



LEARN MORE AT  
[energystar.gov](http://energystar.gov)

# Rating the Energy Performance of Healthcare Facilities



# Today's Goals



## Energy Star Overview

Establish baseline energy performance rating

Set energy performance goals

Interpret your energy performance ratings

# ENERGY STAR is...



**Voluntary public-private partnership**



Recognized by  
68% of Americans

Also recognized in:

- ▶ Japan
- ▶ Europe
- ▶ Canada
- ▶ Australia

**Save money**



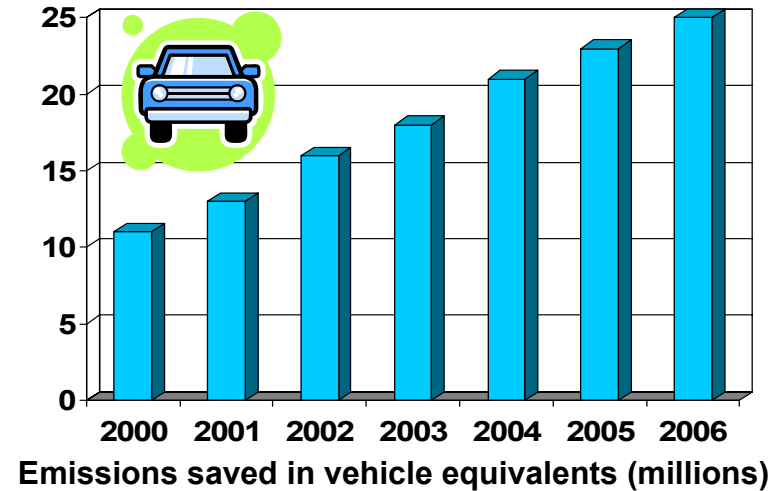
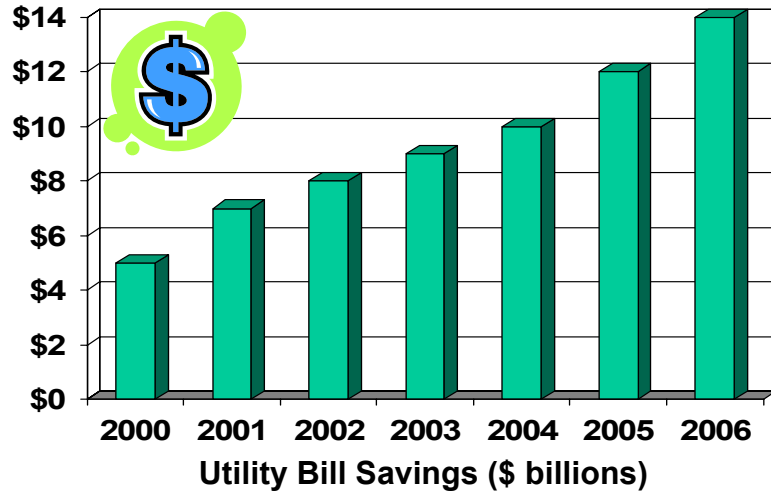
**Protect the environment**




**Energy efficient products and practices**

**A strategic approach to energy management can produce  
TWICE the savings  
to the bottom line and the environment**

# ENERGY STAR Accomplishments



Over 2 billion ENERGY STAR products sold  
Over 9,000 ENERGY STAR partners

<p><b>Benchmarked in Portfolio Manager</b></p>	<p><b>Earned the ENERGY STAR</b></p> 
<p>5+ billion sf 30,000+ buildings</p>	<p>575+ million sf 3,700+ labeled buildings <b>Use 35% less energy</b></p>

# Potential Financial Savings



## Non-Profit Healthcare Organizations

**\$1 saved** in energy is equivalent to ...

**\$20** in new revenue (hospitals)

**\$10** in new revenue (MOBs)

## For-Profit Healthcare Organizations

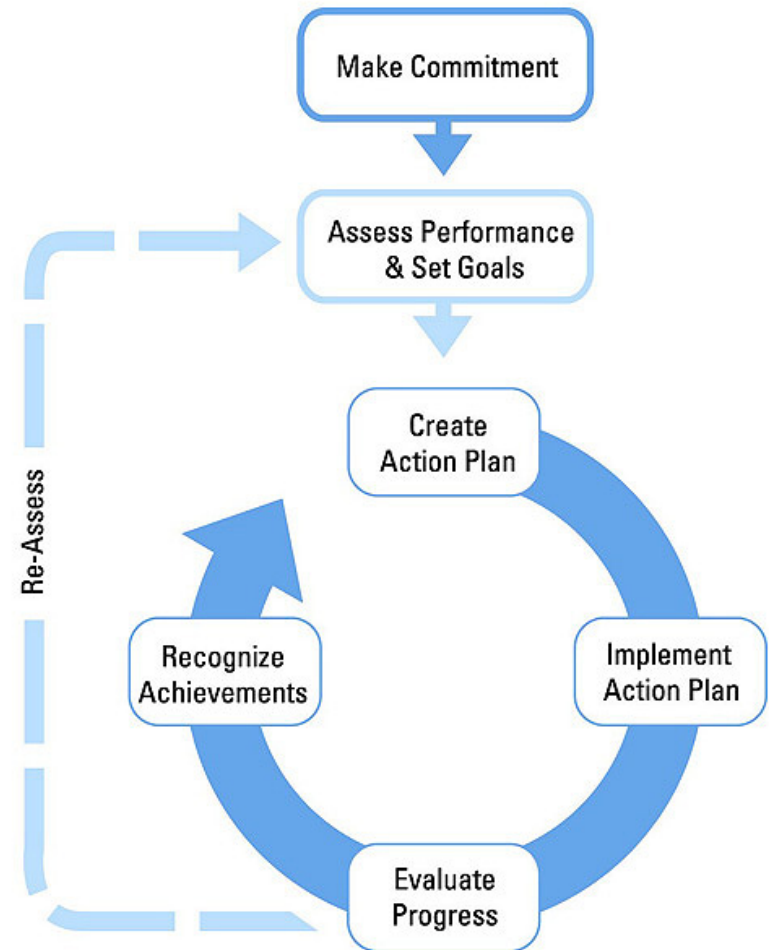
A **5% reduction** in energy costs increases earnings per share by **one penny**



# Guidelines to Energy Management



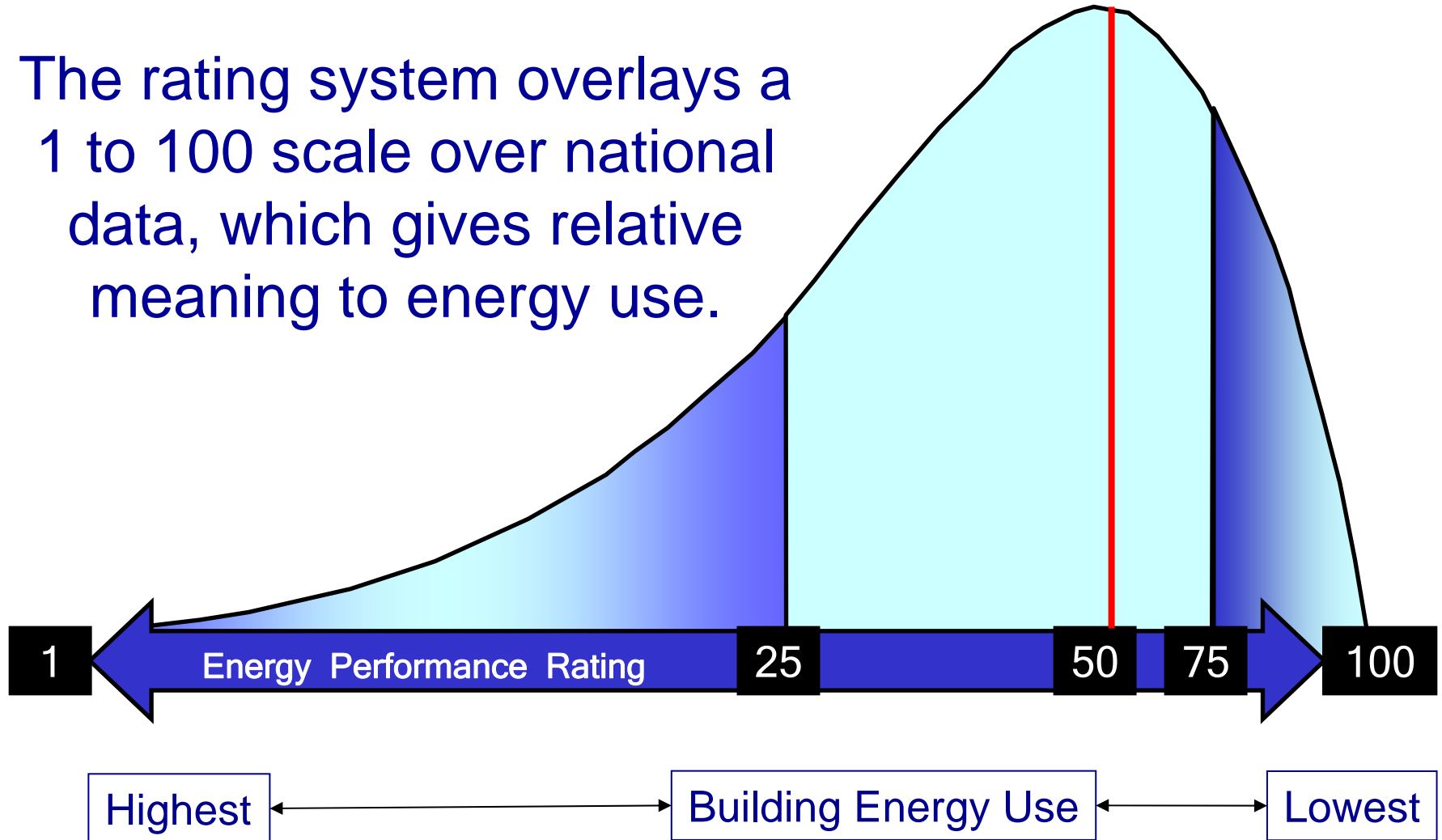
**Benchmarking facilitates a portfolio-wide approach**



