

Program Alignment

Is my building covered by the law?

Montgomery County

- County law covers most commercial and multifamily buildings **25,000** gross square feet and larger
- DEP's [Covered Building Inventory](#) lists all covered buildings.
- As of 2024, all covered buildings are required to benchmark annually.

Maryland

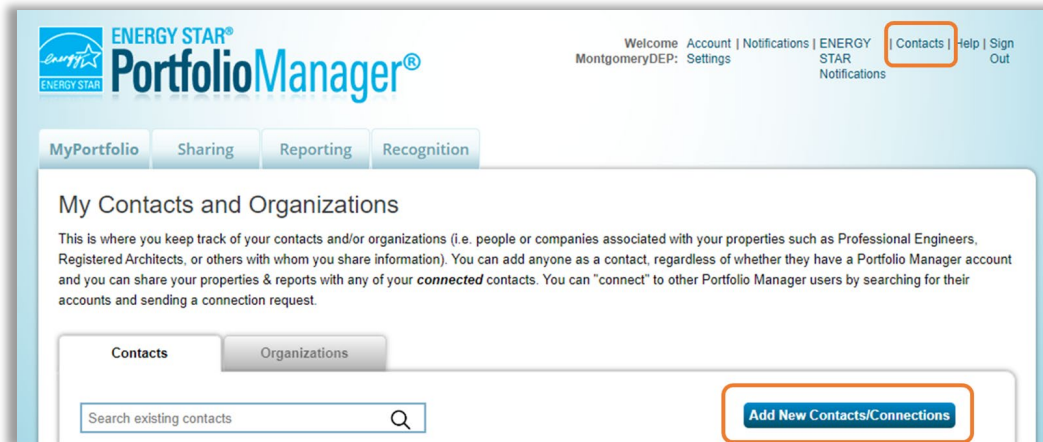
- State law covers most commercial and multifamily buildings **35,000** gross square feet and larger
- MDE Covered Buildings List in the [BEPS Portal](#)
- Certain exemptions can be applied for, ranging from partial to total exemption

Takeaway: Many, but not all buildings covered by County law are also subject to State benchmarking requirements.

Sharing Your Building(s) in ENERGY STAR Portfolio Manager

Both Programs

- You can connect and share your building in ENERGY STAR Portfolio Manager with both Montgomery County (**MontgomeryDEP**) and MDE (**MD-BEPS**).



Energy, Usage Data, Web Services (Exchange Data)
Montgomery County Department of Environmental Protection

To select multiple contacts, hold down your Control (CTRL) key and click on each selection. Only your **connected contacts** appear in this list.

Choose Permissions

If you only need to choose one permission (because you are doing a single share or you want to give the same permissions for all of your shares), select "Bulk Sharing." If you need to assign different permissions, select the 2nd option.

- Bulk Sharing ("One-Size-Fits-All") - I only need to choose one permission (either because I am doing a single share OR I want to choose the same permission for all of my share requests).
- Personalized Sharing & Exchange Data ("Custom Orders") - I need to give different permissions for different share requests, and/or I need to give **Exchange Data** permission.

Takeaway: You can share a building with *both* Montgomery County and MDE.

Entering the Building's Unique IDs into ENERGY STAR Portfolio Manager

Montgomery County

- The [Covered Buildings Inventory](#) lists each building's unique Montgomery County Building ID (MBID)

Standard IDs

Standard IDs are typically used in data collection, including by most state and local governments with benchmarking laws. If your property is covered by a benchmarking law, you probably need to fill this in. See [this FAQ](#) if you need help finding your Standard ID.

Standard ID - City/Town:
 ID:

Standard ID - County/District:
Montgomery County, MD Building ID (MBID) ID: 00152444

Standard ID - State/Province:
 ID:

Standard ID - Other:
 ID:
[+ Add Another](#)

Maryland

- The [BEPS Portal](#) lists each building's Unique Building Identifier (UBID)

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Standard IDs are typically used in data collection, including by most state and local governments with benchmarking laws. If your property is covered by a benchmarking law, you probably need to fill this in. See [this FAQ](#) if you need help finding your Standard ID.

