

US EPA ARCHIVE DOCUMENT



Benchmarking Wastewater Facilities in Portfolio Manager

Introduction

U.S. Environmental Protection Agency

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Learn more at energystar.gov

Today's Agenda



- **Introduction**
- **ENERGY STAR Portfolio Manager**
 - **Getting Your Score**
 - **Creating Views**
- **Goal Setting**
- **Reporting**
- **Sharing**

What is ENERGY STAR?



- Mission: reduce greenhouse gas emissions through energy efficiency
- ENERGY STAR establishes specifications and labeling for Products; Home Improvements; Buildings and Plants; and New Homes; 12 Sectors
- Energy saving guidelines, technology information, recommendations, and contractors



ENERGY STAR Impact

- Americans, with the help of ENERGY STAR, saved enough energy in 2007 alone to avoid greenhouse gas emissions equivalent to those from 29 million cars — all while saving \$17 billion on their utility bills.
- Over 80,000 buildings have been rated using Portfolio Manager
- Over 6,000 buildings have earned the ENERGY STAR

What is Portfolio Manager?

An assessment tool that measures your facility's energy efficiency now and over time – benchmark and track improvements

Potential award, educate functions for WWTP

Mirror that shows your facility in a new light



What is Portfolio Manager?



- ENERGY STAR Portfolio Manager - interactive energy management tool to get an energy efficiency rating, track and assess energy and water consumption
- Originally designed for buildings and industrial applications – bronze awards for 75 + score
- October 1, 2007, wastewater treatment plants added to Portfolio Manager – not drinking wtr at this point – awards may be added

Benchmarking - Assessment



- Regression analysis – energy use per unit of flow
- Normalized for external factors
- Wastewater – results against model shows statistical significance at 90% confidence level
- Energy generated onsite may or may not be part of calculation but needs to be added to reflect true energy efficiency

Benefits of Portfolio Manager



- Compare your facility against similar facilities in a national database
- Get a rating from 1-100 (100 most efficient, 50 being average) using uniform, tested criteria, easy message
- Get GHG emissions varied by geographic region based on the type of power used, in international metric
- Track online baseline, current energy use and costs over time automated through Energy Service Provider while completing efficiency and clean energy projects

Why Bother?



- U.S. drinking water and wastewater systems spend about \$4 billion/ yr on energy to pump, treat, deliver, collect and clean water – with much of this cost borne by ratepayers and municipalities.
- Nationwide, drinking water and wastewater systems use 75 billion kilowatt hours/ yr – as much as the pulp and paper, and petroleum industries combined (enough electricity to power 6.75 million homes/yr).
- Reducing energy and water at wastewater facilities can make a significant difference for the environment and for the pocket book

How Can Wastewater Facilities Get Involved?

- Use EPA's January 2008 Guidebook "Ensuring a Sustainable Future: An Energy Management Guidebook for Wastewater and Water Utilities"
 - http://www.epa.gov/infrastructure/bettermanagement_energy.html
- Get energy audit from the local power company or California Energy Commission – SRF & DOE funds are available for energy efficiency
- Create Energy Teams, Regional Partnerships
- GO FOR IT – AND CELEBRATE !

Contact Information

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HANDS ON SESSION

- Complete the Benchmarking Process
 - Login To Your Account
 - Review Your Facility Information
 - Do You See Your Score?
 - If Not, Is ABS Energy Data in Your Energy Meter?
 - If Not, Add Energy Data
 - How Can You View Your Score, GHG Emissions?

HANDS ON SESSION

- Viewing Your Data – CREATE A VIEW

ENERGY STAR PORTFOLIO MANAGER

Home > My Portfolio > space1

Facility Summary: **space1**
[How do I use this page?](#)

Building ID: 1613627
 Level of Access: Building Administrator

Electric Distribution Utility: Pacific Gas & Electric Co
 Regional Power Grid: [WECC California](#)
[Select my Power Generation Plant](#) to calculate my electric emissions rate
 Electric Emissions Rate (kgCO₂e/MBtu): 95.2 ([what is this?](#))

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

General Information [Edit](#)

Address: 75 Hawthorne Street
 San Francisco, CA 94105

Year Built: 1990

Property Type: Water Utility/Wastewater Plant

Baseline Rating: 100 | **Current Rating: 100**

Eligibility for the ENERGY STAR

Not Eligible: Water Management Facilities are not eligible to apply for the Energy Star

