

Client: ABC Sample Company
Address: 123 First Avenue
Seattle, WA 99999

Customer Since: January 1, 2015
Phone Number: 123-456-7890
Email: info@de-mgmt.com

Sample Utility Line-Item Analysis - Non Profit

2016 Summary Statistics:

Total Utility Budget	\$ 510,268.00
Number of Bills Paid	123
Annual Increase (Since 2012)	4.30%

Top 5 Vendors by Costs:

VENDOR	TOTAL	% OF TOTAL
Electric Utility	\$201,811.11	36.50%
Steam Utility	\$129,060.38	23.34%
Water Utility #1	\$ 82,174.08	14.86%
Natural Gas Utility	\$ 63,224.49	11.44%
Maintenance Contractor	\$ 13,545.10	2.45%
SUBTOTAL	\$489,815.16	88.59%

Top 5 Vendors by Transactions:

Vendor	Bills	% of total
Steam Utility	36	29.27%
Electric Utility	23	18.70%
Natural Gas Utility	19	15.45%
Water Utility #1	17	13.82%
Elevator Vendor #3	7	5.69%
SUBTOTAL	102	82.93%

Observations

Your top three vendors are your electric, steam and water utility. Combined, your top 5 vendors make up 88% of your costs and 82% of your transactions.

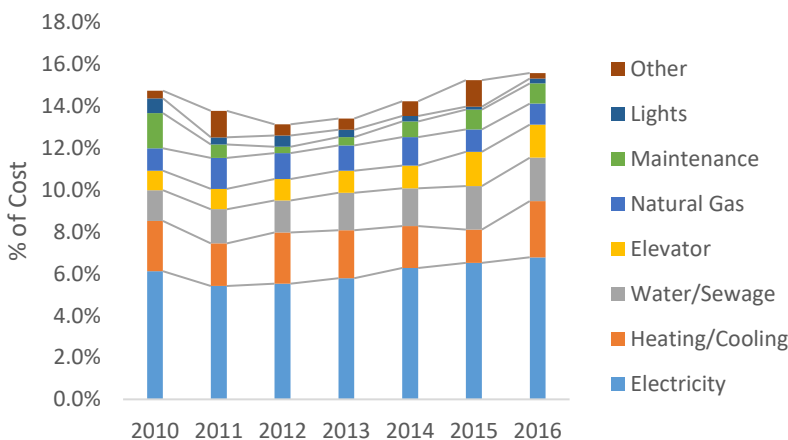
Your Steam Utility has 29% of your transactions yet only 23% of your costs.

Your elevator seems to require a lot of attention with frequent transactions.

