

# **Working Group Agenda Topics for the M&V Summit Discussion**

**April 22, 2004**

## **1. Commissioning Working Group**

- Review Cx Guidance Document
- Review of changes to ECM Commissioning Additions
- Strategize - Guidance to customers
- Review of Status Report Actions
  - Cx Report Requirements
  - Training
  - IDIQ Contract input
  - Generic Cx Guide for agency contracts

## **2. M&V Plan and Reporting Working Group**

- Coordinate plan & report content related to Cx WG
- Coordinate plan & report content related to O&M Reporting WG
- Discuss Agency's annual ESPC reporting requirements to DOE/congress. Should the Annual Report be leveraged to include this information?

## **3. O&M Reporting Working Group**

- Coordinate O&M Working Group activities with other working groups (esp. Cx and M&V Plan and Reporting Integration).
- Seek assistance of agency reps in getting input on the O&M checklists being prepared by the WG.
- Seek assistance of other ESCOs in contributing O&M checklists to the Working Group.

## **4. Advanced Metering Working Group**

- Develop outline and milestones for the metering guidance document.
- Share case studies of applications of advanced metering at federal facilities: Resource efficiency managers at the Navy's San Diego area installations, Denver Federal Center, and Fort Bragg.

## **5. Performance Period Administration Working Group**

- Review the full package
- Discuss incorporating comments generated during presentation
- Discuss how to incorporate outputs from other WGs (O&M, Cx, Annual Reporting, etc)
- Discuss future direction of PPA WG.