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

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

| 12 Months Ending | Current Rating (1-100) | Current Source Energy Intensity (kBtu/Sq. Ft.) | Change from Baseline: Adjusted Energy Use (%) | Change from Baseline: GHG Emissions (MtCO ₂ e) |
|-------------------------|------------------------|--|---|---|
| December 2007 (Current) | 100 | N/A | N/A | 0.00 |
| Select Date | | N/A | | |

Change

[REFRESH VIEW](#)

Space Use

| Space Name | Space Type | Average Influent Flow | Alerts |
|------------|------------|-----------------------|--------|
| | | | |

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

Pick Your Top Seven

ENERGY STAR **PORTFOLIO MANAGER** ACCOUNT INFORMATION CONTACTS FAQ FREQUENTLY ASKED QUESTIONS CONTACT US HELP LOGOUT

Home > My Portfolio > Create New View

Create New View

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

Number of Facilities to display on each page:
 25 50 100 All (note: larger Portfolios will take longer to load)

To create/edit a custom View of your Facilities in Portfolio Manager, select **up to 7** columns from the list below. Use "Preferred Column Order" to set the order in which they will display in the View.

| View Name: <input type="text" value="main"/> | | Set this View as My Portfolio Default: <input type="checkbox"/> | |
|--|---|---|---|
| Preferred Column Order | Facility Data | Preferred Column Order | Facility Data |
| ENERGY STAR Rating | | Water | |
| <input type="text" value="1"/> | Baseline Rating (1-100) | <input type="text"/> | Indoor Water Cost (US Dollars (\$)) |
| <input type="text" value="2"/> | Current Rating (1-100) | <input type="text"/> | Indoor Water Use (kGal) |
| <input type="text"/> | Target Rating (1-100) (N/A for Campuses) | <input type="text"/> | Indoor Water Use per Sq. Ft. (kGal) |
| Period Ending Dates | | <input type="text"/> | Outdoor Water Cost (US Dollars (\$)) |
| <input type="text"/> | Baseline Energy Period Ending Date | <input type="text"/> | Outdoor Water Use (kGal) |
| <input type="text" value="3"/> | Current Energy Period Ending Date | <input type="text"/> | Total Indoor and Outdoor Water Cost (US Dollars (\$)) |
| <input type="text"/> | Water Use Period Ending | <input type="text"/> | Total Indoor and Outdoor Water Use (kGal) |
| Site Energy | | <input type="text"/> | Wastewater/Sewer Cost (US Dollars (\$)) |
| <input type="text"/> | Baseline Site Electric Use (kWh) | <input type="text"/> | Wastewater/Sewer Use (kGal) |
| <input type="text"/> | Baseline Site Energy Intensity (kBtu/Sq. Ft.) | <input type="text"/> | Water Use Alerts (N/A for Campuses) |