Standard ID - City/Town:
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Standard ID - State/Province:
 ID:

Standard ID - Other:
Unique Building Identifier (UBID) ID: 87F43RJX+RMH
[+ Add Another](#)

Takeaway: Your existing Portfolio Manager building profile can be tagged with both the County and State's unique ID

Alignment in Benchmarking: Requesting Aggregated Data

Both Programs

- You will need whole-building energy data from all energy meters supplying the building to benchmark properly in Portfolio Manager. This includes both common area and tenant meters.
- Many Montgomery County building owners have already requested aggregated data and synced the utility data feed with Portfolio Manager.
- If the aggregated data already covers the whole building, you are done.

Alignment in Benchmarking: Renewable Energy

Both Programs

Utility electricity bills do *not* contain all the information necessary to benchmark your onsite renewable energy use. You will need at least two electricity meters: One or more meters to track the total amount of electricity purchased from the grid; and one meter to track renewable electricity generated onsite. Enter:

- **Grid delivered electricity**
- **Renewable energy generated on-site**
 - **Renewable Energy Used On Site**
 - **Renewable Energy Exported Offsite**

Montgomery County

- Montgomery County provides a “renewable energy allowance” for onsite renewable energy generation as a credit towards the final performance standard.

Maryland

- No application for renewable energy use in statewide BEPS as it doesn't reduce on-site direct emissions

Takeaway: Reporting renewable energy is the same for both programs.

Alignment in Benchmarking: Parking, EV Chargers, and Pools

Both Programs

- **Rule of thumb:**

- **Separately Metered:** If these uses are on a separate meter, they should be excluded from your benchmarking report.
- **Submetered:** If these uses are submetered, they can be subtracted from your benchmarking report (see EPA's guidance [Can I add a negative meter to subtract parking/cell towers/EV charging stations/etc?](#)). In these cases, do not report the parking GFA or enter information about EV chargers or pools in the building, since you are not reporting energy use for those.
- **On the Main Meter:** If these uses are a part of the building and the energy use is not able to be excluded from the Benchmarking Report, you will need to report more details about each of these spaces:
 - **Parking:** Enter GFA by each type of parking (Fully Enclosed, Partially Enclosed, and Open) and indicate whether or not there is supplemental heating. See EPA's [How do I enter parking?](#) help desk article for additional guidance.
 - **EV Chargers:** Enter the number and type of EV charging stations. See EPA's [How do I enter swimming pools and hot tubs?](#) help desk article for additional guidance.
 - **Heated Swimming Pools:** Enter information on the approximate pool size, location of the pool, and months in use. See EPA's [How do I benchmark my EV Charging Stations/EV Chargers?](#)

Takeaway: Benchmarking and reporting parking, EV chargers, and heated swimming pools is the same for both programs.

Finding ENERGY STAR Portfolio Manager Estimated Energy Data

- Portfolio Manager calculates estimates of annual site energy use for parking, EV chargers, and pools.
- Both jurisdictions will use these Portfolio Manager estimates (if they're not already submetered or excluded) to make calculations that impact building energy performance standards.
- How to add these estimates to your Portfolio Manager Metrics Summary:

The screenshot shows the 'Energy' tab in the Portfolio Manager interface. On the left, there is a 'Site EUI Trend (kBtu/ft²)' line chart showing data from 2012 to 2022. In the center, a 'Metrics Summary' table displays key performance indicators. A 'Change Metrics' button is highlighted with an orange box. A 'Select Information & Metrics' dropdown menu is open, showing options for 'Property Information', 'Property ID Numbers', and 'Property Use Details'.

