

How to Benchmark

- Benchmarking is an important first step in a more comprehensive energy management process.
- Compare to others &/or to self over time
- You are doing this a first time, but may be doing it regularly as part of good 21st century management



Legally Green, Newman Real Estate Institute, 12-3-09



How to Benchmark

- The standard Energy Benchmark for office space is BTU/ Gross SF
- For comparative purposes, “normalize” for various features of your buildings:
 - Operating hours
 - Types of activities (eg - data centers)
 - Climate



Legally Green, Newman Real Estate Institute, 12-3-09



How to Benchmark

- (1) Plan Process & Organize Team
- (2) Collect and Enter Data
- (3) Review Results
- (4) Determine Use & Follow-ups



Legally Green, Newman Real Estate Institute, 12-3-09



How to Benchmark

(1) Plan

- Plan Your Process & Organize Your Team
 - Not rocket science but alot of detailed data
 - Adequate time, focus, responsibility & authority

“Well begun is half done”



Legally Green, Newman Real Estate Institute, 12-3-09



How to Benchmark

(1) Plan

- Assign clear responsibility and authority
 - In-house or outside consultant?
 - Organizational Support
 - Authority with respect to staff of buildings and departments to get data collected



Legally Green, Newman Real Estate Institute, 12-3-09



How to Benchmark

(1) Plan

- Communicate with tenants, esp direct-metered ones



Legally Green, Newman Real Estate Institute, 12-3-09



How to Benchmark

(1) Plan

- Identify the tool(s) to be used
 - US EPA EnergyStar Portfolio Manager
 - NYSERDA
 - Portability to other energy databases



Legally Green, Newman Real Estate Institute, 12-3-09



How to Benchmark

(2) Collect & Enter Data

- Familiarize team with the tool
 - Portfolio Manager on-line tutorials
- Set-up data collection protocols and procedures



Legally Green, Newman Real Estate Institute, 12-3-09



How to Benchmark

(2) Collect & Enter Data

- Whole-building
 - Need all energy sources
 - Need all accounts, including those of tenants
- Identify all accounts and meters
 - Get account #'s (for direct-data downloads from utility websites)



Legally Green, Newman Real Estate Institute, 12-3-09



How to Benchmark

(2) Collect & Enter Data

- Other kinds of facility data
 - Floor area (gross)
 - Activities
 - Operating Hours
 - Population



Legally Green, Newman Real Estate Institute, 12-3-09



How to Benchmark

(2) Collect & Enter Data

- Enter data
 - Manual “cut-and-paste” process for small sets of buildings
 - Will you do this on an on-going basis?
- Data Quality Check



Legally Green, Newman Real Estate Institute, 12-3-09



How to Benchmark

(3) Review Results

- Rankings achieved for all sites?
- Outliers? Assess for cause.
- Are we satisfied?



Legally Green, Newman Real Estate Institute, 12-3-09



How to Benchmark

(4) Determine Use & Follow-up

- We now have all this data and information.
What will we do with it?



Legally Green, Newman Real Estate Institute, 12-3-09

