

Greener, Greater Buildings Plan Digest, Vol. 56 – April 30, 2014

REMINDERS

- **LL84 – Deadline to comply with Local Law 84 – Benchmarking is TOMORROW Thursday, May 1**
 - Reminder that the deadline for Local Law 84 - Benchmarking is **TOMORROW, Thursday, May 1, 2014**. All reports must be submitted via the [2013 Compliance Report Template Activation, \(revised March 28\)](#) link to the City no later than **11:59pm on May 1** to avoid being issued a non-compliance violation.
 - The City advises all users to run the [Data Quality Checker in Portfolio Manager](#) to identify errors in the benchmarking data entries before submitting the LL84 report.
 - BBLs and BINs should only be inputted into the new customized Standard ID fields, “NYC Borough, Block and Lot (BBL),” and “NYC Building Identification Number (BIN),” respectively. To learn more about these new fields, please refer to the posted guidance document, [Where to Input NYC BBL and NYC BIN for 2013](#).
 - Find further instructions and guidance documents on proper LL84 submittal at [LL84 – How to Comply – Guidance for 2013 Reporting](#).

- **LL84 —2013 Aggregated Energy and Water Data Requests**
 - The advised deadlines to request aggregated energy consumption data has passed for all utility companies. If you have yet to submit your requests, utilize the following information:
 - **National Grid** information on requesting aggregated data is available at [LL84 – Energy Data Collection](#).
 - **PSEG Long Island**, now serving covered buildings formerly serviced by the Long Island Power Authority (LIPA), can be found at [LL84 – Energy Data Collection](#). If you still have questions regarding the instructions posted, or any other PSEG general concerns, please direct them to Stacy McMinn at (631) 844-3647 and stacy.mcminn@pseg.com.
 - **Con Edison** information can be found at the [Con Edison benchmarking website](#). Requests must be submitted online to Con Edison’s Project Center and valid Letters of Authorization must be emailed to citybenchmarking@coned.com. If you still have questions regarding



aggregated data requests or need further assistance, please contact the Con Ed Green Team hotline at (877) 870-6118.

- **The Department of Environmental Protection (DEP)** is uploading water benchmark reports daily, through the May 1 LL84 deadline. For detailed instructions on how to set up the automatic water benchmarking through Portfolio Manager’s web services, or troubleshooting guidance, please refer to [LL84 - Water Data Collection](#). Please check the [2014 LL84 Covered Buildings List](#) for properties that are required to comply, and note that your BBL is only eligible for water benchmarking if there is a “Yes” in the “Automatic Water Benchmarking Eligible” column. All other inquires about water benchmarking should be directed to waterbenchmarking@dep.nyc.gov.

OUTREACH

- **LL84 – Benchmark Help Center, (646) 576-3539**
 - To receive assistance in complying with Local Law 84, contact the Benchmarking Help Center at (646) 576-3539 and leave a short, clear, and concise message. Your call will be promptly returned.
- **LL87 – Updated Dates and Times for DOB LL87 Information Sessions**
 - The NYC Department of Buildings (DOB) is currently holding information sessions on Local Law 87, designed for both building owners and consultants to gain a general overview of the law, and have an opportunity to ask questions. The following sessions will be held at 280 Broadway, 3rd Floor Main Conference Room (NOTE NEW TIMES):
 - Wednesday, May 7, 10am – 12pm
 - Tuesday, June 3, 2pm – 4pm
 - Monday, June 9, 10am – 12pm
 - Monday July 28, 2pm – 4pm
 - Thursday, July 31, 10am – 12pm

To register to attend, email tinorwood@buildings.nyc.gov. All LL87 information sessions are posted on the [DOB Energy Audits and Retro-Commissioning page](#).

Happy Earth Day! Read PlaNYC's 2014 Progress Report [here](#).

Greener, Greater Buildings Plan Digest, Vol. 55 – April 22, 2014

REMINDERS

- **LL84 – Deadline to comply with Local Law 84 – Benchmarking is Thursday, May 1**
 - Reminder that the deadline for Local Law 84 - Benchmarking is next **Thursday, May 1, 2014**. All reports must be submitted via the [2013 Compliance Report Template Activation, \(revised March 28\)](#) link to the City no later than 11:59pm on May 1 to avoid being issued a non-compliance violation.
 - The City advises all users to run the [Data Quality Checker in Portfolio Manager](#) to identify errors in the benchmarking data entries before submitting the LL84 report.
 - BBLs and BINs should only be inputted into the new customized Standard ID fields, “**NYC Borough, Block and Lot (BBL)**,” and “**NYC Building Identification Number (BIN)**,” respectively. To learn more about these new fields, please refer to the posted guidance document, [Where to Input NYC BBL and NYC BIN for 2013](#).
 - Find further instructions and guidance documents on proper LL84 submittal at [LL84 – How to Comply – Guidance for 2013 Reporting](#).

- **LL84 —2013 Aggregated Energy and Water Data Requests**
 - **National Grid** advises that you please submit your aggregated consumption request by this **Friday, April 25** in order to guarantee that you will receive the data before the May 1 deadline for LL84. Information on requesting aggregated data is available on [LL84 – Energy Data Collection](#).
 - **PSEG Long Island**, now serving covered buildings formerly serviced by the Long Island Power Authority (LIPA), advised to request electric aggregated data by April 15. If you have yet to submit your request to PSEG, do so as soon as possible to avoid non-compliance. Instructions for the PSEG LL84 Data Process Request and the PSEG Letter of Authorization can be found at [LL84 – Energy Data Collection](#). If you still have questions regarding the instructions posted, or any other PSEG general concerns, please direct them to Stacy McMinn at (631) 844-3647 and stacy.mcminn@pseg.com.
 - **Con Edison** advised requesting aggregated data requests by April 15 to guarantee receipt of aggregated consumption data before the May 1 deadline for LL84. If you have yet to submit your request to Con Ed, do so as soon as possible to avoid non-

compliance. For detailed instructions on how to request aggregated consumption data, please visit the [Con Edison benchmarking website](#). Requests must be submitted online to Con Edison's Project Center and valid Letters of Authorization must be emailed to citybenchmarking@coned.com. If you still have questions regarding aggregated data requests or need further assistance, please contact the Con Ed Green Team hotline at (877) 870-6118.