You Can Create Different Views

| Source Energy | | Performance: GHG Emissions | |
|--------------------------|--|---|---|
| <input type="checkbox"/> | Baseline Site Electric Use (kWh) | <input type="checkbox"/> | Water Use Alerts (N/A for Campuses) |
| <input type="checkbox"/> | Baseline Site Energy Intensity (kBtu/Sq. Ft.) | <input type="checkbox"/> | Baseline Direct GHG Emissions (MtCO ₂ e) |
| <input type="checkbox"/> | Baseline Site Natural Gas Use (therms) | <input type="checkbox"/> | Baseline Indirect GHG Emissions (MtCO ₂ e) |
| <input type="checkbox"/> | Baseline Total Site Energy Use (kBtu) | <input type="checkbox"/> | Baseline Total GHG Emissions (MtCO ₂ e) |
| <input type="checkbox"/> | Current Site Electric Use (kWh) | <input type="checkbox"/> | Change from Baseline: GHG Emissions (MtCO ₂ e) |
| <input type="checkbox"/> | Current Site Energy Intensity (kBtu/Sq. Ft.) | <input type="checkbox"/> | Current Direct GHG Emissions (MtCO ₂ e) |
| <input type="checkbox"/> | Current Site Natural Gas Use (therms) | <input type="checkbox"/> | Current Indirect GHG Emissions (MtCO ₂ e) |
| <input type="checkbox"/> | Current Total Site Energy Use (kBtu) | <input type="checkbox"/> | Current Indirect GHG Emissions (MtCO ₂ e) |
| <input type="checkbox"/> | National Average Site EUI (kBtu/Sq. Ft.) (N/A for Campuses) | <input type="checkbox"/> | Current Total GHG Emissions (MtCO ₂ e) |
| <input type="checkbox"/> | Target Site Energy Intensity (kBtu/Sq. Ft.) (N/A for Campuses) | <input type="checkbox"/> | |
| Source Energy | | Building Characteristics | |
| <input type="checkbox"/> | % Difference from National Average Source EUI (N/A for Campuses) | <input type="checkbox"/> | Number of Students (N/A for Campuses) |
| <input type="checkbox"/> | Baseline Source Energy Intensity (kBtu/Sq. Ft.) | <input type="checkbox"/> | Number of Workers on Main Shift (N/A for Campuses) |
| <input type="checkbox"/> | Baseline Weather Normalized Source Energy Intensity (kBtu/Sq. Ft.) (N/A for Campuses) | <input type="checkbox"/> | Total Floor Space (Sq. Ft.) |
| <input type="checkbox"/> | Current Source Energy Intensity (kBtu/Sq. Ft.) | Energy and Environmental Reduction | |
| <input type="checkbox"/> | Current Weather Normalized Source Energy Intensity (kBtu/Sq. Ft.) (N/A for Campuses) | <input type="checkbox"/> | Change from Baseline: Adjusted Energy Use (kBtu) |
| <input type="checkbox"/> | National Average Source EUI (kBtu/Sq. Ft.) (N/A for Campuses) | <input type="checkbox"/> | Change from Baseline: Adjusted Energy Use (%) |
| Financial Indicators | | <input type="checkbox"/> | Change from Baseline: Adjusted Energy Use Intensity (kBtu/Sq. Ft.) |
| <input type="checkbox"/> | Annual Energy Cost (US Dollars (\$)) | <input type="checkbox"/> | Change from Baseline: Energy Use (kBtu) (N/A for Campuses) |
| | | <input type="checkbox"/> | Change from Baseline: Energy Use Intensity (kBtu/Sq. Ft.) (N/A for Campuses) |
| | | Water Utilities and Wastewater Treatment Facilities | |
| | | <input type="checkbox"/> | % Difference from National Average Source EUI (N/A for Campuses) |

Name Each Created View


| Financial Indicators | | Water Utilities and Wastewater Treatment Facilities | |
|----------------------------|--|---|---|
| <input type="checkbox"/> | National Average Source EUI (kBtu/Sq. Ft.) (N/A for Campuses) | <input type="checkbox"/> | Change from Baseline: Energy Use Intensity (kBtu/Sq. Ft.) (N/A for Campuses) |
| <input type="checkbox"/> | Annual Energy Cost (US Dollars (\$)) | <input type="checkbox"/> | % Difference from National Average Source EUI (N/A for Campuses) |
| <input type="checkbox"/> | Cumulative Investment in Facility Upgrades (US Dollars (\$)) (N/A for Campuses) | <input type="checkbox"/> | Average Flow (MGD) (N/A for Campuses) |
| <input type="checkbox"/> | Cumulative Investment per Sq. Ft. (US Dollars (\$)) (N/A for Campuses) | <input type="checkbox"/> | Baseline Site Energy per Flow (kBtu/MGD) (N/A for Campuses) |
| <input type="checkbox"/> | Total Energy Cost per Sq. Ft. (US Dollars (\$)) | <input type="checkbox"/> | Baseline Source Energy per Flow (kBtu/MGD) |
| Organizational Descriptors | | <input type="checkbox"/> | Baseline Weather Normalized Source Energy per Flow (kBtu/MGD) (N/A for Campuses) |
| <input type="checkbox"/> | Building Owner (N/A for Campuses) | <input type="checkbox"/> | Current Site Energy per Flow (kBtu/MGD) (N/A for Campuses) |
| <input type="checkbox"/> | Building Profile Status (N/A for Campuses) | <input type="checkbox"/> | Current Source Energy per Flow (kBtu/MGD) (N/A for Campuses) |
| <input type="checkbox"/> | Building Type | <input type="checkbox"/> | Current Weather Normalized Source Energy per Flow (kBtu/MGD) |
| <input type="checkbox"/> | City | <input type="checkbox"/> | Effluent BOD5 (mg/l) (N/A for Campuses) |
| <input type="checkbox"/> | County | <input type="checkbox"/> | Influent BOD5 (mg/l) (N/A for Campuses) |
| <input type="checkbox"/> | Last Modified | <input type="checkbox"/> | National Average Site EUI (kBtu/MGD) (N/A for Campuses) |
| <input type="checkbox"/> | Service and Product Provider (N/A for Campuses) | <input type="checkbox"/> | National Average Source EUI (kBtu/MGD) (N/A for Campuses) |
| <input type="checkbox"/> | Shared By (N/A for Campuses) | ENERGY STAR Application Information | |
| <input type="checkbox"/> | State | <input type="checkbox"/> | Eligibility for the ENERGY STAR (N/A for Campuses) |
| <input type="checkbox"/> | ZIP Code | <input type="checkbox"/> | ENERGY STAR Application Status (N/A for Campuses) |
| | | <input type="checkbox"/> | Energy Use Alerts |

