

Standard Energy Efficiency Data Platform™



U.S. DEPARTMENT OF
ENERGY

Energy Efficiency &
Renewable Energy



SEED 1.3

January 2016

SEED-Platform Home Page

You can open the Navigation Drawer to see your Data, Buildings and Projects count.

You can also navigate using the tabs at the top.

The screenshot shows the SEED Platform Home Page. On the left is a dark navigation drawer with a 'Log Out' button and menu items: PROJECTS (0), BUILDINGS (0), DATA (0), ORGANIZATIONS (1), CONTACT, and ABOUT. The main header includes the SEED logo, a search bar, and a user profile 'ROBIN LBL 1'. Below the header are tabs for Projects, Buildings, Data, and Contact. The main content area features a 'Getting Started' section with a city skyline background, explaining that the DOE developed the SEED Platform as a free tool for collecting, storing, and analyzing building energy performance data. It includes buttons for 'Upload your buildings list' and 'Getting Started Guide'. Below this, there's a section for 'Upload your data' with instructions on file formats (.csv, .xls, .xlsx, .xml) and a 'Download Sample Data' button. To the right of this section, a list of sample data files is shown: 'covered-buildings-sample.csv' and 'portfolio-manager-sample.csv'. A red arrow points from the 'Download Sample Data' button to a file explorer window showing the contents of 'seed-sample-data.zip'.

SEED has three basic levels:

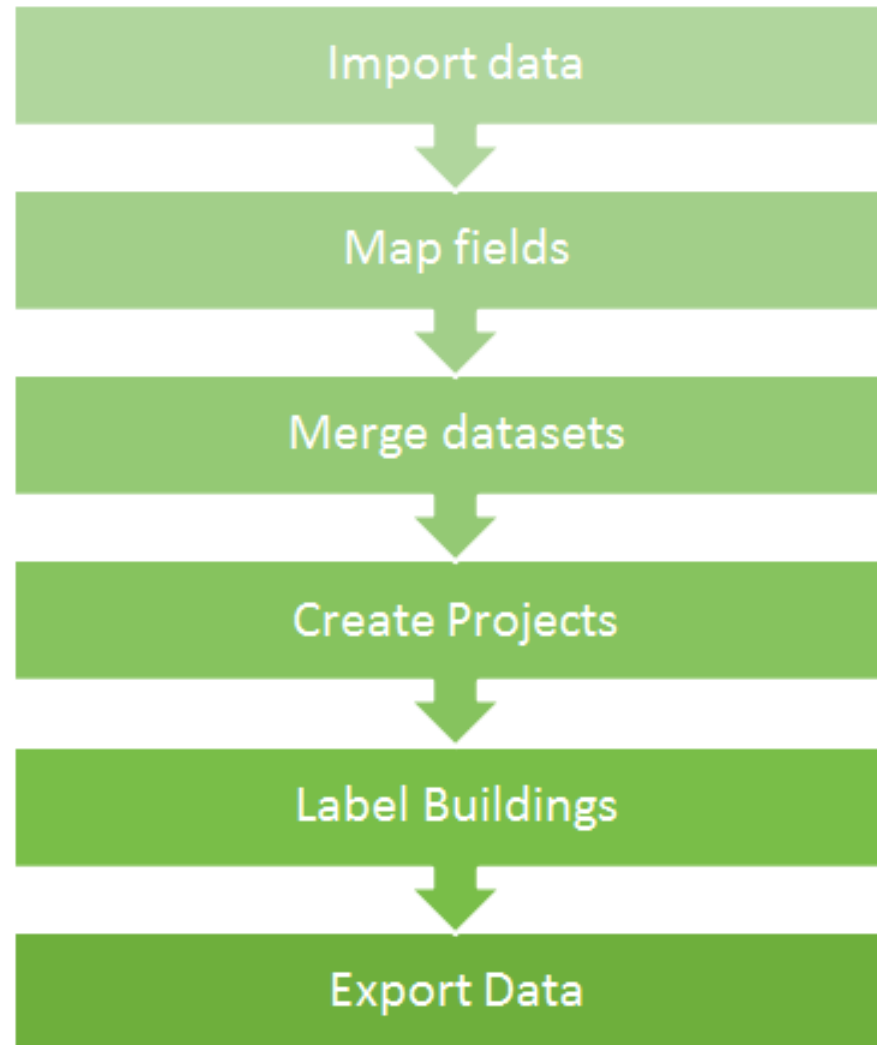
- 1. DATA**
All of the data sets you load, which combine to form
- 2. BUILDINGS**
The authoritative list of your buildings as defined by one or more datasets, which can be grouped into
- 3. PROJECTS**
Groups of buildings used to manage compliance or for other user-defined purposes

You can download a sample data set (seed-sample-data.zip) which contains two files:

- Covered-buildings-sample.csv (tax assessor building list)
- Portfolio-manager-sample.csv (custom report data from ENERGY STAR Portfolio Manager)

Download Sample Data

Workflow



Upload Data

To start loading data, click the blue button labeled **"Upload your buildings list"**

Or click the **"+"** icon at the top right and then select **"Data Set"**

Or click the **Data** navigation button

The screenshot shows the SEED Platform interface. On the left is a dark sidebar with navigation links: PROJECTS (0), BUILDINGS (0), DATA (0), ORGANIZATIONS (1), CONTACT, and ABOUT. The main content area has a header with a search bar and a user profile 'ROBIN LBL 1' with a 'Log Out' link. Below the header are tabs for 'Projects', 'Buildings', 'Data', and 'Contact'. The 'Data' tab is highlighted. A large 'Getting Started' banner features the text: 'We developed the Standard Energy Efficiency Data (SEED) Platform™ as a tool that provides a standardized format for collecting, storing and analyzing building energy performance information about large portfolios. Upload your buildings list to get started.' Below this text are two buttons: 'Upload your buildings list' (blue) and 'Getting Started Guide' (orange). A red arrow points from the 'DATA' link in the sidebar to the 'Upload your buildings list' button. Another red arrow points from the 'Data Set' option in a dropdown menu to the same button. A third red arrow points from the '+' icon in the top right header to the dropdown menu. Below the banner is a section titled 'Highlights of SEED Platform™' with three columns: 'Upload your data' (with a cloud upload icon), 'Match your data' (with a double-headed arrow icon), and 'Manage compliance' (with a checkmark icon). Each column contains descriptive text. At the bottom left, there is a 'Download Sample Data' button.

ROBIN LBL 1 Log Out

SEED PLATFORM U.S. DEPARTMENT OF ENERGY

Search

Projects Buildings Data Contact

Getting Started

We developed the Standard Energy Efficiency Data (SEED) Platform™ as a tool that provides a standardized format for collecting, storing and analyzing building energy performance information about large portfolios. Upload your buildings list to get started.

Upload your buildings list Getting Started Guide

Highlights of SEED Platform™

- Upload your data**
Get started using SEED Platform™ by uploading your buildings list (city tax assessor data) and then your EPA Portfolio Manager data. Make sure these files are each in .csv, .xls, .xlsx, or .xml format. The SEED Platform will help you map and validate your data in the process of loading.
Download Sample Data
- Match your data**
Match-up your buildings list with the Portfolio Manager dataset to tie building records together. SEED Platform will help you by auto-matching high confidence pairings and then provide you with tools to match the rest of your dataset.
- Manage compliance**
Use SEED Platform's flexible, easy-to-use labeling system and project groupings to track the status of data submission, review, and compliance.

Upload Data

Give the new data set a name.

The screenshot displays the SEED Platform web application. A modal dialog titled "Create a New Data Set." is open in the center. It features a text input field labeled "Data Set Name" containing the text "2013 Benchmarking Compliance". Below the input field are two buttons: "Cancel" and "Create Data Set". A red arrow points from the text "Give the new data set a name." to the "Data Set Name" input field. The background shows the platform's navigation sidebar with options like PROJECTS, BUILDINGS, DATA, ORGANIZATIONS, CONTACT, and ABOUT. The main content area includes a "Getting Started" section with a city skyline background and a "Highlights of SEED Platform™" section with three key features: Upload your data, Match your data, and Manage compliance.

Create a New Data Set.

Data Set Name

Cancel Create Data Set

Getting Started

The DOE developed the Standard Energy Efficiency Data (SEED) Platform™ as a free software tool that provides a standardized format for collecting, storing and analyzing building energy performance information about large portfolios. Upload your buildings list to get started.

[Upload your buildings list](#) [Getting Started Guide](#)

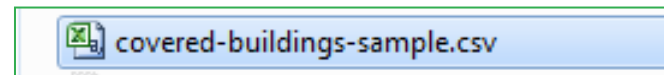
Highlights of SEED Platform™

- Upload your data**
Get started using SEED Platform™ by uploading your buildings list (city tax assessor data) and then your EPA Portfolio Manager data. Make sure these files are each in .csv, .xls, .xlsx, or .xml format. The SEED Platform will
- Match your data**
Match-up your buildings list with the Portfolio Manager dataset to tie building records together. SEED Platform will help you by auto-matching high confidence pairings and then provide you with tools to match
- Manage compliance**
Use SEED Platform's flexible, easy-to-use labeling system and project groupings to track the status of data submission, review, and compliance.

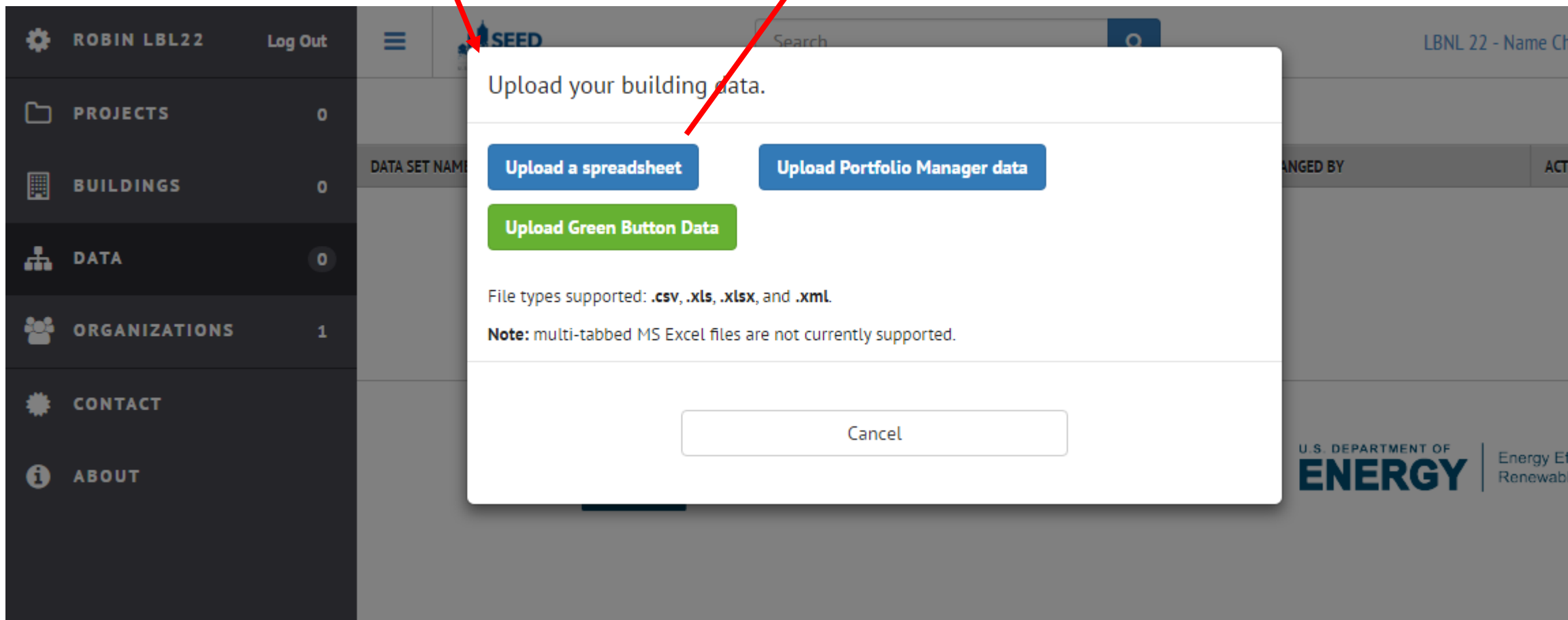
Upload Data – List of Buildings (Tax Assessor data)

Select the data type to upload, either:

- Spreadsheet (CSV, XLS, XLSX)
- Portfolio Manager (CSV, XLS, or XLSX)
- Green Button Data (XML)

