

New Jersey's Clean Energy Program
Pay for Performance
Partner Conference Call Minutes

October 22, 2014 2:00-3:00pm (EST)

Conference Call:

Call-in #: **888-330-1716**

Access Code: **4502707**

1. Documents & Tools: Partner Portal

- A. **P4P EB: ERP Tables updated 10/15/14** Includes updates discussed last month on Program Guidelines addendum, as well as addition of LED tube lights on lighting tab drop down list. *Please make sure to use latest tables.*
- B. **P4P EB: Model Calibration Tool v2.16** temporarily rescinded due to bug. Please continue to use **v2.15**
- C. **Weather data through 10-1-14**

2. P4P EB: Savings Verification Deadline

- A. Installation Report approval letter will now set Savings Verification deadline to 15 months (rather than 12) to allow time for proper utility bill collection and analysis.

Note: This change was approved formally on October 8th. Any Installation Report Approval Letters dated before this date will still have to meet the 12 month deadline, but can of course apply for extension(s).

3. New Partner Orientations

- A. New Partner training/orientations are scheduled for **November 19th** (EB) and **November 20th** (NC) in Woodbridge, NJ area.
- B. Refresher, or for Existing Buildings partners that want to certify in New Construction (and vice versa)—requires Partnership Agreement.
- C. **Space is limited. Preference will be given to new partners. RSVP by C.O.B. November 4th to P4P@njcleanenergy.com RSVP will be confirmed if space is available.**

4. Housekeeping

- A. Previously discussed in February:
 - i. Program documents (applications, ERPs, etc.) cannot be submitted to the program by consultants that are not approved partners.
 - ii. If partner needs to subcontract work it needs to be subcontracted to another approved partner (Prevents incomplete submittals or submittals that do not meet program requirements due to lack of knowledge of the program).
- B. Additional Clarification:

- i. Submittals should be done by partners of record (partner listed on the application). If “sub-partner” is submitting information, partner of record must be CC’ed (ensures partner of record is aware of project progress and is accountable).
- C. If partner is hired by a non-parted to perform work (e.g. Architect or General Contractor has contract with client, then enters into a separate contract with partner for P4P deliverables) all contracts need to be submitted to program to show relationship between Partner and Client/Customer.
- D. Projects should not be enrolled in P4P and other programs at the same time (e.g. P4P project also has pending applications for SmartStart measures). P4P is a comprehensive, whole-building program that should address all viable measures. Measure should only drop out, and potentially seek other funding sources, if justification is made (e.g. measure drops project IRR below 10%).
 - i. Steps will need to be taken to extract these measure savings so as not to count them under both programs at Savings Verification.

5. Tech-topics/Knowledge Share

- A. P4P NC – Lighting Modeling Methods (*see attached*).
- B. P4P NC – Determining HVAC Baselines (*see attached*).
- C. Send your questions to P4P@njcleanenergy.com

Q: If a high rise multifamily building has over 20,000 SF of corridor and stairwell space can that be modeled as a different baseline system type (VAV reheat)?

A: Since the corridor space is still residential space and has the same heating source, the entire building should be modeled with either system 1 or 2 depending on the heating source.

Q: If a multi-use building with a hotel using a water source heat pump, what baseline system should be used for the hotel?

A: Since the hotel is residential space, the building would use System 1 because the fuel source is Fossil/Electric Hybrid.

6. “In Every Issue”

- A. Linkedin:
 - i. “NJ Pay for Performance Partner Network” group has been established on Linkedin to facilitate communication between partners.
 - ii. If you are not yet a member, please search for the group and request to join. You must register for a free Linkedin account first at www.linkedin.com
- B. Partner Portal:
 - i. <http://www.njcleanenergy.com/p4p-portal-login>
 - ii. Case sensitive password is: **tRP47px**
- C. Cooperative Marketing
 - i. Coop marketing funds available for Pay for Performance partners for up to 50% of cost of eligible media.

- ii. Application and instructions available on partner portal. Pre-approval of design and medium required.

7. **Q&A**

- A. Forward all future questions and points you'd like to discuss to [**P4P@njcleanenergy.com**](mailto:P4P@njcleanenergy.com)

**Next Partner Conference Call will be
Wednesday, December 3, 2014
2:00-3:00pm (EST)**