

MULTIFAMILY UTILITY DATA COLLECTION DATABASE

For multifamily building owners with utility accounts paid for by tenants, benchmarking energy consumption can be challenging, in part because each utility provider requires owners to follow a different procedure to access tenant-level energy consumption data.

This database helps owners navigate that challenge with a comprehensive catalogue of many major United States utilities and their procedures to release tenant-level and whole building energy use and cost data.

This utility profile summarizes the process for requesting data from **Commonwealth Edison (ComEd)**. See the back page for detailed instructions and definitions. Visit the [HUD Exchange](#) to find the full utility database.

UTILITY NAME

Commonwealth Edison (ComEd)

USER-FRIENDLY SCORE

1 (most challenging) to 4 (most user-friendly)

Overall User-Friendly Score: 4.0

Provides Tenant Data to Owner Score: 4
Provides actual monthly tenant-level data

Tenant Data Release Forms Score: 4
Does not require release form

Tenant Data Comprehensiveness Score: 4
Historic and ongoing data uploads, via Portfolio, or similar

Data Format Score: 4
Automated upload via Portfolio Manager, or similar

Connected to Portfolio Manager: Yes

DATA RELEASE FORMS

[Utility specific tenant data release form](#)
[Generic tenant data release form](#)

SERVICE AREA

Illinois

ADDRESS

Commonwealth Edison (ComEd)
PO Box 805379
Chicago, IL 60680

WEBSITE

[Energy Use Data website](#)
[Property Management website](#)

CUSTOMER SERVICE CONTACT

Data Request Customer Service
[Email Data Request Customer Service](#)
None available
Fax: 1-630-684-3990

SUPERVISOR CONTACT

Robert Garza
[Email Robert Garza](#)
Phone: 1-630-684-3085

VISIT THE [HUD EXCHANGE](#) TO SEE THE FULL DATABASE AND FIND OTHER UTILITIES

DEFINITIONS

AGGREGATED DATA: Some utilities can consolidate data for entire properties, rather than for each tenant. This option eliminates a need to collect forms from tenants to access data.

ANTICIPATED DIFFICULTY: This database scores utilities based on their ability to provide tenant data, aggregated data, whether they charge to release data, and format of the data they provide.

BENCHMARKING ORDINANCE: Some jurisdictions have legislation that requires building owners to benchmark their buildings. Utilities in these regions typically provide better access to data.

GREEN BUTTON: A standard data format that utilities can use to issue energy use data.

PORTFOLIO MANAGER: The Environmental Protection Agency's Portfolio Manager is a free tool that property owners can use to evaluate building performance. Some utilities have compatibility with the tool's Web Services feature, which can auto-populate energy data.

TENANT WAIVER: To protect customer privacy, many utilities require building owners to collect tenant waivers before they will release data to the owner.

POTENTIAL CHALLENGES WORKING WITH THIS UTILITY

Challenge 1: Utility prefers owner or property manager to register on an online portal to obtain aggregated usage history, which includes submitting an enrollment application form.

Challenge 2: If using the non-portal method, the property representative must submit a data release authorization for each tenant.

HOW TO REQUEST DATA FROM THIS UTILITY

HOW TO REQUEST TENANT-LEVEL DATA

Utility prefers that property representatives use the online portal to request energy data - see aggregated steps for details.

Step 1: As an alternative to the online portal, the owner or owner's representative may submit usage history requests to the Data Request Customer Service email address, including a release authorization form for each tenant. For multiple units, submit the request in Excel format with a list of account numbers and their associated address. Property representatives may use a generic tenant release form. The property representative should request that the utility provide data in Excel format.

Step 2: Within two weeks, the utility will email the property representative a usage history report for the most recent 12 month time period. The statements will display monthly meter read dates and energy (kWh) use, and billed cost data.

HOW TO REQUEST AGGREGATED WHOLE-BUILDING DATA

Step 1: Property representatives should follow the detailed directions on ComEd Energy Usage Data website. Property representative fills out an enrollment form, which can be found on the Energy Usage Data website. Once utility approves enrollment, the property representative may login to the Energy Usage Data System, set up a building profile, and verify tenant lists.

Step 2: Once representatives submits the tenant list, the property representative will have the ability to request usage history downloadable in Excel format or sync directly to Portfolio Manager.

*Note: Score indicates utility's ability to provide aggregated whole-building data, including tenant spaces.

Disclaimer: This data is current as of 3/29/17. Please note that utilities regularly update energy data release policies. This database includes scores, challenges, and steps associated with obtaining tenant data for multifamily properties, as reported by customer service agents. Contact your utility to confirm their process before requesting data.