

Portfolio Manager® What's New?

The simple choice for energy efficiency.



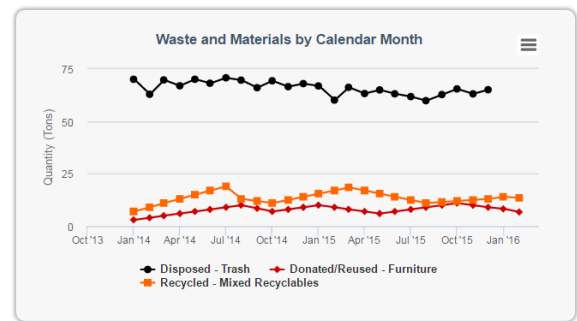
September 2016

EPA's **ENERGY STAR Portfolio Manager** is a free tool that empowers users to track energy, water, waste, and recycling across an entire portfolio of buildings. Portfolio Manager hosts time-saving tools and calculators that provide key performance indicators for energy, water, greenhouse gas emissions, cost, and waste over time. Portfolio Manager also provides the ENERGY STAR 1-100 score for eligible building types. EPA regularly adds new features and capabilities to Portfolio Manager in response to user demand.

Here are the most recent upgrades to Portfolio Manager:

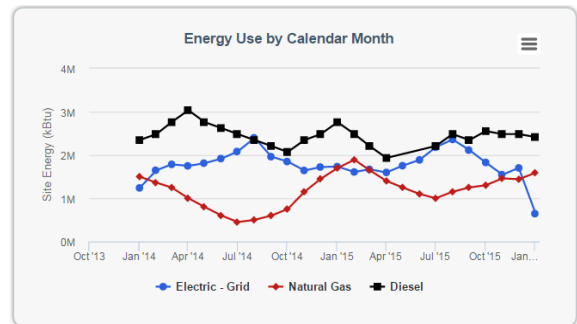
Track Waste and Materials:

Portfolio Manager tracks energy, water, waste, and materials all in one platform! Simply click the Waste & Materials tab within your property to get started. Tracking energy, water, and waste in one tool is a sustainability game-changer. You can enter data from across your organization's sustainability program in one place and pull reports to get a complete bird's eye view of your building's environmental footprint and resource costs.



Monthly Energy Use by Fuel Type:

See a breakdown of your building's monthly energy, water, and waste use at a glance, segmented by usage type. Portfolio Manager will create and populate a vivid graph automatically as you enter and update the data.



Key Metrics Summary Table:

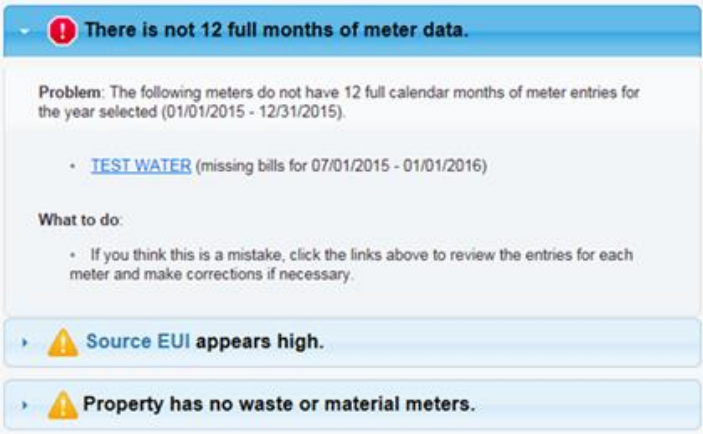
The top of the Summary tab of each property in your portfolio prominently displays a Metrics Summary table, putting key performance indicators front and center. The table calculates these metrics using the energy, water, and waste data entered for that property, and it displays data for the baseline year and current year. You can adjust the two time periods displayed by selecting "Change Time Period".

Metrics Summary		Change Time Period	
Metric	Dec 2014 (Energy Baseline)	Jul 2016 (Energy Current)	Change
ENERGY STAR score (1-100)	39	42	3(7.7%)
Source EUI (kBtu/ft ²)	294.9	285.3	-9.6(-3.3%)
Site EUI (kBtu/ft ²)	118.7	112.6	-6.1(-5.1%)
Energy Cost (\$)	581,581.78	561,340.17	-20,241.61(-3.5%)
Total GHG Emissions (Metric Tons CO ₂ e)	3,759.1	3,631.5	-127.6(-3.4%)
Water Use (All Water Sources) (kgal)	3,373.9	3,450.7	76.8(2.3%)
Total Waste (Disposed and Diverted) (Tons)	879.99	818.59	-61.40(-7.0%)

Instant Data Quality Checks & Alerts:

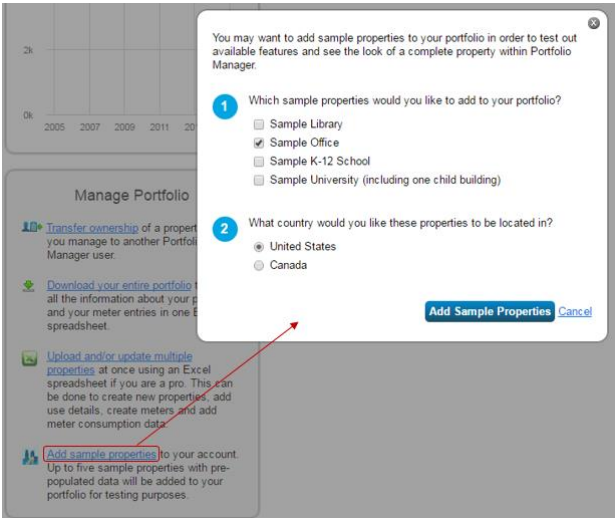
Save time troubleshooting with automated data checks to quickly identify potential issues such as gaps in meter entries, building floor area discrepancies, and missing or incomplete meter data.

Click on the "Check for Possible Errors" button on your property's Summary tab to get started. If the checker flags a potential issue, it will show the specific area of your data that has the issue, provide a recommended solution, and indicate if the issue is related to a specific meter or the property in general.



Add Sample Properties:

To test features in Portfolio Manager before entering real data for your buildings, you can add up to five sample properties using the link on the bottom left hand side of the My Portfolio tab (the landing tab you see when you first log in). The sample properties have sample energy, water, waste, and recycling data for two years and corresponding metrics that can be tweaked as needed. Adding sample properties is a great way to train folks on using the tool and to try out features you haven't used before. Utilizing this tool allows users to see the look of a complete property within Portfolio Manager without the need to enter your own data.



Copy Properties:

Portfolio Manager allows users to copy a record for any property in your account. After copying a property, you can adjust any aspect of the copy, from energy meters to gross floor area. This feature allows you see how those changes would affect the property's metrics without altering the original property's data.

