEW RESOURCE](#)

Portfolio Manager Meter Maintenance

Learn how to perform Meter Maintenance within Portfolio Manager.

[VIEW RESOURCE](#)

LL97 Support

Understand how Con Edison's Building Energy Usage Portal support Local Law 97 and who to contact with questions that you may have.

[VIEW RESOURCE](#)

Letter of Authorization Form

Download the Letter of Authorization (LOA) Form for Properties that are not within the current Covered Buildings List for LL84 and/or LL97 to request aggregated consumption for a given property.

[VIEW RESOURCE](#)

Contacting Support

Help Center for Building Energy Usage Portal

Mon - Fri 8a.m. - 5p.m. ET

 : 212-460-1270

 : citybenchmarking@conEd.com
Locallaw97support@conEd.com

Please ensure to provide the following within your email:

1. **Portfolio Manager Property ID, Meter name and Meter ID**
 - *if asking about a specific meter - this can be found within the Meter Report or within Energy Star Portfolio Manager)*
2. **The Borough, Block and Lot information for the Property**
 - *if NYC, for non-NYC properties, please provide the property's service address*
3. **Requestor ID in the portal**
 - *if related to your account, sharing questions, or other non-property specific questions*
4. **Nature of the issue or question**
 - *e.g. my consumption looks different than I expect for 123 MainStreet/G/2 meter on property 1234*

Support inquiries will be prioritized as follows:

1. Inability to access portal or add/share properties.
2. LL97 data queries for 2024.
3. LL84 data queries for 2024.
4. Other.

Additional Support

Building Energy Usage Portal 2025 Support Webinar

Friday, March 14

11a.m. - 12p.m.

Weekly Benchmarking Support Office Hours

Every Wednesday from March 12 – April 23

3p.m. - 4p.m.



conEdison

Thank you.



2025 Benchmarking Forum

- James MacMartin, National Grid
- Justin Bulova, NYC Accelerator
- James Henderson, NYC Sustainability Help Center
- DOB Closing

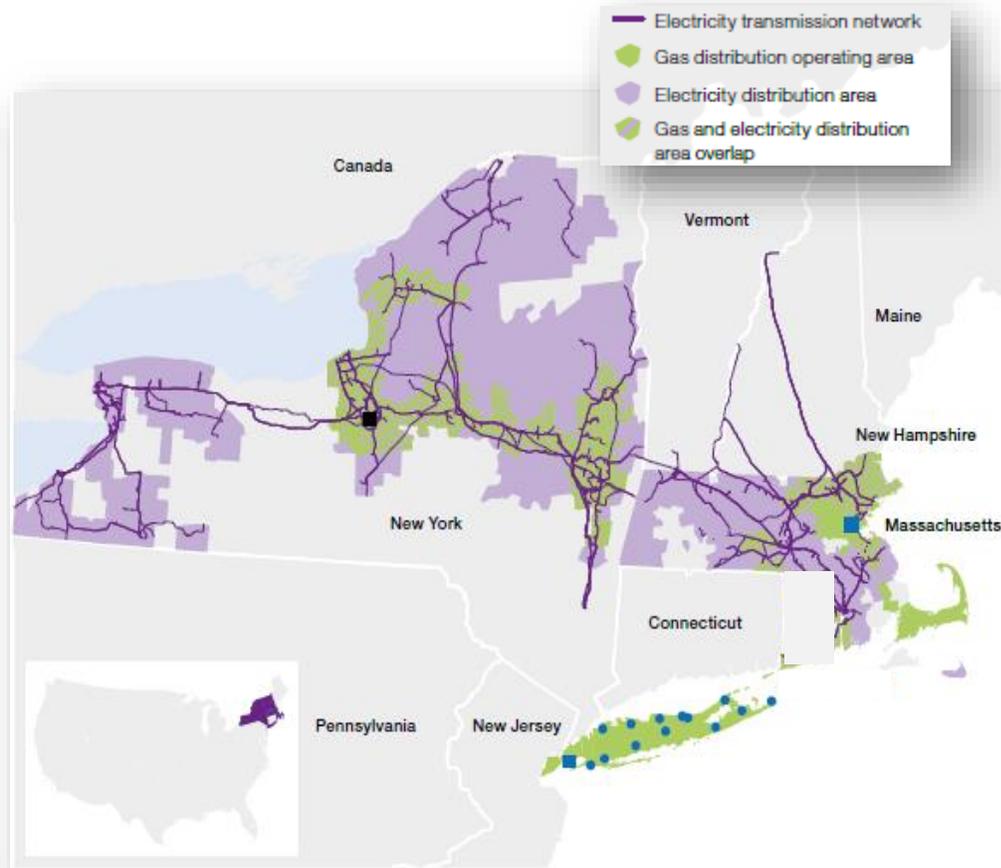
National Grid — Uploading Whole Building Aggregate Data to EPM Portfolio Manager

Louis Rizzo
Manager, NY Energy Sales and
Operations - Nationalgrid

nationalgrid



National Grid is the third world's largest investor-owned utilities, with more than 7 million gas and electricity US customers and 22,000 employees in the U.S. and U.K.



National Grid U.S.

by the numbers

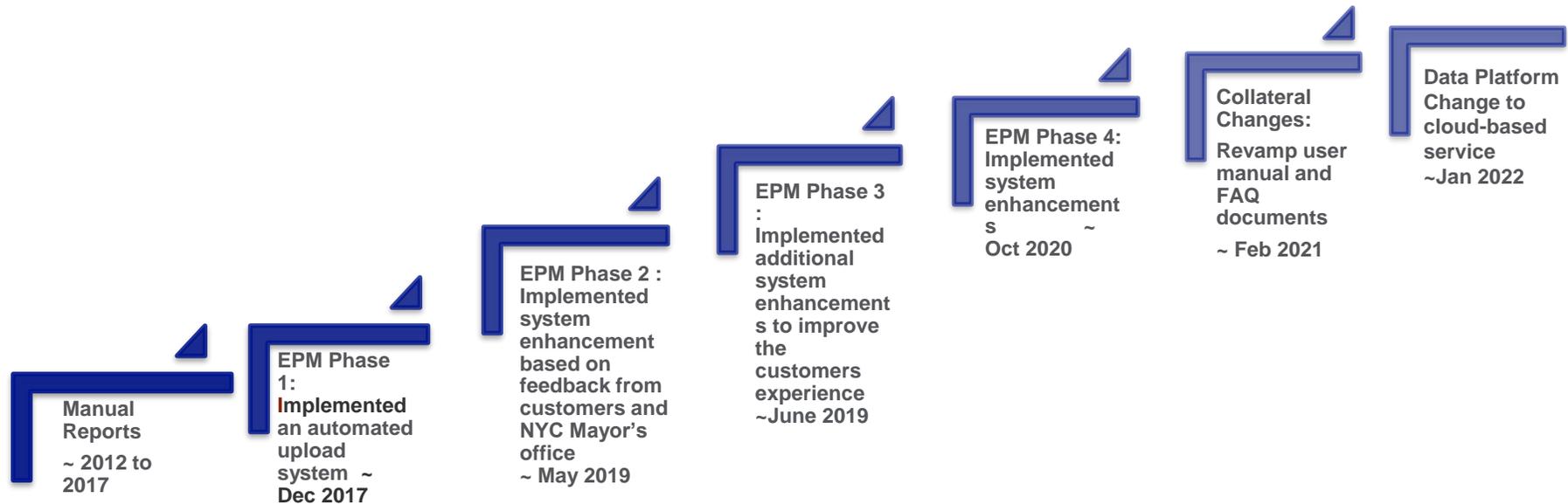
- 3.4 million electric customers
- Electricity transmission network of 8,800 miles of overhead line; 100 miles of underground cable, 380 transmission substations
- 3.6 million gas customers
- Gas network of 35,000 miles of gas distribution pipeline; 490 miles of gas transmission pipeline

National Grid Benchmarking Process Overview



nationalgrid

National Grid Benchmarking Portal & System Enhancement



Phase 2 Changes

- Refinement of core solution that includes real time account validation and syncing up usage extractions across regions.
- Real-time validation
- Immediate Web Page Notifications
- Data uploaded within 3 – 5 business days instead of 10 days.

