

Building Energy Asset Score: Data Collection Short Form - Full Input Mode

Building Name:	
Data collected by:	
Email, phone:	
Date of Data Collection:	

This Short form contains all of the minimum required data fields necessary to generate an Energy Asset Score using the Full Input Mode of the tool. This form may be used for a single-use type rectangular building. Use the [Data Collection Form \[Full Input Mode Long Version\]](#) for additional shaped buildings, mixed-use types, complex HVAC systems, and/or available optional fields and detailed instructions for data entry.

Year completed <small>(or year of last major retrofit)</small>		Gross floor area	ft ²
Building location	STREET		
	CITY	STATE	POSTAL CODE
Building footprint dimensions (ft)	LENGTH	WIDTH	Number of floors

Building Use Type

- Assisted Living
- City Hall
- Community Center
- Courthouse
- Education
- Library
- Lodging
- Medical Office
- Multi-family(4 stories +)
- Multi-family(less than 4 stories)
- Office
- Parking Garage Ventilation only
- Post Office
- Police Station
- Religious Building
- Retail
- Senior Center
- Warehouse non-refrigerated

Construction Properties

Roof type Built-up with Concrete Deck Built-up with Metal Deck Built-up with Wood Deck Metal Surfacing Shingles/Shakes	Window framing type Metal Metal with Thermal Breaks Wood/Vinyl/Fiberglass
Floor type Concrete Slab Slab on Grade Steel Joist Wood Frame	Window glass type Single-pane Double-pane Double-pane w/ Low-E Triple-pane Triple-pane w/ Low-E
Wall type Brick/stone on Masonry Brick/stone on Steel Frame Brick/stone on Wood Frame Metal Panel/Curtain Wall Siding on Steel Frame Siding on Wood Frame	Window-to-Wall Ratio (Continuous Layout) # of Windows (Discrete Layout) Dimensions (Width and Height in ft.)

Lighting

Fixture	Lighting type <small>(CFL, Fluorescent T5/High Output T5; Fluorescent T8/Super T8; Fluorescent T12/ High Output T12; High-Pressure Sodium; Incandescent/Halogen; LED, Mercury Vapor; Metal Halide)</small>	Mounting type <small>(Recessed, Surface, Pendant)</small>	Watts per Lamp	Lamps per Fixture	Lighting fixture details <small>(Enter either Total # of Fixtures OR % Area Served)</small>	
					# of Fixtures	% Area Served
a.						
b.						

Heating/Cooling

Distribution equipment type	Air Handler Unit (AHU)	Zone Equipment		
HVAC System Type Packaged Terminal Air Conditioner Window Air Conditioners Four Pipe Fan Coil Unit Packaged Terminal Heat Pump Packaged Rooftop Air Conditioner Packaged Rooftop Heat Pump Packaged Rooftop VAV with Hot-Water Reheat Packaged Rooftop VAV with Electric Reheat VAV with Hot-Water Reheat Baseboard* VAV with Electric Reheat Warm Air Furnace Ventilation Only <small>(for Parking Garage Use Type)</small> Water-Loop Heat Pump Ground Source Heat Pump Dedicated Outdoor Air System* *Must be paired with additional System Type	Cooling Source No cooling DX Coil Plant Loop: Chiller Plant Loop: District Chilled Water Plant Loop: Condenser	Compressor Type <small>(if Plant: Chiller)</small> Scroll/Screw Reciprocating Centrifugal	Condenser Type <small>(if Plant: Chiller)</small> Air Water	Condenser Plant Type Cooling Tower Ground Heat Exchanger
	Heating Source No heating Central Furnace Heat Pump <small>(electric)</small> Plant Loop: Boiler Plant Loop: District Hot Water Convective Baseboard: Electric Convective Baseboard: Hot Water	Heating fuel <small>(if Source=Boiler/Furnace)</small> Natural Gas Electricity Fuel Oil Propane	District heat type Hot Water Steam	Draft Type <small>(if Plant: Boiler)</small> Mechanical Other Draft