EnPI V3.0 User Manual

This document provides guidance on how to use the EnPI V3.0 tool after the tool has been installed. For instructions on how to install the EnPI V3.0 tool, please see the *EnPI Installation and Un-Install Instructions* on the EnPI V3.0 eCenter landing page (https://save-energy-now.org/EM/tools/Pages/EnPI.aspx).

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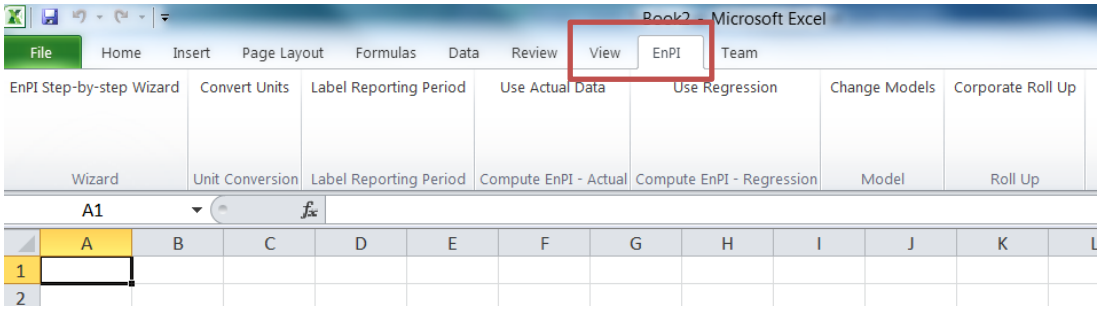
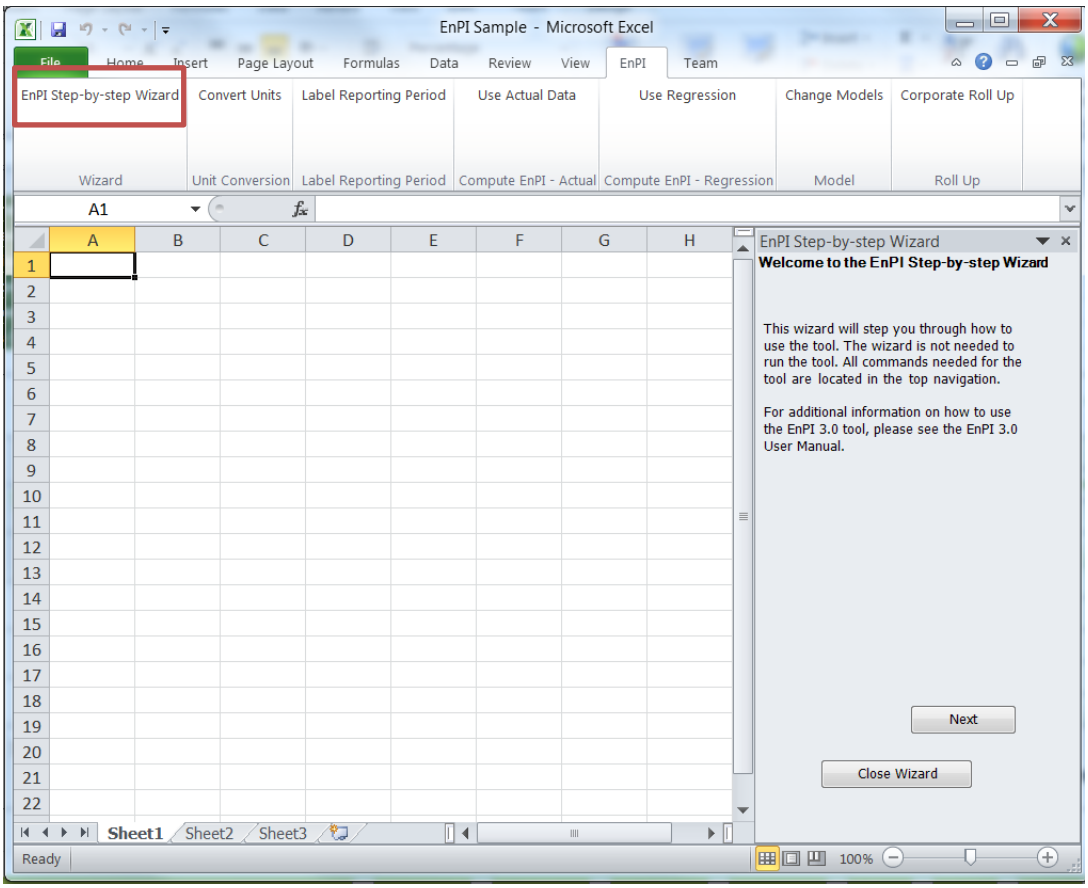
Getting Started

The latest version of the EnPI Tool has been developed as an Excel Add-In. To use the tool, open an existing or new Excel workbook. Once installed, an "EnPI" tab will appear at the top of any Excel workbook.

