

Resource: Clean Buildings FAQs, Terms, and Links FAQs

Please note Stillwater has compiled a list of common questions that have not been previously addressed on the [Commerce FAQ](#) section. This effort is a work in progress and is periodically updated.

Common Building Scenarios

Building Changes

Q: What if there are plans to tear down a building in the near future?

A: Buildings that are pending demolition may apply for an exemption by submitting to the AHJ Section Z6.7 Form H, “Application for Exemption Certificate.”

Source: HB 1257, Section Z4.1.2f

Q: What if there are plans to remodel a building in the near future?

A: If the conditioned spaces of the building are vacant for more than 12 months prior to the compliance deadline, then the building may file for an exemption. If the building will be occupied within 12 months of the compliance deadline, it is critical to design with the intention to meet or exceed the EUI for the appropriate property type during the building phase.

Source: HB 1257, Section Z4.1.2a-1.2b

Q: What if there is a ground lease on the building?

A: The building owner at the time of compliance is ultimately responsible for compliance.

Source: Stillwater communication with Commerce

Shared Building Set Up

Q: What if I am an owner in a building complex with multiple owners such as a mall with anchor stores?

A: Compliance is required for contiguous property that is defined by adjoining property of sole ownership. In the case of a traditional mall, the mall owners can exclude the energy and gross floor area of spaces owned by others such as connected anchor stores. Anchor stores that are over 50,000 SF will need to comply with the Tier 1 building law individually.

Q: What if I own a section of building in a strip mall with multiple owners? Together, we share a singular building over 50,000 SF with shared walls. However, we are metered separately with fully independent energy systems.

A: Each unit is considered to be independent if not connected by conditioned space regardless of sole or multiple ownership. If an individual unit is below 50,000SF, it does not need to comply with Tier I compliance law.

Building Complexes

Q: What if my building is connected to a second building by a conditioned hallway or breezeway?

A: Buildings and building complexes are considered Tier I covered commercial buildings where the gross floor area is greater than 50k sf. Building complexes are defined as a group of buildings interconnected by conditioned spaces on contiguous property.

Q: What if my building (over 50,000SF) is served by a centralized heating and cooling system that also supplies other buildings?

A: Chilled or hot water delivered to the building is considered an energy source and will need to be added into the building's energy use intensity. You can choose to submeter the usage using the guidelines set in the [sub-metering section](#) or utilize the investment criteria pathway to benchmarking.

Sub-metering

Q: What if I have multiple buildings on one meter?

A: One option is to submeter each building to determine the Energy Use Intensity (EUI) and Energy Use Intensity Target (EUI_t) for each based on building type. If submetering is not possible, consider the Investment Criteria path which does not require meeting a specific EUI_t.

Q: What type of sub-metered data is acceptable? Do I need to have a specific grade of meter to report?

A: Owner sub-meters are permitted to isolate the energy use to a specific building. Review the Commerce sub-metering guidelines to learn more:

<https://www.commerce.wa.gov/wp-content/uploads/2022/06/Submetering-guidance-1.pdf>

Source: [Department of Commerce CB FAQ](#)

Energy Use Intensity Targets (EUI_t)

NOTE: Energy Use Intensity targets must be endorsed by a Qualified Person as defined by Commerce

Q: What if my building is built after 2016?

A: For newer buildings constructed after 2016, the EUI_t is 15% less than the standard compliance targets outlined in the law. Adjust the EUI_t accordingly for any buildings built after 2016.

Source: HBI257, Section 7.2.1.1

Q: What if my building is mixed-use?

A: For buildings with multiple activity types, determine your EUI using the weighted averages of the building activity EUI based on percentage of gross floor area.

Source: HB 1257, Section 7.2.3

Q: What if I have multiple buildings served by central heating or cooling but only one building is over 50kSF?

A: To pursue the EUI route, the energy from the central system will need to be sub-metered for the building required for compliance. If the energy use cannot be isolated, the investment criteria pathway should be pursued.

Q: What if my building is partially conditioned?

A: If the total area of unconditioned spaces is smaller than 30% of the gross floor area, then it should be excluded from the building's total gross floor area. The EUI is then determined based on the remaining floor area and building activities.

Buildings may be eligible for an exemption if the sum of the building's gross floor area minus unconditioned and semi-conditioned spaces, as defined in the Washington State Energy Code, is less than fifty thousand square feet.

Source: HB 7.4.2.1 and Z4.1.2c

Utility Resources

Puget Sound Energy Efficiency Resources

- Clean Buildings Accelerator:
<https://www.pse.com/business-incentives/energy-management-programs/clean-buildings>
- Other: <https://www.pse.com/business-incentives>

Requesting Utility Data

How to guide: <https://www.pse.com/en/pages/property-management-services/my-data>

Services: Automatic upload to Portfolio Manager

Tips

- You MUST set up your ENERGY STAR Portfolio Manager account, connect to MyData (username: ESIOperator) in Portfolio Manager, and share your properties with MyData prior to creating your MyData account.
- If a data release form needs to be completed:
 - Ensure the last 5 digits of your account number and address are correct. Your latest utility bill will have the correct account number and address.
 - You do not need to fill in the Portfolio Manager ID in the form.
- MyData will send you emails if there is any issue with your MyData set up. Check for emails from mydata@pse.com.