# U.S. EPA Energy Performance Rating System



The rating system overlays a 1 to 100 scale over national data, which gives relative meaning to energy use.



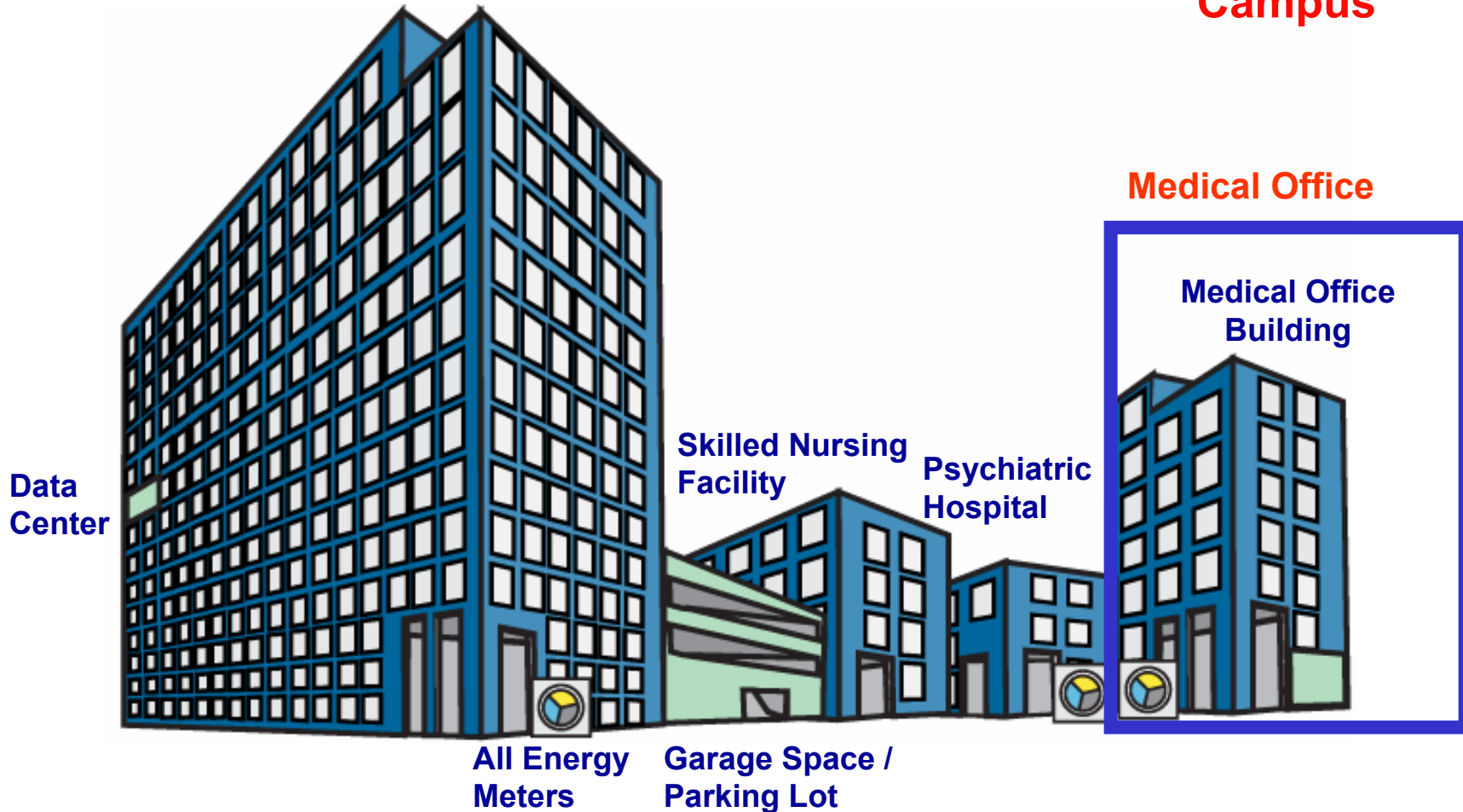
# Benchmarking a Hospital Campus



LEARN MORE AT  
[energystar.gov](http://energystar.gov)

**Acute Care or Children's Hospital**

**Hospital  
Campus**





# Eligibility Requirements



## Hospital

**≥ 20,000 sq. ft.**

**≥ 50% Acute Care  
or Children's Hospital**

## Medical Office Building

**≥ 5,000 sq. ft.**

**≥ 50% Medical Office Space**

**Occupied ≥ 12 months**

**≤ 10% sf computer data center**

# Data Inputs to Benchmark



## Hospital

- ✓ # Licensed beds
- ✓ # Buildings on campus
- ✓ # Floors in tallest building
- ✓ Tertiary care, lab, laundry

## Medical Office Building

- ✓ # Workers
- ✓ % Building:
  - ✓ Cooled
  - ✓ Heated

Zip code

Gross square footage  
12 months energy data

# Screen Shots



The following slides contain  
screen shots from the  
**ENERGY STAR Homepage**  
([www.ENERGYSTAR.gov](http://www.ENERGYSTAR.gov))  
and  
**Portfolio Manager**  
([www.ENERGYSTAR.gov/Benchmark](http://www.ENERGYSTAR.gov/Benchmark))



# PROTECT OUR ENVIRONMENT FOR FUTURE GENERATIONS

U.S. Environmental Protection Agency • U.S. Department of Energy

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- [Home Performance with ENERGY STAR](#)
- [For Contractors](#)

### HEADLINES

[EPA Energy Tracking Tool Now Reports Carbon Footprint](#)

[ENERGY STAR Annual Report Released — Americans saved \\$14 billion in 2006](#)

[Small Businesses and Congregations Honored by EPA for Energy Savings](#)

[Report to Congress on Server and Data Center Energy Efficiency](#)

[EPA Announces ENERGY STAR Criteria for Commercial Dishwashers and Ice Machines](#)

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### BUILDINGS & PLANTS ▶

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- [Explore Buildings & Plants >](#)
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- [Explore Qualified New Homes >](#)
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- [Benefits for Homeowners](#)
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Click **Buildings & Plants**



**GO TO PARTNER RESOURCES ▶**



**1040** Tax Credits Under the Energy Bill



Take the **ENERGY STAR Change A Light Pledge**



Hurricane Help: Energy Efficient Rebuilding

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# SUPERIOR ENERGY MANAGEMENT CREATES ENVIRONMENTAL LEADERS

U.S. Environmental Protection Agency

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## Buildings & Plants

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## Buildings & Plants

Improving the energy performance of buildings and plants requires managing energy strategically across the entire organization. EPA provides strategies, tools, professional assistance, and recognition opportunities to help you meet your goals and contribute to ENERGY STAR's nationwide challenge to improve the energy efficiency of facilities by 10 percent or more!

