Commercial Building Energy Labeling Working Group
Meeting Notes
April 10, 2020

Attendees: Keith Levenson, Mike Russom, Kelly Launder, Mike Crowley, Craig Peltier, Geoff Wilcox, Randy Drury, Tim Heney, Dan Edson, Katie Mason, Mike Gifford, Jen Green, Krystina Kattermann

Approval of Minutes from 3/13/20 meeting
- Motion to approve – Tim Heney; Second – Jen Green. Voice approval of minutes.

Residential Building Energy Labeling Working Group Update (Keith Levenson)
- Discussed Scores and Reporting Subcommittee recommendations for how the selected tool would operate, how scores would be uploaded and stored in database (HELIX), EVT will be the overall administrative entity as they are the statewide EEU, will have advisory board to oversee.
- Jen Green – are we looking at what other states are doing as a model? Kelly Launder – there is a lot of coordination happening outside of the WG through NEEP and NASEO with the other states in the Northeast and nationally. NEEP is working with VT to develop the Clean Energy Estimator that will be used to create the residential label/profile and that will also likely be used by other states. Other states have their own label/profile that VT is aware of and has reviewed.

Presentation on Energy Star Portfolio Manager (Krystina Kattermann & Katie Mason of Cx Associates)
- Cx Associates uses ESPM for benchmarking and commissioning.
- This tool is free to use. Intuitive. Other tools that have a cost don't really have additional features beyond ESPM.
- EUI is what allows you to compare energy use of one building to another similar building. Measured on a per square foot basis.
- Burlington 2030 uses a site EUI as metric. They don't use Energy Star score.
- Energy Star score is 1-100 (100 is the best). Developed using source EUI.
- Burlington 2030 developed a building survey that includes the information needed for ESPM as well as other information. Building information includes address, square footage, vintage, occupancy percentage, types of energy used, etc.
- To calculate EUI will need to have gross floor area. Can also use some default calculations if are not trying to get/use Energy Star score.
- Mike Gifford - Does it still not provide a score for buildings under 5,000 sq feet? Dan E. – there are different square footage cut-offs for different types of buildings.
- EVT, BED, and GMP can provide consumption data on the spreadsheet template that can be uploaded to ESPM
- Mike Gifford - Is there a template for oil and propane customers? KK: Yes.
- Outputs – ESPM provides a number of energy metrics such as EUI, Kwh, costs, and GHG emissions.
- Provides the EUI you would need to get to a particular Energy Star score.
- Burlington developed their own baseline EUIs from 2003 energy survey data as basis for 50% reductions to meet goals.
- Mike Crowley – is there a way to aggregate all the buildings you are tracking such as all of the buildings in Burlington? Answer – There is a way to set up different groups for your portfolio. You can have as many buildings in a portfolio as you want.

- MC – if establishing benchmarking requirement for the state would need to create database of all the buildings that are required to benchmark to be sure it was completed.
- All the buildings that are put into ESPM would need to be shared with a particular account to be able to see and compare all of them. Need to add organization/entity that you want to share with as a contact. Can designate the type of access they would have.
- Would probably need to provide step-by-step directions if you need/want the information shared.
- Keith L. – how do you aggregate data for MF building? Answer – They ask for the utility to aggregate the data for the entire building that they provide. Believe there can be multiple meters for an account. Can set up a MF building as a 'campus' in ESPM.
- ESPM has really good resources/Help desk for questions.
- Jen Green – Is there a way to validate the data that goes into ESPM? Is there concern about the accuracy of data put into ESPM by the property owner? Answer – probably some amount of validation that needs to be done. ESPM Jen Green – need to think about what data is required to be put into ESPM. If we don't use Energy Star score then can use some default data. What would quality assurance/check look like? Answer – e.g. Seattle checks on buildings that use default data.
- Mike Russom - What type of feedback do you get from property owners on how much work it is? Answer – for Burlington 2030 they are setting this up for building owners. Most probably don't have time to do manual upload. They have customers do the upload every month for them.
- Dan Edson – need to discuss the benefits of benchmarking and how to communicate that. Also should discuss how this could be part of an economic stimulus package.
- ESPM has a number of good reporting tools. Statement of energy performance – includes the major metrics such as EUI, use of fuel by %, GHG emissions, etc. Can create new templates, which is pretty intuitive. Can select from a large number of energy performance metrics.
- Mike Russom - Many municipalities that require benchmarking use visual data presentment maps. Do you know if they use data that is automatically downloaded from ESPM? Answer – not sure but seems like it would be possible. Mike Gifford – Would think the capabilities are there and are being utilized. Could likely work with BCGI to be able to do this.
- Mike Crowley – used ESPM in the past and sometimes weren't able to find a good match for building type. Have they run into that problem? Answer – Did a big update to ESPM about 8 years ago and have a lot more building types. But sometimes need to break up square footage by use types.
- Mike C – How about mixed usage buildings? Answer – We don't use that feature unless absolutely necessary. It complicates peer groups and may not be able to get a score.
- Can they share the presentation so it can be posted on the sharepoint site? Answer – Yes.

Reports from Subcommittees:
Group 1: Research Progress in other jurisdictions (Mike Russom)
- Mike sent out the research they completed. No questions on that.
- SW Energy Efficiency Partnership will be sending model legislation

Group 2: Building Assessors (Geoff Wilcox)
- Haven't been able to meet yet, but would like to stay on at end of the call to schedule a time.

Group 3: Building Performance Reporting (Mike Russom)

- Perhaps building energy labeling could be added to the EAN dashboard, which is a visualization site. PSD staff will look into this and will bring BGS into the conversations about transitioning the dashboard to be overseen by the PSD.

Group 4: Management (Mike Crowley)
- Have started looking at each of the areas that are included in this group and have outlined what will need from the other groups.
- Who will the administrative body be? Assume it will be the PSD?
- How would we maintain a state registry for benchmarking services, and what type of qualifications would be needed.
- Technical resource call center? Can we just plug into ESPM help desk? Do we need/want a dedicated call center in the state, would it be a contractor?
- Training infrastructure and QA providers – would these be contracted out?
- Data storage – ESPM would be where we would maintain the data. But where would there be public access and how much would it cost.
- Need to establish what buildings would be subject to a requirement and what enforcement mechanisms would be needed.
- What key areas do we need to collect budget information?

Review and approve revised workplan and next steps
- Note that there is now a sharepoint site for sharing documents, please use to post files to share. Let Dan Edson know if you are unable to access.
- Small change in workplan that was sent out. Have final subcommittee write-ups and PSD drafting of the report at the same time, which needs to be corrected.