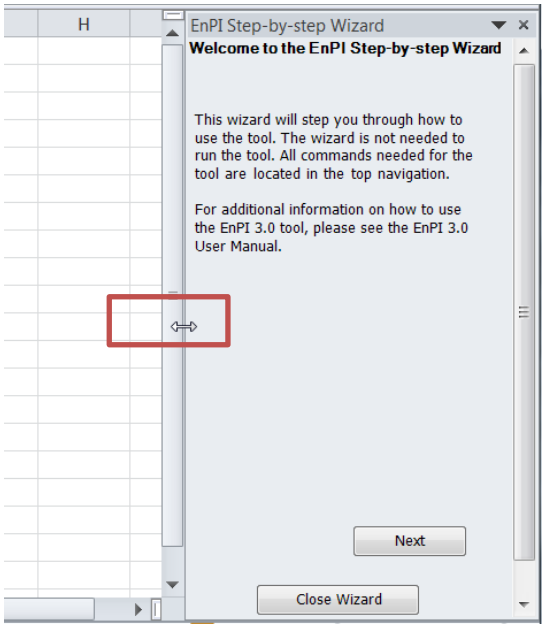


EnPI Wizard

First time users are recommended to use the EnPI Step-by-Step Wizard. To use the Wizard, select "EnPI Step-by-Step Wizard" in the top navigation. The "wizard" will appear on the right side of the workbook.



The EnPI Wizard provides instructions on how to use the tool. To resize the wizard window, move your cursor over the border until a two sided arrow appears. When the arrrow appears, click and drag the window to the desired width.



Step 1: Enter Energy Data and Independent Variables

Three inputs are required to run the EnPI tool:

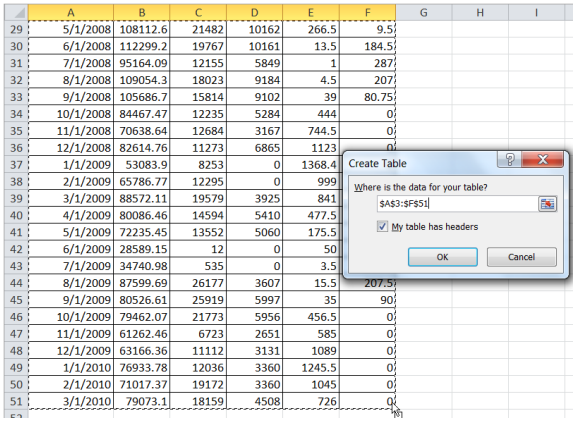
1. **Energy data:** Energy data either as a total or separated by type is required. The data can be initially entered in any unit. It is recommended to enter energy consumption for each type separately (i.e. electricity, natural gas, coal, etc. should be entered in separate columns).
2. **Independent variables and/or production data:** An independent variable is any factor that affects the energy consumption in a facility. Examples of independent variables include cooling degree days, heating degree days, and production. If the user chooses not to perform regression analysis on the data (i.e. use actual data for the calculations) only a production variable is required. However, production data is not required if the user chooses to use regression analysis to normalize the data.
3. **Reporting periods:** Reporting periods or reporting years need to be assigned to each data point. For example, if a company's annual report follows a fiscal year from April to March, all data points between April 2009 and March 2010 need to be labeled as "fiscal year 2009", "FY2009", "2009", or another label. The label for the reporting periods must go in a column labeled "Year". Any format can be used for the reporting periods or "Year" column; however, all data points within the same reporting period must have the same label.

The inputs should be entered as adjacent columns in the same sheet of the Excel workbook. If you are using the tool with an existing workbook and your data is already in the sheet, select "My Data is in the Sheet" on the second step of the wizard.

Starting from an existing workbook

After selecting "My Data is in the Sheet", the user will be prompted to format the data in an Excel table. After selecting "Format data as an excel table" in the wizard, highlight all rows and columns of your data in the sheet and select "ok". If your table has headers in the first row, check "my table has headers" before selecting "ok".

Please Note: The tool will not run if special characters (-, !, @, #, $) are located in the column headers. Please remove special characters from the headers before running the tool.



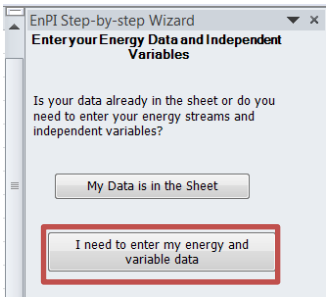
The first line of the table must contain the column headers. The second line must contain the first data point of the series.

	Date	Electricity (kWh)	Natural Gas (SCF)	Production	HDD
4	4/1/2006	131,624.72	43987	14660	391.5
5	5/1/2006	145,883.47	58343	17852	191.5
6	6/1/2006	148,657.43	54624	17728	17
7	7/1/2006	103,752.10	16399	4226	24
8	8/1/2006	158,576.11	35738	18665	0
9	9/1/2006	124,050.08	27210	12217	99.5
10	10/1/2006	128,973.60	31936	13839	465

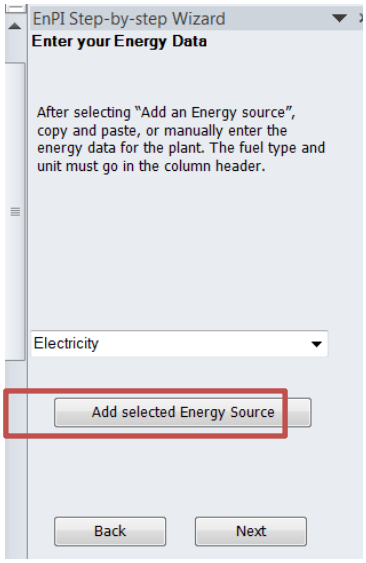
A date column is not required to run the tool. However, if a date column is added, it will appear on the resulting "model data" or "detailed data" sheets.

