

[DATE] \_\_\_\_\_

[COMPANY NAME] \_\_\_\_\_

[COMPANY ADDRESS] \_\_\_\_\_

[COMPANY CITY, ST, ZIP] \_\_\_\_\_

[SDG&E ACCT NO (s)] \_\_\_\_\_

[CONTACT NAME] \_\_\_\_\_

[CONTACT TITLE] \_\_\_\_\_

[CONTACT PHONE] \_\_\_\_\_

[CONTACT E-MAIL] \_\_\_\_\_

Re: SDG&E IEEA Program Participation

Thank you for your interest in the Industrial Energy Efficiency Acceleration (IEEA) Program sponsored by San Diego Gas & Electric (SDG&E). The IEEA Program is designed to identify opportunities for improving your site's business practices associated with energy management in addition to identifying potential technical energy efficiency opportunities. To this end, the IEEA Program Phase I will include the following activities at no cost to [COMPANY NAME]\_\_\_\_\_:

- Conducting a 2-hour diagnostic workshop with all key representatives of the site management team using the One-2-Five Energy tool;
- Conducting a high-level technical site audit to validate and confirm the findings of the management workshop and identify potential technical energy efficiency opportunities requiring further study;
- Benchmarking, anonymously, the results of the management workshop against business practices identified during similar diagnostic sessions conducted with other entities in the same industry;
- Compiling a comprehensive report containing the results of the management workshop, benchmarking analysis, and recommended actions for improving current energy management business practices;
- Creating an action plan outlining the typical tasks required to address the recommended actions generated from the management workshop, a description of the identified potential technical opportunities, and identification of other SDG&E-sponsored demand side management programs that may be applicable; and
- A powerpoint presentation to the full site management team summarizing the findings and recommendations arising from the IEEA Program activities.

The proposed format for the above-mentioned on-site activities is a one-day assessment program structured generally as follows:

- 8:30 am to 10:30 am – One-2-Five Energy Diagnostic Session
- 10:30 am to 12 Noon – Technical Audit
- 1:00 pm to 2:30 pm – Technical Audit, continued
- 2:30 pm to 3:30 pm – Report Compilation and Presentation Preparation
- 3:30 pm to 4:30 pm – Presentation of Results to Management Team

A final version of the IEEA Program Phase I deliverables, reflecting all comments and issues raised during the presentation to management, will be delivered within 2 weeks of the one-day on-site activities.