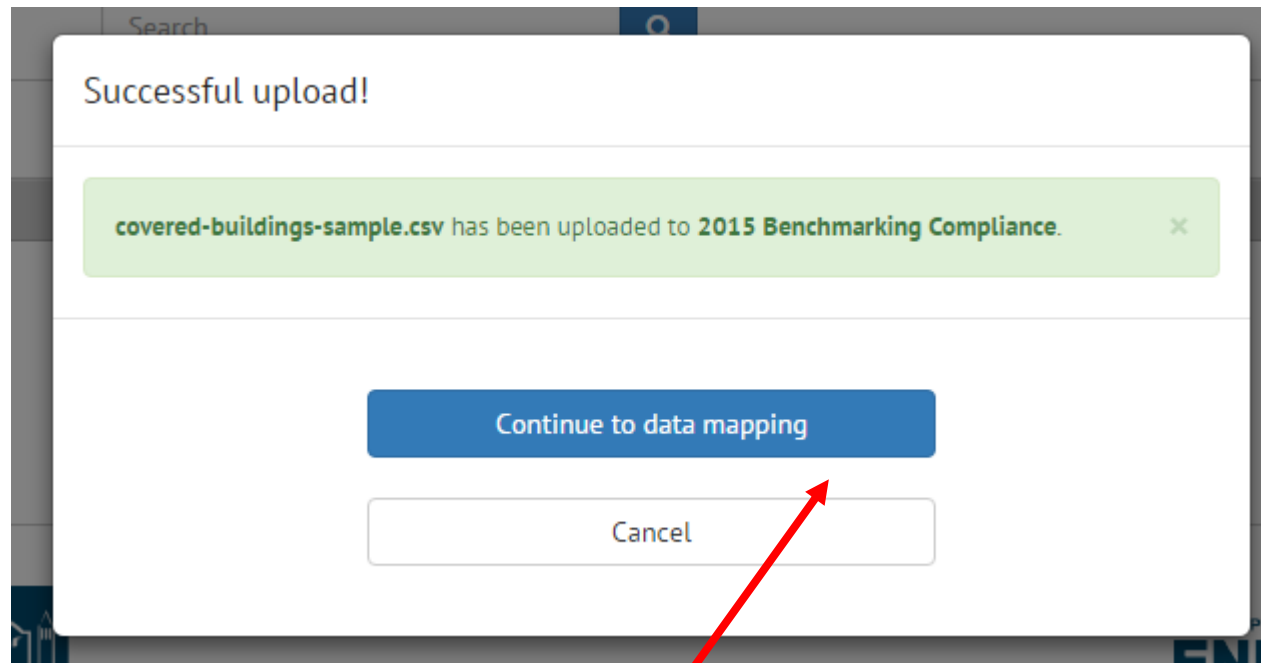
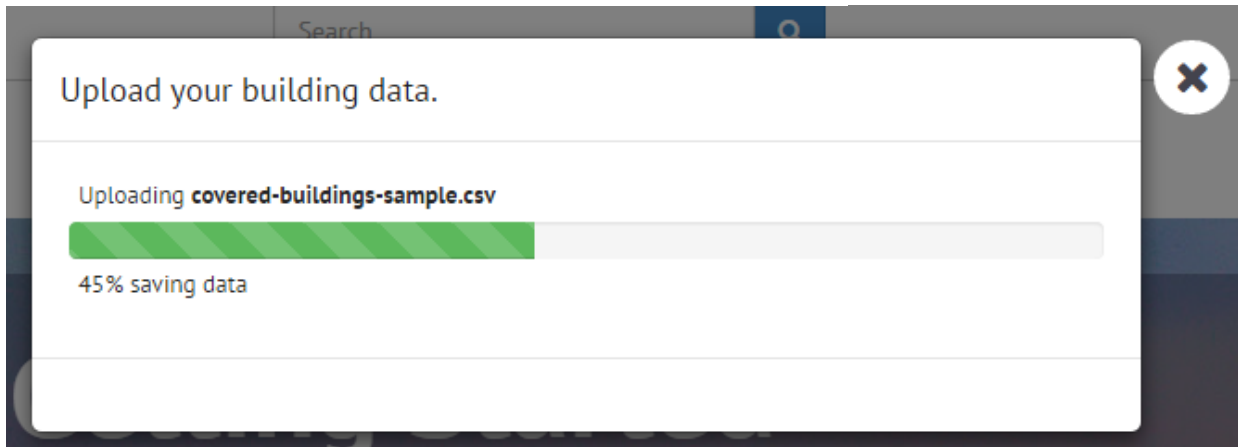


Browse to the appropriate file to upload, such as the list of buildings covered by your benchmarking ordinance

The screenshot shows the SEED application interface. On the left is a dark sidebar with navigation links: ROBIN LBL22 (with a gear icon), Log Out, PROJECTS (0), BUILDINGS (0), DATA (0), ORGANIZATIONS (1), CONTACT, and ABOUT. The main area is a light gray dashboard. A white modal window titled 'Upload your building data.' is centered. It contains three buttons: 'Upload a spreadsheet' (blue), 'Upload Portfolio Manager data' (blue), and 'Upload Green Button Data' (green). Below the buttons, it says 'File types supported: .csv, .xls, .xlsx, and .xml.' and a note: 'Note: multi-tabbed MS Excel files are not currently supported.' At the bottom of the modal is a 'Cancel' button. A red arrow points from the 'Upload Green Button Data' button to the 'covered-buildings-sample.csv' file icon. Another red arrow points from the text 'Browse to the appropriate file to upload...' to the same file icon.

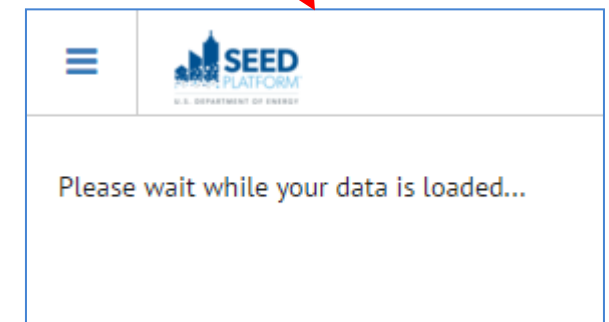
Upload Data

During the data upload, SEED reports the progress and the success of the upload



When the data upload is complete, click the **"Continue to data mapping"** button

After you click the **"Continue to data mapping"** button, you will see this dialog box, while the program is loading the Mapping screen



Data Mapping

Directions for mapping data are at the top of the Mapping page.

[← Sample Data](#)

Data Mapping & Validation (covered-buildings-sample.csv)

STEP 1: Map Your Data

STEP 2: Review Your Data Mappings

[Help: SEED Header Definitions](#)

[Collapse Tabs](#)

MAPPING YOUR DATA TO SEED

Mapping your data to the Building Energy Data Exchange Specification (BEDES) is an important step towards translating your data into a common set of terms that can take full advantage of aggregate building performance data. The process is simple: 1) select the rows of data you want to map by checking the map checkbox, 2) uncheck the rows you want to ignore—the system will give you a head start by attempting to auto-map headers from the file you imported, 3) in the SEED Header input box, search for a standard BEDES field name to map your data to—if a corresponding standard BEDES field name can't be found or you would like to use your own custom field, just type the name of the field to replace a BEDES suggested terms.

Important: to improve results in matching buildings across different data files, map as many of the following four (4) fields as possible: **Tax Lot ID, PM Property ID, Custom ID, Address Line 1.**

MAPPING KEY:

valid = data mapping successful.

semivalid = data mapping successful but some data is not valid.

invalid = data mapping unsuccessful.

duplicate = data mapping a duplicate.

Matching Fields:

SEED matches records between files (such as Building lists and ENERGY STAR Portfolio Manager data) based on these four fields so it is **very important** to map your data's fields to at least one of these SEED fields. Pick a field that is common between the files you plan to match to each other

- **Address Line 1**
- **PM Property ID** (Portfolio Manager ID)
- **Custom ID**
- **Tax Lot ID**

Data Mapping

Map the field names in the **imported file** to standardized field names in the **SEED database**

SEED covered-buildings-sample.csv Map Your Data					
Mapped Fields					
MAP ⓘ	SEED HEADER	DATA FILE HEADER	ROW 1	ROW 2	ROW 3
<input checked="" type="checkbox"/>	Tax Lot Id	UBI	10107/71db4	10107/c6596	10106/2f366
<input checked="" type="checkbox"/>	Gross Floor Area	GBA	264,949	322,701	139,835
<input checked="" type="checkbox"/>	Buildings Quantity	BLDGS	1	1	1
<input checked="" type="checkbox"/>	Address Line 1	Address	120243 E True Lane	95373 E Peach Avenue	95864 SW Cottonwood Court
<input checked="" type="checkbox"/>	Owner	Owner	MileStone Community Builders	Pangea Properties	Matt Martin Real Estate Management
<input checked="" type="checkbox"/>	City	City	EnergyTown	EnergyTown	EnergyTown
<input checked="" type="checkbox"/>	State Province	State	Illinois	Illinois	Illinois
<input checked="" type="checkbox"/>	Postal Code	Zip	10107-7915	10107-1544	10106-7162
<input checked="" type="checkbox"/>	Use Description	Property Type	COMMERCIAL	COMMERCIAL	RESIDENTIAL-MULTI FAMILY
<input checked="" type="checkbox"/>	Year Built	AYB_YearBuilt	1974	1962	1965

Key fields that SEED will use to match records between data files

Start typing in the SEED field input to see a list of fields containing that word

SEED	
HEADER	BE
<input type="text" value="premises"/>	
Premises Block Number	
Premises City	
Premises Conditioned Floor Area	
Premises Count	
Premises County	
Premises Custom ID	
Premises Gross Floor Area	
Premises Name	
Premises Notes	
Premises Occupancy Classification	
Premises Occupied Floor Area	
Premises Postal Code	
Premises State	

Data Mapping

Unchecking the Map field means the program will not include the field in the data import

Click **Map Your Data** when you are finished mapping all the fields

Map Your Data

SEED

covered-buildings-sample.csv

Mapped Fields

MAP ⓘ	SEED HEADER	DATA FILE HEADER	ROW 1	ROW 2	ROW 3
<input checked="" type="checkbox"/>	<input type="text" value="Tax Lot Id"/>	UBI	10107/71db4	10107/c6596	10106/2f366
<input checked="" type="checkbox"/>	<input type="text" value="Gross Floor Area"/>	GBA	264,949	322,701	139,835
<input checked="" type="checkbox"/>	<input type="text" value="Buildings Quantity"/>	BLDGS	1	1	1
<input checked="" type="checkbox"/>	<input type="text" value="Address Line 1"/>	Address	120243 E True Lane	95373 E Peach Avenue	95864 SW Cottonwood Court
<input checked="" type="checkbox"/>	<input type="text" value="Owner"/>	Owner	MileStone Community Builders	Pangea Properties	Matt Martin Real Estate Management
<input checked="" type="checkbox"/>	<input type="text" value="City"/>	City	EnergyTown	EnergyTown	EnergyTown
<input checked="" type="checkbox"/>	<input type="text" value="State Province"/>	State	Illinois	Illinois	Illinois
<input checked="" type="checkbox"/>	<input type="text" value="Postal Code"/>	Zip	10107-7915	10107-1544	10106-7162
<input checked="" type="checkbox"/>	<input type="text" value="Use Description"/>	Property Type	COMMERCIAL	COMMERCIAL	RESIDENTIAL-MULTI FAMILY
<input checked="" type="checkbox"/>	<input type="text" value="Year Built"/>	AYB_YearBuilt	1974	1962	1965

Map Your Data

Data Mapping -- Review

From the Mapping screen, clicking **Map Your Data** brings you to this **Mapping Review** screen

Map Your Data

View the mapped fields populated with the data

Click **Save Mappings** if the mapping is correct

You can click **Back to Mapping** if it is not correct

Click **Data Cleansing Results** to see data errors (see next page)

Click **View/Hide Columns** to control what columns are displayed

< Back to Mapping

Update Filters

⚠ Data Cleansing Results

☐ View/Hide Columns

Save Mappings

TAX LOT ID	GROSS FLOOR AREA FT ²	ADDRESS LINE 1	OWNER	CITY	STATE PROVINCE	POSTAL CODE	USE DESCRIPTION	YEAR BUILT
Tax Lot Id	Gross Floor Area	Address Line 1	Owner	City	State Province	Postal Code	Use Description	Year Built
1011039F62	335,912	45117 W Roosevelt Avenue	Schmidt Real Estate	EnergyTown	Illinois	10110-9579	COMMERCIAL	1927
1010836315	148,091	11887 W Cottonwood Court	CWS Corporate Leas...	EnergyTown	Illinois	10108-8243	RESIDENTIAL-MULTI...	1959
10107A127A	181,115	119134 SE Lemon Highway	Nationwide Appraisa...	EnergyTown	Illinois	10107-5333	COMMERCIAL	1986
101067B8AE	136,566	139213 W Cottonwood Street	The Force Realty	EnergyTown	Illinois	10106-9379	COMMERCIAL	2009
10102835DD	353,776	178944 W Hawthorn Alley	Oakbrook	EnergyTown	Illinois	10102-8144	COMMERCIAL	1962
101052672F	234,015	133552 S Grapes Street	Occidental Managem...	EnergyTown	Illinois	10105-6555	COMMERCIAL	1965
101016FCB5	292,974	232204 SW Taylor Highway	Robert Paul Properti...	EnergyTown	Illinois	10101-9602	COMMERCIAL	1983
1010377192	70,222	119270 SW Garfield Way	PalmerHouse Proper...	EnergyTown	Illinois	10103-7367	COMMERCIAL	1926
10103D92AB	184,417	73210 S Sweetgum Avenue	ERA Sunrise Realty	EnergyTown	Illinois	10103-5446	COMMERCIAL	1967
101103E66F	322,346	47399 NW Cherry Way	Innotion Enterprises	EnergyTown	Illinois	10110-2179	COMMERCIAL	1880

Display: 10 buildings

Showing 1 to 10 of 512 buildings

« First Record

< Previous

Next >


Last Record »


< Back to Mapping

Save Mappings

Data Mapping – Review – Data Cleansing

From the **Data Mapping** screen, click **Data Cleansing Results** to see what the program discovered about the data

 Data Cleansing Results

 View/Hide Columns

Save Mappings

Data Cleansing Results

File Name: covered-buildings-sample.csv

Date Uploaded: Invalid date


ADDRESS LINE 1	PM PROPERTY ID	TAX LOT ID	CUSTOM ID	FIELD	ERROR MESSAGE
Address Line 1	PM Property ID	Tax Lot ID	Custom ID	Field	Error Message
44871 SW Orange Highway	--	10103572BC	--	Year Built	Value [0] < 1700
158538 S Monroe Court	--	101104DF66	--	Year Built	Value [0] < 1700
97036 N Eisenhower Road	--	101041BD08	--	Year Built	Value [0] < 1700
98737 NW Van Buren Court	--	10101528FC	--	Year Built	Value [0] < 1700
143991 SW Harrison Way	--	101013F4F9	--	Year Built	Value [0] < 1700
92910 NW Papaya Court	--	101105F905	--	Year Built	Value [0] < 1700
236009 SW Oak Road	--	10102C424E	--	Year Built	Value [0] < 1700
99348 NE Locust Street	--	101047EF71	--	Year Built	Value [0] < 1700

Click **Export** to export the contents of the Data Cleansing screen to a CSV file

Export

Close

Click **Close** to return to the **Data Mapping** Screen

 Data Cleansing Results.csv

Data Mapping – Confirm and Start Matching

Confirm Save Mappings?