That's It!

| | | | |
|-----------------------------------|--|--|---|
| <input type="checkbox"/> | Comprehensive Investment per Sq. Ft. (US Dollars (\$)) (N/A for Campuses) | <input type="checkbox"/> | Baseline Site Energy per Flow (kBtu/MGD) (N/A for Campuses) |
| <input type="checkbox"/> | Total Energy Cost per Sq. Ft. (US Dollars (\$)) | <input type="checkbox"/> | Baseline Source Energy per Flow (kBtu/MGD) |
| Organizational Descriptors | | | |
| <input type="checkbox"/> | Building Owner (N/A for Campuses) | <input type="checkbox"/> | Baseline Weather Normalized Source Energy per Flow (kBtu/MGD) (N/A for Campuses) |
| <input type="checkbox"/> | Building Profile Status (N/A for Campuses) | <input type="checkbox"/> | Current Site Energy per Flow (kBtu/MGD) (N/A for Campuses) |
| <input type="checkbox"/> | Building Type | <input type="checkbox"/> | Current Source Energy per Flow (kBtu/MGD) (N/A for Campuses) |
| <input type="checkbox"/> | City | <input type="checkbox"/> | Current Source Energy per Flow (kBtu/MGD) (N/A for Campuses) |
| <input type="checkbox"/> | County | <input type="checkbox"/> | Current Weather Normalized Source Energy per Flow (kBtu/MGD) |
| <input type="checkbox"/> | Last Modified | <input type="checkbox"/> | Effluent BOD5 (mg/l) (N/A for Campuses) |
| <input type="checkbox"/> | Service and Product Provider (N/A for Campuses) | <input type="checkbox"/> | Influent BOD5 (mg/l) (N/A for Campuses) |
| <input type="checkbox"/> | Shared By (N/A for Campuses) | <input type="checkbox"/> | National Average Site EUI (kBtu/MGD) (N/A for Campuses) |
| <input type="checkbox"/> | State | <input type="checkbox"/> | National Average Source EUI (kBtu/MGD) (N/A for Campuses) |
| <input type="checkbox"/> | ZIP Code | ENERGY STAR Application Information | |
| <input type="checkbox"/> | | <input type="checkbox"/> | Eligibility for the ENERGY STAR (N/A for Campuses) |
| <input type="checkbox"/> | | <input type="checkbox"/> | ENERGY STAR Application Status (N/A for Campuses) |
| <input type="checkbox"/> | | <input type="checkbox"/> | Energy Use Alerts (N/A for Campuses) |
| <input type="checkbox"/> | | <input type="checkbox"/> | Full Year |
| <input type="checkbox"/> | | <input type="checkbox"/> | Space Use Alerts (N/A for Campuses) |

Set Your Target

If rating is below 69, you can use PM to set a percent energy reduction target

**PORTFOLIO MANAGER**ACCOUNT INFORMATIONCONTACTSFAQ FREQUENTLY ASKED QUESTIONSCONTACT USHELPLOGOUT

[Home](#) > [My Portfolio](#) > [ABC Elementary](#) > **Set Energy Performance Target**

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. Select "SAVE" to store the entered targets in Portfolio Manager.

| Baseline Period (12 Months Ending): 12/31/2006 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 checked="" type="radio"/> 69 | 47 | 2,333,817 | 1,914,136 | \$12,325 | <input type="radio"/> 18 % |

Reports

- Three Ways To Get Reports
 1. From My Portfolio – Request Energy Performance Report
 2. From the Facility Summary Screen
Generate a Statement of Energy Performance
 3. From My Portfolio – Download View Data into Excel
 - Create different views of different data you want to capture in Excel and download

Request Energy Performance Report

Portfolio Manager - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Mail Print Word Pad Help

Address <https://www.energystar.gov/istar/pmpam/index.cfm?fuseaction=epreport.showEPRCriteria> Go Links >>

business day.