### Strategy

#### [Guidelines for Energy Management](#)

Click  
Healthcare

proven strategy to set and implement action e and progress, and 1's achievements.



#### [New Building Design](#)

Make energy performance a priority in your next building's design. Use [Target Finder](#) to set your energy performance target.

#### [Green Buildings and Energy Efficiency](#)

Make sure your buildings deliver environmental and financial results.

#### [Energy Strategy for the Future](#)

Discover the steps U.S. businesses should take today to prepare for the energy challenges that lie ahead. Learn more about the recommendations of twenty leading U.S. companies in the ground-breaking report, [Energy Strategy for the Road Ahead](#) (619KB).

### Tools

[Tools & Resources Library](#), including free resources, like [Portfolio Manager](#), to assist your organization in meeting its energy performance goals.

### Quick Finder

[Portfolio Manager Login](#)

[Target Finder](#)

[ENERGY STAR Challenge](#)

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**New!** NOW AVAILABLE  
[Portfolio Manager Updates and Improvements](#) [Learn more](#)

**New!** [Portfolio Manager and Carbon Tracking](#)

**New!** [Small Businesses and Congregations Honored by EPA for Energy Savings](#)

### Getting Started for...

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[Higher Education](#)

[Hospitality](#)

[Industrial](#)

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### Getting Started for...

Commercial Real Estate

Corporate Real Estate

Government

Healthcare

Higher Education

Hospitality

Industrial

K-12

Retail

Small Business

Congregations

Service & Products Providers

Utilities & Energy Efficiency Program Sponsors

Join ENERGY STAR



## ENERGY STAR for Healthcare

Healthcare organizations spend over \$8.3 billion\* on energy each year to meet patient needs. Every dollar a nonprofit healthcare organization saves on energy is equivalent to generating new revenues of \$20 for hospitals or \$10 for medical offices. Just a 5 percent reduction in energy costs in for-profit hospitals, medical offices, and nursing homes can boost earnings a penny per share.

\*Source: EIA, CBECS 2003, Adjusted for inflation to 2007 dollars

### What You Can Do

- [Prepare an Energy Strategy for the Future](#)
- Establish a comprehensive energy management program using ENERGY STAR's [Guidelines for Energy Management](#).
- [Join ENERGY STAR](#).
- Get started with the [Healthcare Benchmarking Starter Kit](#) and the [Healthcare Fact Sheet](#)  (215KB).
- Benchmark your energy performance with [Portfolio Manager](#) and learn about [Service Providers that Offer Automatic Benchmarking](#).
- Read [Making the Business Case](#) for good energy management in healthcare facilities.
- Read about ENERGY STAR in [Healthcare Publications](#).
- Receive training through our [Recommended Workshops for Healthcare](#).
- Purchase [ENERGY STAR qualified products](#) to save energy throughout the building.
- Choose an [ENERGY STAR Commercial Kitchen Package](#)
- Improve the energy efficiency of your labs: [Labs for the 21st Century](#) [EXIT](#) ↗
- [Design](#) your new or expansion facility to be energy efficient
- Get more resources from [Healthcare Associations](#).
- Learn how to use [Target Finder for your hospital addition](#)  (712KB).

### Quick Finder

[Portfolio Manager Login](#)

[Target Finder](#)

[ENERGY STAR Challenge](#)

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### News

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Portfolio Manager Updates and Improvements [Learn more](#)

**New!** Portfolio Manager and Carbon Tracking

**New!** Small Businesses and

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Manager  
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## PORTFOLIO MANAGER

EPA's system for helping you track and improve energy efficiency across your entire portfolio of buildings.



FREQUENTLY  
ASKED  
QUESTIONS



CONTACT  
US



HELP

### WHAT'S NEW IN PORTFOLIO MANAGER

**New!** Now Available! Portfolio Manager Updates and Improvements [Learn More](#)

**New!** Now Available! New Building Import Templates

Building Import templates have been updated and are now available for download. [Learn More](#)

**New!** Updated Emissions [Learn More](#)

Username:

[Forgot your username?](#)

Password:

[Forgot Your Password?](#)

New User? [Register](#)

Login



### About Portfolio Manager

- [Learn](#) what Portfolio Manager can do for your organization
- [Take](#) the Portfolio Manager Tour
- [Explore](#) our Frequently Asked Questions
- [Train](#) on how to use Portfolio Manager
- [Review](#) eligibility requirements to benchmark your facility
- [Import](#) facility data

### Success through ENERGY STAR

- [Learn](#) about ENERGY STAR Leaders that have improved organization-wide
- [Take](#) the ENERGY STAR Challenge – improve your buildings' energy efficiency by 10%
- [Find](#) buildings that have earned the ENERGY STAR

Click Register to create a new  
Portfolio Manager account

Home

## Welcome to Portfolio Manager

Sherri Levin [Access My Portfolio >](#)  **Click Access My Portfolio**

Skip this page on next login

You're in good company when you use EPA's Portfolio Manager to manage the energy performance of properties you own, manage, or hold for investment. Thousands of organizations have used Portfolio Manager to benchmark the energy performance of their buildings, track improvement, and apply for recognition from EPA:

- Top-performing buildings can earn the ENERGY STAR, the national symbol for protecting the environment through energy efficiency; and
- Organizations with building portfolios that show a 10%, 20%, 30% (or more) reduction in normalized energy use or achieve a 75 rating average, can earn ENERGY STAR Leaders recognition.

Portfolio Manager provides a secure environment for centralized and decentralized organizations to share facility-specific energy information, with features that allow you to group buildings, view average ratings across a group, control access to building data, and more.

Building Types eligible for energy performance rating include:

- Offices
- Bank/Financial Institutions
- Courthouses
- K-12 Schools
- Hospitals (Acute Care and Children's)
- Hotels
- Retail Stores
- Supermarkets
- Residence Halls/Dormitories
- Warehouses
- Medical Offices
- Wastewater Facilities

### News and Announcements

#### ANNOUNCEMENT:

**New!** **Now Available! Portfolio Manager Updates and Improvements**

The EPA is pleased to announce several important updates and improvements made to Portfolio Manager. These enhancements will enable you to receive more accurate energy performance ratings, which we believe will make it easier for you to continuously improve your energy performance. [Learn More](#)

**New!** **Now Available! New Building Import Templates**

All existing building import templates have been updated to include the new model changes, and all users will need to download the new templates from the Portfolio Manager login page in order to use the building import feature.

**Updated Emissions**  
(Released: September 14, 2007)

Portfolio Manager now provides users the ability to select the primary source of electricity used in their facility. It also provides emissions information and comparison charts. [Learn More](#)

**Campuses**  
(Released: August 17, 2007)



[Home](#) > [My Portfolio](#)

Portfolio Averages	
Baseline Rating: 79 Facilities Included: 42	Current Rating: 75 Facilities Included: 42
Portfolio Adjusted Percent Energy Reduction: No Reduction Facilities Included: 43	
Averages are weighted by Total Floor Space. <a href="#">More about Baselines</a> <a href="#">More about Adjusted Percent Energy Reduction</a>	

[Add a Property](#)  **Click Add Property**

**Work with Facilities**  
[Share](#) Facilities  
[Update](#) Multiple Meters  
[Request](#) Energy Performance Report

**Apply for Recognition**  
[ENERGY STAR Leaders](#)

You have been granted access to [Shared Facilities!](#)

GROUP:  [Create Group](#) | [View All](#)
 VIEW:  [Create View](#) | [Edit View](#) | [View All](#)

[Download](#) in Excel

Results 1 - 50 of 53 [Next](#)

Search Facility Name:

All # [A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#) [W](#) [X](#) [Y](#) [Z](#)


Facility Name <input type="checkbox"/>	Current Rating (1-100) <input type="button" value="i"/>	Target Rating (1-100) <input type="button" value="i"/>	Current Site Energy Intensity (kBtu/Sq. Ft.) <input type="button" value="i"/>	Current Total Site Energy Use (kBtu (thousand Btu)) <input type="button" value="i"/>	Total Energy Cost per Sq. Ft. (US Dollars (\$)) <input type="button" value="i"/>	Annual Energy Cost (US Dollars (\$)) <input type="button" value="i"/>	Last Modified <input type="button" value="i"/>
<a href="#">Annapolis Acute Care Hospital</a>	63	72	266.4	266,370,652.00	\$4.04	\$4,040,100.00	09/28/2007
<a href="#">Atlanta Acute Care Hospital</a>	72	85	143.1	83,321,040.00	\$2.80	\$1,630,000.00	10/02/2007
<a href="#">Baltimore Area Hospital</a>	93	100	76.3	70,730,760.00	\$2.24	\$2,073,000.00	10/02/2007
<a href="#">Boca Raton Children's Hospital</a>	84	100	93.8	66,220,618.04	\$2.81	\$1,981,053.00	10/02/2007
<a href="#">Boston Children's Hospital</a>	89	97	97.3	66,192,800.00	\$2.19	\$1,490,000.00	10/02/2007
<a href="#">Chicago Acute Care Hospital</a>	56	67	129.0	129,041,836.59	\$3.78	\$3,781,999.00	10/02/2007
<a href="#">Cooper NJ Hospital</a>	53	76	314.2	219,904,232.79	\$0.00	\$0.00	04/26/2007

Select: A hospital composed of a single facility or a collection of facilities.