Metric	Dec 2016 (Other)	Dec 2023 (Other)	Change
ENERGY STAR Score (1-100)	Not Available	29	N/A
Source EUI (kBtu/ft²)	317.6	289.4	-28.20 (-8.90%)
Site EUI (kBtu/ft²)			
Energy Cost (\$)			

Metric	Dec 2016 (Other)	Dec 2023 (Other)	Change
Direct GHG Emissions Intensity (kgCO2e/ft²)	2.14	0.65	-1.49 (-69.60%)
Site EUI (kBtu/ft²)	138.6	111.7	-26.90 (-19.40%)
Electric Vehicle Charging Station - Portfolio Manager-Estimated Site Energy (kBtu)	Not Available	25,989.0	N/A
Heated Swimming Pool - Portfolio Manager-Estimated Site Energy (kBtu)	Not Available	Not Available	N/A
Parking - Portfolio Manager-Estimated Site Energy (kBtu)	Not Available	Not Available	N/A

Takeaway: Entering accurate information about these use types is critical as it impacts building energy performance standards calculations.

Food Service Facilities

Maryland

“(a) “Food service facility” means:

- (i) A place where food or drink is prepared for sale or service on the premises or elsewhere; or*
- (ii) An operation where food is served to or provided for the public with or without charge.*

“(b) “Food service facility” includes:

- (i) A restaurant, coffee shop, cafeteria, short order cafe, luncheonette, tavern, sandwich stand, soda fountain, retail market, or retail bakery outlet;*
- (ii) A food operation in an industry, institution, health care facility, club, school, camp, church, catering kitchen, commissary, or a similar place in which food or drink is prepared for sale or for service on the premises or elsewhere; and*
- (iii) A micro market licensed under Business Regulation Article, Title 17, Subtitle 17, Annotated Code of Maryland, and meeting the requirements of this chapter as a food service facility.*

- Energy use associated with food service facilities can be excluded from your state report
- Guidance on exclusion can be found in the benchmarking guide

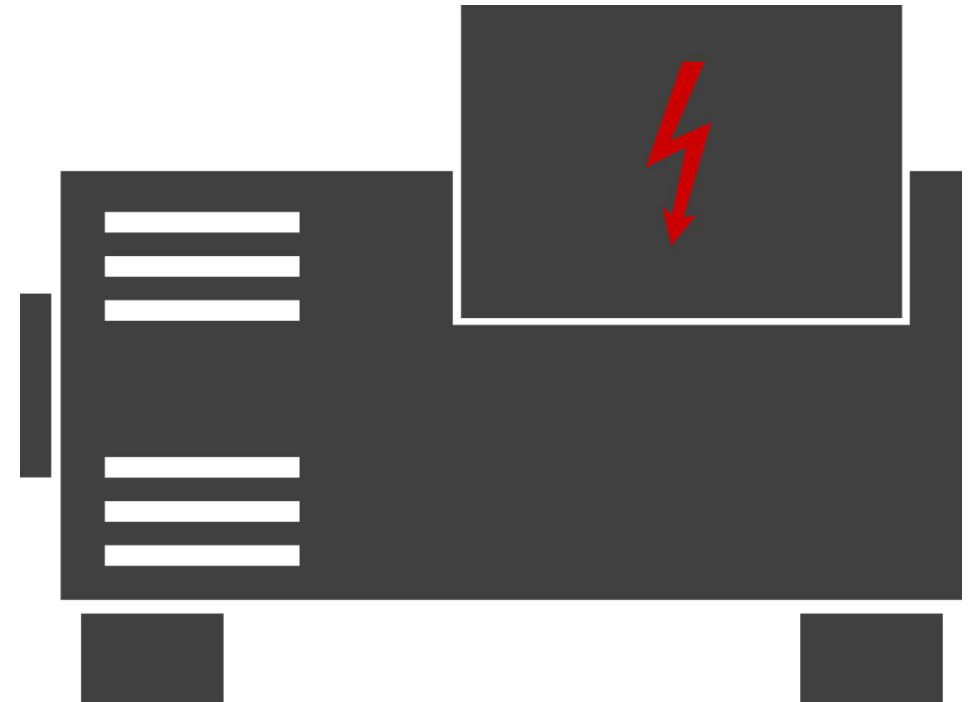


Takeaway: You can use custom fields to report commercial cooking area / emissions that are not separately metered without having to create a new building in ENERGY STAR Portfolio Manager.

