



# EBEWE FAQs



## EXISTING BUILDINGS ENERGY & WATER EFFICIENCY PROGRAM

Last Updated 11/28/2017

### **Introduction:**

The Existing Buildings Energy and Water Efficiency (EBEWE) Program was established by Los Angeles Municipal Code (LAMC) Division 97, Article 1, Chapter IX, Ordinance No. 184674 (as amended by Ord. No. 185198, effective 11/22/2017). The Program is referred to in these FAQs as the EBEWE Ordinance. The Program comes under the purview of the Los Angeles Department of Building and Safety referred to as “LADBS”.

### **Questions may be submitted to the following email: [lads.EBEWE@lacity.org](mailto:lads.EBEWE@lacity.org)**

Please begin your subject line with “EBEWE Question”. You will receive a response and, if your question is considered to be commonly asked, it will most likely be added to these FAQs.

### ***1. What utilities do I need to report?***

The following utilities need to be reported, based on the total consumed by the whole building for the entire calendar year being reported:

- Indoor and outdoor water usage
- Electrical usage
- Natural gas usage
- Energy generated by solar panels (which is not part of an electrical bill) must also be reported

### ***2. My building is “off the grid”. Do I need to benchmark it?***

Yes, off-the-grid buildings must be benchmarked.

### ***3. Are there penalties for having high water or energy usage?***

There are no penalties in the EBEWE Ordinance. However, building owners are strongly encouraged to maintain buildings that are water and energy efficient which will in turn lower operating costs and contribute to a more sustainable environment.

### ***4. My tenants pay their own utilities. Do I still need to benchmark the building?***

Yes. If your tenants pay their own utilities, you can request the necessary information from your utility companies using the following links:

[LADWP - Usage Data Request](#)

[SoCalGas - Usage Data Request](#)

### ***5. I have less than 5 tenants with individual meters. One of the tenants refuses to sign a consent form required by LADWP. LADWP will not release the water usage. How can I still comply?***

You may estimate the water and electrical usage by comparing the benchmarked building with other similar buildings to the best of your ability.

**6. *The building is a condominium. Who is required to benchmark it?***

The condo homeowner's association must benchmark the building and submit the benchmarking report to LADBS.

**7. *How do I benchmark if I have multiple buildings sharing a meter?***

In Portfolio Manager, there is a feature called "Campus." When you set up your property address, indicate that you have multiple buildings. Later in the process, you can specify a building ID for each building on the "Campus."

**8. *The building was occupied for only a few months in 2016. How do I benchmark it for 12 months?***

Take a monthly average of the number of months for which you have data (when building was occupied). Then use that data to estimate the remaining months for the year.

**9. *Do I need an LADBS user account for each building?***

No. You can associate multiple buildings with one (1) LADBS user account.

**10. *I have multiple buildings in one LADBS account. Do I need to pay a registration fee for each building?***

Yes. Registration fees are tied to each building, not to each LADBS user account.

**11. *My building is a parking garage. Do I still need to benchmark it?***

Yes. Parking garages are not exempt from the EBEWE Ordinance and use energy for lighting and elevators, and water for bathrooms.

**12. *I cannot log into Portfolio Manager, and the "forgot password" link is not working. What should I do?***

You are probably using the password that you created for your City of Los Angeles Department of Building Safety (LADBS) account. Portfolio Manager is part of a non-LADBS website. Therefore, you must also create a login and password on the [Energy Star](#) Portfolio Manager website.

**13. *We do not currently (or never did) own the building at the address on the EBEWE letter. What should I do?***

Send supporting documentation that shows the building was sold to someone else or that you never owned the building to [ladbs.ebewe@lacity.org](mailto:ladbs.ebewe@lacity.org) . We will correct our records and send you a confirmation email.

**14. *The building is less than 100,000 square feet. What should I do?***

Contact us at [ladbs.ebewe@lacity.org](mailto:ladbs.ebewe@lacity.org) or (213) 482-0476, and we will look into whether or not you received the notice in error.

**15. *The building was not occupied at all in 2016. What should I do?***

Contact us at [ladbs.ebewe@lacity.org](mailto:ladbs.ebewe@lacity.org) or (213) 482-0476, and we can look into your situation further.

**16. *How do I know if I have successfully submitted the report, and have complied with the ordinance?***

Customers receive an email “receipt” from Energy Star once their report is submitted to LADBS. To confirm that LADBS has received your benchmarking report submission, please contact us at [ladbs.ebewe@lacity.org](mailto:ladbs.ebewe@lacity.org). Please make sure to include the building address and ID in your email.