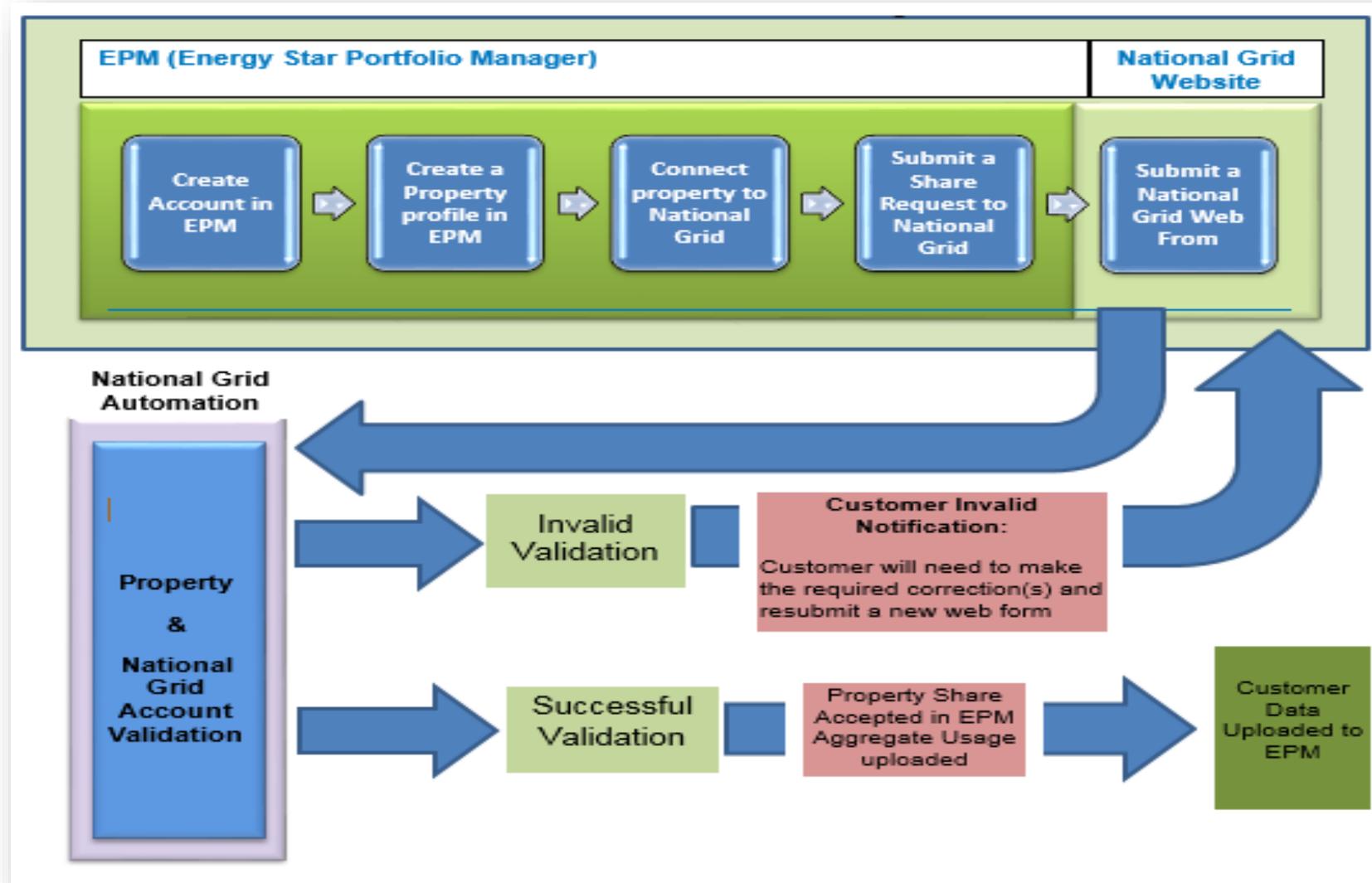
Phase 3 Changes

- Quarterly aggregate data upload process for up to four (4) years
- Quicker multiform submission process
- Quicker upload turn around time – Within 2 to 3 business days.
- New call center & Email support
- Revised Web form
- New, instant validation of National Grid account and EPM Property share access level.
- Successful submission or Error messages presented on screen after submission.

Phase 4 Changes

- Whole Building Usage Data: Changed the process on how we pull customer data (Change current GIS coordinates search criteria to Building number of premise table for finding accounts/premise)
- Added historical Usage Information: the option for customers to get two additional years of historic usage information
- User Manual: Updated the user manual to a more user friend version

Customer Steps (Overview)



EPA – Energy Star Portfolio Manager

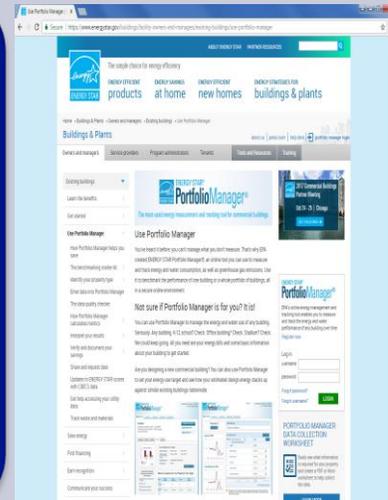
EnergyStar Building Benchmarking Portal



nationalgrid

Energy Star EPA Portfolio Manager Site

To begin the data sharing process a building owner or property manager or consultants must create an account in Energy Star EPA Portfolio Manager site



Visit portfolio manager site for step by step directions on how to create a Energy Star Portfolio manager (EPM) account

After you have created an account in EPM, you need to submit web service connection request by selecting "National Grid Web Services"

Allow up to 24 hours for National Grid Web Services to accept your initial connection request

<https://www.energystar.gov/buildings/facility-owners-and-managers/existing-buildings/use-portfolio-manager>

How to connect your Portfolio Manager account to National Grid, and share your Property with National Grid

Connect with National Grid

1. Check if National Grid is already a contact.

- Click on Contacts in the upper right corner of the MyPortfolio page. On the My Contacts page, check if National Grid Web Services is listed as Connected.

2. If National Grid has not connected within 24 hours you can email or call National Grid Benchmarking portal services

- MA Customers –
NE.energyefficiency@nationalgrid.com
- Call (855)563-7448, 8:00 am to 5:00 pm EST
Monday through Friday

The screenshot shows the 'My Contacts' page in the National Grid Portfolio Manager interface. At the top, there's a navigation bar with 'MyPortfolio', 'Sharing', 'Reporting', and 'Recognition' tabs. Below this is a search bar and a 'Search for new contacts' button. The main content area contains a table of contacts. The table has columns for 'Name' and 'Organization'. The first contact is 'NG Test Property Management Co. Commercial Real Estate' with 'NG Test Property Management Co.' as the organization. The second contact is 'National Grid Web Services (National Grid)' with 'National Grid' as the organization. A blue arrow points to the 'Connected' status next to the second contact. Below the table are buttons for 'Share', 'Edit', 'Delete', 'Add Contact', and 'Add Organization'.

All	Name	Organization
N	NG Test Property Management Co. Commercial Real Estate	NG Test Property Management Co.
W	National Grid Web Services (National Grid) Web Services Bench Marking Web Services	National Grid

How to connect your Portfolio Manager account to National Grid (continued)

After clicking “Connect,” you will be prompted to accept National Grid’s Terms of Use. Check the box next to “I agree” and then click “Send Connection Request.” This will send your connection request to National Grid.

When National Grid accepts your connection request, you will receive a notification in your Portfolio Manager account. At this point, you will be able to move on to the next step, sharing your property with National Grid.

The screenshot shows two parts of the user interface. The top part is the 'Search Results' page, which includes a 'Your Search Criteria' form with fields for Name, Organization, Username, and Email Address. A blue arrow points from the 'Search' button to the 'Connect' button in the search results table. The search results table shows one entry for 'National Grid Web Services' with a 'Connect' button. The bottom part is the 'Send a Connection Request' form, which includes a 'Terms of Use' section and an 'Agreement' section with a checked checkbox. A blue arrow points from the 'Send Connection Request' button in the search results to the 'Send Connection Request' button in the form.

Search Results
The results of your search are listed below. Clicking "Connect" will send a request to the person asking them to confirm your request to add them as your contact. If they accept, you will see them listed as a connected contact in your address book. If they do not accept, or have not accepted yet, you will see them as an unconnected contact in your address book. Connecting with contacts will make it easier to share property information within Portfolio Manager.

Your Search Criteria
Name: National Grid Web Services
Organization:
Username:
Email Address:
Search

National Grid Web Services
Bench Marking Web Services with National Grid
Connect
Page 1 of 1
1 - 1 of 1

Tip
Can't find what you are looking for? Try adjusting your search criteria.

Send a Connection Request to [National Grid Web Services](#) to Begin Exchanging Data
[National Grid Web Services](#) requires the following information in order to exchange data with your property(ies). If you have any questions about how to complete this information, please contact [National Grid Web Services](#). Once your connection request has been accepted, you can share individual properties and/or meters with them to get started exchanging data.

Terms of Use: None Provided
Agreement: I agree to my provider's ([National Grid Web Services](#)) Terms of Use.

Send Connection Request Cancel

Follow Us [Twitter](#) [Facebook](#) [YouTube](#) [LinkedIn](#)
[Contact Us](#) | [Privacy Policy](#) | [Browser Requirements](#) | [ENERGY STAR Buildings & Plants Website](#)

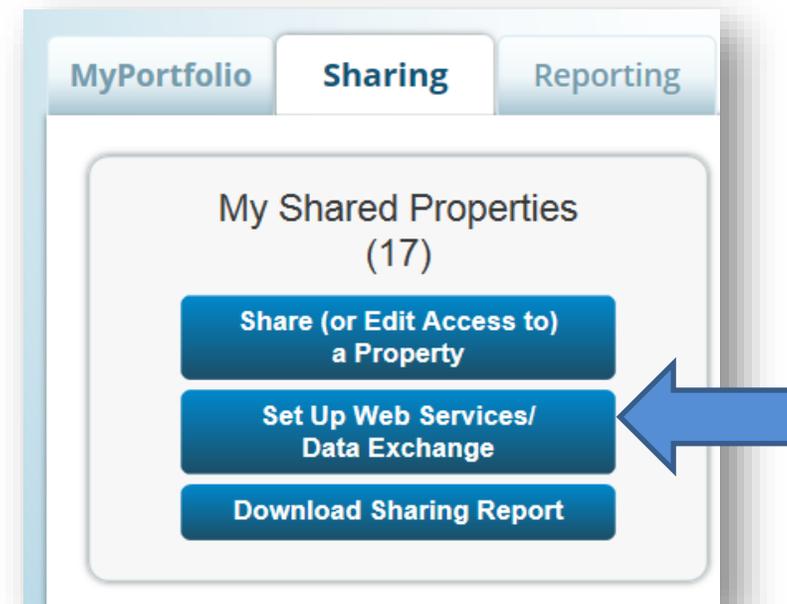
Note: Allow up to 24 hours for National Grid Web Services to accept your initial connection request

How to connect your Portfolio Manager account to National Grid (continued)

Share the Property

Please follow these steps, even if you have previously shared with another National Grid Portfolio Manager account, you still need to connect and share with this account (“National Grid Web Services”) in order to have National Grid send you your energy data automatically.

1. Click on the Sharing tab.
2. Click on “Set Up Web Services/Data Exchange.”



How to connect your Portfolio Manager account to National Grid (continued)

Make the following selections:

Property Information: select “Exchange Data Full Access.”

Meter Information:

- For each meter displayed, choose “None” – even if existing National Grid meters are listed.

You do not need to share access to specific energy meters with National Grid.

- After you have successfully shared your property, National Grid will create one or more new “virtual” meters, into which your aggregate energy consumption data will be uploaded.