## Add a Property

**Property Type**

What kind of property would you like to add?

- A single facility for which my organization owns or manages 90% or more of the floor area.
- A portion of a single facility for which my organization owns or manages less than 90% of the floor area.
- A hospital composed of a single facility or collection of facilities. 
- A municipal wastewater treatment plant
- A campus or other collection of multiple facilities at the same geographic location. [What is this?](#)

CANCEL

CONTINUE 

Use the form below to provide general information concerning your facility.

**\* REQUIRED**

\*Type of Facility:

- A single facility for which my organization owns or manages 90% or more of the floor area.
- A portion of a single facility for which my organization owns or manages less than 90% of the floor area.
- A hospital composed of a single facility or collection of facilities.
- A municipal wastewater treatment plant

\*Country:

\*Facility Name:

\*Address:

\*City:

\*State:

County:

\*ZIP Code:

\*Year Built:

**Input building name, address, and year built**

Select the Organization that owns this facility:

[Add/Edit Contacts and Organizations](#)

Select a primary Service and Product Provider for this facility:

[Add/Edit Contacts and Organizations](#)

CANCEL

SAVE



[Home](#) > [My Portfolio](#) > XYZ Hospital

All building data is summarized on one page

Facility Summary: **XYZ Hospital**

[How do I use this page?](#)

Building ID: 1318016  
Level of Access: Building Administrator

Electric Distribution Utility: Potomac Electric Power Co  
Regional Power Grid: [RFC East](#)  
[Select my Power Generation Plant](#) to calculate my emissions rate  
Electric CO<sub>2</sub> Emissions Rate (lbs/MWh): 1095.533 ([what is this?](#))

[Generate a Statement of Energy Performance](#) for uses other than applying for the ENERGY STAR.

General Information <a href="#">Edit</a>	
<b>Address:</b> 123 Main Street Washington, DC 20001	
<b>Year Built:</b> 1999	
<b>Property Type:</b> Hospital	
<b>Baseline Rating:</b> <a href="#">N/A</a>	<b>Current Rating:</b> <a href="#">N/A</a>
Eligibility for the ENERGY STAR	
Not Eligible: Rating must be 75 or above	

**Facility Performance** [Set Baseline Period](#) | [Set Energy Performance Target](#)

Select View: Performance: Environmental  [Create View](#) | [Edit View](#)

12 Months Ending	Current Rating (1-100) <input type="button" value="i"/>	Current Source Energy Intensity (kBtu/Sq. Ft.) <input type="button" value="i"/>	Adjusted Percent Energy Reduction <input type="button" value="i"/>	CO2 Reduced (pounds) <input type="button" value="i"/>
Select Date <input type="button" value="v"/>				
Select Date <input type="button" value="v"/>				
<b>Change</b>				

**Space Use** [Add Space](#)

Space Name	Space Type	Floor Area (Sq. Ft.)	% Floor Area	Alerts
No Space Defined				

**General Facility Administration**

[Track](#) Energy Performance Improvements  
[Delete](#) this Facility from Portfolio Manager  
[Contact](#) us

**Sharing Data**

[Add](#) user to share this Facility

Select View: Performance: Environmental ▼ [Create View](#) | [Edit View](#)

12 Months Ending	Current Rating (1-100) <span>i</span>	Current Source Energy Intensity (kBtu/Sq. Ft.) <span>i</span>	Adjusted Percent Energy Reduction <span>i</span>	CO2 Reduced (pounds) <span>i</span>
Select Date <span>▼</span>				
Select Date <span>▼</span>				
Change				
REFRESH VIEW				

 **Click Add Space**

Space Use <a href="#">Add Space</a>					
Space Name	Space Type	Floor Area (Sq. Ft.)	% Floor Area	Alerts	
No Space Defined					

Due to rounding, the % Floor Area Total may not always equal 100%.

Energy Meters <a href="#">Add Meter</a>   <a href="#">Update Multiple Meters</a>   <a href="#">View All Meter Data in Excel</a>					
Meter Name	Energy Type	Space(s)	Last Meter Entry (End Date)	Alerts	
No Meter Defined					

Water Meters <a href="#">Add Meter</a>   <a href="#">View All Meter Data in Excel</a>					
Meter Name	Units	Use	Last Meter Entry (End Date)	Alerts	
No Meter Defined					

**General Facility Administration**  
[Track](#) Energy Performance Improvements  
[Delete](#) this Facility from Portfolio Manager  
[Contact](#) us

**Sharing Data**  
[Add](#) user to share this Facility  
[Modify](#) list of users  
[Transfer](#) Facility to another user  
[View](#) entire Access List for this Facility

**Applying for the ENERGY STAR**  
[Apply](#) for the ENERGY STAR  
[View](#) status of ENERGY STAR Applications

**Building Profiles**  
[Create New/Update Approved](#) Published Building Profile  
[Edit](#) Draft Building Profile  
[View](#) status of Building Profiles  
[Create/Edit](#) Building Profile Accounts

## Add a Facility Space

This facility must have at least one defined space and all defined space(s) must account for 100% of the facility's floor area combined. Define more than one space if:

- 1) A portion of the facility is unique (e.g., a restaurant within a building predominantly used as an office building). Does not apply to hospitals.
- 2) Usage patterns are unique (e.g., one tenant uses the facility much longer hours than others). Does not apply to hospitals.

Note: If your space is not listed below, please select "Other." You will have an opportunity to further define your "Other" space on the following page.

**REQUIRED**

\*Enter a Name for this Space:

\*Select a Space Type:

\*Enter the Effective Date (MM/DD/YYYY) for this Space.  
The Effective Date is used by Portfolio Manager to determine the starting date for including this Space's attributes in the overall calculation of the facility's energy performance rating:

**Input Hospital Campus & Choose Hospital (Acute Care, Children's) from the drop down list**

Space Name: Hospital campus

**\*Required for Benchmarking** [What is this?](#)

Space Attribute	Space Attribute Value (Temporary values should only be used if an Actual value is not currently known) <a href="#">What is this?</a>	Use Default Value	Units	Effective Date (when this Attribute Value was first true) <a href="#">What is this?</a> (MM/DD/YYYY)
*Gross Floor Area	<input type="text" value="1000000"/> <input type="checkbox"/> For Temporary Use?			
*Number of Licensed Beds	<input type="text" value="7000"/> <input type="checkbox"/> For Temporary Use?			
*Maximum Number of Floors	<input type="text" value="5"/> <input type="checkbox"/> For Temporary Use?			
*Are tertiary care services offered on-site?	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="checkbox"/> For Temporary Use?	<input type="checkbox"/>	No Units	<input type="text" value="01/01/1999"/>

**Input Gross Floor Area, Number of Licensed Beds, Maximum # of Floors, & choose Yes/No to Tertiary Care Services**

**Optional (not used for Benchmarking)**

**Choose Yes/No to Laboratory & Laundry, Input Number of Buildings, & Select Ownership Status**

	Value	Units	Effective Date (when this Attribute Value was first true) <a href="#">What is this?</a> (MM/DD/YYYY)
Is a Laboratory on-site?	<input checked="" type="radio"/> Yes <input type="radio"/> No	No Units	<input type="text" value="01/01/1999"/>
Are there on-site Laundry Facilities?	<input checked="" type="radio"/> Yes <input type="radio"/> No	No Units	<input type="text" value="01/01/1999"/>
Number of Buildings	<input type="text" value="6"/>	No Units	<input type="text" value="01/01/1999"/>
What is the Ownership status?	<input type="text" value="Select"/> Select For Profit Governmental Non Profit	No Units	<input type="text" value="01/01/1999"/>

