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1 EXECUTIVE SUMMARY

This document acts as an accompanying document to the actual Deliverable of D3.1, the Directory of EU Public Sector Procurers, also known as Special Interest Group. As the Directory itself is part of the online platform to be (further) developed under WP3, this document provides a general description of the activities the people (SIG members) within the online platform can undertake. It also gives a description of how Public Sector Procurers can find, register and access.

2 Introduction

2.1 General

This document has been produced for the delivery of D3.1: The Directory of EU Public Sector Procurers; a group of public sector procurers interested in knowledge sharing around procuring 'environmentally sound' data centers and related products and services.

2.2 Purpose of this document

The purpose of this document is to provide a summary description of the Directory / SIG as part of the online platform that will develop throughout the development and use of EURECA.

2.3 Objectives

The objectives of the Deliverable are to provide an online Collaboration Platform for use by members of the project team to communicate, disseminate information, and manage the overall project. The Platform also includes a public area to facilitate the wide dissemination of information.

2.4 Scope

The scope of this document covers Deliverable D3.1, the Directory of EU Public Sector Procurers as part of the SIG online community platform.

3 DEFINITION OF TERMS

Commission means the European Commission.

Deliverable means a formal contract deliverable item under the EURECA project

DCA stands for Data Centre Alliance

Dissemination level '**PU**' means Public

Directory stands for Directory of EU Public Sector Procurers

DoW means Description of Work. The EURECA project signed a project agreement identified as project number 649972 for a project under the call H2020-EE-2014-3-MarketUptake. This document contains a table with work plans, and it is this information to which this table refers.

EURECA means the Data center EURECA Project

GITA stands for Green IT Amsterdam Region

(PS) SIG stands for (Public Sector) Special Interest Group

PCP stands for Pre-Commercial Procurement

PPI stands for Public Procurement for Innovation

WP stands for Work Package

4 DELIVERABLE

4.1 General

This section describes the content of Deliverable D3.1 which has been implemented in accordance with the contract requirements. The Directory of EU Public Sector Procurers (as indicated to be D3.1 in the DoW) is a group of public sector procurers interested in knowledge sharing around procuring 'environmentally sound' data centers and related products and services.

As the EURECA tool develops and the related knowledge sharing and training programmes gather momentum, the Special Interest Group will become the focal point of these activities. So far only one workshop event has taken place, however the EURECA project has prepared the SIG platform. This Special Interest Group will be a foundation for and play a significant part of the envisioned online platform and forum which will provide a number of functionalities, as indicated in Task 3.2 of the DoW. This means that the project team has looked ahead at the roles and activities the people in this Directory (SIG) could be within that platform. The project team has already taken this into account by creating the foundations for the platform where the Special Interest Group Directory fits in. Hence, this deliverable includes a description of the (perceived) technical set-up of the platform (and included in this is the element of the Directory).

In addition, this deliverable provides a high-level roadmap of the Knowledge Sharing events (with some additional activities) within Work Package 3 and their alignment with the various focus areas throughout the EURECA framework and tool development. The platform members (and their diverse areas of expertise) will be actively invited to these events where they can help steer and contribute to the different development stages of the EURECA framework and tool.

4.2 Technical set-up Platform and Directive

The Directory is part of the online 'EURECA Public Sector Community and Special Interest Group' platform. Newly interested Public Sector procurers can become member by registering in two ways. Similarly, existing members can access the platform via the same routes; namely

- via Data Center Alliance, this is most likely when engagement is initiated via the Data Center sector network (f.e. Public Sector ICT/DC managers) or
- via EURECA website, this most likely when engagement is initiated via the project's network activities (f.e. Public Sector general management / procurement officers).

4.2.1 Project website entry

The EURECA project website (<http://eureca-project.eu/home>) was established at the start of the project and has been a key medium in the dissemination, networking and knowledge

sharing activities to date. From this perspective it is a logical choice that the online platform (created within the DCA technical platform environment) is also visible and accessible via the project website. Now that the Directory within the EURECA Public Sector Community and Special Interest Group has been created, some adjustments to the existing website are required. These adjustments are outlined below:

Visibility:

1. The EURECA Public Sector Special Interest Group is 'promoted' permanently as one of the 'sliders' on the homepage of the website.
2. The menu option 'Register' is adjusted to 'Register Interest and SIG Community'
3. Regular posts via the website's 'updates' section that will include references to the PS SIG Community.
4. External visibility: via articles on consortium partner communication channels drawing attention to the PS SIG Community platform.

Access:

Via the 'Register Interest and SIG Community' menu page, and in addition to already existing options to register interest for a selection of different project elements, an additional option is provided to register as new member of the EURECA PS SIG Community.