Unique to State Law: Combustion Equipment Required by Law

Maryland

- Emissions from combustion equipment/generators can be excluded if a federal or State regulation requires it to run on combustible fuels.
- If the state or federal regulation is amended to allow for battery storage/and/or other types of systems that do not produce direct emissions, then these emissions will need to be included.

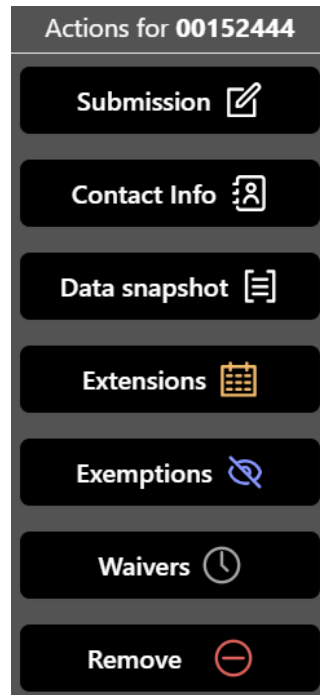


Takeaway: You'll need to submit a form to have these related emissions approved to be exempted from your building(s) profile

Submitting Your Benchmarking Report

Montgomery County

- After entering data into ENERGY STAR Portfolio Manager, Montgomery County requires building owners to submit the via the [Montgomery County Building Energy Benchmarking Reporting Portal](#).
- This Portal is where building owners / consultants can:
 - Claim buildings
 - Submit waiver / exemption / extension requests
 - Submit annual benchmarking submissions
 - Update contact information
 - View reporting status
 - View snapshot of reported data
- **Submission deadline is June 1 each year**



Maryland

- MDE will automatically pull data from buildings that have connected and shared with MDE in Portfolio Manager on the reporting deadline.
- Submission deadline is Sept 1, 2025 and then June 1 in subsequent years.

Takeaway: There is a final step to reporting data to Montgomery County.

Data Verification

Data Verification: Overview

Montgomery County

- Required by law
- Roughly two dozen accepted verification credentials, including all credentials accepted by MDE.
- Third party verification not required. Verifier can be the same as the benchmarker or within the same company as the benchmarker.
- Alternatively, ENERGY STAR Certification for at least 6 months of the calendar year being benchmarked.
 - ENERGY STAR Certification requires verification by a licensed PE or Registered Architect (RA)

Maryland

- Required by regulation
- Building owners must have data verified by a third party.
- If you are using a third party to benchmark your building(s), this party can also be the third party verifier. If you are using internal staff to benchmark, they cannot act as a third party verifier.
- Accepted credentials:
 - Professional Engineer (PE)
 - Licensed Architect
 - Certified Energy Manager (CEM)
 - Building Energy Assessment Professional (BEAP)

Takeaway: Following State requirements for third party verifications and credentials will also meet County requirements.

Data Verification: Timing

Montgomery County

- Montgomery County requires [data verification](#) the first year that a building benchmarks and every 3 years thereafter.
- Building owners will be alerted if building is due for verification via the [Benchmarking Reporting Portal](#).

Maryland

- Building owners must have data verified by a third party every five years.

