

# ICP Performance Period Documentation Requirements

## Introduction

This specification provides guidance regarding documentation that must be included during the performance period of an ICP-compliant project.

## 3-Design Construction & Verification

**Equipment Specs & Cut Sheets** – equipment specifications and cut sheets

**OPV Report** – OPV report describing the results of the OPV effort (targeted Cx effort)

**Systems Manual** – updated Systems Manual

**Training Materials** – record of training, and/or training syllabus

## 4-Operations Maintenance & Monitoring

**Issues & Opportunities** – issues and opportunities identified during OPV effort, and on an ongoing-basis

**Maintenance Plans** – maintenance plans associated with new equipment

**OM&M Training** – record of training, and/or training syllabus associated with new equipment maintenance, monitoring and performance evaluation, roles and responsibilities, and plan for remediation of issues

**Operators Manual** – updated Operator’s Manual

**Service Response Logs** – warranties for new equipment, and documented service response logs

## 5-Measurement & Verification

**M&V Reports** – M&V reports describing the results of the M&V efforts

**Option A & B Analysis** – monitored data files, data analysis results, and revisions to savings calculations

**Option C Analysis** – performance-period utility data (12 months), regressions analysis, and adjustment calculations