



Consolidated Edison Company of New York, Inc
Energy Efficiency
4 Irving Place 10th Floor South
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Aggregated Consumption Frequently Asked Questions

1. What is Local Law 84?

Local Law 84 requires privately owned buildings 50,000 square feet or larger to benchmark their electric, gas, steam, water, and heating usage annually with a due date of May 1st.

2. What is aggregated data?

Aggregated data is an entire building's electric and gas consumption broken down by service classification on a monthly basis.

3. Who should request aggregated data from Con Edison?

The building manager or owner who does not have ready access to all the energy consumed in the building and requires aggregated building consumption data from the utility. Aggregated data provides full building consumption information anonymously by removing any tenant names and aggregating the data based on the service classification. Master metered customers will not need to obtain aggregated data from Con Edison if they have the account numbers for the building. Consumption information can be retrieved by entering the account number(s) into the 'View Only' sections of Con Edison's Retail Access and TCIS websites. (Electric Consumption- <https://apps.coned.com/retailaccess/default.asp>; Gas Consumption- <http://www.coned.com/tcis>)

4. How do I get aggregated consumption for my building?

Customers may request aggregated consumption data from Con Edison by completing the 2014 Aggregated Consumption Application Request form available at http://www.coned.com/energyefficiency/city_benchmarking.asp and uploading it into Project Center by going to www.coned.com/es. The application request form must include a valid account number for each service address where you require aggregated data. Additionally, you will be required to submit a Letter of Authorization to Con Edison by emailing a PDF copy of your LOA to CityBenchmarking@coned.com. Any application request forms that are directly submitted to CityBenchmarking@coned.com will be returned to the customer.

5. What should I do if I am having issues uploading my application request form into Project Center?

If you are having problems uploading your application request form into Project Center, please refer to the instruction guide that is available on our website. If you continue having problems, you may send an email to CityBenchmarking@coned.com. Please make sure to reference the issue and be sure to include a copy of your application.

6. What if I am unable to obtain an account number for each service address I need to Benchmark?

If you are unable to obtain an account number for a service address that you need to Benchmark, please complete the following steps: complete your request form with all pertinent information, exclude the account number which you are unable to obtain, but make sure you populate the other fields. Upload your request. Upon receipt of an "Unsuccessful" notification, please send an email with your Request ID to CityBenchmarking@coned.com. Please be sure to explain the issue.

7. Do I need a Letter of Authorization (LOA)?

A Letter of Authorization (LOA) is required for all aggregated consumption requests submitted, regardless if you are the building owner. All LOAs must be emailed as a PDF attachment to CityBenchmarking@Coned.com. LOAs must be dated within the calendar year of when you are requesting aggregated data and a new LOA must be submitted on an annual basis unless you submit the Con Edison Authorization form. The Con Edison Authorization form will remain valid and effective unless and until Con Edison receives written notification from the customer or its successor revoking the authorization.

8. What information is needed on the LOA?

It is required that all Letters of Authorization contain the name on the account, account number and service address for the location that is being authorized. It is fine for one letter to contain authorization for multiple locations as long as all of the applicable account numbers and service addresses are listed. Each letter must contain a valid signature, a signature is considered valid if it is from a building owner or a verifiable member of the Management Company listed on the Con Edison account. If the individual signing the letter's identity cannot be validated through review of the Con Edison account that signature is invalid and will not be accepted.

9. What is the Consolidated Edison Authorization form for Aggregated Energy Consumption Data and do I need to complete it?

At the request of our customers, Con Edison has created a standard Letter of Authorization (LOA) form which is available on our website (http://www.coned.com/energyefficiency/city_benchmarking.asp). Although it is not required, we do recommend using this form as it is very beneficial for customers who request the same data on an annual basis. If you submit the Con Edison Authorization form we will keep it on record and it can be used for subsequent calendar years. If you

decide to use your own LOA form you will be required to complete a new LOA on an annual basis.

10. Is there a cost to receive the data?

The fee to obtain aggregated building consumption for electric and/or gas is \$102.50 per building (BIN). This includes electric and/or gas usage for up to 24 months.

11. Can the cost be added to my bill?

No. Please remit your payment in the manner you prefer from the methods listed below:

1) Online

- Please visit <https://payrms.rmsna.com> to make a payment via ACH or Credit Card.
- Please have your RMS Account Number available, as it will be required to process your payment.

2) By Phone

- If you would like to make a Credit Card payment for more than one invoice please call one of the numbers below and have your payment processed by a RMS representative to avoid having to make multiple transactions.

(856) 642-4341

Or

(856) 642-4309

3) By Mail

- Checks can be mailed to:

Con Edison/RMS

Attn: Benchmarking

305 Fellowship Road, Suite 100

Mt. Laurel, NJ 08054

12. When is the deadline to comply with Local Law 84?

You must upload your consumption information to the Environmental Protection Agency (EPA) Portfolio Manager website and submit the data to the City of New York by May 1st every year. Each building owner should allow extra time to secure and evaluate aggregate building data before the deadline.

13. What happens if I don't submit the data by May 1st?

A penalty of \$500 per building will be assessed by New York City's Department of Buildings if data is not submitted by May 1st. An additional \$500 will be assessed for each successive quarter for failure to comply. For more information on penalties please contact the New York City Department of Buildings at sustainability@buildings.nyc.gov.