Starting from a new or blank workbook

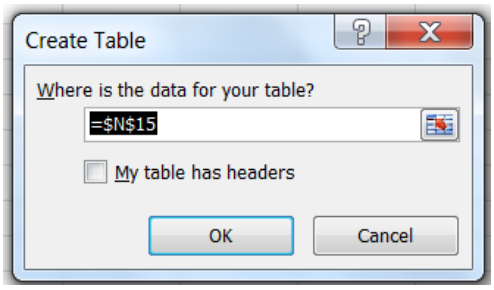
If you start in an empty or blank sheet, select "I need to enter my energy and variable data" on the second step of the wizard.



The following step will prompt you to add columns for your energy data. To add an energy source, select the source from the drop down menu and select “add selected energy source”.



After selecting “add selected energy source”, the tool will ask “where is the data for your table”. When this pop up appears select the cell you would like the column header to appear in and select “ok”.



A column labeled “Date” and the energy source selected will appear. The first column can either be deleted, or the date/month corresponding to the data point can be entered in the first column. Either manually enter or paste the energy consumption data into the second column created.

	A	B
1	Date	Electrici
2	4/1/2009	5,555
3	5/1/2009	5,555
4	6/1/2009	6,332

Continue adding energy sources until all the energy consumption data for the facility is present in the sheet. Once all the energy consumption data is present in the sheet, select “next”.

On the next step labeled "Enter Independent Variables", use the drop down to select the independent variables you would like to add to the sheet. If "other" is selected as a column, change the column header to match the data entered. **Please Note: The tool will not run if special characters (-, !, @, #, $) are located in the column headers. Please remove special characters from the headers before running the tool.**

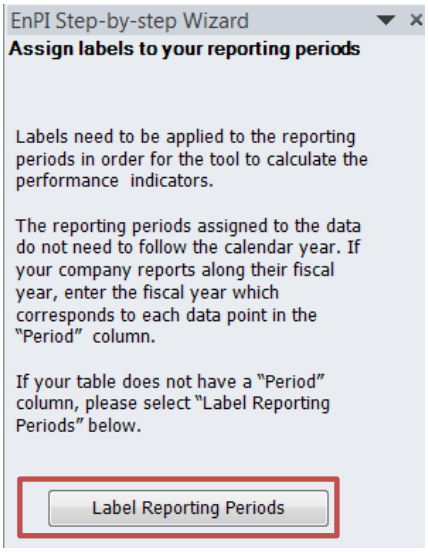
D	E	F	G
Production	HDD	CDD	Employee Hours
14660	391.5	2	
17852	191.5	72.5	
17728	17	157	
4226	24	344	

After all the independent variables have been entered in the sheet, select "next" in the wizard.

Step 2: Assign labels to your reporting periods

After the energy and independent variable data has been entered into the sheet, a "Period" column needs to be added to define the reporting periods for each data point. Reporting period labels are required for the tool to calculate the performance indicators. The reporting periods assigned to the data do not need to follow the calendar year. If a company reports along their fiscal year, enter the fiscal year which corresponds to each data point in the "Period" column.

If the table does not have a "Period" column, select "Label Reporting Periods" in the Wizard.



The reporting label for each data point in the same reporting year needs to have the same format. For example, if two data points fall within the 2006 fiscal year, only one label can be used for all the data points within the reporting year. If one data point is labeled as "FY2006", the second data point in the reporting period cannot be labeled as "Fiscal Year 2006".

When creating the "Period" column, the tool assumes the user's reporting year follows a 12 month period. For example, if "weekly" is selected as the interval, 52 data points will be labeled with the period label selected. If the baseline year or reporting periods do not follow a 12 month period, manual adjustments will need to be made to the period column. In addition, the *annual savings* calculation on the EnPI and SEnPI results sheets assume the same number of months are included in the baseline, model, and reporting periods. If the baseline,

model, and reporting periods do not contain the same number of months, the *annual savings* calculation will be incorrect.

Examples of labels that can be used in the "Period" column are shown below.

Date	Period
4/1/2009	FY2006
5/1/2009	FY2006
6/1/2009	FY2006
7/1/2009	FY2006
8/1/2009	FY2006
9/1/2009	FY2006
10/1/2009	FY2006
11/1/2009	FY2006
12/1/2009	FY2006
1/1/2010	FY2006
2/1/2010	FY2006
3/1/2010	FY2006
4/1/2010	FY2007
5/1/2010	FY2007
6/1/2010	FY2007
7/1/2010	FY2007
8/1/2010	FY2007
9/1/2010	FY2007
10/1/2010	FY2007
11/1/2010	FY2007
12/1/2010	FY2007
1/1/2011	FY2007
2/1/2011	FY2007

Date	Period
1/1/2010	2010
2/1/2010	2010
3/1/2010	2010
4/1/2010	2010
5/1/2010	2010
6/1/2010	2010
7/1/2010	2010
8/1/2010	2010
9/1/2010	2010
10/1/2010	2010
11/1/2010	2010
12/1/2010	2010
1/1/2011	2011
2/1/2011	2011
3/1/2011	2011
4/1/2011	2011
5/1/2011	2011
6/1/2011	2011
7/1/2011	2011
8/1/2011	2011
9/1/2011	2011
10/1/2011	2011
11/1/2011	2011