NOTE: If you do select “Read Only” or “Full Access” at the meter level, this will be ignored by National Grid, and may even be rejected, since meter-level shared access is not needed by National Grid’s system. As long as you have provided “Full” access at the property level, then this will be sufficient.

- **Water Meters:** select “None.”
- **Goals, Improvements, & Checklists:** select “None.”
- **Recognition:** select “None.”
- **Share Forward:** select “Yes.”

Click “Apply Selection,” which will return you to the “Share Properties for Exchanging Data” page

Select Custom Access Permissions for

Select the permission level below that you would like to grant

Item	None	Exchange Data Read Only	Exchange Data Full Access
Property Information	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
▼ All Meter Information			
▼ Energy Meters			
Electric - Grid	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Natural Gas	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fuel Oil (No. 2)	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Water Meters			

Additional Options:

Item	Yes	No
* Share Forward Allow Andrew Schulte to share this property with others and give them any permissions that he/she has, including the right to share with more people.	<input checked="" type="radio"/>	<input type="radio"/>

National Grid requires “Exchange Data Full Access” in order to provide aggregate energy usage data

and all metrics for this property through the Reporting tab, even if you choose None for some of the other options.

- If you want someone to add & delete meters, you need to choose “Full Access” for

You do not need to share access to specific energy meters with National Grid, only share access on the property level

Apply Selection [Cancel](#)

How to connect your Portfolio Manager account to National Grid (continued)

Bulk Share Properties for Exchanging Data: Results



✓ Congratulations! You have successfully shared/edited access to your property(ies).

A total of 3 share requests were sent.

If you shared properties, you will receive a notification when your contact has accepted the share. If you edited access to current permissions, the edits have been made, no acceptance is required.

Close

IMPORTANT INFORMATION: Once you have completed the property share request with EPA portfolio manager. Visit the National Grid site at www.ngrid.com/epm to complete the online register process.

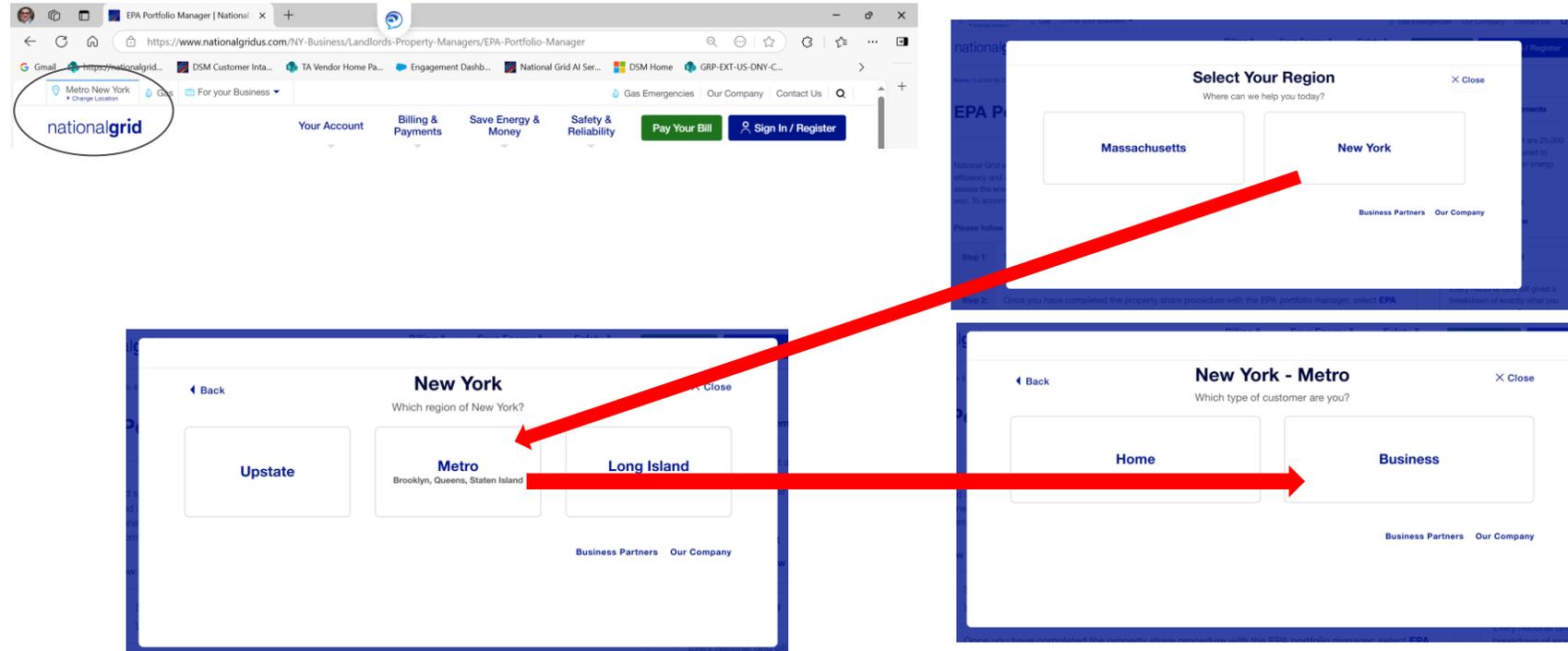
National Grid Benchmarking Portal

nationalgrid



How to Register on the National Grid Web Site

IMPORTANT INFORMATION: When you visit the National Grid site at www.ngrid.com/epm be sure to select “New York”, next “Metro”, then “Business” in order to reach the EPA Portfolio Manager Page for New York.



Once you have completed your share request process in EPM Energy Star Portfolio Manager, visit the National Grid Benchmarking portal to submit data share webform.

Before beginning the registration, please check the region to verify that you are in the correct region. You can always use the “Change Location” link on the top of the page to change your region.

Note: First Time users submitting a web share request may take up to 24 hours to get accepted by National Grid.

How to Register on the National Grid Web Site (continued)

Select "EPA Portfolio Manager Online Form" link to enter the webform

The screenshot shows the National Grid website interface. At the top, there is a navigation bar with the National Grid logo and links for 'Your Account', 'Billing & Payments', 'Save Energy & Money', and 'Safety & Reliability'. There are also buttons for 'Pay Your Bill' and 'Sign In / Register'. The main content area is titled 'EPA Portfolio Manager - Metro NY'. It includes an introductory paragraph about the EPA's Portfolio Manager tool, a section titled 'Please follow the steps below:' with two steps, and a section for 'Building owners that have already received their prior aggregated usage data and are requesting for additional two (2) years of usage information'. On the right side, there are two sidebars: 'Local Law 84 requirements' and 'How to read your bill'. The 'Local Law 84 requirements' sidebar contains text about NYC buildings and a link to 'Learn More About The NYC Benchmarking Law'. The 'How to read your bill' sidebar contains text about bill breakdowns and a link to 'Sample bill'. The 'User Guide' section at the bottom contains links for 'User Guide' and 'Benchmarking Portal FAQ'. A callout box on the left points to the 'EPA Portfolio Manager Online Form' link in Step 2 of the registration process.

EPA Portfolio Manager - Metro NY

National Grid supports the **EPA's Portfolio Manager tool** for Metro NY properties as part of a larger effort to promote energy efficiency and identify improvement opportunities for our customers. Portfolio Manager provides benchmarks to help customers assess the energy performance of their building(s), and encourage action to make the building(s) more efficient in a sustainable way. To accomplish this, National Grid must disclose the aggregated energy consumption data for your premises.

Please follow the steps below:

Step 1: Start the aggregate data upload process, you must visit the **EPA Portfolio Manager site** to register your property and complete the SHARE PROPERTY procedure. (If you haven't done so already.)

Step 2: Once you have completed the property share procedure with the EPA portfolio manager, select **EPA Portfolio Manager Online Form** link to complete the online register process with National Grid.

Building owners that have already received their prior aggregated usage data and are requesting for additional two (2) years of usage information

User Guide

For more information on how to upload whole building aggregate data to Portfolio Manager.

- ▶ [User Guide](#)
- ▶ [Benchmarking Portal FAQ](#)

Local Law 84 requirements

Buildings in NYC that are 25,000 sqft or larger are required to annually measure their energy usage.

▶ [Learn More About The NYC Benchmarking Law](#)

How to read your bill

Every National Grid bill gives a breakdown of exactly what you are being charged. Review the sample bill and compare it to your own.

▶ [Sample bill](#)

How to Register on the National Grid Web Site (continued)

Important Information

National Grid has implemented a quarterly aggregate data upload process that will continue to provide customers with quarterly building usage information for up to four (4) years, as long as building owners maintain their EPA Portfolio Manager web share link as active.

- Deactivating EPA portfolio manager property share link will disable the upload process.

If you require additional historical usage information see “Additional Historical Usage Data Upload Option” section

EPA Portfolio Manager - Metro NY

Complete the below registration form to request that your 12 months of aggregate energy usage data be automatically uploaded to your EPA Portfolio Manager account.

All fields are required unless otherwise indicated.

Your Information

* **Note:** You are currently on our **Metro NY** site. If you are not requesting data for a building in this region, please re-select **your location**.

Portfolio Manager Username	<input type="text"/>	?
E-mail address	<input type="text"/>	
Verify E-mail address	<input type="text"/>	
Phone Number	<input type="text"/>	<input type="text"/>
Request submitted by	<input type="text" value="Select"/>	
First Name	<input type="text"/>	Last Name <input type="text"/>
Address	<input type="text"/>	
Address 2 (Optional)	<input type="text"/>	
City	<input type="text"/>	
State	<input type="text" value="Select"/>	
Zip Code	<input type="text"/>	

How to Register on the National Grid Web Site (continued)

Service Address
(Service address you enter in portfolio manager must be the same as on your National Grid bill)

Borough

Portfolio Manager Property ID Number

Account Holder's Or Property Owner Name [Where do I find this?](#)

House Number House Suffix (Optional)

Street

City

State

Zip Code

Service address must be same as found on the utility service bill.