- **The Department of Environmental Protection (DEP)** is now uploading water benchmark reports daily, through the May 1 LL84 deadline. For detailed instructions on how to set up the automatic water benchmarking through Portfolio Manager's web services, or troubleshooting guidance, please refer to [LL84 - Water Data Collection](#). Please check the [2014 LL84 Covered Buildings List](#) for properties that are required to comply, and note that your BBL is only eligible for water benchmarking if there is a "Yes" in the "Automatic Water Benchmarking Eligible" column. All other inquires about water benchmarking should be directed to waterbenchmarking@dep.nyc.gov.

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Greener, Greater Buildings Plan Digest, Vol. 54 – April 14, 2014

REMINDERS

LL84 —2013 Aggregated Energy and Water Data Requests

- Covered buildings formerly serviced by the Long Island Power Authority (LIPA) should now request their aggregated data from PSEG Long Island. All requests must be received in writing, via postal mail or fax, by **tomorrow, Tuesday, April 15** in order to guarantee that you will receive aggregated consumption data before the May 1 deadline for LL84. Instructions for the PSEG LL84 Data Process Request and the PSEG Letter of Authorization can be found at [LL84 Energy and Water Data Collection](#). If you have questions regarding the instructions posted or any other general concerns, please direct them to Stacy McMinn at (631) 844-3647 and stacy.mcminn@pseg.com.
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- National Grid advises that you please submit your request by **Friday, April 25** in order to guarantee that you will receive aggregated consumption data before the May 1 deadline for LL84. Information on requesting aggregated data is available on [LL84 – Energy Data Collection](#).

LL84 – REVISED 2013 Compliance Report-Template link

- A revised 2013 Compliance Report Template was posted at 4:00PM on Friday, March 28. In order to post the **revised** template, the **previous** 2013 Compliance Report Template was closed at 1:00PM, and is no longer active (the link will state “This Data Request is Closed”). Reports correctly submitted with the **previous** template and received before 1:00PM on Friday, March 28 will be deemed compliant and no further action is necessary. Everyone who has not yet submitted reports **MUST** activate the **revised** 2013 Compliance Report Template at [LL84 How to Comply – Submission to the City](#) in order to submit to the City. Once activated, double check that you are using the **revised** 2013 Compliance Report in your Portfolio Manager account. Please note that the **revised** template does not affect the data entered in your Portfolio Manager account; it is an updated template to submit your data to the City at the end of the benchmarking process.

- **LL84 - BBL & BIN Data Migration into Customized Fields in Portfolio Manager**
 - As part of the transition process to the new Portfolio Manager tool (released July 2013), the U.S. Environmental Protection Agency (EPA) migrated a majority of BBLs and BINs into the new customized Standard ID fields, “NYC Borough, Block and Lot (BBL),” and “NYC Building Identification Number (BIN),” respectively. This information was copied from the old “Property Notes” and “Custom ID 1” fields, without previous years’ BBL and BIN entries being deleted. Moving forward, BBLs and BINs should only be inputted into these new customized Standard ID fields. To learn more about these new fields, please refer to the posted guidance document, “Where to Input NYC BBL and NYC BIN for 2013,” at [LL84 – How to Comply – Guidance for 2013 Reporting](#).
- **LL84 – Data Quality Checker**
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- **LL84 – Check Eligibility for Water Benchmarking**
 - Not all BBLs are eligible for automatic uploading of water consumption. Please check the [2014 LL84 Covered Buildings List](#) for properties that are required to comply, and note that your BBL is only eligible for water benchmarking if there is a “Yes” in the “Automatic Water Benchmarking Eligible” column. For properties that previously connected to DEP in Portfolio Manager, 2013 water consumption may have already been automatically added. For more information, revised guidance tutorials, and the upload frequency schedule, please refer to [LL84 – Water Data Collection](#).

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Greener, Greater Buildings Plan Digest, Vol. 53 – April 4, 2014

ANNOUNCEMENTS

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- **LL87 – Updated Dates and Times for DOB LL87 Information Sessions**

- The NYC Department of Buildings (DOB) is currently holding information sessions on Local Law 87 at 280 Broadway in Lower Manhattan. The sessions are designed for both building owners and consultants to gain a general overview of the law. There will be an opportunity to ask questions. The following sessions will be held at the 3rd Floor Main Conference Room at a new time, from **10 AM – 11:30 AM**:
 - Friday, April 4, 2014
 - Monday, April 14, 2014

To register to attend, email tinorwood@buildings.nyc.gov.



Greener, Greater Buildings Plan Digest, Vol. 52 – April 2, 2014

ANNOUNCEMENT

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Everyone who has not yet submitted reports **MUST** activate the **revised** 2013 Compliance Report Template at [LL84 How to Comply – Submission to the City](#) in order to submit to the City. Once activated, double check that you are using the **revised** 2013 Compliance Report in your Portfolio Manager account.

Please note that the **revised** template does not affect the data entered in your Portfolio Manager account; it is an updated template to submit your data to the City at the end of the benchmarking process.

Online information and guidance documents are now updated and available on the [LL84 - How to Comply](#) page. Please reach out to the Benchmarking Help Center at (646) 576-3539 for additional assistance.