**17. *Do I have to benchmark and report my building?***

All privately owned buildings 20,000 square feet or more must be benchmarked and registered annually with the City of Los Angeles according to the schedule defined in the EBEWE Ordinance.

**18. *Are new buildings subject to the EBEWE Ordinance?***

Yes, new buildings are subject to the EBEWE Ordinance and need to be benchmarked and registered. The first year of compliance with the EBEWE Ordinance depends on the square footage of the building and is defined in the EBEWE Ordinance. See [Section 91.9705.3](#) for scope details regarding the EBEWE Ordinance.

**19. *What is a Property ID?***

The Property ID is different from the Building ID and can be found in your ENERGY STAR Portfolio Manager account under your property's name and address in the top navigation bar. The Property ID is entered to request data from SoCalGas.

**20. *What information will be publicly disclosed through the Ordinance?***

The EBEWE Ordinance requires that the following information be made available to the public on Internet:

- (a) Summary statistics on overall compliance
- (b) Summary statistics on overall energy and water consumption of buildings subject to the EBEWE Ordinance derived from aggregation of annual benchmarking reports; and
- (c) Building address and property use type;
- (d) The Energy Star® Portfolio Manager Energy Star score for the building, where available;
- (e) The weather-normalized site and source energy use intensity (EUI) per unit area per year (kBtu per square foot per year) for the building;
- (f) The site and source energy use intensity (EUI) per unit area per year (kBtu per square foot per year) for the building;
- (g) The annual carbon dioxide equivalent emissions due to energy use for the building as estimated by ENERGY STAR® Portfolio Manager;
- (h) Indoor water use, indoor water intensity, outdoor water use (when available), and total water use; and
- (i) The status of compliance with the requirements of the EBEWE ordinance.

## ***21. What is a Building ID and why is it important?***

(LADBS assigns each building a Building ID, a unique identifier needed to register with LADBS and to identify buildings in ENERGY STAR Portfolio Manager. Building IDs are provided to the building owner in the Ordinance notification letter from LADBS. If you did not receive your notification letter listing your Building ID, you may find it in the [Building Information Online system \(BIO\)](#) (see instructions for obtaining the Building ID in FAQ #22).

## ***22. My building or building site has multiple Building IDs. Which one should I use in ENERGY STAR Portfolio Manager?***

You can obtain or confirm your Building ID using LADBS' Building Information Online system (BIO): <http://lacitydbs.org/buildinginfo>.

Click the "Search by" dropdown menu and select "Building ID," type in the building ID, and the map will highlight the building that corresponds to that particular building ID. If you encounter problems using BIO that cannot be resolved using the FAQs, please contact us at [ladbs.ebewe@lacity.org](mailto:ladbs.ebewe@lacity.org) or (213) 482-0476.

## ***23. My property has a separate parking structure with a Building ID. Which ID should I use to register and file the benchmark report?***

Each building, that meets the square footage requirements in the EBEWE Ordinance, needs to be benchmarked separately, using its own Building ID (see instructions for obtaining the Building ID in FAQ #22).

## ***24. What is a benchmarking report?***

A report, generated by ENERGY STAR® Portfolio Manager, summarizing the annual energy and water performance of a building.

## ***25. What software tool is used for benchmarking and reporting?***

The software used for benchmarking and reporting is ENERGY STAR® Portfolio Manager which is a free, online tool.

## ***26. How often do I need to benchmark my building?***

Buildings that are subject to the EBEWE Ordinance must be benchmarked every year by June 1st after the initial benchmark.

## ***27. Does my building square footage include parking areas?***

The square footage (sf) of the parking area is included if it is physically part of the building. Standalone parking structures that meet the sf requirements of the EBEWE Ordinance must be benchmarked separately using a Building ID assigned specifically to the parking structure. Open parking lots are not included in the sf of a building.

## **28. *How should I classify my property or building type?***

Choose from the Portfolio Manager list of property use types. Property use types have varying requirements (e.g., the use must be 50% or more of gross floor area). Refer to [“Property Types, Definitions and Use Details”](#) for further information. Buildings that contain a variety of commercial and/or residential uses where no individual use accounts for more than 50% of the property are considered “mixed-use properties.” Note that if more than 10% of a building’s gross floor area is vacant, the vacant square footage should be described as a distinct space type.

## **29. *How do I obtain the whole-building utility data?***

Whole-building data is available from the Los Angeles Department of Water and Power and SoCalGas. In the following links:

[LADWP - Usage Data Request](#)

[SoCalGas - Usage Data Request](#)