

## Memorandum of Understanding Phase 2 – Plan Implementation

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Board Chair  
Garfield Clean Energy Collaborative

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Garfield Clean Energy Collaborative

The intent of this Memorandum of Understanding is to build on the collaboration to date between Garfield Clean Energy and Xcel Energy in developing a community-wide energy action plan. Xcel Energy, through its Partners in Energy offering, has supported the development of this energy action plan. This document will outline how the Garfield Clean Energy Collaborative and Xcel Energy will continue to work together to support the community as they implement their energy action plan, strive to generate 35 to 50 percent renewable energy by 2030, and reach the following energy efficiency goals and levels of customer participation:

Focus Area	Incremental Electricity Impact (in kWh)	Incremental Natural Gas Savings (in therms)
Commercial, Industrial, and Agricultural Sectors	5,100,000	26,000
Residential Sector	365,000	26,700
Public Institutions	1,745,000	62,700
<b>Total Conservation Goal (April 2017-December 2018)</b>	<b>7,210,000</b>	<b>115,400</b>

Participants	Commercial Sector (i.e., industry, institutions, agricultural, etc.)	Residential Sector
Baseline	104	662
Newly Engaged	137	384
<b>Total Participant Goal (April 2017-December 2018)</b>	<b>241</b>	<b>1,064</b>

The term of this joint support, as defined in this document, will extend from April 1, 2017, until December 31, 2018. This is a voluntary agreement and not intended to be legally binding for either party.

**Xcel Energy will support Garfield Clean Energy Collaborative in achieving the goals of its energy action plan, by area of focus, in the following ways:**

- **Commercial, Industrial, and Agricultural Sectors:**
  - Increase energy efficiency in businesses by participating on a strategy team and coordinating with Xcel Energy program staff.
  - Support the development of streamlined multi-media marketing and outreach material content for targeted business sectors and energy efficiency programs.
  - Support business sector identification and send program information using existing Xcel Energy customer lists.
  - If needed, support development of industrial outreach materials or case study.
  - Support outreach and education to the large energy users identified in plan (oil and gas industry).
  - Help create targeted programs and outreach for agriculture energy users by identifying agricultural energy experts, supporting content development for an energy efficiency workshop, or supporting education/marketing materials.
  - Support development of outreach and training materials (case studies and best practices information).
  - Support funded by Xcel Energy for this focus area is not to exceed 125 hours. These hours will include those provided through our Partners in Energy team from Brendle Group and does not include support provided by Xcel Energy internal staff.
  
- **Residential Sector:**
  - Boost energy efficiency in the residential sector by participating on a strategy team and coordinating with Xcel Energy program staff (e.g., look at ways to leverage programs, such as Xcel Energy's Home Energy Squad, in key areas).
  - Support development of streamlined multi-media marketing and outreach material content for residential sector.
  - Support content for congregation outreach efforts.
  - Provide up to \$1,500 in outreach material printing and postage for mailing to customers.
  - Support funded by Xcel Energy for this focus area is not to exceed 64 hours. These hours will include those provided through our Partners in Energy team from Brendle Group and does not include support provided by Xcel Energy internal staff.

- **Public Institutions:**
  - Assist Garfield Clean Energy Collaborative in leading by example within government/public facilities by supporting development of training content for facilities managers for government and educational locations.
  - Support and coordinate efforts to plan workshop for public facilities. Provide up to \$200 for a venue. Funding can't be used to purchase or reimburse alcohol.
  - Help develop a case study for outreach and engagement purposes.
  - Support and build upon Garfield Clean Energy efforts around energy management and energy education within Garfield County schools.
  - Support funded by Xcel Energy for this focus area is not to exceed 60 hours. These hours will include those provided through our Partners in Energy team from Brendle Group and does not include support provided by Xcel Energy internal staff.
  
- **Renewable Energy:**
  - Help accelerate residential and commercial solar adoption by developing streamlined content of renewable energy opportunities for homeowners and businesses and helping distribute related marketing and education materials.
  - Provide renewable program coordination and support.
  - Provide input and guidance to help Garfield Clean Energy and partners better understand Xcel Energy's renewable energy mix and assist in developing list of renewable energy opportunities to reach renewable energy targets, including possibly participating in strategy team or workshop.
  - Support funded by Xcel Energy for this focus area is not to exceed 46 hours. These hours will include those provided through our Partners in Energy team from Brendle Group and does not include support provided by Xcel Energy internal staff.
  
- **Building Design and Construction:**
  - Coordinate with Xcel Energy program staff on design and business new construction resources.
  - Support new material development that may be included for building departments.
  - Support funded by Xcel Energy for this focus area is not to exceed 25 hours. These hours will include those provided through our Partners in Energy team from Brendle Group and does not include support provided by Xcel Energy internal staff.
  