Did you review your mappings? It's a good idea to double check your mappings. Once SEED matches your buildings you can not undo or edit these mappings. ✕

You have one more chance to review the mapping →

Confirm mappings & start matching

Cancel

Click **Confirm mappings and start matching** if you are happy with the data mapping

SEED will check to see if any records match within the file (or across other files if they have already been imported)

Finding building matches.

Finding building matches for **covered-buildings-sample.csv**

78% Complete

Cancel

← Program checks to see if any records match within the file based on the matching fields set in Mapping, such as Address or Tax Lot ID

The program checks for matching even if there is no data already loaded into the program to match to, in case there are matches within the file being imported

Upload Data – ENERGY STAR Portfolio Manager data

Upload your building data.

[Upload a spreadsheet](#) [Upload Portfolio Manager data](#)

[Upload Green Button Data](#)

File types supported: .csv, .xls, .xlsx, and .xml.

Note: multi-tabbed MS Excel files are not currently supported.

To upload Portfolio Manager data, click the **Upload Portfolio Manager data** button

Browse to the appropriate file to upload

portfolio-manager-sample.csv

Upload your building data.

Uploading **portfolio-manager-sample.csv**

45% saving data

Successful upload!

portfolio-manager-sample.csv has been uploaded to **2015 Benchmarking Compliance.**

[Continue to data mapping](#)

[Cancel](#)

Click **Continue to data mapping**
(See next page)

Data Mapping – ENERGY STAR Portfolio Manager data

Map the field names in the imported file to standardized field names in the SEED database

SEED has a predefined mapping list for Portfolio Manager files. You should check the mapping in case you want to make changes, but you may be able to accept the mapping without making changes.

Key fields that SEED will use to match records between data files

For these two example files (Building List and ENERGY STAR Portfolio Manager data) the only common field is

Address Line 1

It must be mapped to **Address Line 1** for both data files in order for SEED to match the records on that field.

SEED portfolio-manager-sample.csv					
Mapped Fields					
MAP ⓘ	SEED HEADER	DATA FILE HEADER	ROW 1	ROW 2	ROW 3
<input checked="" type="checkbox"/>	PM Property ID	Property Id	499045	596705	477198
<input checked="" type="checkbox"/>	Property Name	Property Name	Not Available	Not Available	Not Available
<input checked="" type="checkbox"/>	Year Ending	Year Ending	12/31/10	12/31/10	12/31/10
<input checked="" type="checkbox"/>	Property Floor Area (Buildings A	Property Floor Area (Buildings and Parking) (ft2)	264,949	322,701	139,835
<input checked="" type="checkbox"/>	Address Line 1	Address 1	120243 E True Lane	95373 E Peach Avenue	95864 SW Cottonwood Court
<input checked="" type="checkbox"/>	Address Line 2	Address 2	Not Available	Not Available	Not Available
<input checked="" type="checkbox"/>	City	City	EnergyTown	EnergyTown	EnergyTown
<input checked="" type="checkbox"/>	State Province	State/Province	Illinois	Illinois	Illinois
<input checked="" type="checkbox"/>	Postal Code	Postal Code	10107-7915	10107-1544	10106-7162
<input checked="" type="checkbox"/>	Year Built	Year Built	1990	1987	1964
<input checked="" type="checkbox"/>	Energy Score	ENERGY STAR Score	91	75	73
<input checked="" type="checkbox"/>	Site EUI	Site EUI (kBtu/ft2)	46.9	69.8	91.8
<input checked="" type="checkbox"/>	Total GHG Emissions (MtCO2e)	Total GHG Emissions (MtCO2e)	5190.1	6223.4	2114.3
<input checked="" type="checkbox"/>	Site EUI Weather Normalized	Weather Normalized Site EUI (kBtu/ft2)	46.9	68	89
<input checked="" type="checkbox"/>	National Median Site EUI (kBtu/	National Median Site EUI (kBtu/ft2)	81.6	93.2	120.3
<input checked="" type="checkbox"/>	Source EUI	Source EUI (kBtu/ft2)	156.6	233.1	215.5
<input checked="" type="checkbox"/>	Source EUI Weather Normalized	Weather Normalized Source EUI (kBtu/ft2)	156.6	227.1	207.3
<input checked="" type="checkbox"/>	National Median Source EUI (kB	National Median Source EUI (kBtu/ft2)	272.5	311.3	282.3
<input checked="" type="checkbox"/>	Parking - Gross Floor Area (ft2)	Parking - Gross Floor Area (ft2)	291660	174000	89041
<input checked="" type="checkbox"/>	Organization	Organization	MileStone Community Builders	Pangea Properties	Matt Martin Real Estate Management
<input checked="" type="checkbox"/>	Generation Date	Generation Date	4/1/13 8:22 AM	3/26/13 1:41 PM	9/27/13 11:41 AM
<input checked="" type="checkbox"/>	Release Date	Release Date	4/1/13 4:22 AM	3/26/13 9:40 AM	9/27/13 11:42 AM

Click **Map Your Data** when the field mapping is set

Data Mapping – ENERGY STAR Portfolio Manager Data

Review mapping

Click **Save Mappings** if mapping is correct



< Back to Mapping

Update Filters

⚠ Data Cleansing Results

📄 View/Hide Columns

Save Mappings

PM PROPERTY ID	PROPERTY NAME	YEAR ENDING		ADDRESS LINE 1	ADDRESS LINE 2	CITY	STATE PROVINCE	POSTAL CODE	YEAR BUILT	ENERGY SCORE
Pm Property Id	Property Name	n	n	Address Line 1	Address Line 2	City	State Province	Postal Code	Year Built	Energy Score
101125				000015581 SW Sy...		EnergyTown	Illinois	10108-9812		
102843		12/31/10		000076655 SE Co...		EnergyTown	Illinois	10110-1247	1987	41
112963		12/31/10		137299 SW Hemlo...		EnergyTown	Illinois	10110-9712	1970	
113890		12/31/10		196013 S Jackson ...		EnergyTown	Illinois	10107-2859	1964	71
121123		12/31/10		0000184039 S Ca...		EnergyTown	Illinois	10101-3335	1991	
121690		12/31/10		94734 SE Honeylo...		EnergyTown	Illinois	10106-4994	1969	82
122147		12/31/10		14397 N Grapes W...		EnergyTown	Illinois	10102-6752	1991	62
124903		12/31/10		000078024 N Filb...		EnergyTown	Illinois	10104-4274	1969	64
127351		12/31/10		181123 NW Cleme...		EnergyTown	Illinois	10107-1250	1928	66
127810		12/31/10		17430 E Cantalou...		EnergyTown	Illinois	10110-6925	1969	

Display: 10 buildings

Showing 1 to 10 of 512 buildings

« First Record

< Previous

Next >

Last Record »

< Back to Mapping

Save Mappings

Data Mapping – Confirm and Start Matching

Confirm Save Mappings?

Did you review your mappings? It's a good idea to double check your mappings. Once SEED matches your buildings you can not undo or edit these mappings. ✕

You have one more chance to review the mapping →

Confirm mappings & start matching

Cancel

Click **Confirm mappings and start matching** if you are happy with the data mapping

SEED will check to see if any records match within the file (or across other files if they have already been imported)

Finding building matches.

Finding building matches for **portfolio-manager-sample.csv**

20% Complete

Cancel

← Program checks to see if any records match within the file (such as Address or Tax Lot ID)

In this example, using the Sample data, the **matching field** that is common between the two data files, Covered Building List and the Portfolio Manager data is **Address Line 1**.

Data Matching -- Results

The program reports the results of the matching

Matching Results for file: **portfolio-manager-sample.csv**

- Total records in the file: 512
- Duplicate records, not merged into existing Master buildings: 0
- Records that were matched to existing (or new) Master buildings: 512
- Records that were made into new Master buildings (not duplicates, not matches): 0

View my buildings

Review matches

Cancel

- Total records imported from the file
- Records that exactly matched between the existing buildings and the newly imported buildings – these are considered “duplicates” and are not imported
- Records that the program was able to match between the existing buildings and the newly imported buildings on the matching field(s) – in this case they matched 1:1, so 512 records matched on **Address Line 1**
- Records from the newly imported file that could not be matched to an existing building, and so are made into new building records.

Click **View my buildings** to see the Building list

After a data file has been mapped and matched, the program adds those records to Building list.

Click the **Review Matches** button to go to the Matching screen (see next page) to see how the program matched the records between the existing buildings created from the **Covered Building List** and the newly imported records from the **Portfolio Manager data set**

512 Buildings

Buildings List List Settings

Building Actions

	ADDRESS LINE 1	OWNER	PREMISES GROSS FLOOR AREA		PREMISES OCCUPANCY CLASSIFICATION	PREMISES POSTAL CODE	TAX LOT ID
	Address Line 1	Owner	Min	Max	Premises Occupancy Classification	Premises Postal Code	Tax Lot Id
<input type="checkbox"/>	198832 SE Arthur Loop	Econohomes	68,177		COMMERCIAL	10101-4795	10101/132e1
<input type="checkbox"/>	90256 S Cantaloupe Court	Conserve	51,688		COMMERCIAL	10101-4370	10101/1f7f1
<input type="checkbox"/>	241773 W Apples Avenue	LGI Development	59,341		COMMERCIAL	10101-6175	10101/230e0
<input type="checkbox"/>	4455 N Ash Lane	Asset Realty Group	330,369		COMMERCIAL	10101-7497	10101/2417d
<input type="checkbox"/>	162695 NW Monroe Alley	Memphis Invest	323,725		COMMERCIAL	10101-8073	10101/25e4b
<input type="checkbox"/>	16643 W Ford Alley	Keller Williams Capital Properties	288,029		COMMERCIAL	10101-3986	10101/2704b
<input type="checkbox"/>	181881 E Myrtle Street	Accurate Group	215,255		COMMERCIAL	10101-2717	10101/2b760
<input type="checkbox"/>	243909 SW Taft Boulevard	@Properties	234,831		COMMERCIAL	10101-9544	10101/2e66d
<input type="checkbox"/>	219222 SW Filbert Avenue	Pangea Properties	142,331		COMMERCIAL	10101-6331	10101/34a5f
<input type="checkbox"/>	199110 W Myrtle Boulevard	Econohomes	302,514		RESIDENTIAL-MULTI FAMILY	10101-9430	10101/36b0c

Display: 10 buildings Showing 1 to 10 of 512 buildings

« Previous Next »

Record Matching – Review

Data file name being matched to the existing building records

The pulldown list allows you to see all the records, just the matched records, or just the unmatched records