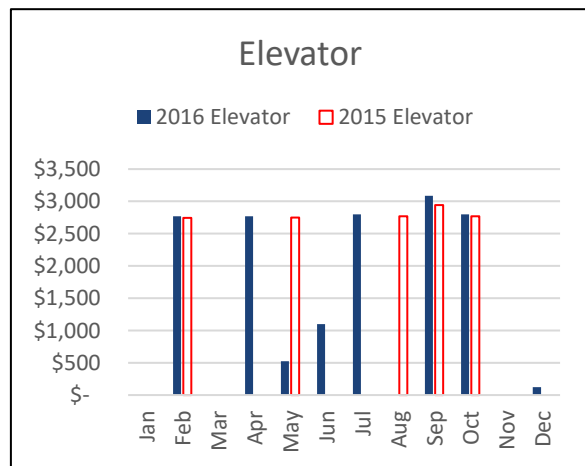
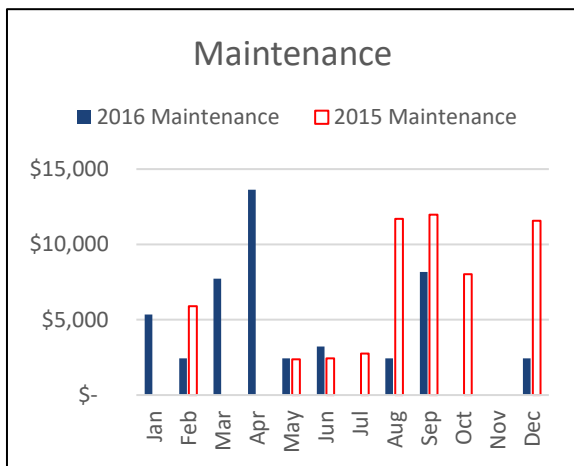
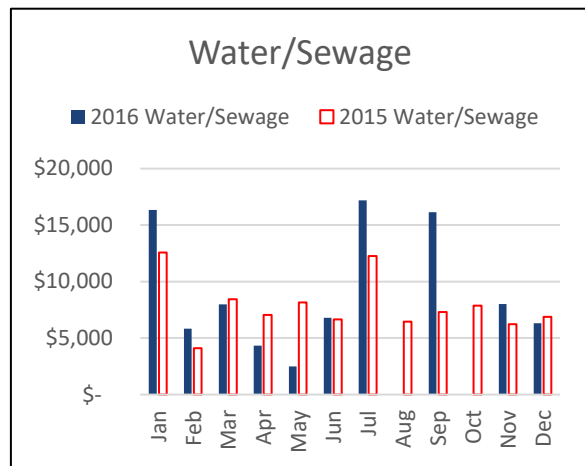
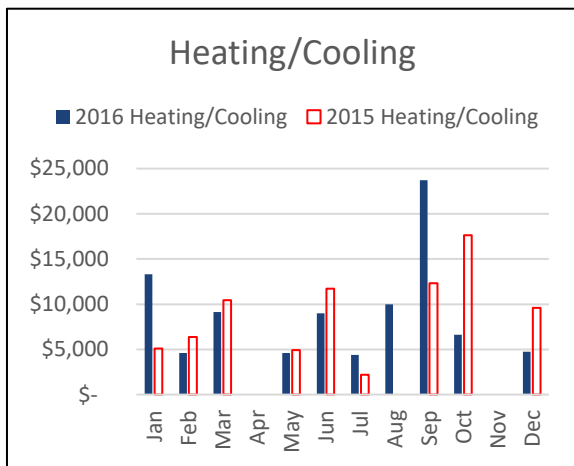
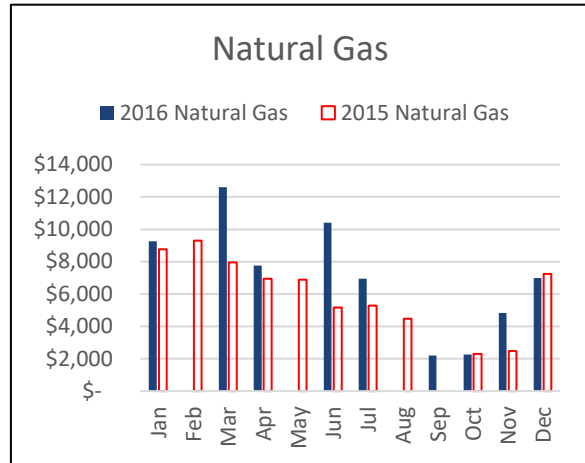
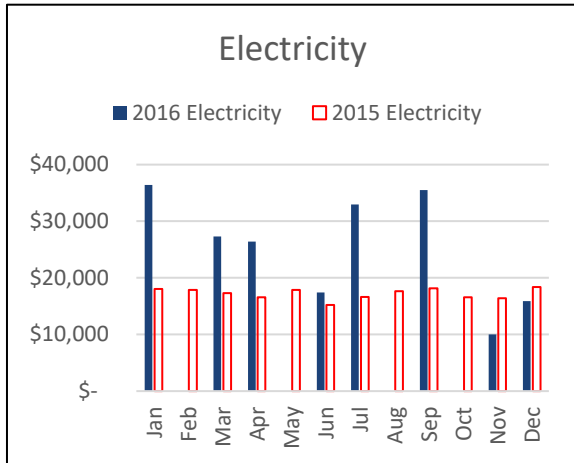
Your costs seem to be rising over time at an average of 4.3% per year. Of the utilities, your heating/cooling costs varies the most from year to year.

Efforts to improve efficiency and reduce costs can start with your electric utility cost-saving incentives and with your steam utility to streamline administrative processes.