Date	Period
4/1/2009	Fiscal Year 2006
5/1/2009	Fiscal Year 2006
6/1/2009	Fiscal Year 2006
7/1/2009	Fiscal Year 2006
8/1/2009	Fiscal Year 2006
9/1/2009	Fiscal Year 2006
10/1/2009	Fiscal Year 2006
11/1/2009	Fiscal Year 2006
12/1/2009	Fiscal Year 2006
1/1/2010	Fiscal Year 2006
2/1/2010	Fiscal Year 2006
3/1/2010	Fiscal Year 2006
4/1/2010	Fiscal Year 2007
5/1/2010	Fiscal Year 2007
6/1/2010	Fiscal Year 2007
7/1/2010	Fiscal Year 2007
8/1/2010	Fiscal Year 2007
9/1/2010	Fiscal Year 2007
10/1/2010	Fiscal Year 2007
11/1/2010	Fiscal Year 2007
12/1/2010	Fiscal Year 2007
1/1/2011	Fiscal Year 2007
2/1/2011	Fiscal Year 2007

Date	Period
4/1/2009	FY2006
4/7/2009	FY2006
4/13/2009	FY2006
4/19/2009	FY2006
4/25/2009	FY2006
5/1/2009	FY2006
5/7/2009	FY2006
5/13/2009	FY2006
5/19/2009	FY2006
5/25/2009	FY2006
5/31/2009	FY2006
6/6/2009	FY2006
6/12/2009	FY2006
6/18/2009	FY2006
6/24/2009	FY2006
6/30/2009	FY2006
7/6/2009	FY2006
7/12/2009	FY2006
7/18/2009	FY2006
7/24/2009	FY2006
7/30/2009	FY2006
8/5/2009	FY2006
8/11/2009	FY2006

After a "period" column has been added, select "next" in the wizard.

Step 3: Convert energy data to units of MMBtu and from site to source

Prior to calculating performance indicators, the energy data entered in the tool needs to be converted from site to source. In addition, all energy data must be in units of MMBtu.

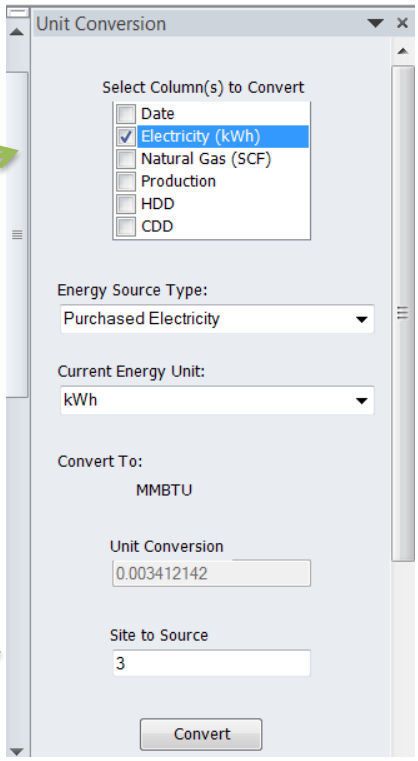
Source or primary energy accounting ensures that the total energy required to generate, transmit, and distribute electricity from the power generation source to the end user is factored into a company's energy consumption metrics. Source energy accounting should also be used for purchased energy streams such as steam, chilled water, or compressed air that are generated outside the boundary. The default site to source conversion factors present in the tool are based on the *Superior Energy Performance Measurement and Verification Protocol for Industry*. The multipliers represent the input unit of energy required at the fuel production site to produce each unit of energy delivered to each individual facility. The default multipliers present in the tool can be edited prior to running the tool in the "Unit Conversion" window of the wizard.

If the energy data has not been converted to source data and units of MMBtu, select "Convert Units" on the "Energy Data Conversions" step of the wizard. This will open the "Unit Conversion" window.

In the first box, select the column containing the energy data you wish to convert. Only select columns with the same unit and energy source type. I.E. if two columns containing electricity in KWh exist in the sheet, both columns can be selected. However, if one column contains electricity in units of kWh and a second contains natural gas in SCF, both cannot be selected at the same time.

In the "Current Energy Unit" box, select current unit for the column selected.

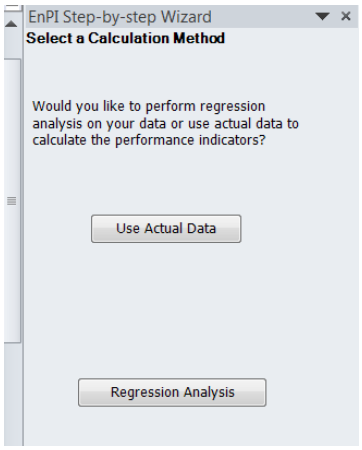
The default site to source conversion factors are based on the Superior Energy Performance M&V Protocol. These values can be edited prior to selecting "convert".



After "convert" is selected, a column will be added to the table for the energy source selected in units of MMBtu. The name of the new column will be the original column name with "MMBtu" added at the end the title. If the previous unit was listed in the original column header, it will be repeated in the new column. The new column title can be edited by removing the previous unit if needed. Repeat this step until all energy columns are converted to source and units of MMBtu.

Step 4: Select a method for calculating performance indicators

After all the energy data has been converted, the next step is to select a method for calculating the performance indicators. If "use actual" is selected, the percent improvement will be calculated using the energy intensity for the baseline and current reporting year. If "use regression" is selected, the percent improvement will be calculated using the modeled and actual energy consumption. The modeled (or predicted) energy consumption will be calculated using regression analysis.



