

# Feature Comparison Guide

Utility Bill Tracking	Express	Enterprise	Professional*
<b>Account Tracking.</b> Track any commodity, level, and type of bill detail, and standard and deregulated bills (separate LDC/supplier charges). Includes TreeView navigation, memo, and message system.	✓	✓	✓
<b>Accounts Payable or G/L Export.</b> Export audited and approved bill records to an A/P or G/L system for final processing and payment; eliminates double entry of billing data.		✓	
<b>Bill Accruals.</b> Create estimated bills (accruals) based on historical bills to close out an accounting period. Export accrued bills to the General Ledger and reverse accrued transactions after the actual bill is received.	2 Reports	✓	2 Reports
<b>Bill Audits.</b> Verify utility bill accuracy and spot problems using more than 50 available audits.	✓	✓	✓
<b>Electronic Bill Import via Flat File.</b> Import historical and ongoing utility bill information in Microsoft Excel or comma separated value file formats (.xls, .xlsx, .csv, or .dat). Other options available via Bill CAPture <sup>SM</sup> service.	✓	✓	✓
<b>Energy Contract Administration.</b> Manage energy supply and performance contracts by vendor. Associate contracts with one or more account and enter contract details.		✓	
<b>Issue Tracker.</b> Work order system to track, report, email, and manage savings and problems.		✓	
<b>Workflow Management.</b> User-configurable workflow settings for processing utility bills.	✓	✓	✓
Reporting & Presentation			
<b>Automated Report Distribution.</b> Schedule and email report batches to distribution lists.		✓	
<b>Calendarization.</b> Allocates weather-adjusted use & cost data to appropriate calendar month instead of billing period.	✓	✓	✓
<b>Custom Spreadsheets for Data Export.</b> Design custom spreadsheets for quick and easy export to Excel or other applications for ad-hoc reporting.	Basic	✓	
<b>Energy Dashboard.</b> Select performance charts and graphs to display on your home page.	✓	✓	✓
<b>PowerViews™.</b> Exclusive EnergyCAP feature that puts current data at your fingertips. Trend charts and graphs that can be automatically displayed and dynamically updated.	✓	✓	✓
<b>Project Tracking.</b> Record energy and cost savings from your energy management projects.	✓	✓	✓
<b>Reports, Charts, &amp; Graphs.</b> View and analyze utility data from EnergyCAP's library of informative and easy-to-understand reports.	Over 150 reports	Over 300 reports	Over 150 reports
<b>Report Designer.</b> Design custom reports via template library or from scratch.	✓	✓	✓
<b>TreeView Navigation.</b> User-friendly hierarchical structure of buildings, meters, accounts, and cost centers.	✓	✓	✓
<b>User-Defined Fields.</b> Track any user-created attribute for a meter, account, building, or vendor.	✓	✓	✓
<b>Weather Data.</b> Trend and analyze weather data and its impact on energy usage.	✓	✓	✓
Chargebacks & Tenant Rebilling			
<b>Bill Splits.</b> Split bills by percentages for shared or unmetered facilities.		✓	
<b>MUVER™ Cost Recovery for Rentals.</b> Move-In Utility Vacant Expense Recovery for multi-tenant facilities or communities enables recovery of vacant unit costs resulting from continuous service agreements.		✓	
<b>Submeters &amp; Chargebacks.</b> Enter or import submeter readings to create chargeback “invoices” for customers, other departments, or tenants.		✓	
<b>Virtual Formulas.</b> Combine use and cost data via custom formulas to calculate recharge “invoices.”		✓	

\*EnergyCAP Professional is available only to organizations that have an ongoing energy conservation plan with Cenergistic of Dallas, Texas.

Feature availability based on the following releases: EnergyCAP Express 3.6; EnergyCAP Enterprise Online 3.6; EnergyCAP Enterprise 6.3; EnergyCAP Professional 3.6

	<b>Standard Feature</b>
	<b>Optional Feature</b>

 <b>Web Access Permissions</b>	<b>Express</b>	<b>Enterprise</b>	<b>Professional*</b>
<b>Unlimited Number of Users.</b> EnergyCAP is licensed for an unlimited number of users, so no need to worry about seat licenses or unexpected charges.	✓	✓	✓
<b>User Permissions.</b> Manage user rights on an individual basis or through the use of convenient, time-saving User Roles.	Basic	✓	Basic
 <b>Database Setup</b>			
<b>Data Import Templates.</b> Get started quickly and reduce manual keyboard data entry by importing your organization and historical billing data into EnergyCAP.	✓	✓	✓
<b>Implementation Services.</b> Work directly with an ECI project manager to get EnergyCAP up and running quickly and correctly. Services include project management, data conversion, training, etc.	✓	✓	
<b>Setup Wizards.</b> Setup Wizards throughout EnergyCAP walk you through new account and meter setup, budget creation, rate schedule setup, and more.	✓	✓	✓
 <b>Savings &amp; Analysis</b>			
<b>Benchmarking Charts.</b> Rank and compare buildings and meters within peer groups. Instantly highlight outliers (abnormal meters, buildings, and bills) and prioritize energy conservation efforts.	✓	✓	✓
<b>Budgets &amp; Forecasts.</b> Create meter-by-meter & month-by-month budgets based on past bills.		✓	
<b>Cost Avoidance (M&amp;V).</b> Calculates savings attributable to energy management by comparing current bills to normalized baseline year. Complies with IPMVP, Section C “whole building method.”		✓	✓
<b>Energy Procurement.</b> Loadshapes and two reports provide the detailed data needed to make informed energy procurement decisions.		✓	
<b>Energy Use Intensity.</b> Track weather-normalized energy usage to determine long-term energy efficiency trends.	✓	✓	✓
<b>Normalization.</b> Presents weather-adjusted usage data for quick & easy year-to-year comparisons.	✓	✓	✓
<b>Rate/Tariff Analysis.</b> Compare current utility billed rates to alternative rate schedules.		✓	
<b>Target Comparison.</b> Compare current cost, consumption, or GHG data against reduction target or goal.	✓	✓	✓
<b>Use vs. Weather.</b> Compare month-to-month and year-to-year utility bills to see the impact of weather on your energy usage.		✓	✓
 <b>Sustainability &amp; Compliance</b>			
<b>ENERGY STAR Benchmarking.</b> Interface to EPA’s Portfolio Manager to obtain ENERGY STAR energy efficiency rating for buildings.	✓	✓	✓
<b>Greenhouse Gas Emissions.</b> Calculate & report the GHG emissions resulting from energy use.	Basic	✓	Basic
 <b>Meter Data Tracking</b>			
<b>Interval (Time-Series) Data.</b> Import and analyze meter interval data (usually 15, 30, or 60-minute intervals) for detailed energy consumption analysis.		✓	
<b>Meter Data Import.</b> Import meter data for detailed use analysis and bill verification. Ask about automated meter data acquisition via our Smart CAPture <sup>SM</sup> service.		✓	
<b>Meter Reading Routes.</b> Enter submeter readings to create monthly utility bills.		✓	

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✓	<b>Standard Feature</b>
✓	<b>Optional Feature</b>



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