

## Required Action for ENERGY STAR Certification

Your building may be eligible for ENERGY STAR certification for FREE through the Kilowatt Crackdown.

However, because of recent changes to Portfolio Manager, you may need to adjust default values in order to proceed. If your building has a default value for the Parking Supplemental Heating Option, you may need to change this setting. Please follow the instructions below to ensure your building's eligibility:

### Required actions:

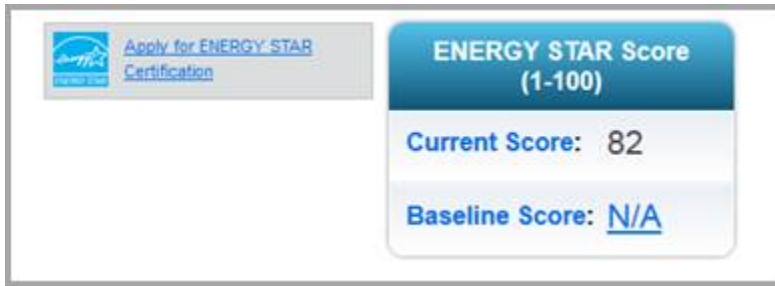
- Change the "Share" permissions setting to provide Full Access to BOMA-PDX (Jack Davis).
- Update energy meter information through the present month.
- Review your Scoping Study and address any comments related to ENERGY STAR eligibility.
- Under the Details tab, verify that each space use has no "default values." Where default values are present, as shown in the image below, change them to actual values by clicking the dropdown "I want to...Correct Mistakes."
  - NOTE: A common issue occurs with Parking spaces where the Supplemental Heating value may be listed as "Default." Correct the default value to be "yes" or "no," as appropriate.

	Value	Current As Of	Temporary Value?
Open Parking Lot Size	276000 ft <sup>2</sup>	01/01/1999	No
Partially Enclosed Parking Garage Size	0 ft <sup>2</sup>	01/01/1999	No
Completely Enclosed Parking Garage Size	0 ft <sup>2</sup>	01/01/1999	No
Supplemental Heating	No (default value)	01/01/1999	No

vacant office Office 9480 ft<sup>2</sup>

You will know if your building is eligible for certification if the Current Score is 75 or higher and you

see the “Apply” button as shown below.



The Kilowatt Crackdown’s certifying engineer will contact you if your building is eligible for certification. If you have any questions, feel free to email us at [info@kilowatt-crackdown.com](mailto:info@kilowatt-crackdown.com).

-The Kilowatt Crackdown Team

You're receiving this as a participant or key stakeholder of the Building Performance Partnership's Kilowatt Crackdown.

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