Account Number [Where do I find this?](#)
(10 digit account number without dashes)

* **Note:** You are currently on our **Metro NY** site. If you are not requesting data for a building in this region, please re-select **your location**.

Account Number

Account number must be the same as found on the utility service bill.

Click the checkbox below if you're human (anti-spam verification)

I'm not a robot 
reCAPTCHA
Privacy - Terms

Click the "I'm not a robot" box

Terms and conditions

By checking the box and entering your full name in the Electronic Signature text box, you acknowledge that you have read, understand and agree to the [terms and conditions](#).

Electronic Signature (Enter Your Full Name)

NOTE: If you have any questions or issues with your web submissions contact The Energy Efficiency team.
• Massachusetts customers use NE.energyefficiency@nationalgrid.com
• All other customers use energyefficiency@nationalgrid.com

To read Terms and conditions, select the blue text.

Type in your name

Click Submit

Submit

National Grid Service Address

The service address is sometimes different than the property address. When submitting a National Grid Benchmarking Web form please use the service address that is found on your utility service bill.

Service Address
(Service address you enter in portfolio manager must be the same as on your National Grid bill)

Borough

Portfolio Manager Property ID Number

Account Holder's Or Property Owner Name *Where do I find this?*

House Number House Suffix (Optional)

Street

City

State

Zip Code

Where do I find account holder's name?

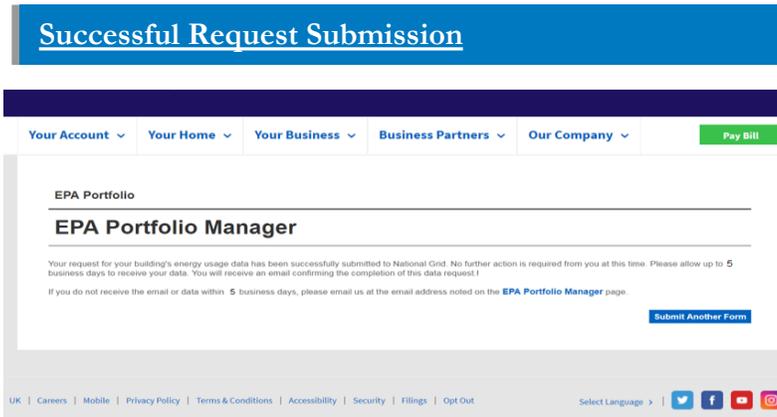
nationalgrid	SERVICE FOR JOHN DOE 1010 ANY STREET ANYTOWN NY 13202	BILLING PERIOD Aug 15, 2017 to Sep 14, 2017	PAGE 1 of 5
	ACCOUNT NUMBER 50000-51515	PLEASE PAY BY Oct 8, 2017	AMOUNT DUE \$ 347.19

Note: we have recently change how we pull customer data (Change current GIS coordinates search criteria to Building number of premise table for finding accounts/premise

How to Register on the National Grid Web Site (continued)

After submitting the National Grid webform the following message will be displayed

National Grid Web Submission Messages



Once you have completed the National Grid application process, your usage data will be uploaded to the EPA Portfolio Manager within 5 business days.

Webform Submission Errors

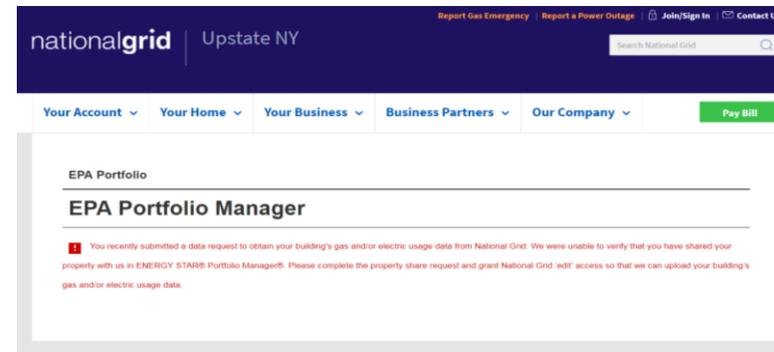
Customers that receive an error message must submit a new web form with the corrected information.

Property Share Access Level Validation Issue

Account Validation Issue

Service Address Validation Issue

Successful Submission - Consent Form Required



National Grid Quarterly Updates

How does the quarterly usage data updates work?



National Grid provides customers with quarterly whole building aggregate usage updates for up to 4 years as long as share request is active in EPM.

Additional Historical Usage Data Upload Option

National Grid has implemented a new services that allows building owners that have already received their prior aggregated usage data to request for additional two (2) years of usage information.

The following will provide you step by step direction to request for additional usage data:

All buildings with 3 or less accounts per service type (electric and/or gas). ▾

All buildings with 4 or more accounts per service type (electric and/or gas). ▾

Building owners that have already received their prior aggregated usage data and are requesting for additional two (2) years of usage information ▾

Select the Additional historical usage data upload online form link

Select the Additional historical usage data upload online form link to begin the process

Building owners that have already received their prior aggregated usage data and are requesting for additional two (2) years of usage information ▲

We have enhanced our system by providing customers the option to obtain two (2) additional years of aggregated whole-building usage data, after the initial data upload is completed.

If you have already completed the initial data load process using the steps and link outlined above, fill out the **Additional historical usage data upload online form** to receive two(2) additional years of prior aggregate usage information.

This additional data will take up to 7 business days to get uploaded into your portfolio manager account.

After selecting the link the following information will be displayed.

Additional Historical Usage Data Upload Option (Continues)

Complete the additional historical usage data upload online webform to receive your additional building aggregate usage information

Note: you must have an active EPA portfolio manager web share request with National Grid to receive two (2) additional years of aggregate whole building usage information. This additional data may take up to 7 business days to get uploaded into your portfolio

Step 1:

- Provide Portfolio Manager Username
- Select the years that you want additional aggregated usage information
- Enter your EPA property ID that you want additional aggregated usage information.
 - Note: This web form is for individual property usage requests only
- Click that you have confirmed that you have an active EPA property share with National Grid

Additional historical Usage data upload online form

Building owners that have already received their prior usage data and maintained an active portfolio manager property share can use the below form to request for two (2) additional years of aggregate whole building usage information.

All fields are required unless otherwise indicated.

Your Information

Portfolio Manager Username: ?

Select Year: 2023 2022

Property ID:

Please confirm EPA connection and Property is shared with Nationalgrid with read-write access

Additional Historical Usage Data Upload Option (Continues)

Step 2:

- Click the anti-spam verification box

Click the checkbox below if you're human (anti-spam verification)

I'm not a robot  reCAPTCHA
Privacy · Terms

Step 3:

- Click Acknowledgement of Terms and Conditions (To view written terms and conditions click on the blue wording)
- Type in your full name
- Click “Submit” button to complete the process

Terms and conditions

By checking the box and entering your full name in the Electronic Signature text box, you acknowledge that you have read, understand and agree to the [terms and conditions](#).

Electronic Signature
(Enter Your Full Name)

NOTE: If you have any questions or issues with your web submissions contact The Energy Efficiency team.
• Massachusetts customers use NE.energyefficiency@nationalgrid.com
• All other customers use energyefficiency@nationalgrid.com

Reminder: you must have an active EPA portfolio manager web share request with National Grid to receive two (2) additional years of aggregate whole building usage information. **This additional data may take up to 7 business days to get uploaded into your portfolio**

Submit

Properties with Multiple Service Addresses

National Grid Benchmarking portal is designed to provide annual aggregate usage information per service address.

The aggregate usage files that National Grid uploads to the Energy Star Portfolio Manager site include:

- Heating, water heating, and dryer accounts
- Cooking accounts

Properties with Multiple Service Addresses

- Properties with multiple service addresses, it is necessary to create separate profiles in the Energy Portfolio Manager (EPM) for each service address and complete the required National Grid web forms.
- Alternatively, a request can be submitted through our call center for a manual aggregate usage report.

Please note: National Grid is in the process of redesigning our existing system to accommodate multiple service addresses, which will be available to customers in the first quarter of 2026.

National Grid Frequently Asked Questions:

Visit the National Grid site at
[ngrid.com/epm](https://www.ngrid.com/epm)



nationalgrid

Q

What type of data does National Grid upload in to EPM?

A:

National Grid provides customers with annual whole building aggregated usage information.

EPM portfolio site that includes:

Gas

- Heating and water heating aggregate usage
- Cooking account aggregate usage

Electric

- Aggregate electric usage data

nationalgrid

Q

How long does it take National Grid to accept the Energy Star EPA Portfolio Manager share requires?

A:

First-Time Share Request: National Grid may take up to 24 hours to validate and accept an initial share request.

Resharing Data Request: Resharing requests are automatically accepted.

nationalgrid

Q

Will Energy Star EPA Portfolio Manager send an email to confirm that the share request was accepted?

A:

The Energy Star EPA Portfolio Manager does not have an email notification process to notify customers that their share request is accepted.

nationalgrid

Q

How long does a customer need to wait after submitting a share request to submit a National Grid benchmarking webform?

A:

First-Time Share Request: Customer should wait 24 hours before submitting a webform.

Resharing Data Request: After you have reshared your property you will need to contact the National Grid Benchmarking Portal Call Center at the below email or phone number to validate that the re-share has been accepted before filling out a **New National Grid** webform (www.ngrid.com/epm) to restart usage data upload process again.

National Grid Benchmarking Portal Call Center:

NYC, LI and Upstate NY Customers – energyefficiency@nationalgrid.com

MA Customers – NE.energyefficiency@nationalgrid.com

Or Call (855)563-7448, 8:00 am to 5:00 pm EST Monday through Friday

nationalgrid

Q

What aggregate usage information will I receive if I submit a my request on January 1st ?

A:

National Grid systems is designed to provide prior year aggregate usage data

Customers that submit their data requests on or before December 31, 2024.

- Will receive 2023 data.

Customers that submit their data requests on or after January 1, 2025.

