

SERVICE UPDATE

Benchmarking Reports - UPDATED

The Benchmarking Report deadline has been **extended**. For owners whose buildings must provide a Benchmarking Report for 2012, reports must be uploaded no later than May 31, 2013.

Benchmarking Reports outline a building's energy use. To determine when a building's benchmarking is required, read about [covered buildings](#), see [Local Law 84/2009](#) and see the [2013 Local Law 84 Covered Buildings List](#).

ENERGY STAR Portfolio Manager

Use the US Environmental Protection Agency's free online benchmarking tool, the ENERGY STAR Portfolio Manager. Existing users must reset their passwords to log into the system. For assistance with resetting a password, email hotline@energystar.gov or call (888) 782 – 7937.

Reporting Criteria

Buildings that meet any of the following criteria – based exclusively upon the records of the NYC Department of Finance – must submit Benchmarking Reports:

- Buildings greater than 50,000 gross square feet; *or*
- A tax lot that contains two or more buildings that, together, exceed 100,000 gross square feet; *or*
- Two or more buildings held in a condominium form of ownership that, together, are larger than 100,000 gross square feet.

Building owners who do not submit their 2012 Benchmarking Report by May 1, 2013 are subject to a violation carrying a \$500 penalty.

See [NYC Administrative Code §28-309.4](#) for more on the benchmarking requirement.