

Benchmarking Tool

Frequently Asked Questions

1. Why should I use the Benchmarking Tool?

The tool is an efficient and secure way for building owners and property managers to retrieve data on their energy consumption and upload it into the ENERGY STAR® Portfolio Manager® to generate a benchmark score.

2. How do I use the Benchmarking Tool?

The **Benchmarking Tool User Guide** outlines how to create an account, register your building(s) and receive your energy usage report.

3. I was an ENERGY STAR Facilities user. How do I use the new tool?

Your data in ENERGY STAR Facilities will not be transferred to the Benchmarking Tool. You'll need to create a new account and follow steps 3 through 7 in the User Guide to add your building information.

4. Where can I get more help with using the ENERGY STAR Portfolio Manager?

You'll find additional information on using the program at **Portfolio Manager Help**.

5. How do I get an ENERGY STAR score in Portfolio Manager?

To receive an ENERGY STAR score in Portfolio Manager, you'll need to enter 12 full calendar months of data for all energy types, in addition to complete data on property use details, such as hours of operation and number of employees. To determine the score, Portfolio Manager will compute both the actual source energy use intensity (EUI) and the predicted source EUI based on these inputs. Read more about an **ENERGY STAR score**.

6. What is the Portfolio Manager EUI value?

EUI expresses a building's energy use as a function of its size or other characteristics. For most property types, EUI is expressed as energy use per square foot per year. Read more about **EUI**.

7. Why is my score low? What can I do to improve it?

A low score simply means that your building has significant opportunities to use and benefit from **BGE's Smart Energy Savers Program for Business**. This program offers you a variety of options to reduce energy use, save money and protect the environment, as well as financial incentives to reduce the cost of installing energy-saving measures. For more information, contact us at **410.290.1202** or email **business@BGESmartEnergy.com**. For additional ways to save, visit **BGE.com**.

And, remember to resubmit your building into the ENERGY STAR Portfolio Manager after you've completed any energy efficiency improvement projects to receive your new and improved score!