



NJ Benchmarking Webinar

How to complete submissions for Energy and
Water Benchmarking Law

Agenda

- Is my building covered by the benchmarking law
- How to apply for an exemption
- How to use Portfolio Manager
- Deadlines
- How to get help

Is My Building Covered?

- “Covered Building” - a commercial building in the State of New Jersey with a gross floor area over 25,000 square feet
- Three types of buildings to be benchmark for energy and water annually
 - Commercial buildings (Class 4A)
 - Apartment buildings designed for five families or more (Class 4C)
 - State properties (subset of Class 15C, which represents public buildings)
- List of covered buildings on NJ Clean Energy website:
<https://njcleanenergy.com/commercial-industrial/programs/energy-water-benchmarking/covered-buildings>
 - Each building will have a Unique Building Identification (UBID)

Is My Building Covered?

- Covered buildings for campuses
 - Building owners can report covered buildings only or the campus as a whole
 - Three scenarios for submitting the data
 - Report the covered buildings separately
 - Report the covered buildings together as a single campus
 - Report all buildings on campus, covered and non-covered
- If there are multiple owners in a multi-parcel building
 - Owners should contact the property or facility manager
 - The property or facility manager are responsible for completing the benchmarking

Buildings Exempt from Benchmarking

- Building Owners can apply for exemption for the following:
 - New Buildings
 - Buildings should operate full calendar year
 - Demolitions
 - Recently or soon to be demolished
 - Unoccupied
 - Unoccupied for full year
 - Foreclosure or Bankruptcy
 - Filed during a particular reporting year
 - Size
 - Building is less than 25,000 square feet

How To Apply For Exemption

- Determine if building is covered and qualifies for an exemption
- Go to NJ Clean Energy benchmarking website for exemptions:
<https://njcleanenergy.com/commercial-industrial/programs/energy-water-benchmarking/covered-buildings>
 - Complete the Exemption Request Form on the website
 - Gather appropriate evidence in a pdf or a jpg
 - Examples: deed transfer, building survey, architectural drawing, construction permit, bankruptcy order
 - Email the exemption request form and evidence to benchmarking@bpu.nj.gov

How To Use Portfolio Manager

- For instructions on how to report benchmarking data in Portfolio Manager, go to: <https://njcleanenergy.com/commercial-industrial/programs/energy-water-benchmarking/reporting>
- For multiple tenants, can request aggregated building-level data to report in Portfolio Manager
 - Utility's benchmarking websites: <https://njcleanenergy.com/commercial-industrial/programs/energy-water-benchmarking/utility-data>
 - Complete their data access request form
 - Will check if consent is needed from tenants
- Demonstration in Portfolio Manager

Deadline Timeline

- For the first year of reporting
 - Deadline to submit is **October 1, 2023**
- For all the following reporting years
 - Deadline will be moved to **July 1**
- The building owners have a **90-day grace period** after the submission deadline
 - After the 90 days
 - Notification will be provided to the building owner stating that the property is non-compliant
 - NJ BPU will post the property's non-compliant status on a public database

How To Get Help

NJ Clean Energy Benchmarking Website:

<https://njcleanenergy.com/commercial-industrial/programs/cea-benchmarking>

Portfolio Manager Support Website:

<https://energystar.my.site.com/PortfolioManager/s/contactsupport>

NJ Certified Benchmarkers List:

<https://njcleanenergy.com/commercial-industrial/programs/energy-water-benchmarking/assistance>

For questions or application for exemptions, please email:

benchmarking@bpu.nj.gov