Step 5: Select data for calculations

If "Use actual" is selected on step 4, the user will be prompted to select the energy sources, production, building square feet, and baseline year.

If "Regression Analysis" is selected on step 4, the user will be prompted to select the energy sources, variables, production, building square feet, baseline year, and model year.

In the "energy sources" box, select the columns containing energy data in units of MMBtu only. Columns containing energy data that has not been converted to source data or units of MMBtu should not be selected.

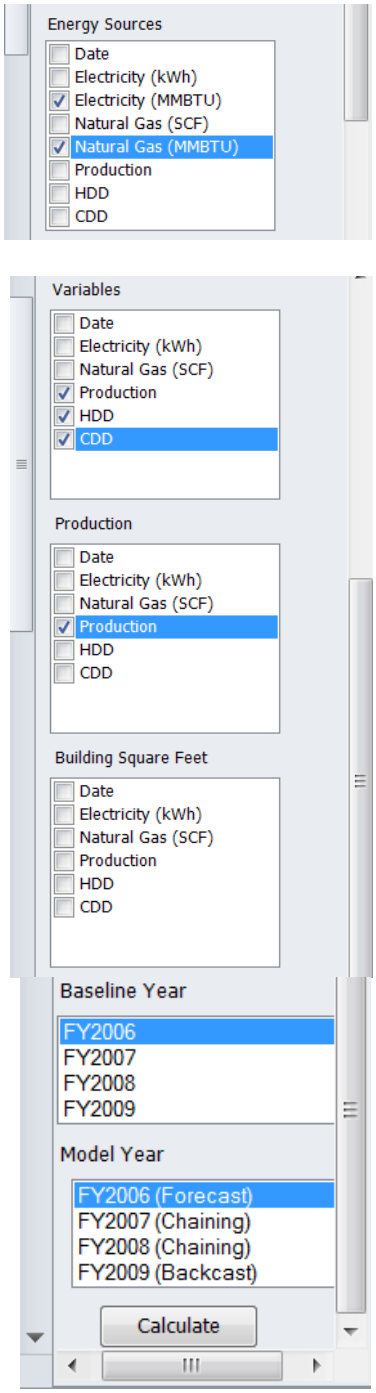
If regression analysis is selected on step 4, a "variables" box will appear in the following step. Select the variables you wish to consider for regression analysis. Production should be selected in both the variables and production box.

In the "production" box, select all columns containing production data. All columns selected in the production box should be in the same units. The data in columns identified as production are used to calculate the production energy intensity for the facility. If regression analysis is selected as the calculation method, the production energy intensity will not be used to calculate the percent improvement; however, production energy intensity will be shown in the outputs.

In the "building square feet" box, select the columns containing building square feet data. Like the production box, if regression analysis is selected as the calculation method, the building energy intensity will not be used to calculate the percent improvement; however, building energy intensity will be shown in the outputs.

In the box labeled "baseline year", select the baseline year for the facility.

If regression analysis is selected as the calculation method, the user will be prompted to select a "model year". The year selected as the model year will be used to develop a linear equation used to predict the energy use for the remaining years.



For most cases, the best model year for the data set is usually determined through trial and error. The model year that produces the best regression statistics for the model year, and is valid for the years being normalized should be selected. The regression statistics and validity of the model are discussed further in Step 6.

When running the tool on a data set for the first time, users are encouraged to first set the baseline year as the model year. The forecast method is the most commonly used regression methodology. It is typically appropriate when the first year of collected data serves as the baseline year and the data can produce a statistically significant model.

If the baseline year does not provide a statistically valid model, users are encourage to re-run the tool selecting different years as the model year until a statistically valid model is found.

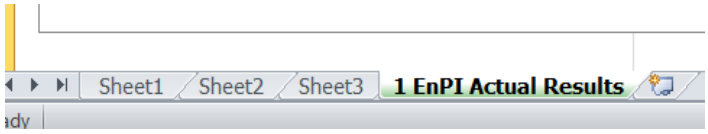
After the energy sources, variables, production, building square feet, baseline year, and model year have been selected, select "calculate".

Step 6: Review results

After "calculate" is selected on step 5, the tool will calculate the performance indicators for the facility. The results produced by the tool will vary depending on whether actual energy values were used for the calculations, or if regression analysis was used to calculate the performance indicators.

"Use Actual" Results

If "use actual" is selected on step 4, the EnPI tool will create one output sheet after "calculate" is selected on step 5.



The sheet labeled "EnPI Actual Results" shows the performance indicators calculated for each reporting year.

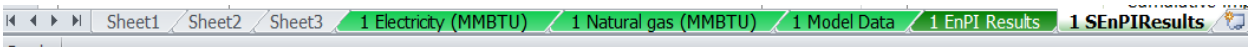
On the top of the "EnPI Actual Results" sheet, a table showing the energy use by type, total energy use, production, production energy intensity, improvements, and savings is shown. The column and row titles shown on this page cannot be changed. The calculations are dependent on the titles. If the titles change, the calculations will not show up correctly.

