



REGENCY CENTERS — ARAPAHOE VILLAGE SHOPPING CENTER

Boulder, CO



BUILDING DATA

- Building type: Strip mall
- Year built: 1980
- Gross floor area: 570,711 square feet
- Number of tenants: 23
- Number of stories: 1

RECOMMENDATIONS FOR BUILDING OWNERS

- Building owners, or designated person, should have an initial conversation with all of the tenants who pay utility bills directly to understand each type of fuel used, metering and billing arrangements.
- For complex buildings, obtaining the meter and premise numbers from utility bills will help reduce errors in the utility's Portal. Understanding which meters are associated with the property is necessary to conduct quality control and ensure accurate data is received from the utility.
- Read all instructions and requirements carefully because the utility's online Portal does not produce automated error messages or potential solutions to incorrect data. Building owners will need to contact the utility to understand the cause for any errors.

Rating and reporting building energy use in complex buildings with multiple use types, tenants and meters

Regency Centers' Arapahoe Village Shopping Center located at 2580 Arapahoe Avenue is a complex strip mall with multiple tenants, diverse building uses and a large number of utility meters. In partnership with the city's Boulder Building Performance Program, Regency Centers' received assistance with rating and reporting building energy use, including a basic building site evaluation that looked at types of use, occupancy and utility metering arrangements.

Using information about each tenant space and following the City of Boulder's "How-To Guide," Regency Centers was able to establish an Energy Use Intensity (EUI) for the property. Using Xcel Energy's Energy Benchmarking Portal (Portal), Regency Centers automatically uploaded tenant utility data for each meter into ENERGY STAR Portfolio Manager, bringing the building into compliance with the city's rating and reporting requirement.

Complying with new requirements and using newly developed processes on a complex facility did not come without challenges. Some of the lessons learned are presented below.

LESSONS LEARNED

- **Fuel Provider.** The Portal only uploads data for the fuels supplied by the utility directly. If a tenant receives natural gas from another supplier, the utility is not able to upload that data, even if it transports it. The owner must manually collect and upload the data from other suppliers. This stresses the importance for building owners to understand the fuel types and suppliers for all tenants in the building to plan accordingly for data collection.
- **Data Privacy Rules.** If a building owner would like to rate and report building energy use by meter or by tenant, the utility provider will require a tenant consent form be completed and submitted before the data can be released. The utility will not release data to the property manager or owner if the name of the individual making the request does not match the name associated with the utility account without consent from the account holder. Tenant consent may also be required in the event data privacy rules are triggered as set forth by the Colorado Public Utilities Commission.
- **Building Ownership.** For multi-tenant properties, the utility verifies building ownership based on the account holder of the common space utility meter at the building; if the building does not have a common meter, the utility will use the tax assessor database to verify building ownership.
- **Meter Active Dates.** When inputting “meter active dates” into the Portal, each meter needs to be input with the date that corresponds to the earliest utility billing data the utility as provided; otherwise, energy metrics will not be calculated. Portfolio Manager’s data checker does not currently identify this issue as the cause for error. Verifying the meter active dates should be done after the utility has uploaded data into Portfolio Manager, or if energy metrics are reported as “not available” in the tool.
- **Meter Inventory.** Taking a physical inventory of all meters on the property, including meter numbers, will be beneficial when requesting data from the utility, particularly for building owners with complex, multi-tenant buildings. This will allow the owner to verify that the utility is providing data for the correct meters. It will also assist with determining whether the meters are serviced by other fuel suppliers. If an owner cannot produce a physical meter list, they can contact the utility’s service center.
- **Meter Naming.** Portal software limits the meter name in Portfolio Manager to 55 characters. If the 55-character limit is exceeded, the share will not go through and no error message appears explaining the problem. Owners must ensure all meter names are 55 characters or less when initially entering them into Portfolio Manager.