Existing building record being matched to

Click **View/Hide Columns** to control the fields that are displayed

☐ View/Hide Columns

File Source: portfolio-manager-sample.csv			Show All		Matched Buildings		
ADDRESS LINE 1 ▲	PM PROPERTY ID ▲		MATCH	CONFIDENCE ▲	ADDRESS LINE 1 ▲	PM PROPERTY ID ▲	TAX LOT ID ▲
Address Line 1	Pm Property Id	Tax Lot Id					
000015581 SW Sycamore Court	101125		<input checked="" type="checkbox"/>	100%	15581 SW Sycamore Court		101082D867
000076655 SE Cordia Boulevard	102845		<input checked="" type="checkbox"/>	100%	76655 SE Cordia Boulevard		1011043A53
137299 SW Hemlock Loop	112963		<input checked="" type="checkbox"/>	100%	137299 SW Hemlock Loop		101106DD4A
196013 S Jackson Highway	113890		<input checked="" type="checkbox"/>	100%	196013 S Jackson Highway		101074692C
0000184039 S Catalpa Highway	121123		<input checked="" type="checkbox"/>	100%	184039 S Catalpa Highway		10101870D0
94734 SE Honeylocust Street	121690		<input checked="" type="checkbox"/>	100%	94734 SE Honeylocust Street		10106913A0
14397 N Grapes Way	122147		<input checked="" type="checkbox"/>	100%	14397 N Grapes Way		1010289133
000078024 N Filbert Highway	124903		<input checked="" type="checkbox"/>	100%	78024 N Filbert Highway		10104208F2
181123 NW Clementine Lane	127351		<input checked="" type="checkbox"/>	100%	181123 NW Clementine Lane		101073A89A
17430 E Cantaloupe Highway	127810		<input checked="" type="checkbox"/>	100%	17430 E Cantaloupe Highway		10110A2B5D

In this example, the only common field between the two data files to match on is **Address Line 1**

If the match is incorrect, you can uncheck the **MATCH** box to force the program to “unmatch” the records

Display: 10 buildings

Showing 1 to 10 of 512 buildings (0 unmatched)

« First Record

< Previous

Next >

Last Record »

Click on a record (**Address Line 1**) to see the details of the record match (see next page)

Record Matching – Match by hand

File Source: **portfolio-manager-sample.csv**

ADDRESS LINE 1	PM PROPERTY ID
<input type="text" value="Address Line 1"/>	<input type="text" value="Pm Property Id"/>
000015581 SW Sycamore Court	101125

Click on an Address or ID from the Matching list to see the details of the matched records

You can match “by hand” if needed

- To unmatch the automatic matching done by the program
- To force a match that the program didn’t make

Type criteria into the **Filter** box to see if there are other records you want to match “by hand”

Click **View/Hide Column** to select the fields to display

< Back to List			
<div>View/Hide Columns</div>			
MATCH	ADDRESS LINE 1	PM PROPERTY ID	TAX LOT ID
	<input type="text" value="Address Line 1"/>	<input type="text" value="Pm Property Id"/>	<input type="text" value="Tax Lot Id"/>
Building from Source: portfolio-manager-sample.csv Matched!			
✓	000015581 SW Sycamore Court	101125	
Potential Matches from Source: Existing Buildings			
<input checked="" type="checkbox"/>	15581 SW Sycamore Court		101082D867
<input type="checkbox"/>	198832 SE Arthur Loop	634829	10101132E1
<input type="checkbox"/>	90256 S Cantaloupe Court	413717	101011F7F1
<input type="checkbox"/>	241773 W Apples Avenue	178388	10101230E0
<input type="checkbox"/>	4455 N Ash Lane	929775	101012417D
<input type="checkbox"/>	162695 NW Monroe Alley	959006	1010125E4B
<input type="checkbox"/>	16643 W Ford Alley	956153	1010127D4B
<input type="checkbox"/>	181881 E Myrtle Street	451449	101012B760
<input type="checkbox"/>	0000243909 SW Taft Boulevard	922911	101012E66D
<input type="checkbox"/>	219222 SW Filbert Avenue	800676	1010134A5F
<input type="checkbox"/>	199110 W Myrtle Boulevard	391603	

You can **uncheck** the record the program matched, if needed

You can also **check** (select) multiple building records to be associated with one Portfolio Manager record and vice-versa

Buildings – List View

Click on the **Buildings** navigation tab to see the list of buildings created from importing, mapping and matching data

512 Buildings

Buildings List | List Settings | Reports | Labels

Building Actions ▾ Filter by label: [Update Filters](#)

<input type="checkbox"/>	ADDRESS LINE 1	PM PROPERTY ID	TAX LOT ID	GROSS FLOOR AREA FT ²	USE DESCRIPTION	ENERGY SCORE	SITE EUI
	<input type="text" value="Address Line 1"/>	<input type="text" value="Pm Property Id"/>	<input type="text" value="Tax Lot Id"/>	<input type="text" value="Gross Floor Area"/>	<input type="text" value="Use Description"/>	<input type="text" value="Energy Score"/>	<input type="text" value="Site Eui"/>
<input type="checkbox"/>	198832 SE Arthur Loop	634829	10101132E1	68,177	COMMERCIAL	74	75
<input type="checkbox"/>	90256 S Cantaloupe Co...	413717	101011F7F1	51,688	COMMERCIAL	86	62
<input type="checkbox"/>	241773 W Apples Aven...	178388	10101230E0	59,341	COMMERCIAL	79	68
<input type="checkbox"/>	4455 N Ash Lane	929775	101012417D	330,369	COMMERCIAL		425
<input type="checkbox"/>	162695 NW Monroe ALL...	959006	1010125E4B	323,725	COMMERCIAL	89	63
<input type="checkbox"/>	16643 W Ford Alley	956153	1010127D4B	288,029	COMMERCIAL		
<input type="checkbox"/>	181881 E Myrtle Street	451449	1010128760	215,255	COMMERCIAL	79	77
<input type="checkbox"/>	0000243909 SW Taft B...	922911	101012E66D	234,831	COMMERCIAL	84	85
<input type="checkbox"/>	219222 SW Filbert Ave...	800676	1010134A5F	142,331	COMMERCIAL	73	78
<input type="checkbox"/>	199110 W Myrtle Boule...	391603	1010136BFC	302,514	RESIDENTIAL-MULTI FA...		130

Display: buildings Showing 1 to 10 of 512 buildings

« First Record < Previous Next > Last Record »

Click on a field highlighted in blue
(Address Line 1, PM Property ID, Tax Lot ID)
to view the details of the building record

Buildings – List View – List Settings – Show / Hide Columns

List Settings controls the fields displayed in the Building List view

The first view is **Show/Hide Columns**

Check the box at the top to **select all** or **de-select all** the fields

The field settings defined here also affect the fields displayed in the **Matching** screen

Buildings

Buildings List | **List Settings** | Reports | Labels

Building List Settings: **Show/Hide Columns** | Reorder Columns

Save Changes

Add Shared Buildings.

☐ Include in your buildings list all buildings shared with you.

There are 143 columns of data available to you.
Select columns from the list below to make them appear in your Buildings List table.

<input type="checkbox"/>	COLUMN NAME
<input checked="" type="checkbox"/>	Address Line 1
<input checked="" type="checkbox"/>	Pm Property Id
<input checked="" type="checkbox"/>	Tax Lot Id
<input checked="" type="checkbox"/>	Gross Floor Area
<input checked="" type="checkbox"/>	Use Description
<input checked="" type="checkbox"/>	Energy Score
<input checked="" type="checkbox"/>	Site Eui
<input type="checkbox"/>	2013 Gross Floor Area
<input type="checkbox"/>	2014 Gross Floor Area
<input type="checkbox"/>	2014 PLAT
<input type="checkbox"/>	2014 STREET
<input type="checkbox"/>	Action needed

Save Changes

Click **Reorder Columns** to change the order of the fields in the Building List view (see next page)

Click **Save Changes** to keep the settings.

Buildings – List View – List Settings – Reorder Columns

Reorder columns

allows you to control the order of the fields in the Building List view

Click **Save Changes** to keep the settings.

The screenshot shows the 'Buildings' application interface. At the top, there's a header with a building icon and the title 'Buildings'. Below this is a navigation bar with tabs: 'Buildings List', 'List Settings', 'Reports', and 'Labels'. The 'List Settings' tab is active. Under this tab, there's a sub-header 'Building List Settings: Show/Hide Columns | Reorder Columns'. The 'Reorder Columns' tab is highlighted in yellow. To the right of this sub-header is a blue button labeled 'Save Changes'. Below the sub-header, there's a instruction: 'Drag the columns below to change the order that they appear in your Buildings List table.' This is followed by a table with a header 'COLUMN NAME' and several rows of column names: 'Address Line 1', 'Pm Property Id', 'Tax Lot Id', 'Gross Floor Area', 'Use Description', 'Energy Score', and 'Site Eui'. A red arrow points from the 'Reorder Columns' tab to the 'Tax Lot Id' row. Another red arrow points from the 'Save Changes' button to the text 'Click Save Changes to keep the settings.' A third red arrow points from the 'Reorder columns' text to the 'Tax Lot Id' row.

Buildings

Buildings List List Settings Reports Labels

Building List Settings: Show/Hide Columns | Reorder Columns

Save Changes

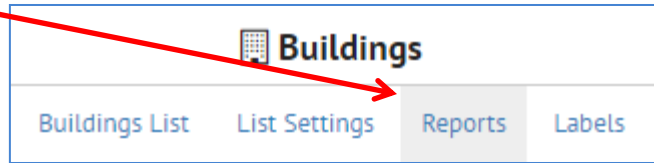
Drag the columns below to change the order that they appear in your Buildings List table.

COLUMN NAME
Address Line 1
Pm Property Id
Tax Lot Id
Gross Floor Area
Use Description
Energy Score
Site Eui

Click and drag the Column Names around to change the order

Buildings – List View – Reports

From the **Building List** view
click on **Reports**



Select criteria to graph



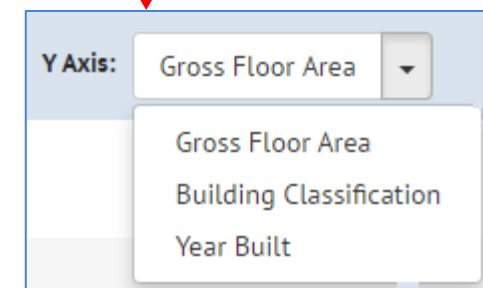
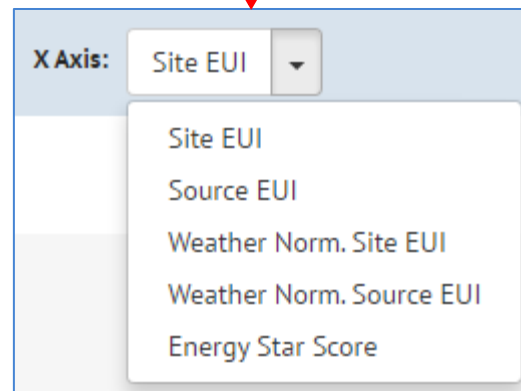
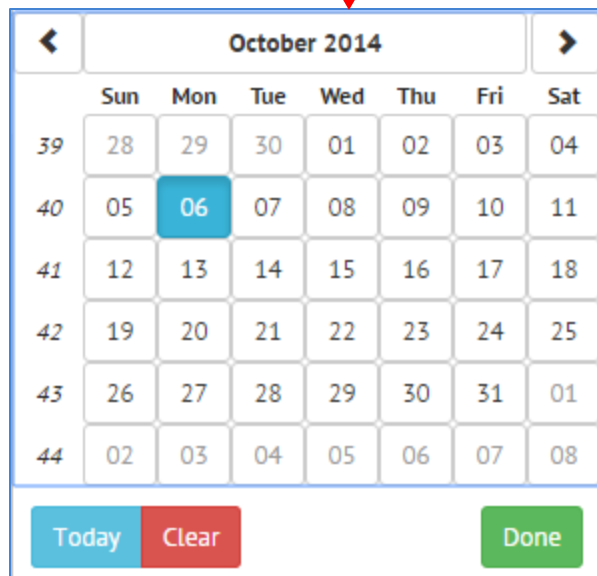
Click
Update Charts

To and From Dates
(based on Year Ending field)

X Axis
(Energy data)

Y Axis
(Building Characteristic)