The menu page consists of three areas:

1. Field to provide general data (as per the ethics process agreed by the European Commission).

General interests and Public Sector Community

There are several ways to stay connected with EURECA. We invite you to select any of the options below that fits your interests. This can vary from wanting to stay up to date with the project's progress, to receiving invitations for events or other activities and the option to become a member of the EURECA Public Sector Community, a collaboration between the EURECA project and the Data Center Alliance (see below).

Get involved

If you are interested in participating or if you just want to be kept in the loop then you may leave your details below.

<input type="text" value="First name"/>	<input type="text" value="Email address"/>
<input type="text" value="Last name"/>	<input type="text" value="Phone"/>
<input type="text" value="Company"/>	<input type="text" value="Website"/>
<input type="text" value="Job title"/>	<input type="text" value="United Kingdom"/>

Figure 1 - Website visual: General Data input

2. Tick-boxes for receiving updates about a selection of topics (such as training, events), tick-boxes to become actively involved with the project (either as part of Advisory Board or to contribute to research, tool development and testing etc.).

What is your interest in Eureca?

Please choose all of the options that you feel represent your interest in the Eureca Project:

☐ Receive updates on knowledge sharing events and training

☐ Receive information on the projects progress and research results

☐ Receive information on how you can help participate and shape the research

☐ Gain early access to the EURECA tool for evaluation

☐ Register your interest in joining the EURECA project Advisory Board

Figure 2 - Website visual: Interest tick-boxes

3. Introduction to the EURECA Public Sector SIG Community.

Come join the EURECA Public Sector Community and Special Interest Group

The EURECA Public Sector Community is a community (and Special Interest Group) for those working within Public Sector organisations who are interested in data centres and server rooms, particularly regarding the procurement of related products and services. This community is dedicated to:

- Sharing of knowledge, experience and expertise between Public Sector procurers
- Facilitate (cross-sector) community building between (Public Sector) procurement and the Data Center sector
- Help identify sources of information to keep up to date with market developments that impact procurement choices and practices
- Stimulate the procurement of 'environmentally sound' data center products and services that meet the Public Sector organisation's requirements

Topics of the group may include, resource efficiency, environmental issues, outsourcing, operational matters, retrofitting and any other data center related market or procurement aspects and challenges. Activities may include developing R&D, knowledge and best practice sharing, twinning programmes and looking at innovations (PPI) opportunities.

This group is open solely for Public Sector members only, and is provided by Data Center Alliance in association with the EU Funded EURECA project. However, your registration as Public Sector member also includes a free membership to DCA. This gives you the opportunity to also explore other, Data Center industry focused, groups within this portal.

☐ Register your interest in joining the EURECA Public Sector Community and Special Interest Group

Figure 3 - Website visual: Public Sector SIG Community introduction

Note: When the box is ticked to register as (new) member for the PS SIG Community additional fields will appear. As indicated in the DoW it is here that the project will ask the registrant to provide some additional data (also as per the ethics process agreed by the European Commission) that will allow the project to further fill the Directory of EU Public Sector Procurers database with the information described under Task 3.1:

- Sector (type of Public Sector)
- Department
- Areas of Interest (multiple selection choices)
- Areas of Expertise (multiple selection choices)

These data sets will also be of value for the additional functionalities of the EURECA PS SIG online community platform within the DCA Platform environment (see next chapter 4.2.2.).

Log-on for existing members is already possible via the existing DCA environment, where the EURECA PS SIG resides. However, in this same menu page of the project's website, an additional 'log-on' button will also be provided to facilitate log-on via the project website.

The Communication matrix database (created and managed as part of WP6) is used for administrative purposes by the EURECA project consortium. This database includes

- Public Sector people registered as member via the website
- Public Sector people registered as member via the DCA platform
- Any person who registered their interest for other project related subjects via the project website

This database is purely used for purpose of dissemination and knowledge sharing by the project consortium, which also includes people outside the Directory such as from the private sector, and is not accessible outside the direct project team (as per the ethics process agreed by the European Commission).

4.2.2 Community platform DCA environment

The DCA as a non-profit industry association maintains many Special Interest Group community areas for its members to contribute to aspects of data center design, construction and operation. This includes developing collaborative contributions to:

- Standards and best practices
- Research and development
- Training and skills
- Awareness activities

The EURECA Public Sector SIG is managed in a similar way. Access is free and secure. Members of the group will be provided with the following resources:

- Password protected secure access
- Forum
- File Libraries
- Social networking features and profile
- Community Calendar

- A configurable notifications system via user preferences

All (new) members are provided with a user guide and can access email or telephone support via DCA membership services.