REQUIRED

Energy Performance Report Criteria

* Please select the type of report:

Summary for year ending: Month Year

Comparative for year ending: Month Year to year ending: Month Year

Partner of the Year comparative for year ending: Month Year

* Please select the facilities:

All facilities in my portfolio

Group:

I'll choose specific facilities from my portfolio

Select a facility location (optional):

State:

Or

Zip Code:

* Please select at least one report column:

Site Energy Intensity (kBtu/Sq.Ft.)

Weather Normalized Source Energy Intensity (kBtu/Sq.Ft.)

Site Electric Use (kWh)

Site Natural Gas Use (Therms)

CANCEL CONTINUE

Done

Start Cheryl McGovern... E:\Climate Chang... C:\Documents an... 3 Microsoft Offi... 1.28.09Benchma... Print Screen of g... Portfolio Mana... 4:32 PM

Generate a Statement of Energy Performance

Portfolio Manager - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://www.energystar.gov/istar/pmpam/index.cfm?fuseaction=sep.showSummaryReportDateSelect>

The document can be read using Adobe Acrobat reader. If you do not have the free reader, you can download it from the [Adobe Web site](#).

Use this statement as appropriate to document your facility's energy performance for important activities such as:

- LEED for Existing Buildings (LEED-EB) applications
- Mortgage, sale, and/or lease transactions
- Energy service company performance contracts
- Tenant/owner/customer communications

PLEASE NOTE: NOT FOR USE WHEN APPLYING FOR THE ENERGY STAR. [Learn more](#) about applying for the ENERGY STAR.

REQUIRED

Indicate the Period Ending Date for which to Generate this Statement

*Period Ending Date:

Optional Contact Information:

Select the Organization that owns this facility:

Select the Primary Point of Contact for this statement:

Select the Certifying Professional for this statement:

[Add/Edit Contacts and Organizations](#)

Report Options:

* Select one or more of the following options:

- Statement of Energy Performance (for uses other than applying for the ENERGY STAR)
- Data Checklist
- Facility Summary

Done

Start Cheryl McGov... E:\Climate Ch... C:\Document... 3 Microsoft ... 1.28.09Bench... Print Screen o... ESPM Report ... Portfolio Ma... 4:38 PM

Download Data To Excel

- Select Option to Download From P M

| Current Energy Period Ending Date | Current Total Site Energy Use (kBtu) |
|--------------------------------------|---|
| | <u>N/A</u> |
| 3/31/2009 | 3,758,294.71 |
| 4/30/2009 | 20,547,828.29 |
| 4/30/2009 | 19,827,873.49 |
| 4/30/2009 | 7,611,142.20 |
| 11/30/2008 | 6,355,266.26 |
| 12/31/2008 | 79,743,751.88 |
| 12/31/2008 | <u>N/A</u> |
| | <u>N/A</u> |
| 4/30/2009 | <u>N/A</u> |
| 12/31/2008 | <u>N/A</u> |
| | <u>N/A</u> |
| 4/30/2009 | 404,858,507.04 |
| 4/30/2009 | <u>N/A</u> |
| 10/31/2008 | 51,689,705.03 |
| | <u>N/A</u> |
| 2/28/2009 | 114,547,268.16 |
| 3/31/2009 | 70,255,476.59 |
| | <u>N/A</u> |
| 2/28/2009 | 21,489,194.83 |
| 3/31/2009 | 25,376,604.67 |

The Master Accounts feature allows master users to track progress of their constituents, such as local governments, state agencies, and school districts

(1) or, Click Share Facilities to create a Master Account

Sharing Facilities



PORTFOLIO MANAGER

- ACCOUNT INFORMATION
- CONTACTS
- FAQ FREQUENTLY ASKED QUESTIONS
- CONTACT US
- HELP
- LOGOUT

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

| Group Averages | |
|---|---|
| Baseline Rating: 100 Facilities Included: 1 | Current Rating: 100 Facilities Included: 2 |
| Group Adjusted Percent Energy Reduction: 0% Facilities Included: 1 | |
| Averages are weighted by Total Floor Space. More about Baselines More about Adjusted Percent Energy Reduction | |