**CANCEL SAVE**

Facility Performance <a href="#">Set Baseline Period</a>   <a href="#">Set Energy Performance Target</a>				
Select View: Performance: Environmental <span>▼</span> <a href="#">Create View</a>   <a href="#">Edit View</a>				
12 Months Ending	Current Rating (1-100) <span>i</span>	Current Source Energy Intensity (kBtu/Sq. Ft.) <span>i</span>	Adjusted Percent Energy Reduction <span>i</span>	CO2 Reduced (pounds) <span>i</span>
Select Date <span>▼</span>				
Select Date <span>▼</span>				
Change				
<a href="#">REFRESH VIEW</a>				

 **Click Add Space**

Space Use <a href="#">Add Space</a>					
Space Name	Space Type	Floor Area (Sq. Ft.)	% Floor Area	Alerts	
<a href="#">Hospital campus</a>	Hospital (Acute Care or Children's)	1,000,000	100		<a href="#">Delete Space</a>
Total		1,000,000	100 %		

Due to rounding, the % Floor Area Total may not always equal 100%.

Energy Meters <a href="#">Add Meter</a>   <a href="#">Update Multiple Meters</a>   <a href="#">View All Meter Data in Excel</a>					
Meter Name	Energy Type	Space(s)	Last Meter Entry (End Date)	Alerts	
No Meter Defined					

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Home > My Portfolio > XYZ Hospital > Add a Facility Space

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**\* REQUIRED**

\*Enter a Name for this Space:

\*Select a Space Type:

\*Enter the Effective Date:

ace.  
 ermine the starting date for including this  
 ty's energy performance rating:

Input Parking & select Parking from the drop down list



Add Parking only if it is **NOT** separately or sub-metered

Please note: You have selected a secondary space type. For secondary space types, the weekly hours of operation and gross square footage must be defined. The aggregate of the secondary space types within a facility cannot represent more than 50% of the total square footage of a building. In order to receive a rating, a facility cannot be comprised solely of secondary space types.

## Input Enclosed Floor Area, Non-Enclosed Floor Area (with a roof), Open Floor Area (w/out a roof) & Weekly Operating Hours

REQUIRED

Space Name:

*Required for Benchmarking				
Space Attribute	Space Attribute Value (Temporary values should only be used if an Actual value is not currently known) <small><a href="#">What is this?</a></small>	Use Default Value	Units	Effective Date (when this Attribute Value was first true) <small><a href="#">What is this?</a></small> (MM/DD/YYYY)
*Enclosed Floor Area	<input type="text" value="100000"/> <input type="checkbox"/> For Temporary Use?	N/A	Sq. Ft. <input type="button" value="v"/>	<input type="text" value="01/01/1999"/>
*Non-Enclosed Floor Area (w/roof)	<input type="text" value="100000"/> <input type="checkbox"/> For Temporary Use?	N/A	Sq. Ft. <input type="button" value="v"/>	<input type="text" value="01/01/1999"/>
*Open Floor Area (w/o roof)	<input type="text" value="50000"/> <input type="checkbox"/> For Temporary Use?	N/A	Sq. Ft. <input type="button" value="v"/>	<input type="text" value="01/01/1999"/>
*Weekly Hours of Access	<input type="text" value="168"/> <input type="checkbox"/> For Temporary Use?	<input type="checkbox"/>	Hours <input type="button" value="v"/>	<input type="text" value="01/01/1999"/>

Select View: Performance: Environmental ▼ [Create View](#) | [Edit View](#)

12 Months Ending	Current Rating (1-100) <span>i</span>	Current Source Energy Intensity (kBtu/Sq. Ft.) <span>i</span>	Adjusted Percent Energy Reduction <span>i</span>	CO2 Reduced (pounds) <span>i</span>
Select Date <span>▼</span>				
Select Date <span>▼</span>				
Change				

[REFRESH VIEW](#)

Click Add Space

Space Use <a href="#">Add Space</a>					
Space Name	Space Type	Floor Area (Sq. Ft.)	% Floor Area	Alerts	
<a href="#">Hospital campus</a>	Hospital (Acute Care or Children's)	1,000,000	80		<a href="#">Delete Space</a>
<a href="#">Parking</a>	Parking	250,000	20		<a href="#">Delete Space</a>
Total		1,250,000	100 %		

Due to rounding, the % Floor Area Total may not always equal 100%.

#### General Facility Administration

[Track](#) Energy Performance Improvements  
[Delete](#) this Facility from Portfolio Manager  
[Contact](#) us

#### Sharing Data

[Add](#) user to share this Facility  
[Modify](#) list of users  
[Transfer](#) Facility to another user  
[View](#) entire Access List for this Facility

#### Applying for the ENERGY STAR

[Apply](#) for the ENERGY STAR  
[View](#) status of ENERGY STAR Applications

#### Building Profiles

[Create New/Update Approved](#) Published Building Profile  
[Edit](#) Draft Building Profile  
[View](#) status of Building Profiles  
[Create/Edit](#) Building Profile Accounts

#### Energy Meters [Add Meter](#) | [Update Multiple Meters](#) | [View All Meter Data in Excel](#)

Meter Name	Energy Type	Space(s)	Last Meter Entry (End Date)	Alerts
------------	-------------	----------	-----------------------------	--------

### Add a Facility Space

This facility must have at least one defined space and all defined space(s) must account for 100% of the facility's floor area combined. Define more than one space if:

- 1) A portion of the facility is unique (e.g., a restaurant within a building predominantly used as an office building). Does not apply to hospitals.
- 2) Usage patterns are unique (e.g., one tenant uses the facility much longer hours than others). Does not apply to hospitals.

Note: If your space is not listed below, please select "Other." You will have an opportunity to further define your "Other" space on the following page.

REQUIRED

\*Enter a Name for this Space:

\*Select a Space Type:   
  
 ace.  
 ermine the starting date for including this  
 ty's energy performance rating:

\*Enter the Effective Date:

CANCEL

CONTINUE

Input Computer data centers, Select Computer Data Center from the drop down list

Add Computer Data Center, if applicable.

### Add Computer Data Center Space: Computer data centers

Please provide values for each required attribute below. Values for optional attributes can also be provided, but they will not be used to generate an Energy Performance Rating. If the value you are providing is a **temporary value**, select the "For Temporary Use?" checkbox. Once the actual value is known, deselect this checkbox and provide the actual value. Facilities with temporary values may still apply for the ENERGY STAR.


If you wish for Portfolio Manager to provide **default values**, select the "Use Default Checkbox" for that attribute. Facilities that use default values cannot apply for the ENERGY STAR.

Please note: You have selected a secondary space type. For secondary space types, the weekly hours of operation and gross square footage must be defined. The aggregate of the secondary space types within a facility cannot represent more than 50% of the total square footage of a building. In order to receive a rating, a facility cannot be comprised solely of secondary space types.

REQUIRED

Input Gross Floor Area & Weekly Operating Hours

Space Name:

*Required for Benchmarking				
Space Attribute	Space Attribute Value (Temporary values should only be used if an Actual value is not currently known) <small><a href="#">What is this?</a></small>	Use Default Value	Units	Effective Date (when this Attribute Value was first true) <small><a href="#">What is this?</a></small> (MM/DD/YYYY)
*Gross Floor Area	<input type="text" value="30000"/>  <input type="checkbox"/> For Temporary Use?	N/A	Sq. Ft. ▾	<input type="text" value="01/01/1999"/>
*Operating Hours/Week	<input type="text" value="168"/> <input type="checkbox"/> For Temporary Use?	<input type="checkbox"/>	Hours ▾	<input type="text" value="01/01/1999"/>



[Generate a Statement of Energy Performance](#) for uses other than applying for the ENERGY STAR.