- **Policy:**
  - Strengthen state, regional, and local policies and funding sources to accelerate efficiency and renewable energy by serving as a liaison where appropriate.
  - Support funded by Xcel Energy for this focus area is not to exceed 10 hours. These hours will include those provided through our Partners in Energy team from Brendle Group and does not include support provided by Xcel Energy internal staff.

- **Provide comprehensive project management and support of the energy action plan approval process.**
  - Facilitate check-in meetings, track and report energy results and activity to date, coordinate and deliver, where appropriate, implementation kick-off activities.
  - Provide \$7,500 to reimburse expenses from incremental labor resources, such as additional intern costs.
  - Support funded by Xcel Energy for this focus area is not to exceed 90 hours. These hours will include those provided through our Partners in Energy team from Brendle Group and does not include support provided by Xcel Energy internal staff.

**Garfield Clean Energy Collaborative commits to supporting the energy action plan to the best of its ability by:**

- Achieving the energy efficiency and renewable energy impacts outlined in the energy action plan.
- Performing the leadership, coordination, tracking, and outreach duties as outlined in the energy action plan.
- Providing Xcel Energy an opportunity to review marketing materials to assure accuracy when they incorporate the Xcel Energy logo, Partners in Energy logo, reference Xcel Energy, or any of its products or services.
- Sharing the collateral, energy action plan document, supporting work documents, and implementation results from the Garfield Clean Energy Action Plan with the public. The experience, successes, and lessons learned from this community will inform others looking at similar or expanded initiatives.

These tasks by area of focus include but are not limited to:

- **Commercial, Industrial, and Agricultural Sectors:**
  - Coordinate and convene strategy teams as needed for increasing energy efficiency in businesses, industrial facilities, and agriculture.
  - Identify and track target trades and conduct direct outreach.
  - Coordinate development of outreach materials with Xcel Energy, Holy Cross Energy, Black Hills Energy, and Glenwood Springs Municipal Utility.
  - Plan and participate in EnergySmart Contractor Expo to deliver outreach and create engagement.
  - Help develop a database of agricultural energy users and coordinate, develop content, and recruit attendees for an agricultural workshop or deliver educational content through other means.
  - Organize a regional SRS C-PACE financing training for contractors. This was completed in February 2017.
  - Identify early adopters of CPACE and publicize.

- **Residential Sector:**
  - Coordinate development of outreach materials and approach with Xcel Energy, Holy Cross Energy, Black Hills Energy, and Glenwood Springs Municipal Utility.
  - Identify target programs for focused outreach.
  - Identify potential funding sources.
  - Coordinate with Xcel Energy to offer local contractor trainings and workshops.
  - Work with partners to develop and implement congregation outreach program.
  
- **Public Institutions:**
  - Continue to build on existing Garfield Clean Energy government/school energy management program and develop case studies and outreach materials, along with county utilities and regional partners, to market energy management options.
  - Build on existing Garfield Clean Energy school energy management programs to strengthen and build educational opportunities.
  - Develop and host workshop about data-driven energy management in public buildings and schools, respectively.
  - Support targets and benchmarking for government partners.
  
- **Renewable Energy:**
  - Research and gather information about on-site and community solar opportunities and resources in the region.
  - Coordinate with Xcel Energy and other regional utilities to develop outreach materials that compile available renewable options; distribute to market sectors appropriately.
  - Seek potential funding sources.
  - Plan and host a renewable energy workshop outlining options and promoting support. This was completed in March 2017.
  - Work with partners to create strategic action and investment plan for meeting renewable energy targets.
  - Coordinate with Xcel Energy and other regional utilities to identify future renewable energy opportunities and share with eligible residents and businesses.
  
- **Building Design and Construction:**
  - Seek potential funding sources.
  - Identify and recruit local officials and building department officials to explore improved building codes.
  - Organize and host annual contractor expo, as well as training on building efficiency, high performance design, and innovations.
  
- **Policy:**
  - Conduct research for and propose pilot program relative to Demand Side Management (DSM) dollar sharing.
  - Research and propose data-gathering improvements.
  - Convene policy focus group/workshop to prepare for 2018 legislative session.

All communications pertaining to this agreement shall be directed to Erica Sparhawk, on behalf of Garfield Clean Energy Collaborative and Tami Gunderzik on behalf of Xcel Energy.

Xcel Energy is excited about this opportunity to support the Garfield Clean Energy Collaborative in advancing their goals around their intended focus areas. The resources outlined above and provided through Partners in Energy are provided as a part of our commitment to the communities we serve and Xcel Energy's support of energy-efficiency and renewables as important resources to meet your future energy needs.

For Garfield Clean Energy Collaborative:

For Xcel Energy:

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