

SEATTLE ENERGY BENCHMARKING & REPORTING

BIG SAVINGS

By reporting 2012 building energy use, 80% of Seattle's required building owners have taken the first step towards energy and cost savings. Nationwide, buildings benchmarked in Portfolio Manager have reduced energy use an average of 7% since 2008. Seattle's own Verity Credit Union reduced its energy use by 20%.

Report Your Building's Energy Use

The Seattle Building Energy Benchmarking and Reporting Program (Ordinance 123226 & 123993) requires owners of non-residential (commercial) and multifamily buildings 20,000 square feet or larger to:

- Benchmark** Benchmark the energy performance of their buildings using the U.S. EPA's ENERGY STAR Portfolio Manager.
- Report** Report the building energy performance to the City of Seattle annually by April 1st for the prior year's data.
- Disclose** Upon request, provide building energy performance information to any current or prospective tenant, buyer, or lender involved with a real estate or financing transaction.

What is Energy Benchmarking?

Benchmarking tracks the total electricity, natural gas, steam, or other utilities used in a building (often called energy or building performance). Buildings can be compared to the average of other similar buildings (normalized by size, local climate, occupancy, number of computers, operating hours, and other variables).

The U.S. EPA's ENERGY STAR Portfolio Manager—www.energystar.gov/benchmark—a free and secure tool, is the standard for benchmarking. Seattle's utilities offer automated uploads of summarized building energy use directly into Portfolio Manager, eliminating time consuming monthly manual updates.

Benefits of Benchmarking

This policy supports Seattle's 2030 goals in the Climate Action Plan to reduce energy use by 10% in commercial buildings and by 20% in residential buildings. Benefits include:

- Showing property owners and managers how their buildings are using—and wasting—energy. Benchmarking is a first step towards lowering energy costs and staying competitive.
- Helping businesses and consumers make more informed decisions that take actual energy costs into account when buying or renting property.
- Lowering energy costs to owners and tenants, reducing greenhouse gas impacts, and creating jobs in the energy services and construction trades.
- Allowing the City to track its energy reduction goals and target incentive dollars by market sector.



ENERGY STAR® Statement of Energy Performance

LEARN MORE AT energystar.gov

86 ENERGY STAR® Score¹

Sample Property
 Primary Property Function: Office
 Gross Floor Area (ft²): 200,000
 Built: 1980
 For Year Ending: April 30, 2013
 Date Generated: June 28, 2013

1. The ENERGY STAR score is a 1-100 assessment of a building's energy efficiency as compared with similar buildings nationwide, adjusting for climate and business activity.

Property & Contact Information

Property Address	Property Owner	Primary Contact
Sample Property 123 Main Street Arlington, Virginia 22030	Wellington Commercial Property Managers 1 Washington Blvd Arlington, VA 22030 () - () - ()	Jane Smith 1 Washington Blvd Arlington, VA 22030 () - () - () jsmith@wcp.com

Property ID: 500023

Energy Consumption and Energy Use Intensity (EUI)

Site EUI	Annual Energy by Fuel	National Median Comparison
75 kBtu/ft ²	Electric - Grid 13,202,160 (88%) Natural Gas 1,833,000 (12%)	National Median Site EUI (kBtu/ft ²) 122 National Median Source EUI (kBtu/ft ²) 152 % Diff from National Median Source EUI -38%
Source EUI 217 kBtu/ft ²		Annual Emissions Greenhouse Gas Emissions (MCO/year) 1,927

Signature & Stamp of Verifying Professional

I, _____ (Name) verify that the above information is true and correct to the best of my knowledge.

Signature: _____ Date: _____

Licensed Professional

Donald Brown
1 Washington Blvd
Arlington, VA 22030
202-333-4444
donaldbrown@wcp.com

Professional Engineer Stamp (if applicable)

Get Started Today

Download the **How to Guide** at www.seattle.gov/EnergyBenchmarking for details on each step:

1. Confirm building size and gather details about the building's use.
2. Create a free account at EPA's Portfolio Manager benchmarking tool (www.energystar.gov/benchmark) and set up the property.
3. Obtain **energy meter usage data** for all 12 months of the required reporting year.
4. Create a **Statement of Energy Performance** to confirm an **Energy Use Intensity** for the required reporting year. (See left.)
5. Add "City of Seattle Annual Reporting" as a contact.
6. "Share" the property to report its Energy Use Intensity.

Prefer to hire a pro to benchmark? The Northwest Energy Efficiency Council (NEEC)—a non-profit energy efficiency trade association—maintains a directory of local businesses that can benchmark your building at www.neec.net/seattle-benchmarking-providers.

REPORT ANNUALLY BY APRIL 1

WHO owners of non-residential (commercial) and multifamily buildings 20,000 square feet or larger

WHEN by April 1 for the previous year's building energy use

Statement of Energy Performance (SEP)

The SEP is a quick reference for sharing your building's energy use—required by Seattle law of building owners if requested by current and future tenants, buyers and lenders. Although not required by Seattle, the SEP is also used to show ENERGY STAR-certified buildings when verified by a professional engineer.

Need Help?

For free help e-mail energybenchmarking@seattle.gov or phone **(206) 727-8484** (M-F, 8-5). Visit the website to learn about in-person help and free workshops.

Enforcement

The City's primary goal is to help building owners successfully comply and learn about your building's performance. The City, however, has the legal authority to assess fines. Failure to submit a benchmarking report will result in fines that accrue quarterly, starting 90 days after the reporting deadlines. The fines are based on building size: 50,000 sf or greater = \$1,000 quarterly fine; 20,000 to 49,999 sf = \$500 quarterly fine.