4.3 Facilitating Processes

4.3.1 Membership profile management

When people register for community membership, they can both state their areas of interests related to data centers and also any particular areas of expertise or experience. This will be useful for matching needs with knowledge sharing and also for identifying candidates for twinning programmes and/or particular themes, subject matter or events etc. The searchable fields include:

- Areas of Interest (see Annex 1)
- Areas of Expertise (see Annex 1)
- Country, City
- Job Role

The areas of interest fields are mirrored to areas of expertise, this enables EURECA to monitor:

- Transitions of knowledge and impact of the EURECA training and knowledge sharing activities.
- Knowledge gaps and needs
- When tenders are likely to be triggered.
- Matching where experiences or needs of others could be applied together - (e.g. PCP/PPI projects, twinning programmes or ad hoc research)

4.3.2 Providing regular EURECA updates

Status updates includes updates on EURECA progress, potential important general DC or Procurement news, examples of related innovative initiatives. Digests and a monthly newsletter is automatically generated on a monthly basis. In addition, individuals are notified of posts, replies or changes to member profiles (subject to the individual's notifications settings).

4.3.3 Invitations to contribute

The group members can benefit from a community calendar which will provide notifications of events, feedback/review, training etc. Invitations or requests for information is handled by a dedicated forum with the ability to make announcements, upload files or multimedia.

Should members wish to engage with the industry in RFI's or tenders then they have the option to use the DCA's main platform which allows searching for suppliers, engaging with experts or sending invitations.

4.4 Knowledge sharing activities

The link between the platform members community and the different (knowledge sharing) activities is a vital part of engaging with the community for EURECA. This includes the 10 main Knowledge Sharing events already identified in the DoW, but is not necessarily limited to these. For example, during our interview and networking activities (for WP1 amongst others) we were asked, particularly from representatives from the stakeholder group 'Procurement Centers and Groups' in the Netherlands about possibilities to organise additional workshops specifically with their member base (and ahead of the scheduled KS6) in order to enhance the potential for contribution, awareness and future acceptance of EURECA. Currently, the organisation of such workshops are being explored. These events and workshops may be physical or online (such as demo and e-learning training sessions), depending on subject matter and targeted stakeholders.

See **Annex 2** for current indicative roadmap of WP3 Stakeholder & SIG Event-Workshop Roadmap of interactive knowledge sharing activities based on expected project progress.

5 Appendices

5.1 Annex 1 – List of Areas of fields for Interest/Experience Areas

- | | |
|--------------------------------------|--------------------------------------|
| ● Retrofitting of data center | ● Fibre and connectivity |
| ● Increasing capacity | ● High Performance Computing |
| ● Outsourcing | ● Airflow Management |
| ● Colocation | ● Racks and containment systems |
| ● Energy Efficiency | ● Buildings and estates |
| ● Efficient Cooling | ● Standards and Certifications |
| ● Renewable Energy | ● Cloud computing and virtualisation |
| ● Combined Heat and Power | ● Facilities Management |
| ● Waste Heat Reuse | ● Procurement |
| ● Structured Cabling | ● New Data center Build |
| ● EU Code of Conduct/best practice | ● Maintenance and operations |
| ● Access Control and Security | ● Design and commissioning |
| ● Anti-contamination of data centers | ● Load testing |
| ● Monitoring and DCIM | ● Fire detection and suppression |
| ● Training and skills | ● e-Waste |
| ● Liquid Cooling | ● Life-cycle analysis / TCO |
| ● Power Distribution Systems | ● Environmental assessments |
| ● Uninterruptable Power | ● Thermal / noise insulation |

- Service level management (agreements, KPI's, mgt process)
- Reporting & carbon accounting
- Consolidation and cost reduction across data center estate

5.2 Annex 2 - WP3 Stakeholder & SIG Event-Workshop Roadmap

	<i>Type</i>	<i>Location</i>	<i>Month</i>	<i>Focus Areas (project timeline)</i>	<i>Input (what we bring)</i>	<i>Output (what we aim to take away)</i>	<i>Event Owner</i>
KS Events	KS1	London	M03	WP1 Regional Analysis; WP1 SWOT;	Project Goals and Scope; WP1 Desk Research highlights	Regional (UK) practice examples for WP1; SWOT /GAP input of current UK practices for WP1; Potential SIG candidates for WP3	UEL
	KS2	Berlin	M06	WP1 Needs & Ambitions; WP1 Expected Impact; WP2 Framework development; WP3 Special Interest Group;	Project Goals and Scope; Industry Innovation Trends; LCA Awareness; EU DC CoC Awareness	Regional (GER) input Needs & Ambitions for WP1; Regional (GER) input and potential case studies for Framework/Tool for WP2; Potential SIG candidates for WP3	MAKI
	KS3	Riga	M09	WP 1 Needs Assessment; Establish WP1 evaluation assessment on cost/benefit data for business case creation and WP5 Evaluation method for measuring the energy savings; WP1 impact analysis of procurement choices for environmentally sound data center products & services; WP2 Framework development;	Analysis conclusions; First 'functional design' draft; EURECA Public Sector Special Interest Group (existing members)	Feedback and/or validation of analysis and functional design for further framework & tool development under WP2, supplemented with needs assessment input; opportunities and bottlenecks for business case creation and impact assessment. Potential identification of tender pilots. Additional community / SIG	GITA