- Will receive 2024 data.

nationalgrid

Q

**Does National Grid
use tax lot - Block
and Lot number
(BBL)?**

A:

**No, currently our customer service systems
do not have the option to add BBL.**

nationalgrid

Q

How many months of data will National Grid be providing?

A:

National Grid will be providing 12 calendar months of aggregate usage information per service address.

Please note: We do not provide block and lot property usage information.

nationalgrid

Q

Does National Grid provide an option for customers to receive additional usage information through the benchmarking web portal?

A:

National Grid has implemented a new services that allows building owners that have already received their prior aggregated usage data to request for additional two (2) years of usage information.

nationalgrid

Q

How long does it take for the customer to get their aggregate usage information uploaded?

A:

Usage data uploads will be processed and uploaded within 2 – 5 business days.

nationalgrid

Q

Does National Grid provide quarter or monthly usage data updates?

A:

Yes, as part of our system enhancements we will be providing our customers with quarterly data updated, if the Portfolio manager connection request is active

nationalgrid

Q

How long will the quarterly uploads last?

A:

Quarterly updates will continue for up to 4 years as long as building owners maintain their EPA Portfolio Manager web share link as active. Deactivating EPA portfolio manager property share link will disable the upload process.

nationalgrid

Q

Is there a cost associated when using the new National Grid Data Upload process?

A:

This is a free service that is offered to National Grid customers.

nationalgrid

Q

Is the usage information provided based on a per meter basis or per building?

A:

The usage information that National Grid provides is aggregate whole building usage information linked to a service address.

nationalgrid

Q

Can National Grid upload individual tenant usage information?

A:

National Grid provides whole building usage information only.

If a property owner wants individual tenant usage information they would need to obtain a consent form from the customer and manual report would be provided, once we receive the signed tenant consent form.

nationalgrid

Q

Who are required to submit Energy Usage Release Forms?

A:

In MA, and UNY, regions

Properties that have **THREE (3)** active accounts or less per commodity (electric and/or gas) are required to complete, sign and submit Energy Usage Release Form for each tenant, in a PDF format

Energy Usage Release Form should be emailed to:

Upstate NY Customers – energyefficiency@nationalgrid.com

MA Customers – NE.energyefficiency@nationalgrid.com

NOTE: Properties with **FOUR (4)** or more active accounts per commodity are not required to submit a separate Energy Usage Release Form per tenant, only online consent is required.

In NYC and LI Customers

Are not required to submit Energy Usage Release Form, only online consent is required.

nationalgrid

Q

What happens if you mistakenly unshare your EPM property share with National Grid?

A:

If you do mistakenly remove National Grid's shared access to the property, it will break National Grid access to the gas meters that we have been populating with data. You will need to re-share not just the property at "Full Access," but also the meters named "Natural Gas Main Meter" and "Gas Cooking Meter" (if applicable) to restart the usage data upload process again.

After you have reshared your property, you will need to contact National Grid Benchmarking Portal Call Center at the below email or phone number to validate that the re-share has been accepted before filling out a new National Grid webform (www.ngrid.com/epm) to restart usage data upload process again.

National Grid Benchmarking Portal Call Center:

NYC, LI and Upstate NY Customers –
energyefficiency@nationalgrid.com

MA Customers – NE.energyefficiency@nationalgrid.com

Or Call (855)563-7448, 8:00 am to 5:00 pm EST Monday through Friday

nationalgrid

Q

Will I need to submit a new National Grid Webform restart usage data uploads after I reshare my EPM property share access?

A:

Yes, after you reshare your EPM property share access a new National Grid web form will need to fill out before data upload process can resume.

nationalgrid

Questions



National Grid Benchmarking Contact Center

If you have any questions about the submission process you can email or phone National Grid

NYC, LI and UNY Regions:

EnergyEfficiency@nationalgrid.com

MA Regions:

NE.EnergyEfficiency@nationalgrid.com

Phone: (855) 563-7448, 8:00 am to 5:00 pm EST Monday through Friday

nationalgrid

2025 Benchmarking Forum

- Justin Bulova, NYC Accelerator
- James Henderson, NYC Sustainability Help Center
- DOB Closing

DOB Webinar Series: Benchmarking Forum

Presented by:
Justin Bulova, Community Outreach
and Events Coordinator
March 5, 2025



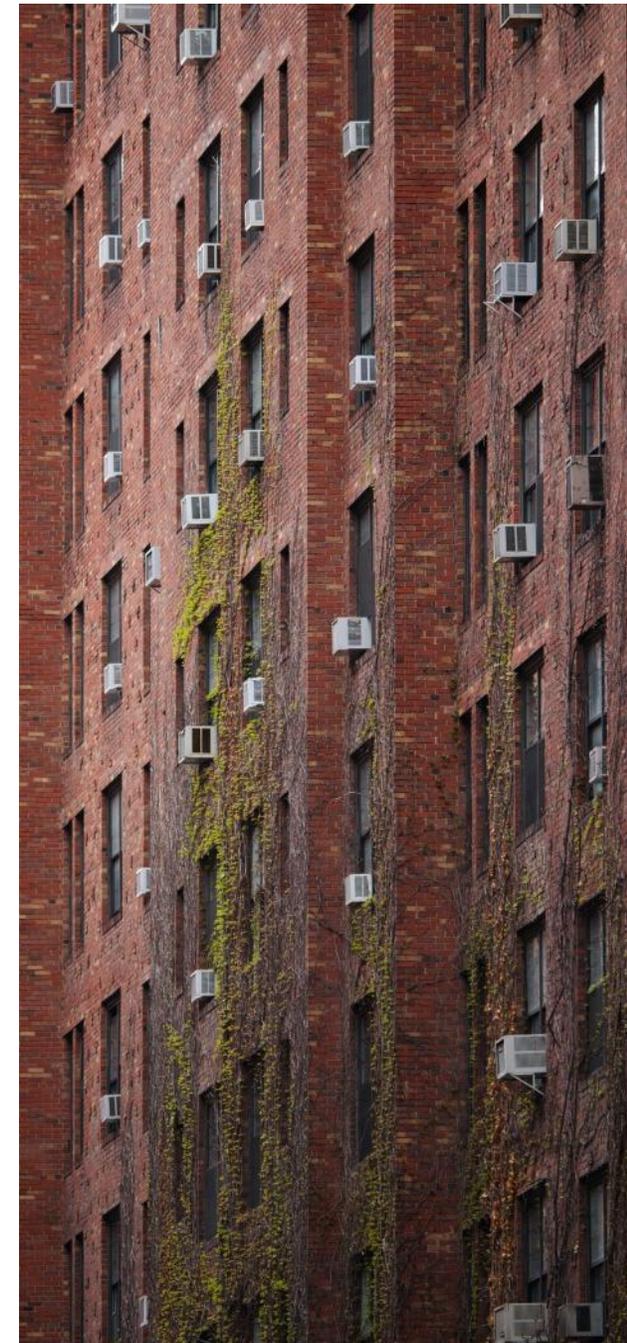
Agenda

+ NYC Accelerator

- Program Overview

+ NYC Accelerator Offerings

+ NYC Accelerator Financing



What is NYC Accelerator?

- + A New York City program to help control costs, meet compliance requirements for local laws, boost building performance, increase energy savings, and reduce carbon emissions across New York City buildings.
- + NYC Accelerator:
 - Provides **free technical guidance** to help the market transform how our buildings operate and are built
 - **Identifies building upgrade projects** to help meet emissions limits established under the Climate Mobilization Act
 - Offers **no-cost building operator trainings** and supports green workforce development
 - **Connects building decisionmakers directly with service providers** to implement decarbonization projects
 - **Helps buildings identify applicable financial incentives** and financing, such as NYC Accelerator PACE



How Does NYC Accelerator Work?

+ Who is eligible?

- Any privately owned New York City building $\geq 5,000$ square feet (new or existing)
- Smaller buildings referred to partner organizations

+ How does it work?

- Call us and get connected with a dedicated Account Manager
- Receive objective advice customized to your needs

+ How much does it cost, and what's the catch?

- No catch, no cost, no sign-up or commitment



How can NYC Accelerator help you?

Help clarify LL97 requirements

Identify GHG emissions & compare to limits

Determine which pathway is appropriate for a building: Meet GHG limits or implement PECMs

Help identify applicable financing or incentive programs and assemble a team of service providers

Provide project management support through project completion!

Case Studies: 205 Hicks Street

+ Building Portfolio:

- Prewar, multifamily co-op
- Brooklyn Heights
- 22 residential units

+ Challenge

- 50-year-old oil-burning boiler
- Upcoming estimated LL97 penalties



Case Studies: 205 Hicks Street

+ Upgrades

- Installation of heat pumps for heating and cooling within each unit
- Installation of heat pump hot water heaters

+ Cost

- **\$900,000** total project cost

+ Savings

- **\$215,694** awarded through the Con Edison Clean Heat program
- Estimated yearly penalties avoided for LL97: **\$0** in 2024 and **\$13,400** in 2030



Building Energy Snapshot Tool

3347 14 STREET
LONG ISLAND CITY, NY, USA

BBL: **4005280050**
Total Square Feet: **444,000**
Buildings on Lot: **7**
Year of Energy Data Used: **2019**

Projected LL97 Annual Penalty

2024-2029:	\$0
2030-2034:	\$84,700

Alternate LL97 Compliance Pathway
(Affordability Status): **Possible**

[Download Results](#)

3347 14 STREET, Long Island City, NY, USA

LL97 Fine Status

- No fines estimated to start in 2024 or 2030
- Fines estimated to start in 2030
- Fines estimated to start in 2024, #4 oil may be in use, or insufficient data
- Compliance not required

Take the Next Step Contact NYC Accelerator to have a building expert walk you through your results and provide free guidance on how you can reduce emissions and avoid annual fines.

Building Energy Snapshot Tool

Building Energy Snapshot
accelerator.nyc/snapshot

2166 33 ROAD
LONG ISLAND CITY, NY, USA

Building Overview

This section confirms general details about the building you searched. Information and projections included in this report are based on Local Law 84 benchmarking data provided in the year listed.