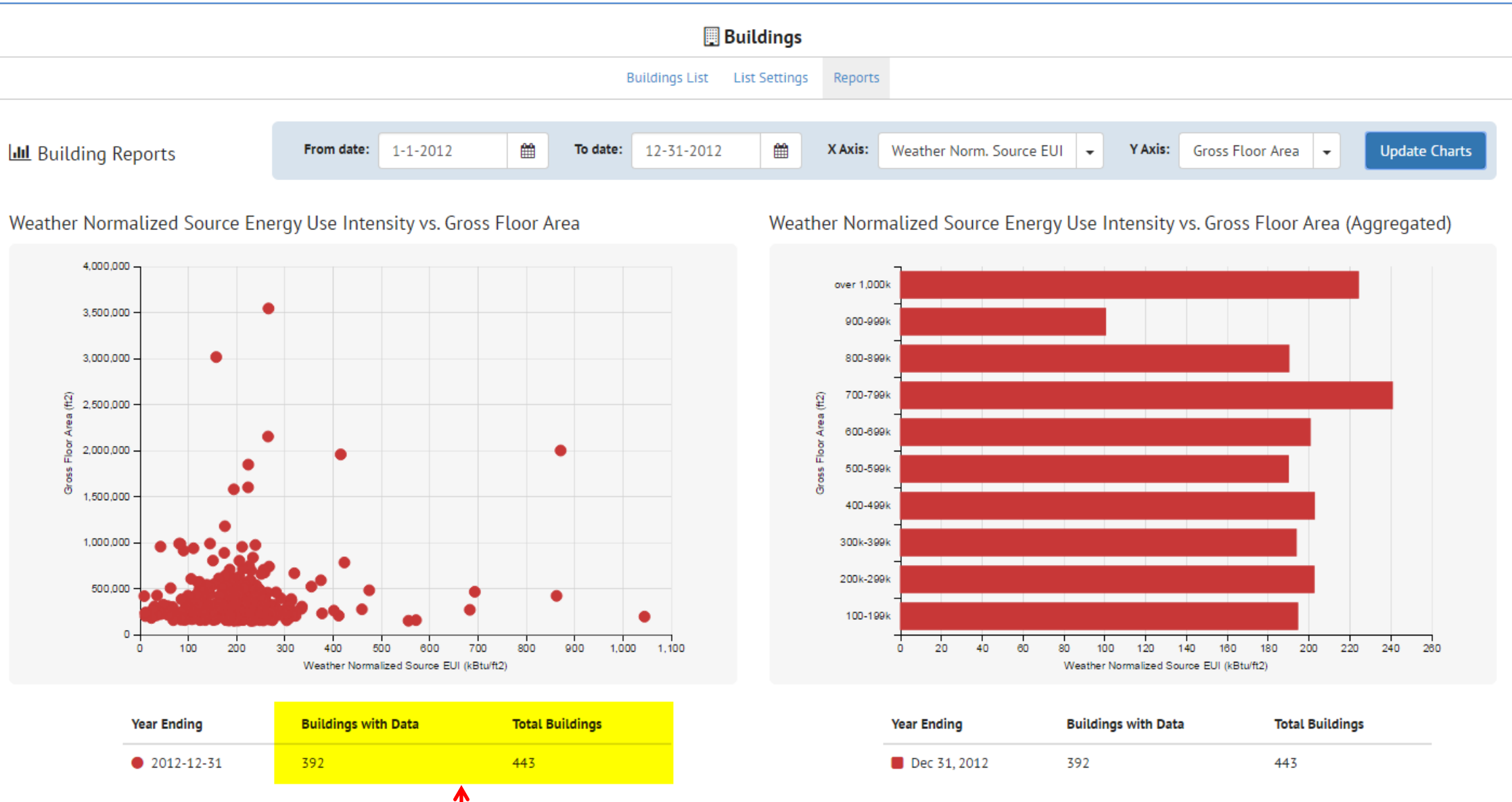
From date: 10-06-2014 To date: 10-06-2015 X Axis: Site EUI Y Axis: Gross Floor Area **Update Charts**



Buildings – List View – Reports

Scatter Plot with all buildings

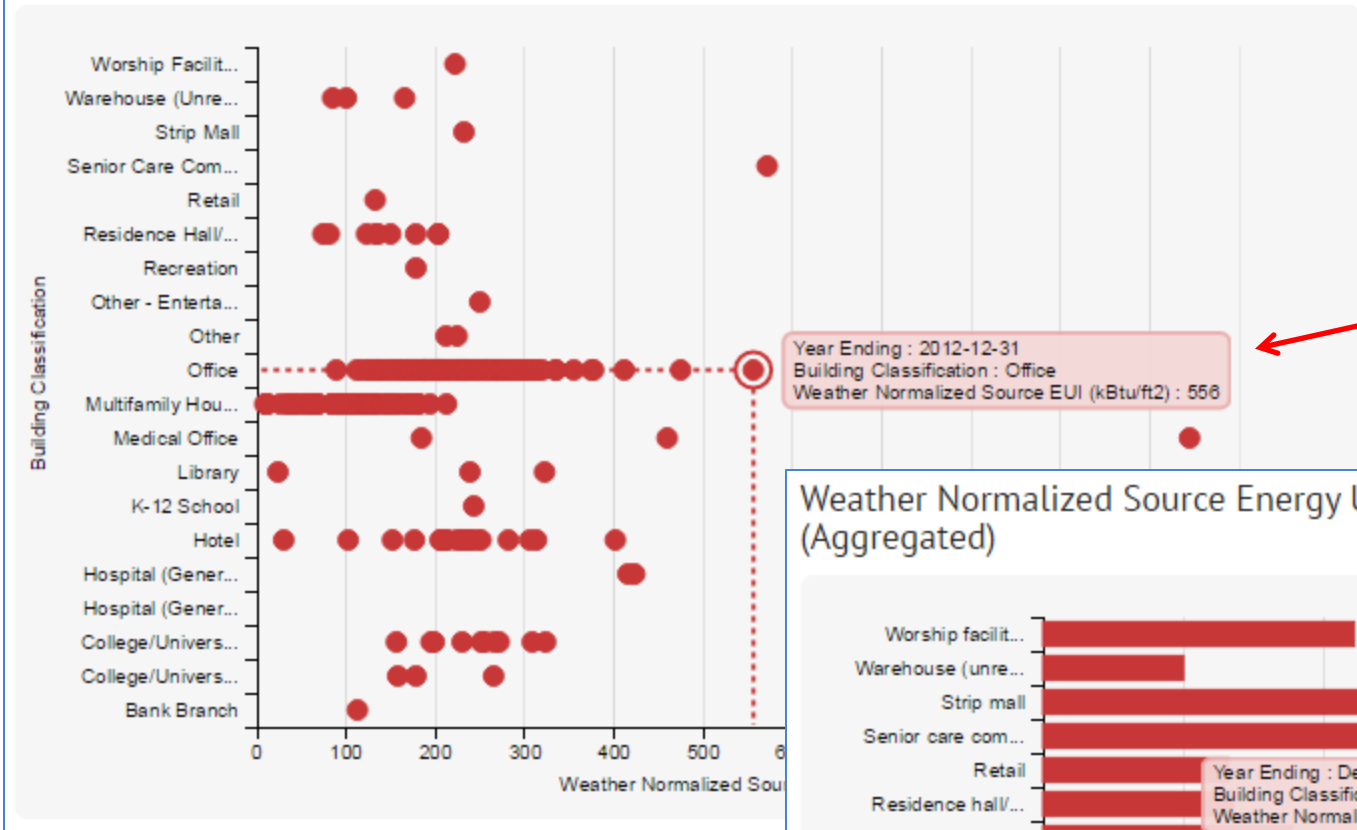
Bar Graph with Median Values



Program reports # of graphs
actually used for graphs

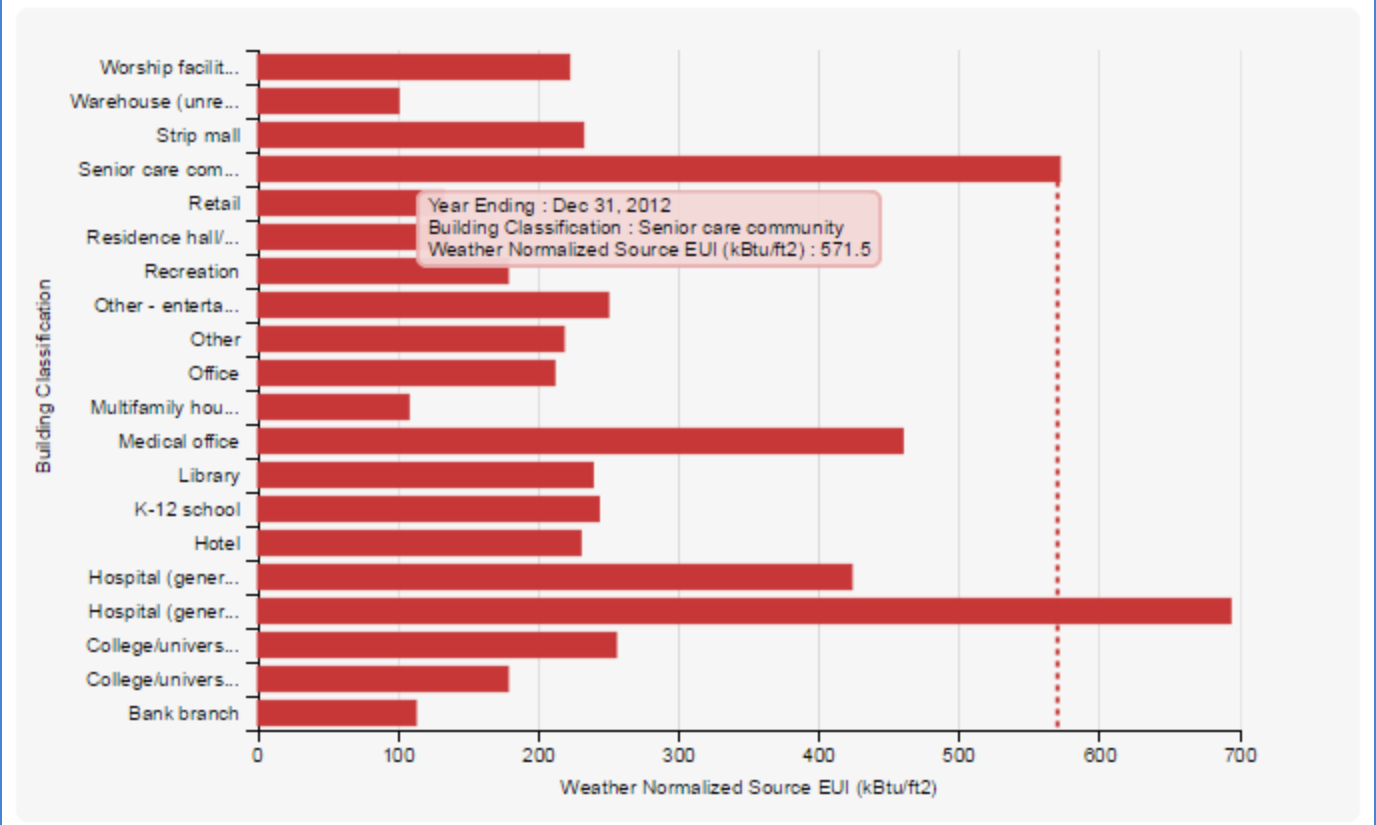
Buildings – List View – Reports

Weather Normalized Source Energy Use Intensity vs. Building Classification



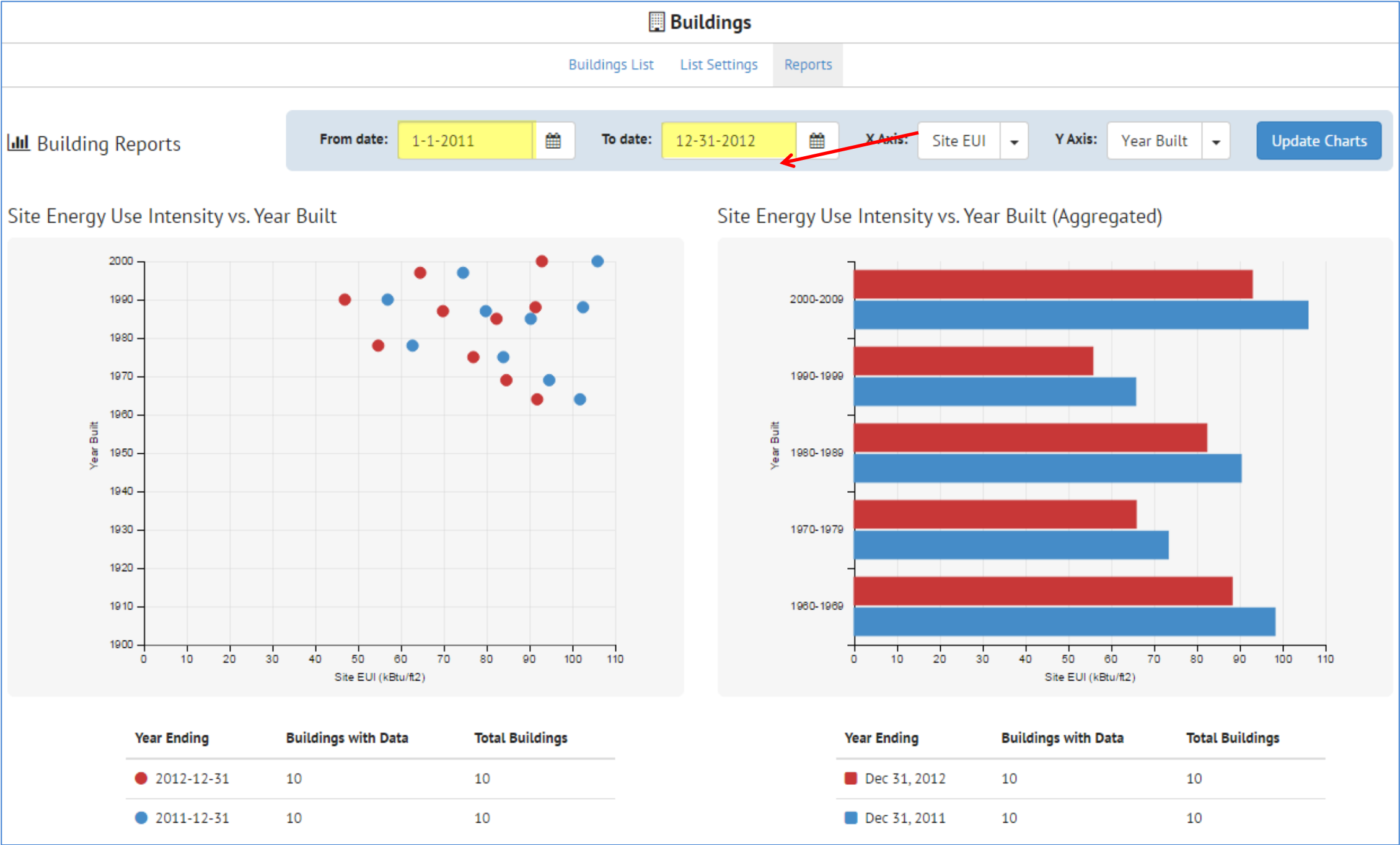
Mouse over point to display exact data for that point

