



EBEWE FAQs



EXISTING BUILDINGS ENERGY & WATER EFFICIENCY PROGRAM

Last Updated 9/12/2017

Questions may be submitted to the following email: lads.EBEWE@lacity.org.

Please begin your subject line with "EBEWE Question(s)". You will receive a response and, if it your question(s) is considered to be common, it will most likely be added to these FAQs.

FAQs Revision Log:

To maintain consistency, FAQs are not re-numbered. If an FAQ is deleted, the assigned number will remain with the statement "FAQ deleted on _____."

Date of Change	FAQs			Notes
	Added	Deleted	Revised	
9/12/2017	17 thru 29	None	13	
Next Rev TBD				

1. What utilities do I need to report?

The following utilities need to be reported:

- Total water usage
- Total electrical usage
- Total 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.

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 a user account for each building?*

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

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

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

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

Yes. Parking garages 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. 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 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 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?*

If you have any doubts about your benchmarking report submission, please contact us at 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 following schedule as 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 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?*

Ordinance No. 184674 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?*

The Los Angeles Department of Building and Safety (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.

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

The following link will connect you to 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 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 needs to be benchmarked separately, as long as it meets the square footage requirements.

24. *What is a benchmarking report?*

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

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

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

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

Buildings that are subject to the EBWE 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 of the parking area is included if it is part of the building. Open parking lots are not included in the square footage of the building.

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

Choose from the Portfolio Manager list of property use types.

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](#)