Annual Utility Trends



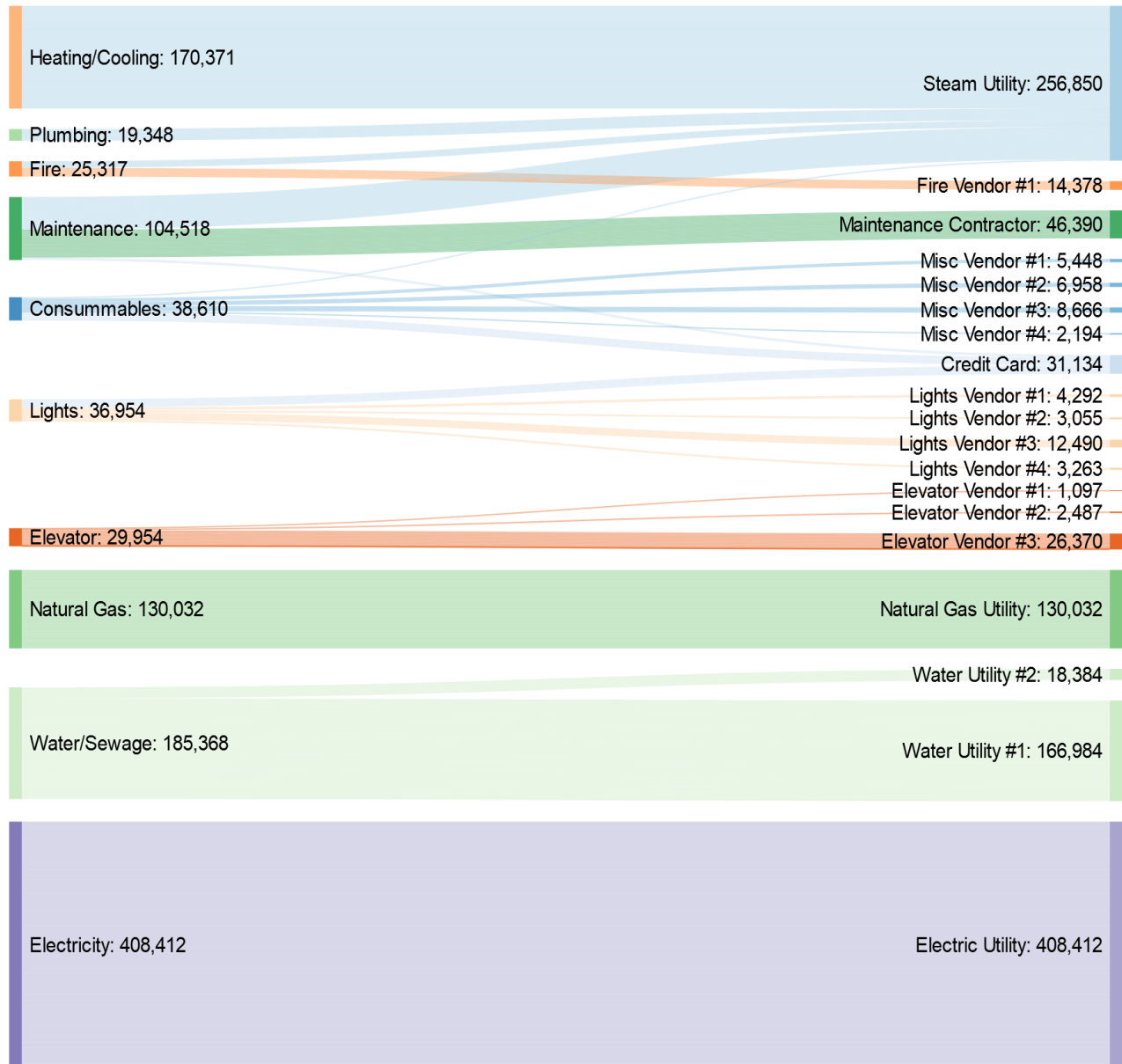
Select Utility Trends



Observations:

Your 2016 trends for bills have been non-uniform. Some months had missed payments while others had double payments. There are also several spikes and dips in water / energy usage that would warrant further investigation.

Utility Flow Diagram



Observations:

Your utility flow diagram indicates several areas for improvements. Some resources (water, electricity, natural gas, heating/cooling and elevators) come from a sole source. You can work with those vendors for strategies to reduce your consumption, ultimately lowering bills and impact.

Some activity is across many small vendors. Implementing operational practices to streamline the management of those vendors could result in cost savings, time savings, and reduced errors.