	A	B	C	D	E
1	General Energy Performance Results				
2					
3		FY2006	FY2007	FY2008	FY2009
4	Electricity (MMBTU)	1,795,728	1,634,358	1,265,861	1,050,128
5	Natural gas (MMBTU)	965,621	960,346	758,811	643,299
6	TOTAL	2,761,349	2,594,704	2,024,672	1,693,426
7	Total Production Output	283,786	273,887	208,967	179,284
8	Production Energy Intensity	9.73	9.47	9.69	9.45
9	Cumulative Improvement to Report (%)	0%	3%	0%	3%
10	Annual Improvement (%)	0%	3%	-2%	3%
11	Annual Savings to Report (MMBtu)	0	166,644	736,677	1,067,922
12	Cumulative Savings (MMBtu)	0	166,644	903,321	1,804,599

Below the table, plots showing the energy use, intensity, and improvements for each year are shown.

"Regression Analysis" Results

If "Regression Analysis" is selected on step 4, the EnPI tool will create three types of output sheets after "calculate" is selected on step 5. The calculations within the tool are dependent on the sheet names. If the sheets are renamed after a regression is run, the tool will not perform properly.



A sheet containing all possible models will be produced for each energy source.

2 Electricity (MMBTU) Models

The table below shows all possible models for 2 Electricity (MMBTU) consumption. The model highlighted in green in the table below is the model with the highest Adjusted R2 value. If "true" is shown in column B, the model is designated as valid. A model is considered valid if the model p-value is less than 0.10. The model highlighted in green is used to calculat the adjusted data on the EnPI Results, SEnPI Results, and Adjusted Data tabs. If the model is switched, the corresponding data will be updated with the model selected. The models can be switched using the "Change Models" icon in the top navigation.

The model with the a model p-value of less than 0.10, variable p-values of less than 0.20, at least one variable p-value less than 0.10 and the highest Adjusted R-squared value is 1

Model Number	Model is Appropriate for SEP	Variables	Variable p-Values	R2	Adjusted R2	Model p-Value	Formula
5	TRUE	Production	0.0753	0.7173	0.6544	0.0034	(3.1231102661273 * [Pr
		CDD	0.0010				
		(Intercept)					
3	TRUE	CDD	0.0035	0.5903	0.5493	0.0035	(-161.816982699428 * [
		(Intercept)					
4	TRUE	Production	0.0789	0.5017	0.3909	0.0435	(4.95114431993487 * [P
		HDD	0.0147				
		(Intercept)					
7	FALSE	Production	0.1172	0.7224	0.6183	0.0129	(3.5990672043742 * [Pr

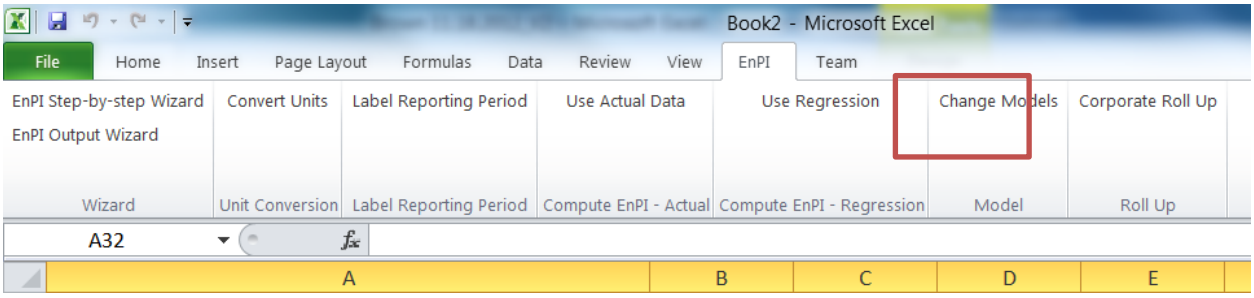
The models will be sorted first by whether or not they meet SEP requirements, and second by their adjusted R-squared values. A model is considered appropriate for SEP if:

1. The model p-value is less than 0.10
2. All variable p-values are less than 0.20
3. At least one variable p-value is less than 0.10
4. The R-squared value for the model is greater than 0.50

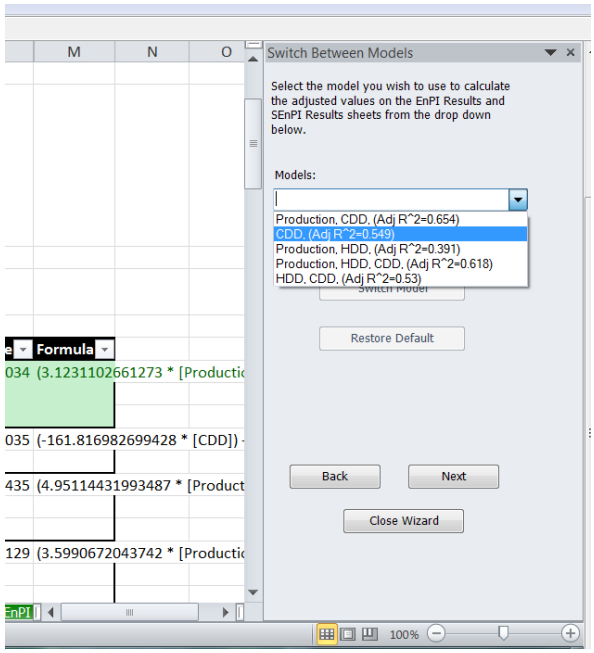
The p-value represents the probability that a derived value is not correlated to another value. This statistic is used to determine the significance of a modeled result. A low p-value represents a high correlation between two variables. The R-squared value represents the measure of the extent to which variations in the dependent variable from its mean value are explained by the regression model.