Weather Normalized Source Energy Use Intensity vs. Building Classification (Aggregated)



Buildings – List View – Reports

Multiple years of data
(based on range of Year Ending dates)



Buildings – List View – Reports – Mapping

You need to map the following fields in order for the reports to work
(Future work will include the ability to select fields that you want to plot so the mapping will not be as critical)

X Axis: Site EUI

- Site EUI
- Source EUI
- Weather Norm. Site EUI
- Weather Norm. Source EUI
- Energy Star Score

Y Axis: Gross Floor Area

- Gross Floor Area
- Building Classification
- Year Built

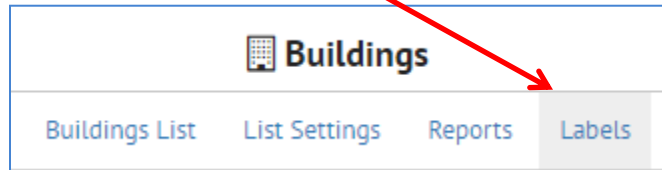
Mapped Fields	
SEED HEADER	DATA FILE HEADER
Site EUI	Site EUI (kBtu/ft2)
Source EUI	Source EUI (kBtu/ft2)
Site EUI Weather Normalized	Weather Normalized Site EUI (kBtu/ft2)
Source EUI Weather Normalized	Weather Normalized Source EUI (kBtu/ft2)
Energy Score	ENERGY STAR Score
Gross Floor Area	Gross Floor area
Use Description	Use Description
Year Built	Year Built
Year Ending	Year Ending
Release Date	Release Date

From date: 10-06-2014 To date: 10-06-2015

Release date is needed in order to determine which Portfolio Manager record is the most current, if there are multiple records with the same Year Ending date

Buildings – List View – Labels

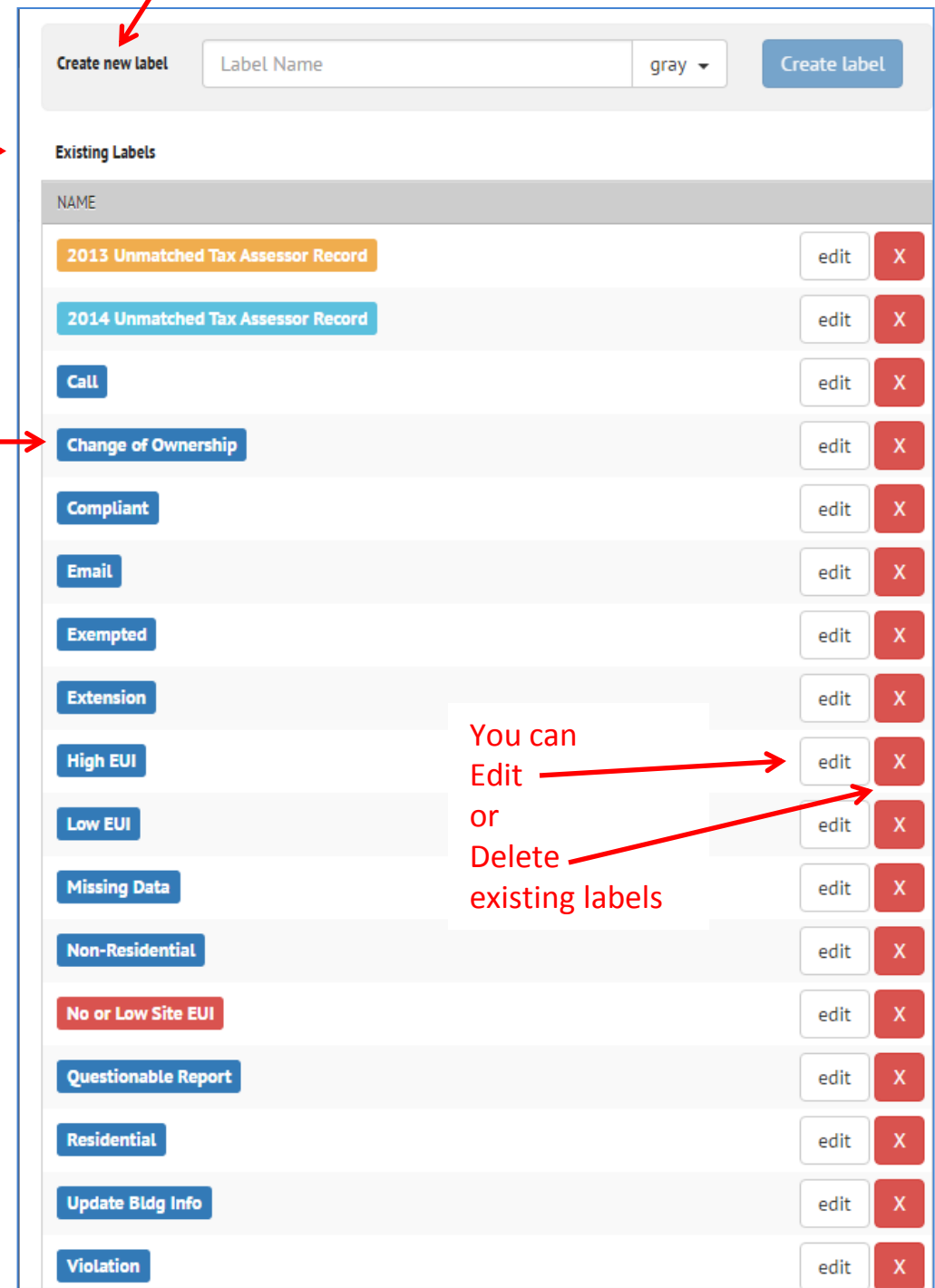
From the **Building List** view click on **Labels**



In this screen you can predefine as many labels as you need

A set of default labels are automatically generated (dark blue)

You can create new labels



The screenshot shows the 'Labels' management interface. At the top, there is a 'Create new label' section with a text input field labeled 'Label Name', a dropdown menu currently set to 'gray', and a 'Create label' button. Below this is a section titled 'Existing Labels' with a table listing various labels. Each label has an 'edit' button and a delete button (a red square with a white 'X').

NAME	edit	X
2013 Unmatched Tax Assessor Record	edit	X
2014 Unmatched Tax Assessor Record	edit	X
Call	edit	X
Change of Ownership	edit	X
Compliant	edit	X
Email	edit	X
Exempted	edit	X
Extension	edit	X
High EUI	edit	X
Low EUI	edit	X
Missing Data	edit	X
Non-Residential	edit	X
No or Low Site EUI	edit	X
Questionable Report	edit	X
Residential	edit	X
Update Bldg Info	edit	X
Violation	edit	X

Red arrows point from the text 'You can create new labels' to the 'Create new label' section. Another red arrow points from the text 'A set of default labels are automatically generated (dark blue)' to the 'Change of Ownership' label in the list. A third red arrow points from the text 'You can Edit or Delete existing labels' to the 'edit' and 'X' buttons for the 'High EUI' label.

Buildings – List View – Labels

You can also define labels “on the fly” from the Building List

In the Building list, you can filter on a field, such as Use Description.

When the filter is displaying the correct records, in this case 45 out of 512 that have Use Description = CONDO, you can label those records

1. Select all the records by click the checkbox to the left of the column names
2. Click the Building Actions pulldown list
3. Select the Add/Remove Labels choice
4. The Add/Remove Labels box appears
5. From that screen, either
 - Make a new label in the Create new lab box (specify the name, color, and click **Create Label**)
 - or
 - Select an existing label
6. Make sure the Add button is highlighted in blue for the label you want to apply
7. Click the Done button

The label will be added to all the selected records

You can view the labels for each record in the Building Detail view (see next page)

The screenshot shows the 'Building List' interface. At the top, there's a 'Filter by label:' dropdown set to 'Add a label'. Below it is a table with columns: NAME, USE DESCRIPTION, YEAR ENDING, and GROSS FLOOR AREA FT². The 'USE DESCRIPTION' column is filtered to show 'CONDO'. Three records are visible, each with a checkbox in the left margin. Callout 1 points to the checkboxes. Callout 2 points to the 'Building Actions' dropdown menu. Callout 3 points to the 'Add/Remove Labels' option in the dropdown. Callout 4 points to the 'Add/Remove Labels' modal box that appears. Callout 5 points to the 'Create new label' section of the modal, which includes a text input for the label name (currently 'Condo'), a color selector (currently 'gray'), and a 'Create Label' button. A color palette is shown with options: green, red, gray, orange, light blue, and blue. Callout 6 points to the 'Add' button next to a selected label ('High EUI'). Callout 7 points to the 'Done' button at the bottom right of the modal. A footer note states: 'A 'Remove' button is shown for tags that are already applied to one or more buildings in the current selection'.

NAME	USE DESCRIPTION	YEAR ENDING	GROSS FLOOR AREA FT ²
Name	"CONDO"	n	n
	CONDO	12/31/10	150,490
968505	CONDO	12/31/10	112,116
93984	CONDO	12/31/10	64,703

Add/Remove Labels

Create new label: Condo gray **Create Label**

Add or remove labels from selected buildings

- High EUI **Add**
- Low Energy STAR score **Add**
- Low EUI **Add**
- Missing Data **Add**
- No Energy STAR Score **Add**
- Non-Residential **Add**
- Questionable Report **Add**

Done **Cancel**

Buildings – Detail View

From the Building List view, you can click on a record and access the Building Detail view.

SEED has combined the data from the Tax Assessor building file (covered-buildings-sample.csv) and the ENERGY STAR Portfolio Manager file (portfolio-manager-sample.csv) into a **Master** record for each matched record.

Buildings			
198832 SE Arthur Loop			
Labels are displayed	Building Info	Projects	Log & Notes
Building Information			Click Edit to edit the building data (see next page)
Labels:	Commercial		
FIELD	MASTER	PORTFOLIO-MANAGER-SAMPLE.CSV	COVERED-BUILDINGS-SAMPLE.CSV
Address Line 1	198832 SE Arthur Loop	198832 SE Arthur Loop	198832 SE Arthur Loop
Address Line 2			
Block Number			
Building Certification			
Building Count	1		1
City	EnergyTown	EnergyTown	EnergyTown
Co Parent		5195523	5196531
Conditioned Floor Area			
Custom Id 1			
District			
Energy Alerts			
Energy Score	74	74	

Year Built	2005	2005	1956
------------	------	------	------

If there are two different values for the same field, SEED populates the Master record with the value from the latest data file loaded, in this case the “Portfolio-Manager-Sample.csv”

Buildings – Detail View – Edit

[Buildings](#)

198832 SE Arthur Loop

Building InfoProjectsLog & NotesEnergy

Building Information

CancelSave Changes

Labels: Commercial

FIELD	MASTER	PORTFOLIO-MANAGER-SAMPLE.CSV	COVERED-BUILDINGS-SAMPLE.CSV
Address Line 1	198832 SE Arthur	198832 SE Arthur Loop	198832 SE Arthur Loop
Address Line 2			
Block Number			
Building Certification			
Building Count	1		1
City	EnergyTown	EnergyTown	EnergyTown
Co Parent		5195523	5196531
Conditioned Floor Area			
Custom Id 1			
District			
Energy Alerts			
Energy Score	74	74	
Generation Date	04/01/2013	2013-04-01T11:52:00	
Gross Floor Area	68177	68177	68177
Lot Number			
National Median Site EUI (kBtu/ft2)	95.9	95.9	
National Median Source EUI (kBtu/ft2)	320.4	320.4	

Edit

Click **Edit** to change the information in the record.

When you have finished editing a record, click the **Save Changes** button.

The green bars show the source of the data in the Master record.

To Edit Data:

- Click on data that does not have the green bar to move it to the Master record.
- Or click on the Master Record data field and edit it directly.

Buildings Detail View – Projects

The **Projects** tab in the **Buildings** detail view shows what projects are associated with each building record

Click on **Projects** to see the projects and labels the building record is associated with

Buildings

10699 S Redwood Lane

Building Info

Projects

Log & Notes

Energy

Projects That Include This Building

Edit

PROJECT	SUBMITTAL TYPE	YEAR ENDING	DEADLINE	CHANGED ON	CHANGED BY
Condos	Benchmarking	12/31/2015	04/30/2016		

The **Project** column shows the projects this building record is associated with

Buildings Detail View – Log & Notes

The program logs the record transactions, and allows you to enter notes about the building.

