Application to Provide PDP Services

This application and the attached documents are to be used by Applicants for approval as a Performance Data Provider (PDP). Please refer to the checklist to ensure your application includes all applicable documentation.

Company Name: _____

Primary Contact: _____

Address: _____Address 2: _____

City: _____ State: _____ ZIP: _____

Phone: (_____) ____-_____ Fax: (_____) ____-_____

Email: _____

Technical Support Contact

Contact Name: _____

Phone: (_____) ____-_____ Email: _____

Customer Support Contact

Contact Name: _____

Phone: (_____) ____-_____ Email: _____

PDP APPLICATION CHECKLIST

Background
- Listed as an approved PMRS provider on the CEC's eligible list
- Company background (years in business, number of employees, general description, executive team, etc.)
- Meter data reading and reporting experience and capabilities, capacity, technology overview, IT capabilities, etc.
- Proof of sufficient bond or insurance coverage

Procedures
- Meter reading and data retrieval procedures
- Data communication (frequency, scalability, types, troubleshooting, etc.)
- Process for retrieving missed reads
- Data validation procedures
- Technical Support (hours of operations, staff levels, procedures, etc.)
- Customer Support (hours of operations, staff levels, etc.)

IT Systems and Processes
- Data posting (data translation, formatting, firewall access, etc.)
- Data retention plan
- Backup and recovery plans
- Hardware and software scalability plans
- Data confidentiality and security procedures

By signing this document, the Applicant agrees to comply with all program requirements including those described in the CSI Handbook (signature must be someone with legal authority at the PDP). Additionally, Applicant agrees to keep confidential all data received from the PA for testing. Information in this document will remain confidential.

Signature: _____ Date: _____

Printed Name: _____Title:_____