BBL:	4005570003
Total Square Feet:	635,040
Buildings on Lot:	14
Year of Energy Data Used:	2020

Projected LL97 Annual Penalties

Local Law 97 requires most buildings over 25,000 gross square feet to meet emissions limits starting in 2024. Buildings that exceed these limits will face an annual financial penalty of \$268 per ton of CO2 equivalent over the limit. On the right, view estimated annual fines through 2034 specific to the building you searched and see if it may be eligible for alternative compliance requirements, such as for affordable housing.

Projected LL97 Annual Penalty	
2024-2029:	\$48,100
2030-2034:	\$496,100
Alternate LL97 Compliance Pathway (Affordability Status):	Possible

Projected Savings From Energy Improvements

Making building energy improvements can reduce or eliminate fines associated with Local Law 97. See how much money you could save each year by reducing your building's most-used energy type (electricity, natural gas, fuel oil, or steam). This report focuses on a 10% reduction in energy use, but you can estimate savings from making a more or less drastic reduction.

Projected Savings From Energy Improvements	
Energy Type Most Used in Building:	Natural Gas
Annual Bill Savings From a 10% Reduction in Most-Used Energy Type:	\$98,400

LL97 Penalty Savings From a 10% Reduction in Most-Used Energy Type	
2024-2029:	\$48,100
2030-2034:	\$93,300

Help You Assemble a Decarbonization Team

NYC Accelerator can connect you with contractors and other service providers to help your property move forward toward compliance.



NYC ACCELERATOR
FIND A CONTRACTOR
Find qualified, local service providers and design professionals to help you implement building energy improvements.

Services Incentive Program Affiliation

Certifications Market Sectors

Apply

BRIGHT ENERGY SERVICES

Bonnie Hagen
bonnie@brightenergyservices.com
<http://www.brightenergyservices.com>

75 South Broadway, 4th Floor
White Plains, New York 10601

Bright Energy Services provides engineering and financial analysis, project coordination and implementation, incentive/rebate procurement, energy auditing, retro-commissioning, benchmarking and building analysis (including NYC LL84, LL87, LL88, LL97 compliance), energy load reduction (via LED lighting retrofits, HVAC upgrades, building controls, electric vehicle charging stations, demand response, plug load management, boiler controls, and renewable energy installations), LEED certification, WELL Building Certification, ENERGY STAR certification, greenhouse gas inventories / carbon foot-printing, and sustainability program development and planning.

Services

Controls/Energy Management Systems Boiler Services HVAC Audits/Study/Consultant Elevator/Motors
Geothermal Heat Pumps Lighting

Market Sectors

Affordable Housing Commercial and Industrial Healthcare Institutional Multifamily Market Rate
Small-Medium Businesses

Certifications Affiliations

Con Edison Small-Medium Business Program (SMB) Con Edison Multifamily Program (MFEEP)
Con Edison Commercial and Industrial (C&I) NYS Affordable Multifamily Energy Efficiency (AMEEP)
NYSERDA Clean Heat Program

Incentives: YES # of Employees: 30 # of Years in Business: 34

LL97 requires different professionals to certify and submit a report to the DOB depending on your pathway. NYC Accelerator can help you determine who you need on your project team!

Article 320:

- ✓ Registered Design Professional (Architect or Engineer)
- ✓ Contractors to do the work

Article 321 PECM Pathway:

- ✓ Retro-commissioning Agent
- ✓ A contractor(s)
- ✓ Project manager

Left: Our service provider lookup tool, not an endorsement. NYC Accelerator is a service provider-agnostic City program.

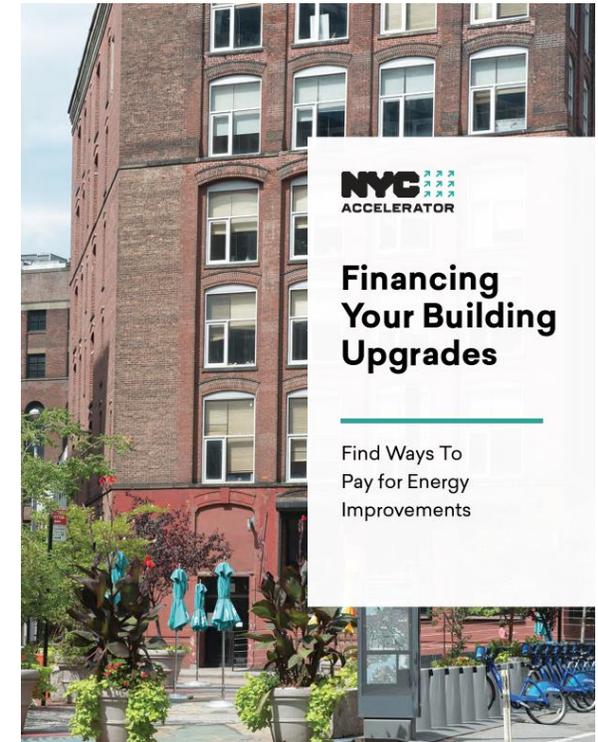
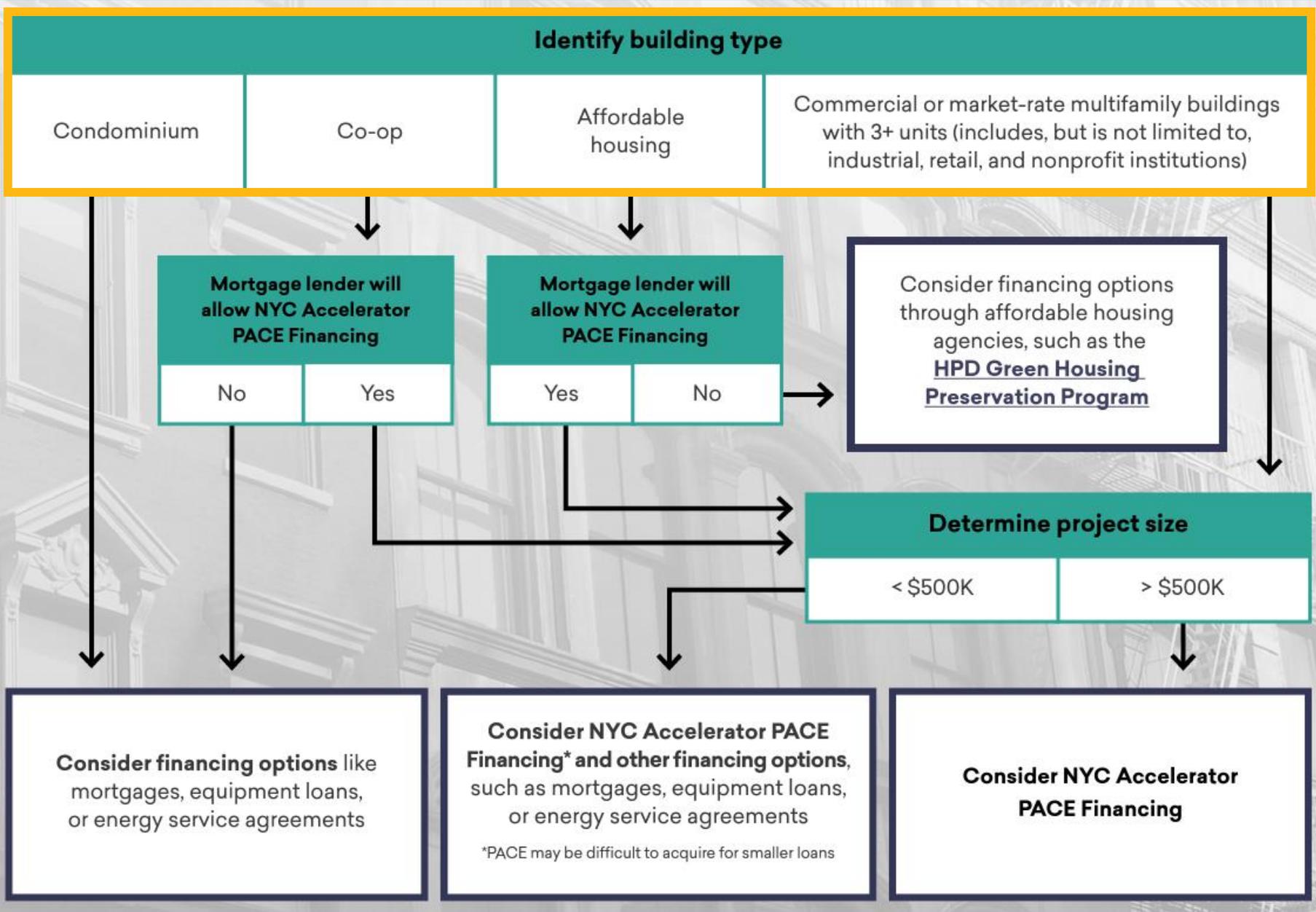
NYC Accelerator's Financing Assistance

Identify applicable financing programs

- + Relevant to specific project needs
- + Fit with building use and financial structure

Assist in navigating financing options

- + Connection to capital providers and lenders
- + Engage building stakeholders in the process
- + Improve understanding of various financing products
- + Guidance assessing options



Scan to the entire Financing Toolkit.