Calendar Year Data Being Verified	Verification deadline MDE
2025	June 1, 2026
2030	June 1, 2031
2035	June 1, 2036
2040	June 1, 2041
Every 5 years following this pattern	

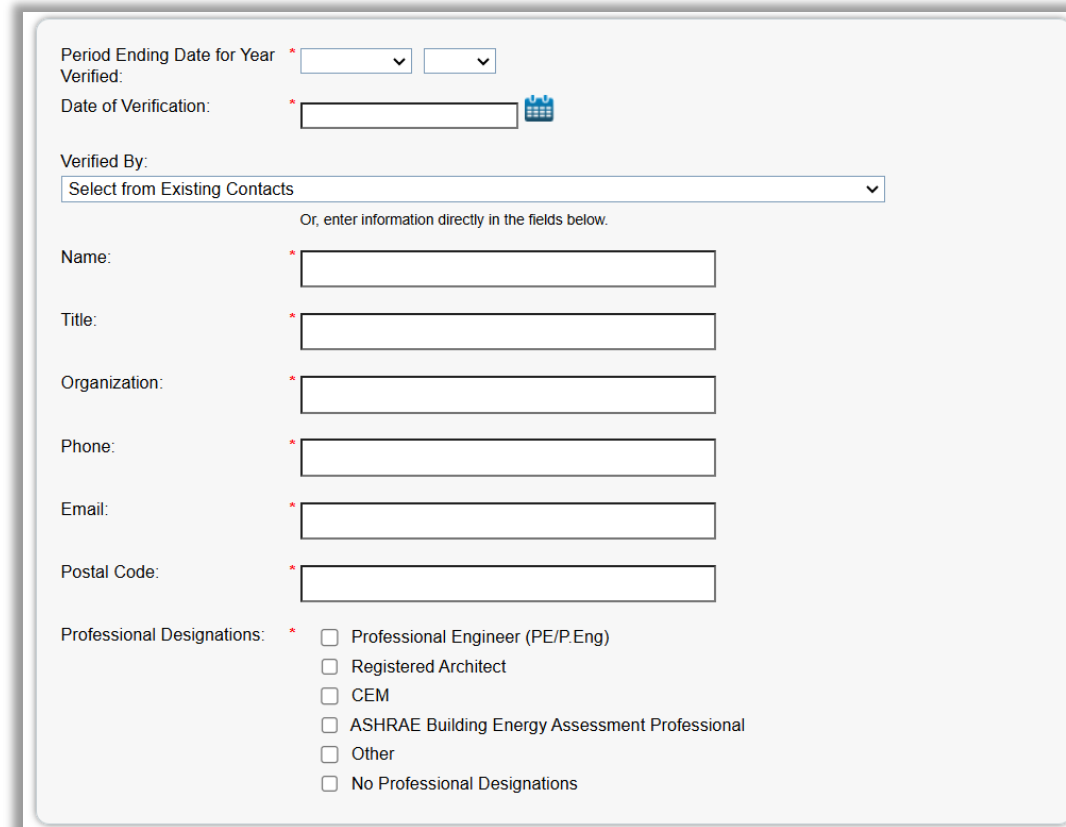
CY:	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Group 1		X			X	X			X		X			X
Group 2	X			X		X			X		X			X
Group 3 & 4			X			X			X		X			X
Group 5				X		X			X		X			X

Takeaway: Verifying for State compliance resets the County's 3-year verification requirement.

Data Verification: Reporting in ENERGY STAR Portfolio Manager

Both Programs

- Once verification is completed, verification information must be entered in the Verification fields on the Details tab in Portfolio Manager.



The screenshot shows a form for entering verification information. It includes the following fields and options:

- Period Ending Date for Year: Two dropdown menus.
- Verified: A label.
- Date of Verification: A text input field with a calendar icon.
- Verified By: A dropdown menu with the text "Select from Existing Contacts".
- Or, enter information directly in the fields below: A text label.
- Name: A text input field.
- Title: A text input field.
- Organization: A text input field.
- Phone: A text input field.
- Email: A text input field.
- Postal Code: A text input field.
- Professional Designations: A list of checkboxes:
 - Professional Engineer (PE/P.Eng)
 - Registered Architect
 - CEM
 - ASHRAE Building Energy Assessment Professional
 - Other
 - No Professional Designations


Takeaway: The process for reporting verification information is the same for both programs.