Switch between Models

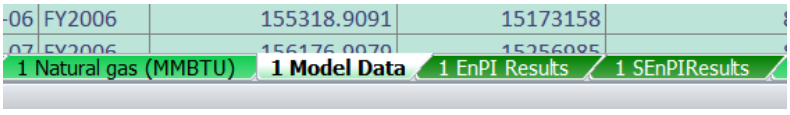
The model used in the calculations can be changed using the "change models" option in the top navigation. Prior to selecting "change models" the user must first navigate to the sheet containing the model equations.



In the "switch between models" window, a drop down listing the models sorted based on their adjusted R-squared values will appear. The variables used in each model and the corresponding adjusted R-squared values will appear in the drop down. To change the model used in the calculations, select the model you wish to change to in the drop down and then select "switch models".



This will update the model used to calculate the modeled energy use on the "Model Data" sheet and the model used to calculate the improvements and savings on the "EnPI Results" and "SEnPI Results" sheets.



On the "Model Data" sheet, the original inputs and modeled energy data will appear. If the model is determined to be invalid for a reporting period according to SEP requirements, a warning will appear at the top of the table and the year that is determined to be out of range for the model will be red.

For SEP, a model is considered valid if the average of the predictor variables used to calculate the adjusted consumption from the model falls within either:

1. The range of observed data that went into the model OR
2. Three standard deviations from the mean of the data that went into the model

To the right of the "Model Data" sheet, two sheets containing totals for the facility are shown. These sheets show tables listing the actual totals, total of modeled values, SEnPI, cumulative improvements, annual improvements, and total energy savings since baseline year. The column and row titles shown on these pages cannot be changed. The calculations are dependent on the titles. If the titles change, the calculations will not show up correctly.

General Energy Performance Results

The table below shows the unadjusted and adjusted energy consumption and intensity data. The models used to adjust the data for each energy source are shown below the plots and on the individual sheets for each energy source. Note that the tool selects the model that is appropriate for the SEP Program and has the highest adjusted R-squared value.

	FY2006	FY2007	FY2008	FY2009
Electricity (MMBTU)	1,795,728	1,634,358	1,265,861	1,050,128
Natural gas (MMBTU)	965,621	960,346	758,811	643,299
TOTAL	2,761,349	2,594,704	2,024,672	1,693,426
Total Production Output	149,341	122,786	64,775	43,040
Production Energy Intensity	18.49	21.13	31.26	39.35
Adjustment Method	Chaining	Model Year	Chaining	Chaining
Modeled Electricity (MMBTU)	1,742,822	1,634,358	1,500,095	1,467,325
Modeled Natural gas (MMBTU)	970,080	960,346	978,233	991,620
Total of Modeled Values	2,712,903	2,594,704	2,478,329	2,458,945
Cumulative Improvement to Report (%)	0%	2%	20%	32%
Annual Improvement (%)	0%	2%	18%	13%
Total Energy Savings since Baseline Year (MMBtu)	0	48,446	453,657	765,518

Superior Energy Performance Results

The table below shows the unadjusted and adjusted energy consumption and intensity data. The models used to adjust the data for each energy source are shown below the plots and on the individual sheets for each energy source. Note that the tool selects the model that is appropriate for the SEP Program and has the highest adjusted R-squared value.

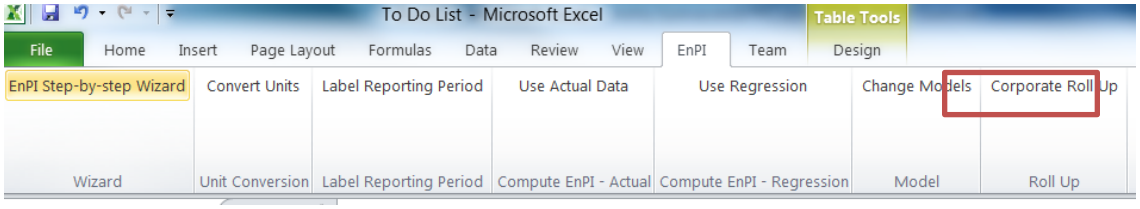
	FY2006	FY2007	FY2008	FY2009
Electricity (MMBTU)	1,795,728	1,634,358	1,265,861	1,050,128
Natural gas (MMBTU)	965,621	960,346	758,811	643,299
TOTAL	2,761,349	2,594,704	2,024,672	1,693,426
Adjustment Method	Chaining	Model Year	Chaining	Chaining
Modeled Electricity (MMBTU)	1,742,822	1,634,358	1,500,095	1,467,325
Modeled Natural gas (MMBTU)	970,080	960,346	978,233	991,620
Total of Modeled Values	2,712,903	2,594,704	2,478,329	2,458,945
SEnPI Cumulative	0.98	1.00	0.80	0.68
Cumulative Improvement to Report (%)	0%	2%	20%	32%
Annual Improvement (%)	0%	2%	18%	13%
Total Energy Savings since Baseline Year (MMBtu)	0	48,446	453,657	765,518

The improvements calculated on the "EnPI Results" and "SEnPI Results" sheets are calculated using the methods outlined in the Superior Energy Performance M&V Protocol. For detailed information on the calculation methods used by the tool, see the *EnPI V3.0 Algorithm* document.