State and Utility Incentive Programs

+ Utilities

- **Con Edison**
 - Multifamily Energy Efficiency Program
 - Small-Medium Business
 - Commercial & Industrial
- **National Grid**
 - Multifamily Program
 - Commercial & Industrial



+ State

- **New York State Energy Research Development Authority (NYSERDA)**
 - Affordable Multifamily Energy Efficiency Program
 - Flexible Technical Assistance (FlexTech) and GJGNY Program
 - Low Carbon Pathways
 - Clean Heat Program



Contact Our Team of Experts



Web: accelerator.nyc/LL97

Email: info@accelerator.nyc

Phone: 212-656-9202



Register today for a meeting with an Account Manager

2025 Benchmarking Forum

- James Henderson, NYC Sustainability Help Center
- DOB Closing

NYC Sustainability Help Center

Benchmarking Steps Overview



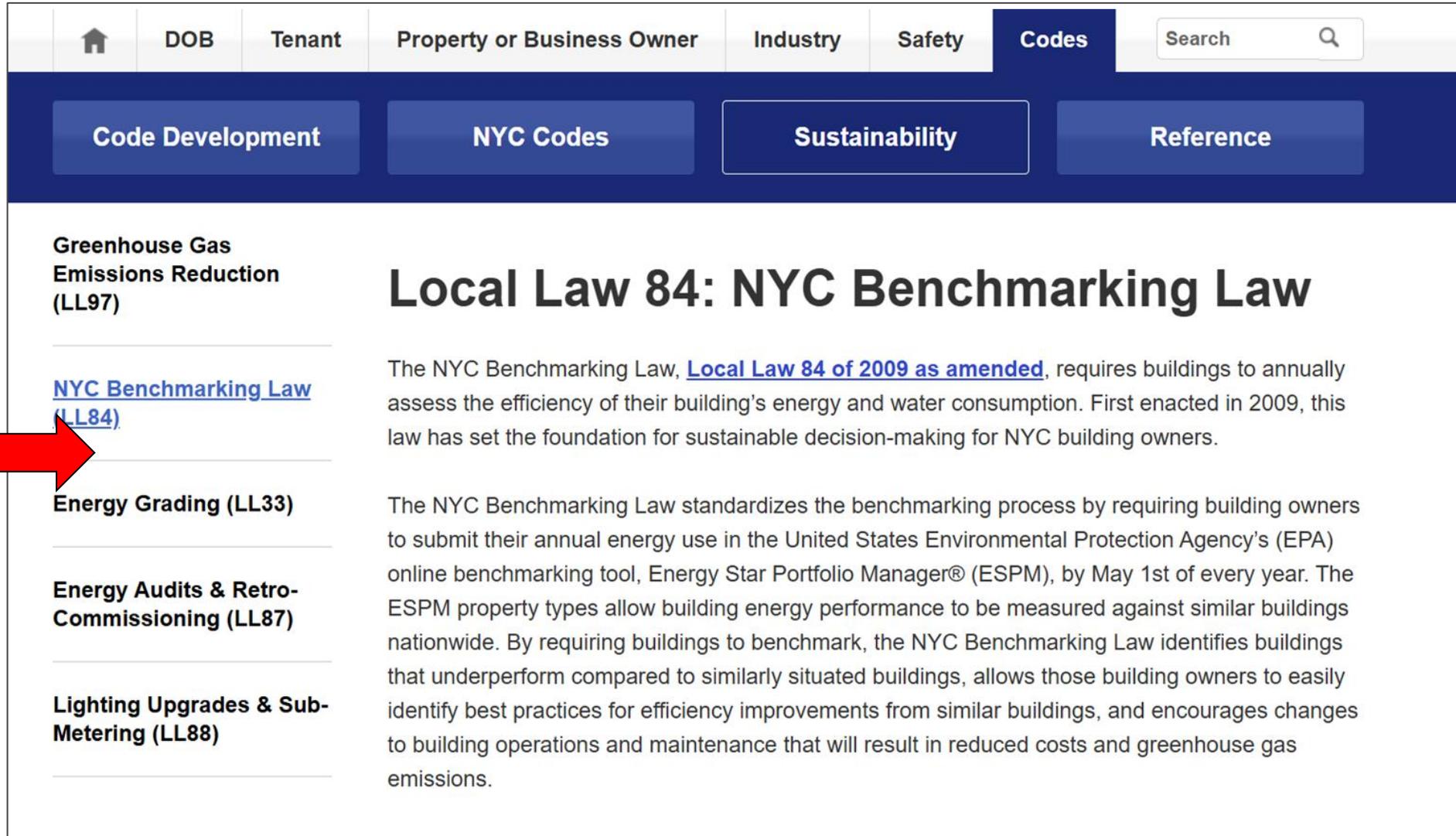
Who We Are

- ❖ The **NYC Sustainability Help Center** is a free resource for building owners, property managers, and individuals who have questions about New York City sustainability laws and procedures.
- ❖ We are part of the **CUNY Building Performance Lab**, which delivers free and low-cost training in energy efficient operations to building professionals at every level.

Jim Henderson
Program Director
Jim@NYCsustainability.org



nyc.gov/NYCbenchmarking



The screenshot shows the NYC Benchmarking website interface. At the top, there is a navigation bar with tabs for Home, DOB, Tenant, Property or Business Owner, Industry, Safety, and Codes. A search bar is located to the right of the Codes tab. Below the navigation bar, there are four main content areas: Code Development, NYC Codes, Sustainability, and Reference. The main content area is titled "Local Law 84: NYC Benchmarking Law". On the left side, there is a list of topics: Greenhouse Gas Emissions Reduction (LL97), NYC Benchmarking Law (LL84), Energy Grading (LL33), Energy Audits & Retro-Commissioning (LL87), and Lighting Upgrades & Sub-Metering (LL88). A red arrow points to the "NYC Benchmarking Law (LL84)" link.

Home DOB Tenant Property or Business Owner Industry Safety Codes Search

Code Development NYC Codes Sustainability Reference

Greenhouse Gas Emissions Reduction (LL97)

[NYC Benchmarking Law \(LL84\)](#)

Energy Grading (LL33)

Energy Audits & Retro-Commissioning (LL87)

Lighting Upgrades & Sub-Metering (LL88)

Local Law 84: NYC Benchmarking Law

The NYC Benchmarking Law, [Local Law 84 of 2009 as amended](#), requires buildings to annually assess the efficiency of their building's energy and water consumption. First enacted in 2009, this law has set the foundation for sustainable decision-making for NYC building owners.

The NYC Benchmarking Law standardizes the benchmarking process by requiring building owners to submit their annual energy use in the United States Environmental Protection Agency's (EPA) online benchmarking tool, Energy Star Portfolio Manager® (ESPM), by May 1st of every year. The ESPM property types allow building energy performance to be measured against similar buildings nationwide. By requiring buildings to benchmark, the NYC Benchmarking Law identifies buildings that underperform compared to similarly situated buildings, allows those building owners to easily identify best practices for efficiency improvements from similar buildings, and encourages changes to building operations and maintenance that will result in reduced costs and greenhouse gas emissions.

Benchmarking Instructions

Benchmarking Requirements

Building owners may assign a representative to work with the building operating staff to submit the benchmarking report.

Click a topic, or press the enter key on a topic, to reveal its answer.

- Check the LL84 Covered Buildings List for your property every year. +
- [Login to Energy Star Portfolio Manager \(ESPM\)](#), [or set up an account if you do not have one.](#) +
- Enter required building characteristics, including the primary ESPM property type. +
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- Confirm and enter BBL and BIN information (mandatory fields). +
- Check your data for errors and completeness. +
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Benchmarking Instructions



Benchmarking Requirements

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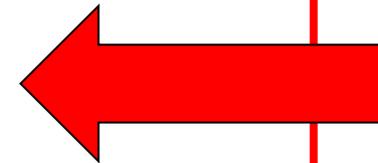
Am I on the Covered Buildings List?

Covered Buildings List (CBL)

NOTE: The Covered Buildings List is sorted by the property's 10-digit borough, block, and lot number (BBL). To find your building on the list, select Control F (CTRL + F) on your computer keyboard to open a search dialog box, and enter your property's BBL.

To find your property's BBL number, please review your latest property tax bill from the Department of Finance (DOF) by visiting the [DOF Property Tax Bill search](#). Properties listed in the following Covered Buildings List are required to benchmark their 2023 calendar year energy and water consumption prior to May 1, 2024:

- [Covered Buildings List for Benchmarking Compliance in 2024 \(Excel\)](#)
- [Covered Buildings List for Benchmarking Compliance in 2024 \(PDF\)](#)



Click
Here!

Benchmarking Instructions



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Confirm and enter BBL and BIN information (mandatory fields).	+
Check your data for errors and completeness.	+
Submit usage to the City by May 1 through ESPM.	+

Benchmarking Instructions: Utilities data

Collect whole building energy data (and water data, if required) from utilities.

The energy and water (if applicable) consumption of the entire building must be reported at the level of an individual building (as designated by a Building Identification Number, or BIN).

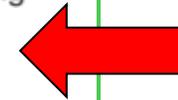
NOTE: This is a change from prior practice where reports and violations took place at the level of the Lot/BBL.

To obtain whole building energy consumption data for benchmarking, you will need to obtain tenant consumption data in addition to base building data. Request whole building energy consumption data directly from the utilities. Visit the [Energy and Water Data page](#) for more information.

If you are required to benchmark your water use and you have not previously shared your property with the DEP to collect the water data, [follow these instructions](#).

If your building uses fuel oil or other energy that is NOT provided by Con Edison or National Grid, create meters under the **Energy** tab as needed. Then enter energy use data into ESPM manually, by uploading a spreadsheet.