Facility Performance <a href="#">Set Baseline Period</a>   <a href="#">Set Energy Performance Target</a>				
Select View: Performance: Environmental <input type="button" value="Create View"/> <input type="button" value="Edit View"/>				
12 Months Ending	Current Rating (1-100) <input type="button" value="i"/>	Current Source Energy Intensity (kBtu/Sq. Ft.) <input type="button" value="i"/>	Adjusted Percent Energy Reduction <input type="button" value="i"/>	CO2 Reduced (pounds) <input type="button" value="i"/>
September 2007 (Current) <input type="button" value="v"/>	100	240.9	0.0%	0.00
Select Date <input type="button" value="v"/>				
<b>Change</b>				
<input type="button" value="REFRESH VIEW"/>				

Space Use <a href="#">Add Space</a>					
Space Name	Space Type	Floor Area (Sq. Ft.)	% Floor Area	Alerts	
<a href="#">Computer data centers</a>	Computer Data Center	30,000	2		<a href="#">Delete Space</a>
<a href="#">Hospital campus</a>	Hospital (Acute Care or Children's)	1,000,000	78		<a href="#">Delete Space</a>
<a href="#">Parking</a>	Parking	250,000	20		<a href="#">Delete Space</a>
Total		1,280,000	100 %		

**General Facility Administration**  
[Track](#) Energy Performance Improvements  
[Delete](#) this Facility from Portfolio Manager  
[Contact](#) us

---

**Sharing Data**  
[Add](#) user to share this Facility  
[Modify](#) list of users  
[Transfer](#) Facility to another user  
[View](#) entire Access List for this Facility

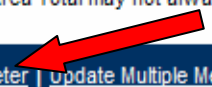
---

**Applying for the ENERGY STAR**  
[Apply](#) for the ENERGY STAR  
[View](#) status of ENERGY STAR Applications

**Building Profiles**  
[Create New/Update Approved](#) Published Building Profile  
[Edit](#) Draft Building Profile  
[View](#) status of Building Profiles  
[Create/Edit](#) Building Profile Accounts

Due to rounding, the % Floor Area Total may not always **Click Add Meter**

Energy Meters <a href="#">Add Meter</a>   <a href="#">Update Multiple Meters</a>   <a href="#">View All Meter Data in Excel</a>				
Meter Name	Energy Type	Space(s)	Last Meter Entry (End Date)	Alerts



### Add Facility Energy Meter: XYZ Hospital

To add a meter, enter the name and select the appropriate characteristics for the meter.

If you are entering temporary values for energy data, please indicate so by selecting "Yes" and entering the date range the values will be considered as temporary.

\* REQUIRED

**Add Energy Meter**

\*Enter the Meter Name:

\*Apply this meter to the following (check all that apply):

- Entire facility
- Computer data centers
- Hospital campus
- Parking

Select the Meter Type:

\*Energy Type:

\*Units:

\*Add this Meter to Total Facility Energy Use?

Yes, calculate this facility's total energy use by including this meter

No, adding this meter to this facility's total energy use will inflate the actual value

Is this meter currently active?

Yes  No

\*Will an Energy Service Provider provide data for this meter through Automated Benchmarking Services? [\(what is this?\)](#)

Yes  No

\*Select the Energy Service Provider:

What is the meter ID given by the Energy Service Provider?  
(Please contact the Energy Service Provider for further instructions)

Choose Energy Type & Units of Measurement

Answer these questions:  
Add this Meter: Yes  
Is this Meter currently active?: Yes  
Are you using automated benchmarking? No

**Temporary Energy Data**

\* Are temporary values being used for energy data? [\(what is this?\)](#)

Yes

No

Temporary values for meter readings used from to:

Select No (if energy data is not temporary)

CANCEL SAVE





[Home](#) > [My Portfolio](#) > [XYZ Hospital](#) > Add Meter Entries

## Add Meter Entries: Electric Meter

Please select the number of meter entries to add and enter the start date for these meter entries.

\* REQUIRED

Select Number of Meter Entries to be added and Start Date for first entry:			
Meter Entries to Add	*Start Date (MM/DD/YYYY)	Energy Type	Units
12 <input type="button" value="v"/> Month(s)	<input type="text" value="10/01/2006"/>	Electricity	kWh (thousand Watt-hours)

Select 12 or more months, and input Start Date of "oldest" utility bill

CANCEL CONTINUE





## Enter Energy Use: Electric Meter

### Meter Information

Fuel Type: Electricity (kWh (thousand Watt-hours))

Space(s): Entire Facility

Please enter the energy use for each meter entry below. Portfolio Manager requires that entries are for consecutive time periods; only one day of overlap or one day of gap can exist between meter entries to be eligible to generate an Energy Performance Rating.

If you are accounting for "sold" energy, indicate this by entering a negative energy use for the appropriate time period.

### Add Energy Use:

Start Date (MM/DD/YYYY)	End Date (MM/DD/YYYY)	Energy Use (kWh (thousand Watt-hours))	Cost - US Dollars (optional)
10/01/2006	10/31/2006	1522653	\$ 152230
11/01/2006	11/30/2006	1725451	\$ 175230
12/01/2006	12/31/2006	1852135	\$ 182230
01/01/2007	01/31/2007	1788596	\$ 178521
02/01/2007	02/28/2007	1895621	\$ 182365
03/01/2007	03/31/2007	1994210	\$ 194420
04/01/2007	04/30/2007	1889571	\$ 188930
05/01/2007	05/31/2007	1773652	\$ 175420
06/01/2007	06/30/2007	1689891	\$ 162410
07/01/2007	07/31/2007	1799880	\$ 177652
08/01/2007	08/31/2007	1856200	\$ 186520
09/01/2007	09/30/2007	1985620	\$ 197863

CANCEL

SAVE

Enter at least 12 months of total energy consumption and cost data

Add more meters  
if necessary

Select View: Performance: Environmental ▼ [Create View](#) | [Edit View](#)

12 Months Ending	Current Rating (1-100) <span>i</span>	Current Source Energy Intensity (kBtu/Sq. Ft.) <span>i</span>	Adjusted Percent Energy Reduction <span>i</span>	CO2 Reduced (pounds) <span>i</span>
September 2007 (Current) <span>▼</span>	99	248.1	0.0%	0.00
Select Date <span>▼</span>				
Change				

REFRESH VIEW

Space Use [Add Space](#)

Space Name	Space Type	Floor Area (Sq. Ft.)	% Floor Area	Alerts	
<a href="#">Hospital campus</a>	Hospital (Acute Care or Children's)	1,000,000	80		<a href="#">Delete Space</a>
<a href="#">Parking</a>	Parking	250,000	20		<a href="#">Delete Space</a>
Total		1,250,000	100 %		

Due to rounding, the % Floor Area Total may not always equal 100%.

General Facility Administration

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Sharing Data

[Add](#) user to share this Facility  
[Modify](#) list of users  
[Transfer](#) Facility to another user  
[View](#) entire Access List for this Facility

Applying for the ENERGY STAR

[Apply](#) for the ENERGY STAR  
[View](#) status of ENERGY STAR Applications

Energy Meters [Add Meter](#) | [Update Multiple Meters](#) | [View All Meter Data in Excel](#)

Meter Name	Energy Type	Space(s)	Last Meter Entry (End Date)	Alerts	
<a href="#">Electric Meter</a>	Electricity (kWh (thousand Watt-hours))	Entire Facility	09/30/2007		<a href="#">Delete Meter</a>

Building Profiles

[Create New/Update Approved](#) Published Building Profile  
[Edit](#) Draft Building Profile  
[View](#) status of Building Profiles  
[Create/Edit](#) Building Profile Accounts

[Home](#) > [My Portfolio](#) > XYZ Hospital

**Facility Summary: XYZ Hospital**

[How do I use this page?](#)

Building ID: 1318016  
Level of Access: Building Administrator

Electric Distribution Utility: Potomac Electric Power Co  
Regional Power Grid: [RFC East](#)  
[Select my Power Generation Plant](#) to calculate my emissions rate  
Electric CO<sub>2</sub> Emissions Rate (lbs/MWh): 1095.533 ([what does this mean?](#))

[Generate a Statement of Energy Performance](#) for facilities other than applying for the ENERGY STAR.