14. Do I need to review the data I receive from Con Ed before using it to benchmark?

Building owners should review the data provided by Con Edison upon receipt to ensure that all of the tenants are captured in the information that is provided.

15. I made my request using a common area account number, but my building data didn't capture all of the units in the building. Why?

Even though your building has one physical address there may be multiple service points supplying power and each point is listed under a different service address. To get complete aggregated consumption data for your building, a common area account number for all possible service addresses must be provided. If you are unaware of potential additional service addresses you should lookup the service address on the NYC Department of Buildings website <http://www.nyc.gov/html/dob/html/home/home.shtml> and contact the building owner. Con Edison requires an account number for all service addresses where you require aggregated data.

16. How long does it take for me to get the data?

Con Edison will send an email containing all of the requested aggregated building consumption data within 15 days of receipt of the payment. If you do not receive the data within 15 days of payment remittance, please email Citybenchmarking@coned.com and provide the Invoice #, Account #, and check or payment confirmation number you received from RMS.

17. Can you please explain the format of the reports?

Aggregated consumption data is provided as an Excel spreadsheet:

- "Consumption Data" – The report contains the address of the building the report is for, the number of trips, the 'From' and 'To' dates, and the consumption all on a single tab.

Please see the example below:

BUILDING_NAME	NUMBER_OF_TRIPS	SERVICE_CLASS	FROM_DATE	TO_DATE	CONSUMPTION
99 John Doe Rd	60	1	9/4/2012	10/3/2012	18194.00
99 John Doe Rd	60	1	10/3/2012	11/1/2012	11885.00
99 John Doe Rd	60	1	11/1/2012	12/5/2012	13358.00
99 John Doe Rd	60	1	12/5/2012	1/4/2013	12519.00
99 John Doe Rd	60	1	1/4/2013	2/5/2013	12689.00
99 John Doe Rd	60	1	2/5/2013	3/7/2013	11638.00
99 John Doe Rd	60	1	3/7/2013	4/5/2013	11184.00
99 John Doe Rd	60	1	4/5/2013	5/6/2013	11777.00
99 John Doe Rd	60	1	5/6/2013	6/5/2013	15303.00
99 John Doe Rd	1	2	9/4/2012	10/3/2012	1530.00
99 John Doe Rd	1	2	10/3/2012	11/1/2012	1476.00
99 John Doe Rd	1	2	11/1/2012	12/5/2012	2052.00
99 John Doe Rd	1	2	12/5/2012	1/4/2013	1584.00
99 John Doe Rd	1	2	1/4/2013	2/5/2013	1656.00
99 John Doe Rd	1	2	2/5/2013	3/7/2013	1566.00
99 John Doe Rd	1	2	3/7/2013	4/5/2013	1494.00
99 John Doe Rd	1	2	4/5/2013	5/6/2013	1602.00
99 John Doe Rd	1	2	5/6/2013	6/5/2013	1548.00
99 John Doe Rd	1	9	9/4/2012	10/3/2012	1152.00
99 John Doe Rd	1	9	10/3/2012	11/1/2012	1400.00
99 John Doe Rd	1	9	11/1/2012	12/5/2012	1642.00
99 John Doe Rd	1	9	12/5/2012	1/4/2013	1584.00
99 John Doe Rd	1	9	1/4/2013	2/5/2013	270.00
99 John Doe Rd	1	9	2/5/2013	3/7/2013	248.00
99 John Doe Rd	1	9	3/7/2013	4/5/2013	239.00
99 John Doe Rd	1	9	4/5/2013	5/6/2013	256.00
99 John Doe Rd	1	9	5/6/2013	6/5/2013	248.00

* The Number of Trips refers to the number of accounts per Service Class. In the example above, it shows that 60 accounts are Service Class 1, one account is Service Class 2, and one account is Service Class 9.

- Below is a list of the most commonly seen service classifications.

Service Class Number	Service Class Description
1	Residential and Religious
2	General Small Commercial
7	Residential and Religious Heating
8	Multiple Dwellings - Redistribution
9	General Large Commercial
21	Residential and Religious
39	General Large Commercial
41	Residential and Religious Heating

18. How do I obtain steam data?

To obtain steam data please visit

<https://mysteamaccount.coned.com/SelfService/SSvcController/login>.

19. How do I get gas consumption from National Grid?

National Grid provides gas to Staten Island, Brooklyn and parts of Queens. If you are a National Grid customer, please contact their customer service at (718) 643-4050.

20. I need further help understanding the aggregated consumption data that was sent to me.

Please email your inquiry along with the address of the data, account number, and invoice number in question to citybenchmarking@coned.com and someone will respond as soon as possible.

21. I have additional questions about Local Law 84 that don't pertain to Con Edison's data, who can I contact?

For additional information, you can find a number of useful documents and contacts by visiting <http://www.nyc.gov/html/gbee/html/home/home.shtml>.

22. Where can I learn more about commercial and multifamily efficiency programs for my building?

For additional information, please visit <http://www.coned.com/energyefficiency/> or call the Con Edison Green Team at 1 877-870-6118.