Click on **Log & Notes** to see the **Log** and add **Notes**

[← Buildings](#)

154432 SW Apple Loop

[Building Info](#) [Projects](#) [Log & Notes](#) [Energy](#)

☰ Audit Log & Notes

Add a note

NAME	ACTION	DATE (TIMESTAMP)
Robin LBL 8	Edited building.	01/17/2016 at 4:02PM
Robin LBL 8	<div><div>note</div>Greta has verified the information for this building</div> <div>edit</div>	01/17/2016 at 4:01PM
Robin LBL 8	System matched building. Fields changed in canonical building: Address line 1: From: 154432 SW Apple Loop To: 0000154432 SW Apple Loop	01/17/2016 at 1:44PM
Robin LBL 8	Created building	01/17/2016 at 1:42PM

Create a New Note

Note:

Cancel

Create New Note

Buildings – Sorting / Filtering

Most of the lists in SEED (Mapping, Matching, Building) allow you to sort and filter on the data in the columns by entering the filter values in the input box below the field (column name)

Sorting

Ascending

Descending

PM PROPERTY ID	PM PROPERTY ID
Pm Property Id	Pm Property Id
101125	998535
102843	996425
112963	995590
113890	994535
121123	994441
121690	993739
122147	991988
124903	989138
127351	987198
127810	979655

Filtering

Numeric fields can have expressions

Text columns can be filtered

YEAR BUILT
>=1990,<2001
1990
2000
2000
1990
1992
1991
1999
1998
1990
1999

PREMISES OCCUPANCY CLASSIFICATION
hotel
HOTELS/MOTELS
HOTELS/MOTELS
HOTELS/MOTELS
HOTELS/MOTELS
HOTELS/MOTELS
HOTELS/MOTELS
HOTELS/MOTELS
HOTELS/MOTELS
HOTELS/MOTELS
HOTELS/MOTELS

Enter values into the input boxes at the top of the field in order to filter the data by those values

The program will then only display the records with values based on the filter criteria

In the example shown, only **Hotels** with **Year Built** between **1990** and **2000** are displayed

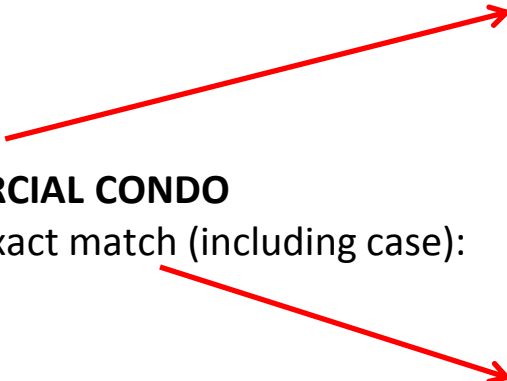
Buildings – Filtering

Most of the lists in SEED (Mapping, Matching, Building) allow you to sort and filter on the data in the columns by entering the filter values in the input box below the field (column name)

SEED now supports filtering using “expressions” for both text and numeric data

Text fields:

- "" double quotes for null (empty) string
- !"" for non-null (non-empty) string
- Enter a value to show all records that contain that value: typing **condo** will show results for **CONDO** and **COMMERCIAL CONDO**
- Enter a value surrounded by double quotes ("") for an exact match (including case): typing **"CONDO"** will show results for only **CONDO**



USE DESCRIPTION
condo
CONDO
COMMERCIAL CONDO
CONDO

USE DESCRIPTION
"CONDO"
CONDO
CONDO
CONDO

Numeric fields:

- The filter field is now a single field that can parse a number of expression formats.
- An expression is one of the following operators.
- Operators: =, ==, !=, !, <>, <, <=, >, >=
- Followed by either a numeric value or the string 'null'
- null can only be used with the equality or inequality operators.
- Multiple expressions should be separated by commas.

Examples:

- >100 is greater than 100
- >1984,<1990 is greater than 1984 and less than 1990
- !null, !0 is not null and not equal to 0

ENERGY SCORE	ENERGY SCORE
!0,!null	>=50,<=75

ENERGY SCORE	SITE EUI
!=null,!0	>20

Add as many filters as needed, in this case the filter is show only records with Energy Score data (not null and not 0, and with a Site EUI greater than 20

Buildings – Filtering – Using Labels

Most of the lists in SEED can be sorted using Labels

If a label is used as a filter, then all the records with that label will be displayed. Multiple labels can be applied to the filter box.

In this example, buildings with a blank ENERGY STAR score have been labeled, and Condos have also been labeled.

Therefore, filtering on the two labels

- No Energy STAR Score
- Condo

results in 22 buildings being displayed

Clicking on one of the records to display the Building detail view shows the labels associated with that record.

22 Buildings

Buildings List | List Settings | Reports | Labels

Building Actions | Filter by label: No Energy STAR Score x Condo x Add a label | Update Filters

	TAX LOT ID	GROSS FLOOR AREA FT ²	BUILDING COUNT	ADDRESS LINE 1	OWNER	USE DESCRIPTION	YEAR BUILT	ENERGY SCORE
	Tax Lot Id	Gross Floor Area	Building Count	Address Line 1	Owner	Use Description	Year Built	Energy Score
<input type="checkbox"/>	101082D867	236,377	1	000015581 SW Syc...	Occidental Manage...	CONDO		
<input type="checkbox"/>	101039E468	390,336	1	0000194183 SE Bir...	Stress Free Propert...	CONDO	1973	
<input type="checkbox"/>	10102EE305	311,692	1	000067793 NW Do...	Levrose Commercia...	CONDO	1949	
<input type="checkbox"/>	10104FBA7A	360,367	1	000076360 SE Spru...	Prudential America...	CONDO	1982	
<input type="checkbox"/>	101079D329	253,772	1	10699 S Redwood L...	Innotion Enterprises	CONDO	1978	
			1	108988 SE True Hig...	Distinctive Propert...	CONDO	2009	
			1	110271 S Tyler Lane	Nest Realty	CONDO	1991	
			1	11651 SW Tanoak L...	Schmidt Real Estate	CONDO	2008	
			1	142115 W PineappL...	Memphis Invest	CONDO	1964	
			1	154432 SW Apple L...	Nest Realty	CONDO	1974	

Showing 1 to 10 of 22 buildings

« First Record | < Previous | Next > | Last Record »

< Buildings

10699 S Redwood Lane

Building Info | Projects | Log & Notes | Energy

Building Information

Labels: No Energy STAR Score Condo

FIELD	MASTER	PORTFOLIO-MANAGER-SAMPLE.CSV
Address Line 1	10699 S Redwood Lane	10699 S Redwood Lane
Address Line 2		

Buildings – Sorting / Filtering

SEED allows expressions in the filter boxes for more complex filtering

	Numeric Fields		Text Fields	
	Expression	Example	Expression	Example
Equal to	=	100	value	Condo
			Type the value to filter for records containing that value	Returns any records with condo in any part of the text field, <ul style="list-style-type: none"> commercial condo residential condo
	== or just type the value	=100	"value"	"Commerical Condo"
			Surround the value with quotes for an exact match including case	Returns only records with Commercial Condo in the text file
Not equal to	!= ! <>	!0 Returns records with data not equal to zero		
Less than	<	<1990 less than 1990		
Less than or equal to	<=	<=75 Less than or equal to 75		
Greater than	>	>100 greater than 100		
Greater than or equal to	>=			
Null	=null ==null		""	Two double quotes without spaces
Not null	!=null !null <>null		!"	Two double quotes preceded by and exclamation point (for "not")
Combined expressions		!null, !0 Returns data that has data, not including values of zero. >=500,<1000 Returns data greater than or equal to 500 and less than 1000		

Projects – Filter data from Building List for Project

Projects allow filtered data to be saved together

(Labeling in Projects is currently disabled but will be reinstated in future versions)

Step 2:
Select the
building records

Building Actions ▾

Create a new project
Add to an existing project
Delete Buildings
Export Buildings
Add/Remove Labels

Step 3: From the Building Actions pulldown, select Create a new project

43 Buildings

Buildings List

List Settings

Reports

Labels

Building Actions ▾

Filter by label: Add a label

Step 1:
Filter the data as needed

<input checked="" type="checkbox"/>	TAX LOT ID	GROSS FLOOR AREA FT ²	BUILDING COUNT	ADDRESS LINE 1	OWNER	CITY	STATE PROVINCE	POSTAL CODE	USE DESCRIPTION
	Tax Lot Id	Gross Floor Area	Building Count	Address Line 1	Owner	City	State Province	Postal Code	hotel
<input checked="" type="checkbox"/>	10105CE1A8	258,869	1	0000108393 N Gr...	Clear Title Agency ...	EnergyTown	Illinois	10105-8589	HOTELS/MOTELS
<input checked="" type="checkbox"/>	10105687C3	371,595	1	0000108883 E Fil...	Meridian Pacific Pr...	EnergyTown	Illinois	10105-4759	HOTELS/MOTELS
<input checked="" type="checkbox"/>	10102971D8	224,342	1	0000139173 N Ma...	Keller Williams Re...	EnergyTown	Illinois	10102-9320	HOTELS/MOTELS
<input checked="" type="checkbox"/>	101098EA35	252,930	1	0000190741 NW ...	Accurate Group	EnergyTown	Illinois	10109-5278	HOTELS/MOTELS
<input checked="" type="checkbox"/>	1010316A90	351,585	1	000043598 W Tan...	HomeSmart	EnergyTown	Illinois	10103-4839	HOTELS/MOTELS
<input checked="" type="checkbox"/>	10103DA53A	310,018	1	000073377 W PoL...	Meridian Pacific Pr...	EnergyTown	Illinois	10103-8731	HOTELS/MOTELS
<input checked="" type="checkbox"/>	10102521C9	172,192	1	000099258 S Cott...	Urban Lending SoL...	EnergyTown	Illinois	10102-9359	HOTELS/MOTELS
<input checked="" type="checkbox"/>	1011094692	59,501	1	101963 S Van Bur...	Maximum One Rea...	EnergyTown	Illinois	10110-4019	HOTELS/MOTELS
<input checked="" type="checkbox"/>	10110E438F	265,462	1	142735 N Clinton ...	ATG Title	EnergyTown	Illinois	10110-6459	HOTELS/MOTELS
<input checked="" type="checkbox"/>	101093FF91	383,773	1	153200 NE Tanoak...	PropertyRate	EnergyTown	Illinois	10109-8384	HOTELS/MOTELS

Display: 10 buildings

Showing 1 to 10 of 43 buildings

« First Record

Projects - Create

Create a New Project

Project Name

☒ Add compliance information.

Compliance Information

Submittal Type

Year Ending Date
Choose the year ending month for report period.

Reporting Deadline

June, 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

The **Create a New Project** screen allows you to name the project and add compliance information if desired.

If you check the **Add compliance information** box, the Compliance Information section appears.

Success!

43 buildings added to the project **Hotel Compliance**.

When you have defined the project, click the **Create Project** button.

When the program has created the project, click the View Project button to view the records in the Project

Projects – Hotel Compliance Project

The filter was Premises Occupancy Classification = Hotel
43 Records were found to fit this filter

[← Projects](#)

Hotels (43 Buildings)

Project BuildingsList Settings

Project Actions ▾

Update Filters

TYPE OF SUBMITTAL: Benchmarking YEAR ENDING: 12/31/2014 DEADLINE: 04/30/2015

<input type="checkbox"/>	STATUS	TAX LOT ID	GROSS FLOOR AREA FT ²	BUILDING COUNT	ADDRESS LINE 1	OWNER	USE DESCRIPTION	YEAR BUILT	ENERGY SCORE
	Status	Tax Lot Id	Gross Floor Area	Building Count	Address Line 1	Owner	Use Description	Year Built	Energy Score
<input type="checkbox"/>		1010141BB1	388,473	1	236410 NW Cedar...	Schmidt Real Estate	HOTELS/MOTELS	2000	
<input type="checkbox"/>		1010199DB8	195,267	1	194087 SE Fillmor...	Reliant Realty	HOTELS/MOTELS	1982	81
<input type="checkbox"/>		10102521C9	172,192	1	000099258 S Cott...	Urban Lending Sol...	HOTELS/MOTELS	1942	
<input type="checkbox"/>		10102971D8	224,342	1	0000139173 N Ma...	Keller Williams Re...	HOTELS/MOTELS	1965	
<input type="checkbox"/>		1010314C96	379,375	3	235016 SW Melon...	Hawaii Life	HOTELS/MOTELS	1986	51
<input type="checkbox"/>		1010316A90	351,585	1	000043598 W Tan...	HomeSmart	HOTELS/MOTELS	1962	37
<input type="checkbox"/>		1010343575	115,726	1	216971 NW True W...	GRS Group	HOTELS/MOTELS	1957	
<input type="checkbox"/>		101034EB74	54,433	1	6379 SW Guava Ro...	Asset Plus Compan...	HOTELS/MOTELS	1911	
<input type="checkbox"/>		10103DA53A	310,018	1	000073377 W PoL...	Meridian Pacific Pr...	HOTELS/MOTELS	1964	86
<input type="checkbox"/>		10103EAFDD	75,130	1	206960 S Guava L...	Trust Field Services	HOTELS/MOTELS	1999	