Click on
Energy and
Water Data



Automated Utility Data Uploads

Summary Details **Energy** Water Waste & Materials Goals Design

Meter Summary
 5 Energy Meters Total
 5 - Used to Compute Metrics

[Add A Meter](#)

Current Energy Date
 Dec 31, 2024

[Enter Your Bills](#)

Energy Use by Calendar Month (Not Weather Normalized)

Site Energy (kBtu)

Jul '19 Jan '20 Jul '20 Jan '21 Jul '21 Jan '22 Jul '22 Jan '23 Jul '23 Jan '24 Jul '24

Electric - Grid Natural Gas

(Chart current as of 03/04/2025 04:31 PM EST) [Refresh Chart](#)

[Export Data by Calendar Month](#)

Five Ways to Enter Bill Data

1. Manual
2. Use our simple spreadsheet
3. Use our complex spreadsheet
4. Hire an organization
5. See if your utility offers this service

Meters - Used to Compute Metrics (5) [Add A Meter](#)

[Change Meter Selections](#)

[View as a Diagram](#)

Meter Name	Portfolio Manager Meter ID	Energy Type	Most Recent Bill Date	In Use? (Inactive Date)
Gas Cooking Meter	70420403	Natural Gas	12/31/2024	Yes
Natural Gas Main Meter	70420418	Natural Gas	12/31/2024	Yes
WASHINGTONAVE 506/E/001/BROOKLYN	71091849	Electric - Grid	12/31/2024	Yes
WASHINGTONAVE 506/E/002/BROOKLYN	71091850	Electric - Grid	12/31/2024	Yes
WASHINGTONAVE 506/E/009/BROOKLYN	71091851	Electric - Grid	12/31/2024	Yes

Green Power

This property has:

- Offsite green power (none entered)
- Onsite renewable energy (none entered)

Energy Data

Summary Details Energy **Water** Waste & Materials Goals Design

Water Score (1-100)

Current Score: [N/A](#)

Baseline Score: [N/A](#)

Water Use by Calendar Month (Not Weather Normalized)

Water Use (kgal)

Jul '18 Jan '19 Jul '19 Jan '20 Jul '20 Jan '21 Jul '21 Jan '22 Jul '22 Jan '23 Jul '23

Potable Indoor

(Chart current as of 03/18/2024 03:50 PM EDT) [Refresh Chart](#)

[Export Data by Calendar Month](#)

Meter Summary
 1 Water Meters Total
 1 - Used to Compute Metrics

[Add A Meter](#)

Five Ways to Enter Bill Data

1. Manual ([Instructions here](#))
2. Use our simple spreadsheet
3. Use our complex spreadsheet
4. Hire an organization
5. See if your utility offers this service

Water Meters - Used to Compute Metrics (1) [Add A Meter](#)

[Change Meter Selections](#)

[View as a Diagram](#)

Name	Meter ID	Water Meter Type	Most Recent Bill Date	In Use? (Inactive Date)
DEPWaterMeter	70552355	Potable Indoor	12/31/2024	Yes

[Download Annual Totals by Meter](#)

Water Data

Q:

I have never reported water before.

How do I know if I need to do it this year?

10 Digit BBL	Required to report automated water data from DEP?	Boro	Block	Lot	Number of Buildings	Tax Class	Building Class	Street Number2
2038100013	Yes	2	3810	13	1	2	D1	2104
2038120001	Yes	2	3812	1	1	2	C1	2109
2038120017	Yes	2	3812	17	1	2	C1	2124
2038120055	Yes	2	3812	55	1	2	C1	2155
2038130037	Yes	2	3813	37	1	2	C1	2160
2038140001	Yes	2	3814	1	1	2	D1	1266
2038190001	Yes	2	3819	1	1	2	C7	2200
2038190050	Yes	2	3819					
2038200042	No	2	3820					
2038230007	Yes	2	3823					
2038270142	Yes	2	3827					

LL84 2020 Covered Buildings List



Water Benchmarking Overview

Steps

DEP Userguide

1. Review the Covered Buildings List and check the 2nd column
2. If Required to report water, follow the steps in the DEP user guide

*Both documents can be found at nyc.gov/ComplianceInstructions

Benchmarking Instructions

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Confirm the BBL format

Borough = **1** digit Block = **5** digits Lot = **4** digits

Example - [2038140001](#)

Standard IDs

Standard IDs are typically used in data collection, including by most state and local government benchmarking laws. If your property is covered by a benchmarking law, you probably need a [FAQ](#) if you need help finding your Standard ID.

NO dashes or slashes! Ten digits only

Standard ID(s):

NYC Borough, Block and Lot (BBL):

3048370052

  [Remove ID](#)

NYC Building Identification Number (BIN) 

ID: 3107769

 [Add Another](#)

Benchmarking Instructions

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Check for Possible Errors

Select Timeframe & Run Checker

We check data for a full year (12 months) of meter consumption and Property Use Details (called a [Metric Year](#)). Select a [Year Ending Date](#) and click "run checker" to see possible data issues.

Year Ending:

* Dec 31 ▼ 2024 ▼

Re-Run Checker

Set Timeline to
Dec 31 2024

Ignore warning about
Waste and Materials

Ignore warning about
Water meter if you are
not required to report
water this year



Property has no waste or material meters.

There are no waste meters entered for this property. In order to track waste and/or materials and receive metrics, you must create a waste or material meter.

What to do:

- [Create a meter](#) and follow the steps to enter your waste and material meter entries. Make sure you select the meter(s) that should be included in your performance metrics.

Benchmarking Instructions

NEW! Share your property with DOB in ESPM

Benchmarking Requirements

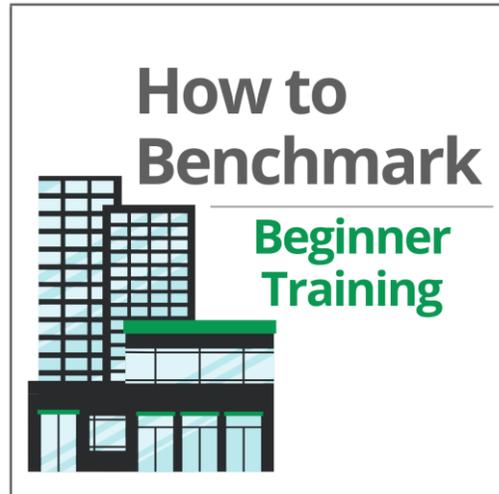
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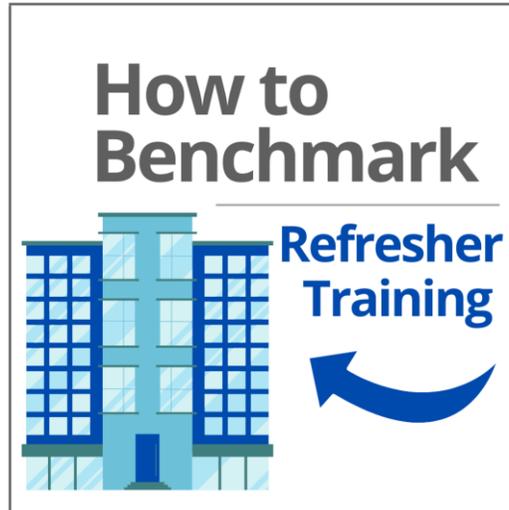


How to Benchmark Training Series



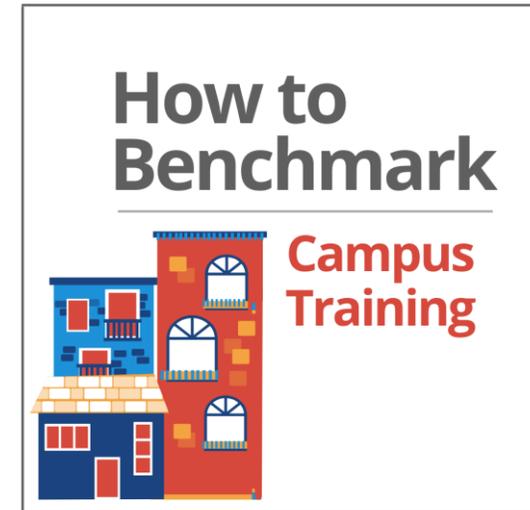
FREE: 3 hours of online instruction

NYC benchmarking from Start to Submission! No experience is necessary.



FREE: 45 min of online instruction.

Benchmarking is required every year but only once a year, making it easy to forget the steps.



FREE: 2.5 hours of online instruction.

For benchmarking multiple buildings on a single tax lot or buildings that share utilities.

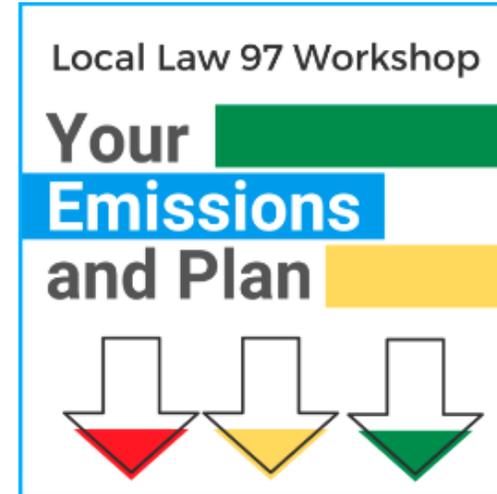
Visit: cunybpltraining.com for more information

Carbon Reduction Workshop Series



FREE: 3 hours of online instruction

Which energy laws affect me and how do I comply?



FREE: 2.5 hours of online instruction.

How do I measure my carbon emissions, and what projects make the most sense for my building?

Visit: cunybptraining.com for more information



NYC Sustainability Help Center

Help@NYCsustainability.org

(212)566-5584

Mon-Fri 9am-5pm

www.cunybp1training.org

Contact Us!

- ❖ One-on-one support
- ❖ Help navigating Portfolio Manager
- ❖ How to request energy and water data from Utilities
- ❖ Trainings, presentations, & outreach assistance

Thank You!



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DOB Webinars

Webinar Date	BEAM (Ticket Name)
2/28/2025	Overview of LL97 Reporting Process
3/5/2025	Benchmarking Forum
3/7/2025	Article 321 Compliance Filing: Part 1 LL97 Compliance Report (Article 321)
3/11/2025	Article 320 Filing: Part 1 LL97 Building Emissions Limit & RDP Attestation (Article 320), LL97 Deductions and Alternatives to Calculating Annual Building Emissions (Article 320 and Article 321), LL97 Block Proration (Article 320).
3/14/2025	Article 321 Compliance Filing: Part 2 LL97 Penalty Mitigation (Article 321), LL97 Covered Building List (CBL) Disputes.
3/18/2025	Article 320 Continued: Part 2 LL97 Penalty Mitigation (Article 320), LL97 Good Faith Efforts Report (Article 320 only).
3/20/2025	LL88 Lighting & Sub-Metering
3/25/2025	LL97 Application for §320.7 Adjustment
TBD	Offsets

DOB Webinars

Questions and Inquiries?

Contact: BEAM_LL97@buildings.nyc.gov



THANK YOU!

build safe | live safe

NYCTM
Buildings