**General Information** [Edit](#)

**Address:** 123 Main Street  
Washington, DC 20001

**Year Built:** 1999

**Property Type:** Hospital

**Baseline Rating:** 88      **Current Rating:** 87

**Eligibility for the ENERGY STAR**

Eligible to [Apply for the ENERGY STAR](#)

Click  
Set Baseline  
Rating



Current Rating is  
displayed in  
Facility Performance



**Facility Performance**   [Set Baseline Period](#) | [Set Energy Performance Target](#)

Select View:  [Create View](#) | [Edit View](#)

12 Months Ending	Current Rating (1-100)	Target Rating (1-100)	Current Site Energy Density (kBtu/Sq. Ft.)	Current Total Site Energy Use (kBtu (thousand Btu))	Total Energy Cost per Sq. Ft. (US Dollars (\$))	Annual Energy Cost (US Dollars (\$))	Last Modified
September 2007 (Current)	87	N/A	141.7	145,935,113.75	\$3.55	\$3,660,791.00	10/02/2007
June 2007 (Baseline)	88	N/A	138.1	142,271,229.07	\$3.48	\$3,587,699.00	10/02/2007
<b>Change</b>	1		-3.6	-3,663,884.68	(\$0.07)	(\$73,092.00)	

[REFRESH VIEW](#)


**Space Use**   [Add Space](#)

Space Name	Space Type	Floor Area (Sq. Ft.)	% Floor Area	Alerts
<a href="#">Computer data centers</a>	Computer Data Center	30,000	2	<a href="#">Delete Space</a>

**General Facility Administration**  
[Track](#) Energy Performance Improvements  
[Delete](#) this Facility from Portfolio Manager  
[Contact](#) us

**Sharing Data**  
 Add user to share this Facility

THEN, click  
**Energy Performance Targets**



## Set Baseline Period

Portfolio Manager provides the ability for you to set a Baseline Period for each facility in your Portfolio and then compare that Baseline to how the facility is currently performing. Additionally, this Baseline Period can be used to set specific [energy performance targets](#). A Baseline Period must be a 12-month period for which your facility receives the ENERGY STAR Rating. If you do not want to manually set a Baseline Period, Portfolio Manager can automatically identify your earliest eligible 12-month period and set it for you. Note: Portfolio Manager's autoset feature will not set a Baseline Period earlier than December 2000.


Baseline Period: 06/30/2007  
 Baseline Rating: 88

Select Baseline Period

Set Baseline Period (12 Months Ending)

September 2007

Let Portfolio Manager automatically determine the Baseline Period



The **Baseline Period** affects the following data that can be accessed through different Views in your main [Portfolio](#) page:

Portfolio View	Facility Data
Performance: Rating/Improvement	Baseline Energy Period Ending Date
Performance: Rating/Improvement	Baseline Rating
User-Created Custom Views	Baseline Site Energy Intensity
Summary: Energy Use	Energy Reduction per Sq. Ft.
Summary: Energy Use	Adjusted Energy Reduction per Sq. Ft.
Performance: Environmental	CO2 Reduced

### Set Energy Performance Target

Portfolio Manager provides the ability to establish an energy performance target by either defining a target rating or a target reduction (%). The energy use and costs displayed reflect required levels to meet either the target rating or percent reduction goal for this facility.

To establish a performance target, a [Baseline Period](#) must first be set.

Select "RECALCULATE" to refresh this screen after making any changes to target rating or percent reduction. See [Manager](#).

OR  
Set Target Reduction Goal,  
click Recalculate, and Save

Baseline Period (12 Months Ending): 09/30/2007 [Modify Baseline Period](#)

Target (1-100 Rating)	Baseline Rating (1-100)	Baseline Energy Use (kBtu/year)	Target Energy Use (kBtu/year)	Energy Cost Savings (\$/year)	Target Reduction (%)
<input type="radio"/> 95	87	145,935,114	131,341,602	\$366,079	<input checked="" type="radio"/> 10 %

↑  
Set Target Rating,  
click Recalculate, and Save

CANCEL RECALCULATE SAVE

↘  
↙

Space Use <a href="#">Add Space</a>					
Space Name	Space Type	Floor Area (Sq. Ft.)	% Floor Area	Alerts	
<a href="#">Computer data centers</a>	Computer Data Center	30,000	2		<a href="#">Delete Space</a>
<a href="#">Hospital campus</a>	Hospital (Acute Care or Children's)	1,000,000	78		<a href="#">Delete Space</a>
<a href="#">Parking</a>	Parking	250,000	20		<a href="#">Delete Space</a>
<b>Total</b>		<b>1,280,000</b>	<b>100 %</b>		

Due to rounding, the % Floor Area Total may not always equal 100%.

Energy Meters <a href="#">Add Meter</a>   <a href="#">Update Multiple Meters</a>   <a href="#">View All Meter Data in Excel</a>					
Meter Name	Energy Type	Space(s)	Last Meter Entry (End Date)	Alerts	
<a href="#">Electric Meter</a>	Electricity (kWh (thousand Watt-hours))	Entire Facility	09/30/2007		<a href="#">Delete Meter</a>
<a href="#">Gas Meter</a>	Natural Gas (therms)	Entire Facility	09/30/2007		<a href="#">Delete Meter</a>

Water Meters <a href="#">Add Meter</a>   <a href="#">View All Meter Data in Excel</a>					
Meter Name	Units	Use	Last Meter Entry (End Date)	Alerts	
No Meter Defined					

**General Facility Administration**  
[Track](#) Energy Performance Improvements  
[Delete](#) this Facility from Portfolio Manager  
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**Sharing Data**  
[Add](#) user to share this Facility  
[Modify](#) list of users  
[Transfer](#) Facility to another user  
[View](#) entire Access List for this Facility

**Applying for the ENERGY STAR**  
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[Edit](#) Draft Building Profile  
[View](#) status of Building Profiles  
[Create/Edit](#) Building Profile Accounts

Share Building Data with ASHE and colleagues

Click Add user to share this facility




[Home](#) > [My Portfolio](#) > [XYZ Hospital](#) > Select User or Master Account

## Share Your Facilities with a User or Master Account

Users with whom you share facilities are able to see your name and e-mail address on their Facility Summary page for that shared facility. Users also have the option to select your name and email address to appear in their custom views. Select Cancel if you do not wish to share this facility.


Select the Portfolio Manager user account to which you want to grant access or modify existing access rights.

Select user from my current access list:  

- OR -

Enter Portfolio Manager Username:

- OR -

Select a Portfolio Manager Master Account:   [Learn more](#) about Master Accounts

CANCEL

CONTINUE

Share building data with a colleague by inputting his/her Portfolio Manager Username here

You can also share building data with the American Society of Healthcare Engineers by choosing it from the drop down menu.

### Access Rights: ASHE E2C Staff

Please identify the set of rights to be assigned to ASHE E2C Staff by selecting one of the following Access Roles:

Access Role	Access Rights
<input type="radio"/> Facility/Profile Editor	(1) Edit all Data for this Facility; (2) Generate a Statement of Energy Performance; (3) Submit an ENERGY STAR Building Application; (4) Create/Edit a Building Profile
<input type="radio"/> Facility Editor	1) Edit all Data for this Facility; (2) Generate a Statement of Energy Performance; (3) Submit an ENERGY STAR Building Application; May NOT create/edit a Building Profile
<input type="radio"/> Profile Editor	May NOT edit any other data for this facility, generate a Statement of Energy Performance, or submit an ENERGY STAR Building Application
<input checked="" type="radio"/> Read Only	May NOT edit any data for this facility, generate a Statement of Energy Performance, or create/edit a Building Profile

**Choose Read Only Access Rights if Sharing with ASHE**

Optional Rights

Can this user set a baseline for this facility? Yes  No

Can ASHE E2C Staff provide access to this facility's data with other users? Yes  No

Can ASHE E2C Staff delete this facility from your account? Yes  No

Specify the group from this User's account in which to place the shared facilities. [Learn more about](#)

CSHE

**Specify Group, if applicable**

Select a Building Profile Account for this facility (Roles only):

Facility Owner/Service and Product Provider Accounts

Facility Owner (Primary Profile Account)

[Empty Field]

CANCEL SAVE

Answer Yes/No to these questions  
Can this user:  
Set a baseline?  
Share this facility with other users?  
Delete this facility?