Display: 10 ▾ buildings

Showing 1 to 10 of 43 buildings

« First Record

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Last Record »

This information is from
entries in the Create New
Project screen

Projects – Export to XLS

Projects can be exported to CSV or XLS files

Step 1:

Check records to be exported (check top box for all records)

Step 2:

Click on Project Actions and select Export Buildings

Step 3:

Name the export file and specify the file format

Projects

Hotels (43 Buildings)

Project Buildings

List Settings

Project Actions

Update Filters

TYPE OF SUBMITTAL: Benchmarking

YEAR ENDING: 12/31/2014

DEADLINE: 04/30/2015

Remove buildings from project

Move/copy buildings to another project

Export Buildings

		FLOOR AREA FT ²	BUILDING COUNT	ADDRESS LINE 1	OWNER	USE DESCRIPTION	YEAR BUILT	ENERGY SCORE	
		Floor Area	Building Count	Address Line 1	Owner	Use Description	Year Built	Energy Score	
<input checked="" type="checkbox"/>		1011035CB1	50,838	1	47081 SW Aspen L...	ISGN	HOTELS/MOTELS	1959	2
<input checked="" type="checkbox"/>		101087888C	54,718	1	74477 SW HoneyL...	NTP Wireless	HOTELS/MOTELS	1000	20
<input checked="" type="checkbox"/>		101095A6D5	293,421	1	207224 W Clinton...	The Ruby Group	HOTELS/MOTELS	1986	37
<input checked="" type="checkbox"/>		1010316A90	351,585	1	000043598 W Tan...	HomeSmart	HOTELS/MOTELS	1962	37
<input checked="" type="checkbox"/>		1010314C96	379,375	3	235016 SW Melon...	Hawaii Life	HOTELS/MOTELS	1986	51
<input checked="" type="checkbox"/>		101089EC27	373,152	1	159308 SE Sycam...	Innotion Enterpris...	HOTELS/MOTELS	1970	60
<input checked="" type="checkbox"/>		10110C74BE	388,106	1	187913 SE Apple ...	Realty ONE Group	HOTELS/MOTELS	1965	66
<input checked="" type="checkbox"/>		101073A89A	364,753	1	181123 NW Cleme...	Cal-American Hom...	HOTELS/MOTELS	1928	66
<input checked="" type="checkbox"/>		1010453E64	346,940	1	33080 SE True Loo...	Nationwide Apprai...	HOTELS/MOTELS	1979	80
<input checked="" type="checkbox"/>		101054EF5E	67,334	1	75520 E Buckthor...	MG Properties Gro...	HOTELS/MOTELS	1989	80

Display: 10 buildings

Showing 1 to 10 of 43 buildings

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Export your Buildings

Export Name

Hotel Compliance

☐ CSV ☒ XLS

Cancel

Export

Step 4:












Click the Export button
The file will be saved to your **downloads** folder

Organizations

Every account holder belongs to an Organization

Most SEED users will only have a Parent Organization

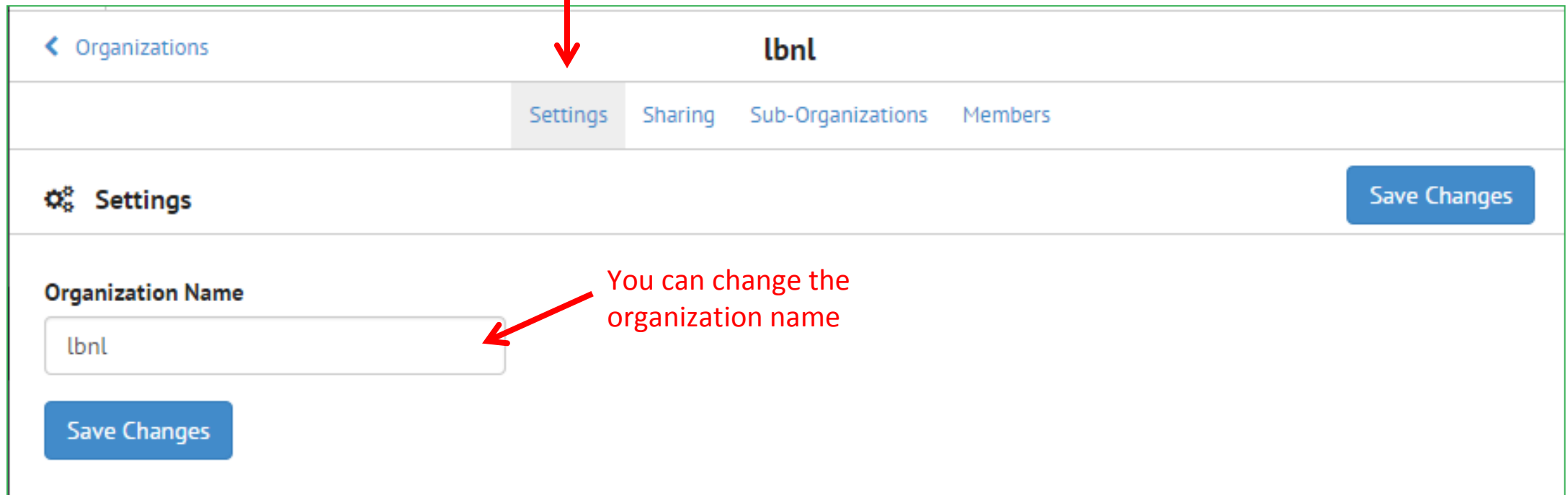
SEED is structured to allow a Parent Organization along with Sub-Organizations

<div>PROJECTS0</div> <div>BUILDINGS0</div> <div>DATA0</div> <div>ORGANIZATIONS46</div> <div>CONTACT</div> <div>ABOUT</div>	Organizations	
	<div> Organizations I Manage</div>	
	ORGANIZATION	
	<div> ← There is a Parent Organization</div>	
	Sub-Organizations	
	<div> ← There can also optionally be Sub-Organizations</div>	
	<div></div>	
	<div></div>	
	<div></div>	

Organizations - Settings

In the Organization / Settings tab, you can change the name of the organization

Click on the
Settings link



The screenshot displays the 'Organizations - Settings' interface. At the top, there is a navigation bar with a back arrow and the text 'Organizations' on the left, and the organization name 'lbnl' on the right. Below this is a tabbed interface with four tabs: 'Settings' (which is highlighted with a grey background), 'Sharing', 'Sub-Organizations', and 'Members'. A red arrow points from the text 'Click on the Settings link' to the 'Settings' tab. Below the tabs, the 'Settings' section is visible, featuring a gear icon and the title 'Settings' on the left, and a 'Save Changes' button on the right. Underneath, the 'Organization Name' is shown as a text input field containing the value 'lbnl'. A red arrow points from the text 'You can change the organization name' to this input field. At the bottom left of the settings section, there is another 'Save Changes' button.

Organizations - Sharing

[← Organizations](#)

lbnl

SettingsSharingSub-OrganizationsMembers

Sharing Your Data

Save Changes

Selecting Fields to Share

As the admin of your SEED instance you can control what data is shared throughout your organization and between your sub-organizations as well as what data is shared externally with the public-at-large. The subset of data you choose to share with the public can be different than the subset shared between your sub-organizations.

From the list below, select the fields that you want to: 1) share internally within your organization, and 2) share publicly with users outside your organization.

SHARE DATA WITH		FIELD NAME
INTERNAL	PUBLIC	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="text" value="Search field name"/>
<input type="checkbox"/>	<input type="checkbox"/>	Account Status
<input type="checkbox"/>	<input type="checkbox"/>	Address Line 1
<input type="checkbox"/>	<input type="checkbox"/>	Address Line 2
<input type="checkbox"/>	<input type="checkbox"/>	Block Number
<input type="checkbox"/>	<input type="checkbox"/>	Building Certification
<input type="checkbox"/>	<input type="checkbox"/>	Building Count
<input type="checkbox"/>	<input type="checkbox"/>	City
<input type="checkbox"/>	<input type="checkbox"/>	CoStar Property ID
<input type="checkbox"/>	<input type="checkbox"/>	Conditioned Floor Area
<input type="checkbox"/>	<input type="checkbox"/>	County
<input type="checkbox"/>	<input type="checkbox"/>	Custom Id 1
<input type="checkbox"/>	<input type="checkbox"/>	District

Set a Query Threshold

Enter the minimum threshold count of buildings that can be returned in a shared query. The building count threshold is important for allowing other organizations to perform statistical analysis on your data without revealing information about individual buildings.

Count #

Click on the
Sharing link

The owner of a Parent
Organization can select fields to
view between Sub-Organizations.

The owner of a Parent
Organization can set the query
threshold for viewing records
between Sub-Organizations.

Organizations – Sub-Organizations

SEED PLATFORM™ Search lbni +

< Organizations Parent Organization → lbni

Settings Sharing **Sub-Organizations** Members

Click on the **Sub-Organizations** link

The owner of a Parent Organization can create Sub-Organizations

Create a new sub-organization

SUB-ORGANIZATION NAME	OWNER NAME	OWNER EMAIL
LBL 1	Robin LBL 1	rdmitchell+1@lbLgov
LBL 2	Robin LBL 2	rdmitchell+2@lbLgov
LBL 3	Robin LBL 3	rdmitchell+3@lbLgov
LBL 4	Robin LBL 4	rdmitchell+4@lbLgov

Create a New Sub-Organization

Sub-Org Name:

Invite an Owner:

Note 1: Sub-organizations can not be deleted.

Note 2: Parent organization members are not automatically made members of sub-organizations.

Cancel Create New Sub-Organization

The owner being invited to a Sub-Organization has to already be a member of the Parent Organization (and can be deleted from the Parent later)

Organizations - Members

Organizations lbnl

Settings Sharing Sub-Organizations **Members**

Members

MEMBER NAME MEMBER EMAIL MEMBER ROLE

member name	member email	member role	
		owner	Remove
		owner	Remove
		owner	Remove
		owner	Remove
		owner	Remove

Robin Mitchell

Invite a New Member

First Name: Enter first name

Last Name: Enter last name

Email Address: Enter Email Address

Role: Member Owner Viewer

Cancel Send Invite

You can invite new members to your organization

Click on the **Members** link

Invite a new member

You can set the role of the new member


When you click **Send Invite** the person will receive an email, asking them to set a password for their account


Organizations -- Roles


The permissions for each Role in a Parent Organization and a Sub-Organization


	Parent	Sub Organization		
		Owner	Member	Viewer
Set fields for display between Sub-Org	X			
Create Sub Orgs	X			
Add Members	X To parent or at Sub org setup	X To own Suborg		
Remove Members	X In parent	X From own Sub org		
View Members	X In parent Owner(s) of suborg	X In own Sub org		
Change Settings <ul style="list-style-type: none"> Rename Suborg Change member role 	X In parent	X In own Sub org		
Add Data (Create Datasets)	X	X	X	
Edit data	X All the Suborgs associated with it	X In own Sub org	X In own Sub org	
View data	X All the Suborgs associated with it	X In own Sub org	X In own Sub org	X In own Sub org
Make Projects		X In own Sub org	X In own Sub org	
Label records within Projects		X In own Sub org	X In own Sub org	


Contact


 **ROBIN LBL 8** **Log Out**


 **PROJECTS** **2**



 **BUILDINGS** **512**


 **DATA** **1**

 **ORGANIZATIONS** **1**

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Contact

For SEED-Platform Users:

Please visit our User Support website for tutorials and documentation to help you learn how to use SEED-Platform.

<https://sites.google.com/a/lbl.gov/seed/>

There is also a link to the SEED-Platform Users forum, where you can connect with other users.

<https://groups.google.com/forum/#!forum/seed-platform-users>

For direct help on a specific problem, please email:

SEED-Support@lists.lbl.gov

For SEED-Platform Developers:


The Open Source code is available on the Github organization SEED-Platform:


<https://github.com/SEED-platform>


Please join the SEED-Platform Dev forum where you can connect with other developers.


<https://groups.google.com/forum/#!forum/seed-platform-dev>


About


 **ROBIN LBL 8** **Log Out**


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About SEED Platform™

The Standard Energy Efficiency Data (SEED)™ Platform is a software application that helps organizations easily manage data on the energy performance of large groups of buildings. Users can combine data from multiple sources, clean and validate it, and share the information with others. The software application provides an easy, flexible, and cost-effective method to improve the quality and availability of data to help demonstrate the economic and environmental benefits of energy efficiency, to implement programs, and to target investment activity.

[More details](#)

SEED Platform™ Security

Lawrence Berkeley National Laboratory (LBNL) has implemented a number of software and security controls to ensure the security of data stored in the SEED Platform™ software.

SEED Platform™ is secured behind the Amazon Web Services (AWS) firewall, and other security measures are in place as well. For more information about specific security protocols, please email seed-info@lbl.gov.

Development Team:

Managed by: [Lawrence Berkeley National Laboratory](#)

Funding from: [U.S. Department of Energy](#)

Software developers: [Lawrence Berkeley National Laboratory](#) and [SEED Affiliates](#)

Data Privacy Policy

Version
1.3.2