Maryland: Unique Building IDs

Unique Building Identifier (UBID)

Maryland

- Every building and/or grouping of buildings gets their own unique building identifier (UBID)
- You'll need the UBID to comply with MDE's BEPS, whether that be for benchmarking and reporting, or applying for an exemption
- Can't find your building(s) and UBID(s)? You'll need to submit a form to add your building(s) to the list



BUILDING ENERGY PERFORMANCE STANDARDS

BEPS PORTAL & NEXT STEPS
CLICK HERE

COVERED BUILDINGS LIST, FORMS AND RESOURCES

The graphic features a yellow background. On the left, the text 'BUILDING ENERGY PERFORMANCE STANDARDS' is written in a bold, black, sans-serif font, with each word on a new line. To the right of this text is a green circular logo containing a white building icon and a green leaf. Further to the right is a dark green button with white text that reads 'BEPS PORTAL & NEXT STEPS' and 'CLICK HERE'. Below the button, in a smaller font, is the text 'COVERED BUILDINGS LIST, FORMS AND RESOURCES'.

YOUTUBE PLAYLIST

subscribe



Exceptions, Exemptions, and Edge Cases

What is a Building?

Montgomery County

- Montgomery County allows owners to omit spaces that are <25k sf, individually metered for all utilities, separate energy systems, and share no interior area (like hallways or stairwells).

Maryland

- A single building, as defined by the building's "envelope";
- One or more buildings held in the condominium form of ownership and governed by a single board of managers; or
- Two or more buildings that are served in whole or in part by the same electric or gas meter or are served by the same heating or cooling system or systems, which is not a district energy system.

Takeaway: Some sites reported to County may need to add meters/spaces to complete reporting per MDE's definition of a building. Others may be exempt from County reporting but need to comply with MDE's requirements.

County Exclusion Examples: Multifamily



Covered

Multifamily 25k+ gsf

Not Covered

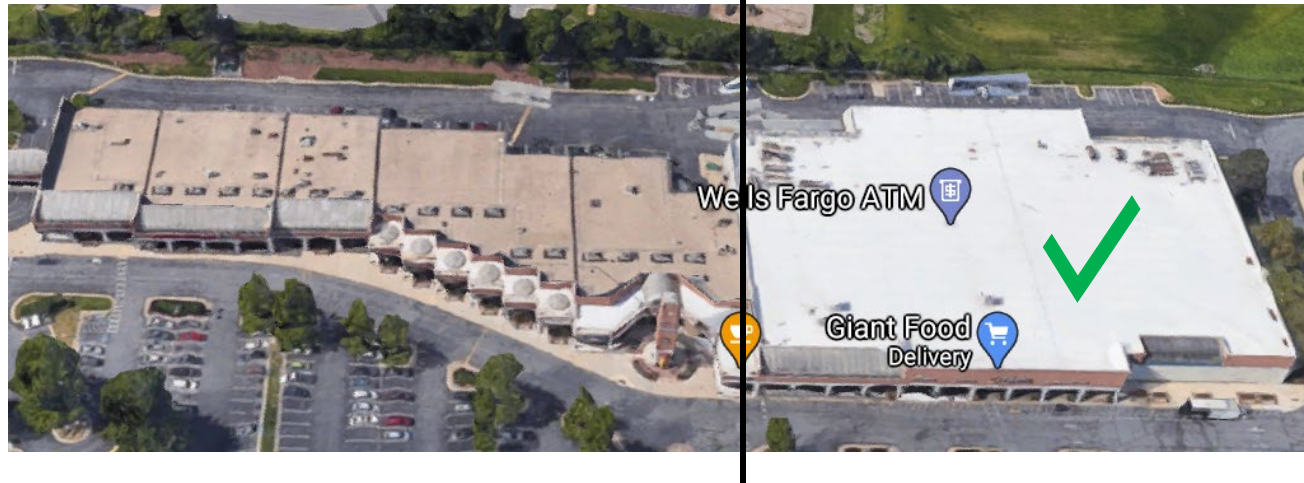
Individual spaces with separate meters, energy systems, no shared interior connections, and <25k gsf

Montgomery County allows some spaces to be omitted. Additional meters/spaces may need to be added to meet MDE requirements.

