



Greener, Greater Buildings Plan Digest, Vol. 26

IMPORTANT UPDATE

The City has been informed by the US EPA that Portfolio Manager is still unavailable as of today, Friday May 3rd. The EPA is planning to directly contact all Portfolio Manager users and account holders with available details about the issue. At this time it is known that when Portfolio Manager is back online, all account holders will be required to reset their passwords; the EPA will also provide instructions and FAQs to this affect.

More information will be provided on the [ENERGY STAR website](#), the [LL84 website](#), and through the Benchmarking Help Center at 212-442-7901 as it made available.

The City recognizes the impact this event has had on meeting the May 1st deadline, and therefore has issued an official deadline extension to May 31, 2013. Thank you for your patience.

Greener, Greater Buildings Plan Digest, Vol. 27

IMPORTANT UPDATE (sent 5/7/13)

- [Portfolio Manager has been restored today](#). All users should have been emailed instructions for resetting their passwords. If not, log into Portfolio Manager with your user name and old password and you will be emailed a link to reset your password. This password reset is REQUIRED for all Portfolio Manager users. If additional assistance is needed, please direct all password reset related questions to the ENERGY STAR Hotline at hotline@energystar.gov or 1-888-782-7937.
- As a reminder, this year's LL84 deadline has been moved to May 31st. To submit your completed benchmarking report to the City, after resetting your password, use the [NYC 2012 Reporting Template](#).

IMPORTANT UPDATE (sent 5/6/13)

- The US EPA has announced that the ENERGY STAR website has been restored today, and that [Portfolio Manager should be restored tomorrow, Tuesday, May 7th](#). There will be a REQUIRED password reset for all Portfolio Manager users.
- [An ENERGY STAR Security Notice Update and List of FAQs](#) were disseminated on Friday to all account holders with more information about last week's event.
- [Con Ed has updated its benchmarking website](#) with new information regarding aggregated data requests for the new May 31st deadline. Please note:
 - Email your request by May 23rd
 - Submit payment by May 28th
- DEP has revised its water benchmarking upload schedule for the Automated Benchmarking Services (ABS) for the new May 31st deadline as follows:
 - May 6 – May 22: Weekly
 - May 23 – May 29: Daily
- More information will be provided on the [ENERGY STAR website](#), the [LL84 website](#), and through the Benchmarking Help Center at 212-442-7901 as it is made available.

Greener, Greater Buildings Plan Digest, Vol. 28 – May 13, 2013

ANNOUNCEMENTS

- **LL87 – New DOB LL87 Website**
 - The Department of Buildings has launched the [Energy Audits and Retro-Commissioning website](#), which gives detailed information about complying with Local Law 87, including copies of the Rule and the Law.
 - [A sample energy audits reporting tool is available for review](#). This draft should **NOT** be submitted for Energy Efficiency Reports, and this draft does **NOT** include the retro-commissioning reporting form. The final versions will be uploaded to the DOB LL87 website soon.

REMINDERS

- **LL84 – Portfolio Manager Fully Restored**
 - All users should have been emailed instructions for resetting their passwords. If not, [log into Portfolio Manager](#) with your user name and old password and you will be emailed a link to reset your password. This password reset is **REQUIRED** for all Portfolio Manager users. If additional assistance is needed, please direct all password reset related questions to the ENERGY STAR Hotline at hotline@energystar.gov or 1-888-782-7937.
- **LL84 – New Reporting Deadline May 31**
 - To submit your completed benchmarking report to the City by the May 31 deadline, after resetting your password, use the [NYC 2012 Reporting Template](#).
- **LL84 – Portfolio Manager Upgrade**
 - From June 26 through July 9, the Portfolio Manager tool will be unavailable to allow the EPA to migrate all data to the new upgraded platform. [Visit the EPA project page](#) for more information, and to view informational webinars on what to expect.
- **LL84 – Con Ed Aggregated Data Request Dates**
 - Complete the Aggregated Consumption Request form and email by May 23
 - Submit payment by May 28
 - More info on the [Con Ed Benchmarking website](#)
- **LL84 – DEP Water Upload Schedule for the Automated Benchmarking Services (ABS)**
 - Weekly uploads from May 6 – May 22
 - Daily uploads from May 23 – May 29

Greener, Greater Buildings Plan Digest, Vol. 29 – May 21, 2013

ANNOUNCEMENTS

- **LL87 – Draft Energy Audit Reporting Form Available**
 - The Department of Buildings has released the draft version of the reporting form for [Energy Audits](#) (the Retro-commissioning reporting form will be integrated in the next version).
 - The [Energy Audit Reporting form](#) is an Excel file. You must enable Macros in order to input data. The draft version will not allow you to save the data, and is provided for informational purposes only at this time.

REMINDERS

- **LL84 – May 31 Reporting Deadline Approaching**
 - This is a reminder to complete your benchmarking report by next Friday, May 31.
- **LL84 – Portfolio Manager Fully Restored**
 - All users should have been emailed instructions for resetting their passwords. If not, [log into Portfolio Manager](#) with your user name and old password and you will be emailed a link to reset your password. This password reset is REQUIRED for all Portfolio Manager users. If additional assistance is needed, please direct all password reset related questions to the ENERGY STAR Hotline at hotline@energystar.gov or 1-888-782-7937.
 - To submit your completed benchmarking report to the City, use the [NYC 2012 Reporting Template](#), after resetting your password.
- **LL84 – Portfolio Manager Upgrade**
 - This summer, Portfolio Manager will transition to a new interface, streamlined functionality, and improved usability, and will not be available for use from June 26 through July 9. The new Portfolio Manager Upgrade will launch on July 10. [Visit the EPA project page](#) for more information, and informational webinars.
- **LL84 – Con Ed Aggregated Data Request Dates**
 - Complete the Aggregated Consumption Request form and email by May 23.
 - Submit payment by May 28.
 - Read more information on the [Con Ed Benchmarking website](#).
- **LL84 – DEP Water Upload Schedule for the Automated Benchmarking Services (ABS)**
 - Weekly uploads will occur from May 6 – May 22.
 - Daily uploads will occur from May 23 – May 29.

Greener, Greater Buildings Plan Digest, Vol. 30 – May 30, 2013

REMINDERS

- **LL84 – Deadline to comply with Local Law 84 - Benchmarking is tomorrow, May 31**
 - The deadline to submit benchmarking information to the City for compliance is **TOMORROW, Friday MAY 31 at 11:59PM.**
 - Data used in Portfolio Manager Reports takes 24-hours to be processed; therefore, **final edits must be completed by TODAY, MAY 30.**
 - You must use the City's [NYC 2012 Reporting Template](#) to submit your completed 2012 benchmarking data by tomorrow's May 31 deadline. This reporting template is also available on the GGBP webpage, [LL84 How to Comply](#).

- **LL84 – Water Upload Schedule for the Automated Benchmarking Services (ABS)**
 - The Department of Environmental Protection (DEP) will be doing daily uploading of water data through the Automated Benchmarking Services (ABS) feature in Portfolio Manager today and tomorrow.
 - Guidance documents on how to set up the ABS can be reviewed on [LL84 Water Data Collection](#).
 - Questions about water benchmarking should be directed to waterbenchmarking@dep.nyc.gov.

- **LL84 – Benchmarking Help Center is available**
 - Still need assistance complying with LL84? Contact the Benchmarking Help Center at **212-442-7901**.