

## REPORTING FORM WITH ANNEXES

Training session reporting form	
Title of the event	Energy refurbishment of public buildings – practical experience in EPC
Location	Kranj, Slovenia
Date and duration of the event	27. 7. 2019 (9:30 – 12:30)
Number of participants	19
Typology of participants (e.g. Local/Regional/National Authority; Development/Energy Agency; ESCO; Financial Institution; Professional Association (buildings, chambers of commerce, business clusters); SME; Other (please specify)	Institute Technological Network ICT; Energy marketing consultant; Local development agency; Local energy agency; Municipalities involved in pilot activities; SMEs; Regional development agency.
Key note speakers	Lidija Zeme (BSC Kranj Ltd), Staš Kos (LEAG), Marko Ahčin (Dominvest Ltd), Žiga Lesar (GeProjekt d.o.o.), Gregor Erznožnik (BSC Kranj Ltd)
Interactive tools used (simulation tools, web-games, quiz, etc.)	STEPPING EPC Simulation Tool
Number of project posters displayed	1
Number of project flyers disseminated	19
Number of satisfaction questionnaires distributed/ received	19/6
Media representatives	0
List of press releases or articles in newspapers, magazines and	0



<p>on websites – parent intitution, STEPPING, Interreg MED Programme. *Scan (pdf) – upload in Gdrive folder; Online links (www) – paste here</p>	
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<b>Detailed description of the event (min 2000 characters)</b>
<p><b>Based on the agenda</b> (lectures, interactive tools, round table discussion, site visits).</p> <p>On the 27th of June 2019, BSC Kranj in cooperation with the Local Energy Agency of Gorenjska (LEAG) carried out a training for municipalities and professionals with the aim to increase the use of energy performance contracting for energy refurbishment of public buildings.</p> <p>First part was focused on the energy renovation of buildings that are owned by municipalities and could be refurbished in the form of EPC (Energy Performance Contracting) or public order. Mr. Staš Kos M.Sc. from the Local energy agency of Gorenjska (LEAG) put attention to following topics: Selection of suitable buildings and decision on the implementation of partial measures or complete renovation; Extended Energy Audits; Actual versus calculated use of energy maintenance and; Calculated versus actual energy savings.</p> <p>Afterwards pros and cons when municipalities are applying together for the EPC or public order were discussed:</p> <ul style="list-style-type: none"> <li>- Additional coordination</li> <li>- Potential failure of one of the municipalities to prepare all of the needed documentation</li> <li>- Inadequately calculated energy savings</li> <li>+ Documentation cost savings - part of the documentation is implemented at the</li> </ul>



level of the operation

- + Comparison of projects, transfer of knowledge between project solutions
- + Savings must be achieved at the level of the operation
- + Sharing savings and costs
- + The amount of eligible costs relates to an operation rather than to an individual building
- + Transfer of knowledge and experience

Marko Ahčin M.Sc. presented the role of the supervisor in the building refurbishment projects in the case of EPC (Energy Performance Contracting) or public order. Tasks of supervisors discussed:

1. Taking care of that the construction is in accordance with project documentation, regulations and best practices, foreseen deadlines for construction;
2. Pointing out changes in the implementation and additional works that may be necessary during the construction;
3. Reassuring that the quality of products, materials, installations, technological devices, equipment and the procedures used is better or equivalent as planned in the project documentation;

The ESCO company hires supervisor. Even though it is not obligatory for the investor to have an additional supervisor, it is highly recommended.

Žiga Lesar B.Sc. presented the basics for selecting a private partner in case of EPC. The process is divided in 2 phases:

Phase 1: Competences of the contractor: Determining the needed qualification of the candidates (financial, technical, personnel).

Phase 2: Competitive dialogue:

- Selection of measures;
- Determining the working conditions (reliability of supply, safety and above all living



comfort);

- Preparation of projects;
- Plan for measuring and controlling energy savings;
- Consumption and costs of energy, as well as the costs and scope of management and maintenance;
- Adjustments related to the increase in living comfort;
- Plan for carrying out measurements by determining the measuring points;
- Implementation of the first round of competitive dialogue - an intermediate solution;
- Execution of the second round - final solutions.

At the end, participants had the opportunity to test the EPC Simulation Tool developed by the STEPPING project, which demonstrates and enables to compare different investment scenarios, in order to reach balance between public and private investment in the energy refurbishment of public buildings.



#### General remarks and conclusions (min 2000 characters)

**Based on the participants' feedback** (minutes + satisfaction questionnaires), e.g. areas or procedures where target groups are lacking of knowledge or practical experiences in adapting EPC; identified obstacles, inhibitors and opportunities that are preventing or



enabling the uptake of EPC; regional peculiarities + anything that can be useful as an additional input for the realization of MED EPC Guidelines.

As already mentioned, training session gathered local public authorities from municipalities involved in the joint investment plan pilot activity and professionals (mainly engineers and project managers) from the Local energy agency of Gorenjska, Local development agency Sora, Regional development agency of Gorenjska and SMEs. Feedback from participants was very positive, because the event was an opportunity to open and discuss the most burning issue on implementation of the EPC scheme in Gorenjska and Slovenia – Needs, limitations and risks in bundling municipalities for energy refurbishment of public buildings with EPC. Role of the supervisor was examined and the process of selecting the private partner in EPC scheme.

There is a need to bundle a larger number of municipalities, but the whole process can be jeopardized, if one or more municipalities steps out during the preparation of investment documentation. This can happen because each municipality in the bundle usually performs a public contract by itself so there is increased risk for the performance of the bundle operation. Process may be at risk also if one municipality fails to prepare an adequate documentation, badly performs the procurement (each municipalities publishes its own procurement) or inadequately calculates energy savings. In any on these two cases, whole documentation needs to be revised in relation to other municipalities' decision and quality of documentation. Participants agreed that bundling approach has many advantages, e.g. cutting costs for investment documentation preparation, because part of it is elaborated for the whole operation; achieving energy savings faster; as well as sharing savings and costs btw municipalities; but the overall coordination and supervision is crucial. In this context, there is a need to continuously upgrading competences of EPC project facilitators and to form a support scheme for EPC project facilitators.

The second issue exposed was a tender rule which delegates that a total cost of consulting



and engineering services eligible in frames the refurbishment projects (), must not exceed 12% of the total eligible costs of the operation (excluding VAT). Investment programmes like EIB European Local ENergy Assistance (ELENA) are the right way to overcome this issue.

As regards the ESCO market situation, lecturers and participants agreed that Slovenia needs more additional players in the field. The Government should put even more effort to open up the EPC market to new (SMEs) EPC providers in the future, with a guarantee programme through guarantor banks for (SMEs) providers offering EPC. The National Energy Efficiency Action Plan 2014-2020, plans this activity.

In addition, to create an attractive business environment public tender procedures and definition of EPC have to be simplified.

**Annexes – upload in G-Drive folder:**

- Invitation letter (local language),
- Agenda (local language + English),
- Presentations (local language + English),
- Photos/Videos,
- Lists of participants (scanned original + Word/Excel file),
- Scanned press releases and articles published in a hard copy newspapers or magazines (local language or English)