[Add a Property](#)

Work with Facilities

[Import](#) Facility Data Using Templates

[Update](#) Multiple Meters

[Share](#) Facilities

[Request](#) Energy Performance Report

Apply for Recognition

[Apply](#) for the ENERGY STAR

[ENERGY STAR Leaders](#)

(1)

| Facility Name | Current Rating (1-100) | Current Site Electric Use (kWh (thousand Watt-hours)) | Current Site Energy Intensity (kBtu/Sq. Ft.) | National Average Site EUI (kBtu/Sq. Ft.) | CO2 Reduced (pounds) | Number of Occupants | Total Floor Space (Sq. Ft.) |
|----------------------------------|------------------------|---|--|--|----------------------|---------------------|-----------------------------|
| Best Building | 100 | 86,000.0 | 2.1 | 62.7 | 0.00 | 0 | 141,000 |
| Charles Building | 100 | 106,050.0 | 3.6 | 71.8 | 0.00 | 0 | 100,000 |
| Sample Facility | N/A | 189,100.0 | 38.0 | 77.0 | 0.00 | 0 | 17,000 |

GROUP: [East Campus Cluster](#) [Create Group](#) | [Edit Group](#) | [View All](#)

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

[Download](#) in Excel

Search Facility Name:

Results 1 - 3 of 3

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](#)

[Download](#) in Excel

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Sharing Facilities (Continued)

ENERGY STAR **PORTFOLIO MANAGER** ACCOUNT INFORMATION CONTACTS FAQ FREQUENTLY ASKED QUESTIONS CONTACT US HELP LOGOUT

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

| Portfolio Averages | |
|---|---|
| Baseline Rating: 100 Facilities Included: 1 | Current Rating: 100 Facilities Included: 2 |
| Portfolio Adjusted Percent Energy Reduction: 0% Facilities Included: 1 | |
| Averages are weighted by Total Floor Space. More about Baselines More about Adjusted Percent Energy Reduction | |

- [Add](#) a Property
- Work with Facilities**
[Import](#) Facility Data Using Templates
[Update](#) Multiple Meters
[Share](#) Facilities
[Request](#) Energy Performance Report
- Apply for Recognition**
[Apply](#) for the ENERGY STAR
[ENERGY STAR Leaders](#)

ENERGY STAR **PORTFOLIO MANAGER** ACCOUNT INFORMATION CONTACTS FAQ FREQUENTLY ASKED QUESTIONS CONTACT US HELP LOGOUT

[Home](#) > [My Portfolio](#) > [Share Facilities \(Step 1\)](#)

Select User or Master Account

Users with whom you share facilities will now be able to see your name and e-mail address on their Facility Summary page for that shared facility. In addition, users will 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 any facilities.

Portfolio Manager provides the ability to share multiple facilities from your account with other users of the system in a single transaction. Users with whom access is being shared or removed MUST have a Portfolio Manager user account. To share facilities, select a Portfolio Manger user in Step 1.

If you are only removing access to facilities in your account, select "Remove this User's Access" in Step 1 after selecting a user from the Current Access List or enter a username in the textbox. You will then be able to select all of the facilities from which you want to remove this user's access.

STEP 1: Select the account to which you want to grant access, modify existing access or remove access rights.

Portfolio Manager User:

Enter Portfolio Manager Username: (2)

- OR -

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

- OR -

Energy Service Provider: [Learn more](#) about Energy Service Provider

(3)

[ADD AND MODIFY](#) [DELETE](#) [CANCEL](#)

(1) In My Portfolio, click on "Share Facilities"

(2) Type in Portfolio Manager User Name

or

(2) Select a Portfolio Manager Master Account from the drop down menu

(3) Click "Add and Modify"



Identify and Move Toward Best Practices

**The metric isn't the destination,
Just the mile marker...**

**A hint that potential
Improvements exists.**

Still need to figure out where to go

- Apply expertise
- Investigate systems
- Devise and implement changes
- Assess performance



Energy Use at 6 Similar Plants

Energy Use and Cost vs Flow at similar sized plants

FY 2006 data