Snohomish Public Utilities District

Efficiency Resources

- Clean Buildings Accelerator: <https://www.snopud.com/save-energy/business/clean-buildings/>
- Other: <https://www.snopud.com/save-energy/business/>

Requesting Utility Data

How to guide:

<https://www.snopud.com/save-energy/business/clean-buildings/help-linking-mysnopud-espm/>

Services: Automatic upload to Portfolio Manager

Clark Public Utilities District

Efficiency Resources

- Strategic Energy Management (SEM) w/ Clean Buildings Support
- Other: <https://www.clarkpublicutilities.com/business-customers/reduce-waste-in-your-business/all-programs/>

Requesting Utility Data

How to guide:

<https://www.clarkpublicutilities.com/wp-content/uploads/2021/08/Step-by-Step-Guide-rev-8.21.pdf>

Services: Automatic upload to Portfolio Manager

Pacific Power

Efficiency Resources

- Clean Buildings Accelerator: <https://www.pacificpower.net/savings-energy-choices/business/benchmarking/wa-clean-buildings.html>
- Other: <https://www.pacificpower.net/savings-energy-choices/business/wattsmart-efficiency-incentives-washington.html>

Requesting Utility Data

How to guide: <https://www.pacificpower.net/savings-energy-choices/business/benchmarking.html>

Services: Automatic upload to Portfolio Manager via Resource Advisor

Tips:

- Have meter numbers ready to enter
- Make sure to agree to terms and conditions on the application

NW Natural Gas Efficiency Resources

- <https://www.nwnatural.com/business/for-your-business/business-ways-to-save>

Requesting Utility Data

How to guide: <https://www.nwnatural.com/business/services/business-benchmarking>

Services: Automatic upload to Portfolio Manager

Tips:

- Specify the desired date range in the email request. Otherwise, a standard of 1 year for the last completed year will be supplied.
- Gas data is supplied in therms

Cascade Natural Gas Efficiency Resources

- <https://www.cngc.com/energy-efficiency/commercial-rebate-offerings/>

Requesting Utility Data

How to guide: <https://www.cngc.com/energy-efficiency/portfolio-manager/>

Services: Automatic upload to Portfolio Manager

Avista Efficiency Resources

- <https://www.myavista.com/energy-savings/tools-for-your-business/rebates-washington>

Requesting Utility Data

How to guide:

<https://www.myavista.com/energy-savings/tools-for-your-business/washingtons-new-clean-building-standards/energy-star-portfolio-manager>

Services: Automatic upload to Portfolio Manager

Key Terms and Definitions

Baseline vs Current

Depending on how much data is available, you can choose your baseline and current energy use to calculate your EUI. Many organizations have made temporary HVAC changes for COVID, so it's important to know what your "steady state" is. The documentation period for the Clean Buildings Performance Standard will be for the last 2 years from when you submit your compliance documentation.

Building Complex

A group of buildings interconnected by conditioned spaces on contiguous property

Clean Buildings ID

This is a building's unique identifier that is being used by the Department of Commerce. It is listed on the compliance notification sent to the building owner. The Clean Buildings ID will start with the county name followed by numbers (i.e. KING12345).

Contiguous Property

Contiguous property is adjoining property of sole ownership. Public right of ways separating adjoining properties of sole ownership are considered contiguous.

Energy Efficient Measures (EEMs)

Opportunities identified to improve the energy performance of the building

Energy Management Plan (EMP)

A comprehensive document maintained by the Energy Manager describing the organization's energy management efforts and processes required by HB 1257. See HB 1257 Section 5.

Energy Use Intensity (EUI)

Energy Use Intensity is a metric that captures a building's overall energy performance as a factor of its size (often measured in kbtu/ft²). Average EUI values will vary depending on the use type of a building. For example, a typical school will have a lower EUI than a hospital building of the same size. The lower the EUI, the better the energy performance.

Energy Use Intensity Target (EUI_t)

This is a calculated target for commercial buildings to comply with as set by the Department of Commerce. Targets vary based on the building use type(s), operating hours, and other factors. To meet the EUIt, the building must have an EUI lower than the EUIt.

Gross Floor Area (GFA)

The Gross Floor Area is the square footage of all indoor spaces in your building. This is the cumulative indoor space of each floor. Outdoor spaces such as parking, courtyards, or balconies should be excluded from the total floor area.

Operations & Maintenance (O&M) Program

A document that includes inventory, operating parameters, and maintenance requirements and completed tasks of major energy systems required by HB 1257. See HB 1257 Section 6.

Property Use Type

This is the use type of a building as recorded in ENERGY STAR Portfolio Manager. If a building has multiple use types, choose the space type that represents the majority of your building in Portfolio Manager.

Thermally connected

A thermally connected space is one where two separated areas are connected by conditioned space.

Weather Normalized Site Energy Use Intensity (WNEUI)

The Clean Buildings Performance Standard uses a weather normalized site EUI as calculated by ENERGY STAR Portfolio Manager. This figure is normalized with weather variations that result in increased energy usage. It is synonymous with EUI in most cases regarding the law.

Links to Important Resources

Washington Department of Commerce (Commerce)

- [Clean Buildings Home Page](#)
 - [Clean Buildings Performance Standard - Integrated Document \(request form\)](#)
 - [Customer Support Ticket](#)
- [Clean Buildings Portal](#)
 - [Portal Guide First Time Access](#)
 - [Portal Navigation Tour Video](#)
- [Notification Letter Request Form](#)

ENERGY STAR Portfolio Manager (ESPM)

- [Log Into ESPM](#)
- [Glossary of Terms](#)
- [Property Type Descriptions](#)
- [How to Connect Contact and Property to Stillwater](#)
- [Benchmarking support by location](#)
- How to Set up a Property
 - [Guide](#) (see 'Using Spreadsheet Uploads' for bulk uploads)
 - [Video](#)

Qualified Person Certification Information

- [Certified Energy Manager \(CEM\)](#)
- [Building Operator Certification, Level 2 \(BOC\)](#)
- [Certified Commissioning Professional](#)
- [Certified Energy Management Professional](#)
- [Certified Energy Auditor](#)