[Home](#) > [My Portfolio](#) > XYZ Hospital

**Facility Summary: XYZ Hospital**

[How do I use this page?](#)

Building ID: 1318016  
Level of Access: Building Data Administrator

Electric Distribution Utility: Potomac Electric Power Co  
Regional Power Grid: [RPO Eas](#)  
[Select my Power Generation Plant](#) to calculate my emissions rate  
Electric CO<sub>2</sub> Emissions Rate (lbs/MWh): 1095.533 ([what is this?](#))

[Generate a Statement of Energy Performance](#) for uses other than applying for the ENERGY STAR.

**General Information** [Edit](#)

Address: 123 Main Street  
Washington, DC 20001

Year Built: 1999

Property Type: Hospital

Baseline Rating: 87	Current Rating: 87
---------------------	--------------------

**Eligibility for the ENERGY STAR**

Eligible to [Apply for the ENERGY STAR](#)

**Facility Performance** [Set Baseline Period](#) | [Set Energy Performance Target](#)

Select View: [Share's Favorite View](#)

12 Months Ending	Current Rating (1-100)	Target Rating (1-100)	Current Site Energy Intensity (kBtu/ Sq. Ft.)	Current Total Site Energy Use (kBtu (thousand Btu))	Total Energy Cost per Sq. Ft. (U.S. Dollars (\$))	Annual Energy Cost (U.S. Dollars (\$))	Last Modified
September 2007 (Current)	87	95	141.7	145,935,113.75	\$3.55	\$3,660,791.00	10/02/2007
June 2007	88	95	138.1	142,271,229.07	\$3.48	\$3,587,699.00	10/02/2007
Change	1	0	-3.6	-3,663,884.68	(\$0.07)	(\$73,092.00)	

[REFRESH VIEW](#)

**Space Use** [Add Space](#)

Space Name	Space Type	Floor Area (Sq. Ft.)	%Floor Area	Alerts
<a href="#">Computer data centers</a>	Computer Data Center	30,000	2	<a href="#">Delete Space</a>
<a href="#">Hospital campus</a>	Hospital (Acute Care or Children's)	1,000,000	78	<a href="#">Delete Space</a>
<a href="#">Parking</a>	Parking	250,000	20	<a href="#">Delete Space</a>
Total		1,280,000	100 %	

Due to rounding, the % Floor Area Total may not always equal 100%.

**General Facility Administration**  
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[Delete this Facility from Portfolio Manager](#)  
[Contact Us](#)

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**Energy Meters** [Add Meter](#) | [Update Multiple Meters](#) | [View All Meter Data in Scope](#)

Meter Name	Energy Type	Space(s)	Last Meter Entry (End Date)	Alerts
<a href="#">Electric Meter</a>	Electricity (kWh (thousand Watt-hours))	Entire Facility	09/30/2007	<a href="#">Delete Meter</a>
<a href="#">Gas Meter</a>	Natural Gas (therms)	Entire Facility	09/30/2007	<a href="#">Delete Meter</a>

**Water Meters** [Add Meter](#) | [View All Meter Data in Scope](#)

Meter Name	Units	Use	Last Meter Entry (End Date)	Alerts
No Meter Defined				

Benchmarking is complete

# Use the Rating to Make Decisions

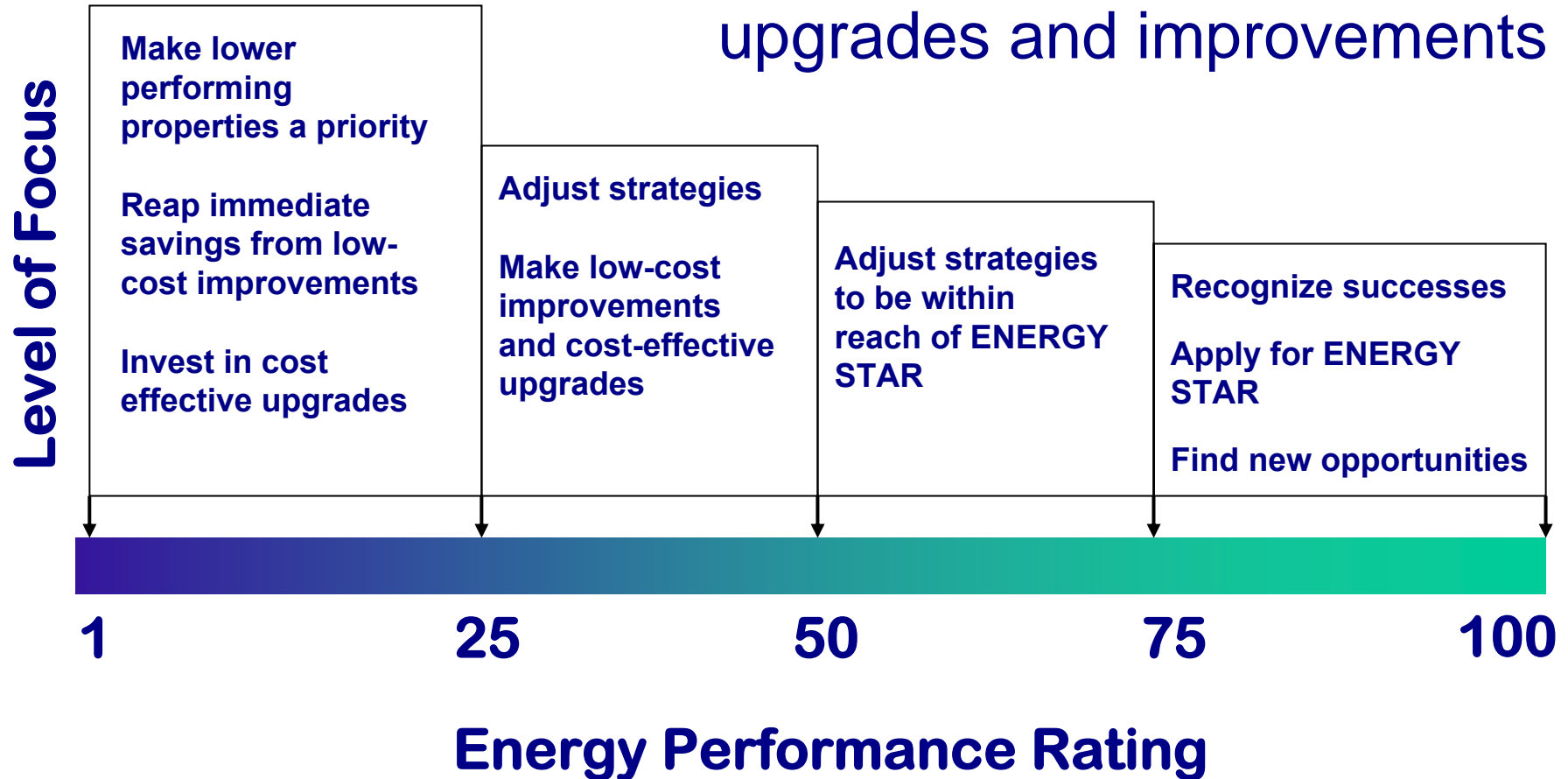


LEARN MORE AT  
[energystar.gov](http://energystar.gov)

My healthcare facility has an  
Energy Performance Rating,  
now what?

# Comparative Metric

Prioritize portfolio-wide  
upgrades and improvements



# ENERGY STAR



**Energy  
Performance  
Rating 75 to 100**

**Obtain  
Professional  
Engineer Verification**

**Submit SEP  
& Application**



**Create and Submit a  
Building Profile**

**25%  
of the market  
already qualifies**

# Get Started



1. Collect space and energy data
2. Go to [www.energystar.gov/benchmark](http://www.energystar.gov/benchmark)
  - ✓ Set up a Portfolio Manager account & benchmark your facility
3. *Share* your facility with the ASHE Master Account
4. Set goals and track progress over time

# Maintaining an Accurate Rating

## Monthly:

Input new Energy data

## At least quarterly:

Review Space data for accuracy

Edit if necessary



# Getting Help



Select *Contact Us* from the  
top of any Portfolio Manager screen  
or

Email: [Buildings@ENERGYSTAR.gov](mailto:Buildings@ENERGYSTAR.gov)

# Secure your Account



## **\*Warning\***

**You should never provide your password** to other individuals to view or manage data in your account. Doing so will allow them to change your password with unintended consequences (i.e. locking you out of your account), or to change data in your account without your knowledge.

Instead, individuals within your organization should set up their own accounts. Portfolio Manager allows you to then provide these other users with access to view or modify facilities in your portfolio using the **Sharing** feature.





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**Thank you for participating in this  
ENERGY STAR training.**