County Exclusion Examples: Retail

Not Covered

Individual spaces with separate meters, energy systems, no shared interior space, and <25k gsf

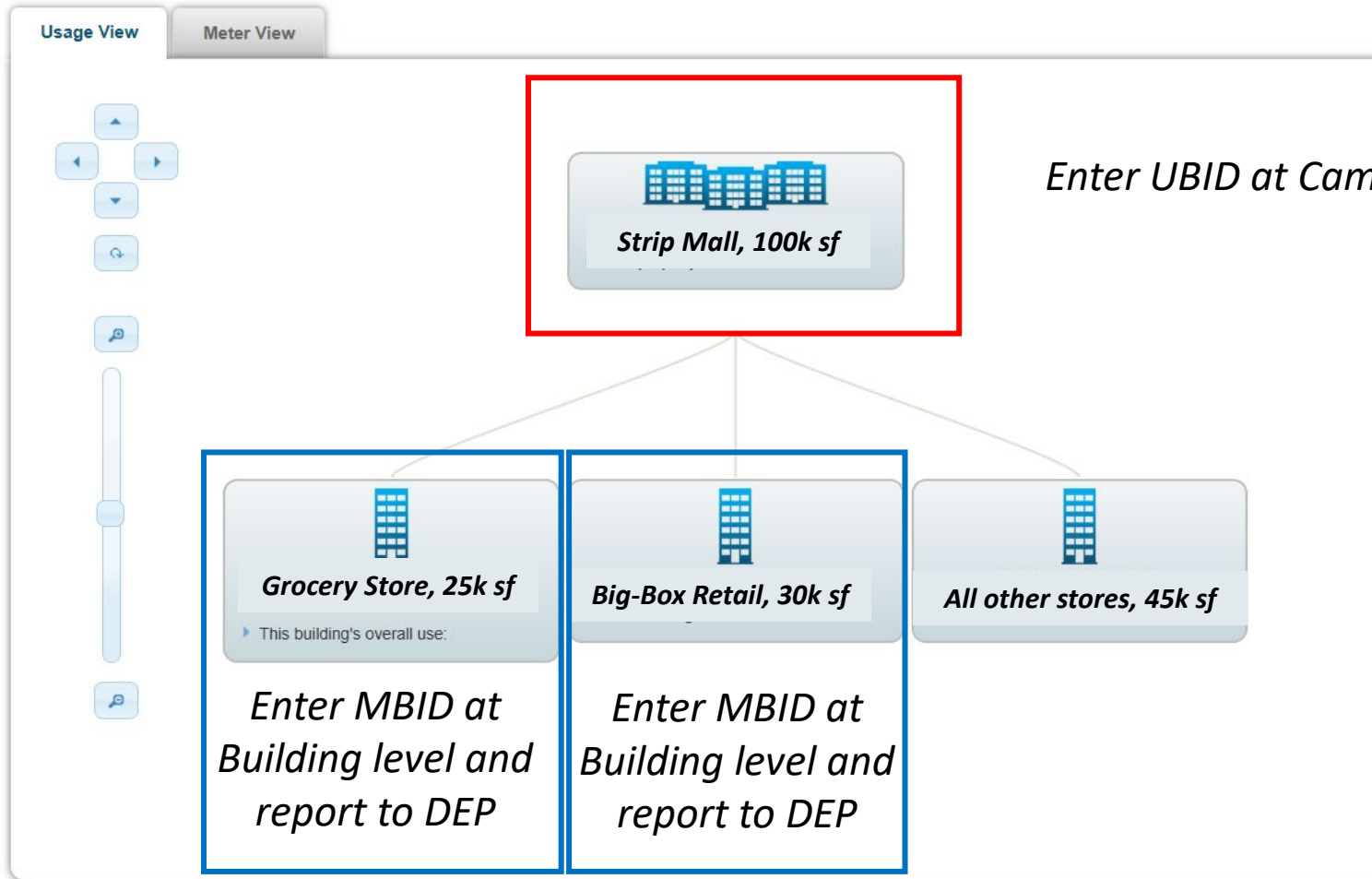


Covered

Individual tenants within strip malls with separate energy systems, no shared interior space, and >25k gsf