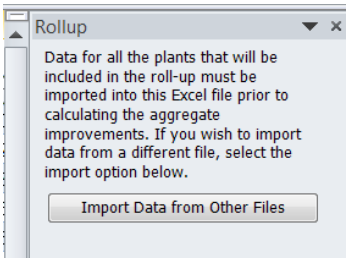
Corporate Roll-up

After performance indicators have been calculated for each of the facilities within a corporation, the Corporate Roll-up feature of the EnPI tool can be used to determine the corporate level improvements and savings.

To calculate the corporate improvements and savings, first click on “Corporate Roll Up” in the top navigation or in the EnPI outputs wizard.



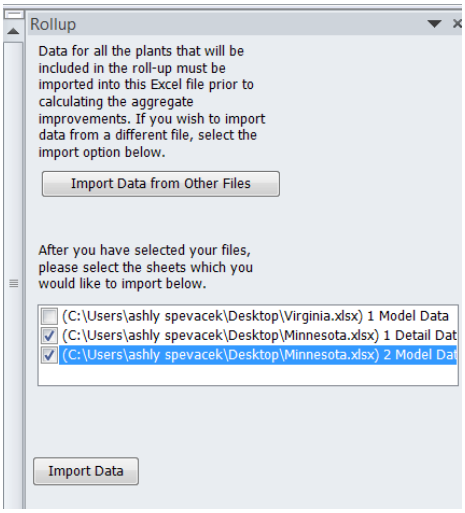
This will open up the “Rollup” window. In order to calculate the corporate improvements and savings for a group of facilities, the data for each facility needs to be imported into the same file. If you wish to include data that is not included in the workbook, use the “Import Data from Other Files” option to import the data for each facility.



After selecting “Import Data from Other Files” a box will open asking which files you wish to import into the workbook. After selecting the files from your computer, the “model” and “detail” sheets within each file will appear in a box in the middle of the rollup window.

Using this box, select the sheets you wish to import into the workbook. Sheets of data can be imported into the workbook and not included in the roll-up.

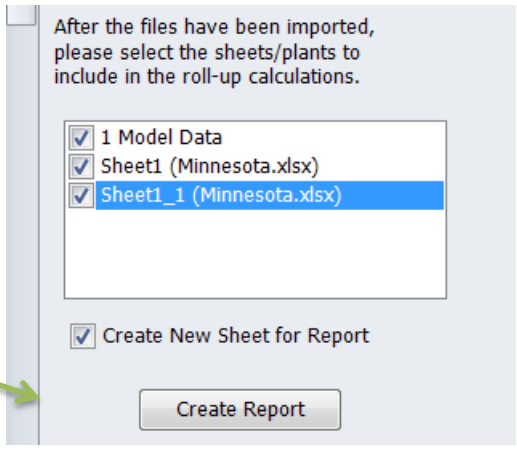
After selecting the files you wish to import into the workbook, select “Import Data”



After selecting “Import Data”, a sheet containing the detailed model and actual data for each facility will appear in the workbook. These sheets will also appear as options for facilities to include in the roll-up.

After importing the detailed data for each facility, select the sheets you wish to include in the corporate roll-up in the last box in the rollup window.

Once all the sheets that you wish to include in the roll-up are selected, press "create report". This will create a new sheet labeled "Rollup Data".



A	B	C	D	E
Corporate Roll-up				
	2007	2008	2009	2010
1 Model Data				
TOTAL Primary Energy Consumed (MMBtu/year)	267,018	267,219	252,200	251,350
TOTAL MODELED Primary Energy Consumed (MMBtu/year)	267,018	273,050	271,319	275,243
Annual Improvement (%)	0.0%	2.1%	4.9%	1.6%
Total Improvement (%)	0.0%	2.1%	7.0%	8.7%
New Energy Savings for Current Year (MMBtu/year)	0	5,830	13,288	4,774
Total Energy Savings since Baseline Year (MMBtu/year)	0	5,830	19,118	23,893
2 Model Data				
TOTAL Primary Energy Consumed (MMBtu/year)	267,018	267,219	252,200	251,350
TOTAL MODELED Primary Energy Consumed (MMBtu/year)	233,305	246,539	242,741	251,350
Annual Improvement (%)	0.0%	4.9%	4.0%	3.8%
Total Improvement (%)	0.0%	4.9%	8.9%	12.6%
New Energy Savings for Current Year (MMBtu/year)	0	13,032	11,221	9,460
Total Energy Savings since Baseline Year (MMBtu/year)	0	13,032	24,253	33,713
Corporate Totals				
TOTAL Primary Energy Consumed (MMBtu/year)	**534,036**	**534,439**	**504,401**	**502,700**
Adjustment for Baseline Primary Energy Use (MMBtu/year)	**0**	**19,265**	**-5,126**	**-17,101**
Adjusted Baseline Primary Energy Use (MMBtu/year)	**534,036**	**553,301**	**528,910**	**516,934**
Annual Improvement (%)	**0.00%**	**3.57%**	**4.60%**	**2.78%**
Total Improvement (%)	**0.00%**	**3.42%**	**7.90%**	**10.52%**
New Energy Savings for Current Year (MMBtu/year)	**0**	**18,862**	**24,509**	**14,234**
Total Energy Savings since Baseline Year (MMBtu/year)	**0**	**18,862**	**43,371**	**57,605**

For information on how the Corporate totals shown in the "Corporate Roll-up" Report are calculated, see the *EnPI V3.0 Algorithm* document.

If you encounter bugs while running the tool, or have specific questions on how to use the tool, contact the AMO eCenter Help Desk at AMOeCenterHelpDesk@ppc.com.