*Montgomery County allows tenant spaces <25k sf to be omitted from reporting.
Additional meters/spaces may need to be added to meet MDE requirements*

Parent – Child Reporting



Enter UBID at Campus level and report to MDE

[Portfolio Manager guidance on “campus” reporting](#)

Takeaway: Portfolio Manager’s Parent – Child relationships can be used to report two levels to County vs State.

Campus compliance allows building owners to:

- Aggregate all buildings on the campus and meet a campus wide BEPS standard
- Decide which buildings should be upgraded to meet aggregate standard

Campuses have two options:

- Report only covered buildings on campus, including any district energy use (standard pathway)
- Report as a campus, including all buildings/energy use on the campus (campus pathway)



Are There Any Exemptions to the Law?

Maryland

Total Exemption Apply Once



Designated
Historic



Agricultural



Elementary &
Secondary Schools



Demolished



Manufacturing



Federally
Owned

ACP Adjustment Apply Annually



Reduced Alternative
Compliance Payments
(ACP) for
Affordable Housing

Total Exemption Apply Annually



Financial Distress



Not Occupied

Baseline Exemption

Apply Annually
(Max 3 Times)



Low Occupancy
< 50%

Takeaway: Some buildings (like K-12 schools and manufacturing buildings) are subject to County law but not State law.

Currently Available

- 📋 BEPS Benchmarking + Performance Standard Exemption Request: Historic Building
- 📋 BEPS Benchmarking + Performance Standard Exemption Request: School Building
- 📋 BEPS Benchmarking + Performance Standard Exemption Request: Manufacturing Building
- 📋 BEPS Benchmarking + Performance Standard Exemption Request: Agricultural Building
- 📋 BEPS Benchmarking + Performance Standard Exemption Request: Federal Building
- 📋 BEPS Benchmarking + Performance Standard: Exemption Request: Under 35,000 ft²
- 📋 BEPS Benchmarking + Performance Standard Exemption Request: Demolished Building
- 📋 BEPS Benchmarking: Request for a Unique Building Identifier (UBID)

Coming Soon!

- Unoccupied
- Combustion Equipment
- Food Service Facility
- Baseline Establishment Delay
- Campus Compliance Pathway
- Campus building not owned by principal owner
- District Energy Systems

Special Notes

- Have a parking garage or other non covered building(s)? **Submit "Under 35,000 ft²"**
- Square footage or property type incorrect or listed as unknown in portal? No need to request for a change, MDE will adjust based on ESPM submissions.

Montgomery County

- [Benchmarking website](#) provides information and resources on benchmarking and reporting.
- DEP staff can be reached at Energy@MontgomeryCountyMD.gov with questions or to set up a virtual help session.
- Montgomery County building owners may be eligible for support via the Montgomery County Green Bank's [Technical Assistance Program](#) for benchmarking, data verification, gross floor area measurements as well as energy efficiency and electrification feasibility assessments.
- After reporting, the [Montgomery County Building Energy Performance Map](#) is an interactive and user-friendly tool to investigate compliance status and energy performance data for each covered building.

Maryland

MDE

- [Benchmarking Guide](#)
- [Website](#)
- [Portal](#)
- [Connecting with your energy data provider](#)
- [YouTube playlist](#)
- [Email List & Webinar Access](#)
- Email at beps.mde@maryland.gov

MEA Clean Buildings Hub

- [Website](#)
- [Newsletter](#)

Contact

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