				WP3 Directory / SIG of EU Public Sector Procurers;		members.	
	KS4	Milan	M12	WP2 Tool Design & Analysis; WP4 Training curriculum scope; Expanding community and pilot identification.	Clear benefits of EURECA framework and tool; first demo and testable environment based on concept functional design of usage scenarios	Feedback and/or validation of concept functional design for WP2. First user testing. Identification of training needs for WP4. Potential identification of tender pilots. Additional community / SIG members for WP3. Gather stakeholder feedback about their involvement with EURECA development for WP6.	CG
	KS5	Dublin	M15	WP 2 Tool pilot and case studies identification; Training testing ground; Expanding community.	Clear benefits of EURECA framework and tool; first demo and testable environment based on concept functional design of usage scenarios.	Feedback and/or validation of concept functional design for WP2. First user testing. Identification of training needs for WP4. Potential identification of tender pilots. Additional community / SIG members for WP3.	NOR

	KS6	Amsterdam	M18	WP4 Training curriculum; Test Business case / ROI; test maturity assessment & signposting; test tender process; test user interaction.	Functional Beta version of EURECA Framework and Tool; Beta training curriculum.	Feedback of Training curriculum to further fine-tune for WP4; functional testing of EURECA Framework and tool as working ecosystem for WP2 and WP5. Potential identification of tender pilots. Additional community / SIG members for WP3. Gather user feedback for dissemination on benefits of EURECA from end-user perspective for WP6.	GITA
	KS7	Paris	M21	WP4 Training curriculum; WP5 Test Validation and Evaluation elements via pilots / case studies	Option to receive full EURECA training to adopt and implement use of EURECA framework and tool in PS bodies; Opportunity to run test-case for Business case / ROI based on WP5 assessment method.	Feedback of Training curriculum to further fine-tune for WP4; tested economic & impact assessment of EURECA for WP5. Potential identification of additional tenders. Additional community / SIG members for WP3. Gather user feedback for dissemination on benefits of EURECA from end-user perspective for WP6.	DCA

	KS8	Stockholm	M24	WP4 Training curriculum; WP5 test tender pilots to perform economic & impact assessment	Option to receive full EURECA training to adopt and implement use of EURECA framework and tool in PS bodies; Opportunity to run test-case for Business case / ROI based on WP5 assessment method.	Validation of Training curriculum for WP4; validation of added value of EURECA framework and Tool as whole; potential adoption and implementation of EURECA within Public Sector bodies (also for WP6). Potential identification of additional tenders. Building of Sustainable Strategy for continuity; Additional community / SIG members for WP3. Gather user feedback for dissemination on benefits of EURECA from end-user perspective for WP6.	GITA
	KS9	Barcelona	M27	WP4 Training curriculum; WP5 Report pilots / case studies	Option to receive full EURECA training to adopt and implement use of EURECA framework and tool in PS bodies; Opportunity to run test-case for Business case / ROI based on WP5 assessment method.	Validation of Training curriculum for WP4; validation of added value of EURECA framework and Tool as whole; potential adoption and implementation of EURECA within Public Sector bodies (also for WP6). Potential identification of additional tenders. Building of Sustainable Strategy for continuity; Additional community / SIG members for WP3. Gather user feedback for dissemination on	CG

						benefits of EURECA from end-user perspective for WP6.	
	KS10	Brussels	M30	WP4 Sustainable Strategy; WP5 Report pilots / case studies; WP5 Quantitative economic & impact assessment; WP5 Policy recommendations; WP5 Published tenders	Option to receive full EURECA training to adopt and implement use of EURECA framework and tool in PS bodies; Opportunity to run test-case for Business case / ROI based on WP5 assessment method.	Validation of added value of EURECA framework and Tool as whole; potential adoption and implementation of EURECA within Public Sector bodies (also for WP6). Potential identification of additional tenders. Established Sustainable Strategy for continuity; Additional community / SIG members for WP3. Gather user feedback for dissemination on benefits of EURECA from end-user perspective for WP6.	CG
Other activities	WS1	T.b.d.	M11	WP1 Needs & Ambitions Higher Education; explore potential for adopting, testing and expanding on EURECA framework and tool.	First conceptual design of Framework and tool function and scope.	Identify potential for incorporating or building upon EURECA. Gather stakeholder feedback about their involvement with EURECA development for WP6.	GITA
	WS2	Utrecht	Tentative	T.b.d.	T.b.d	Gather stakeholder feedback about their involvement with EURECA	GITA

						development for WP6.	
	WS3	Online	Tentative	T.b.d.	T.b.d	Additional curriculum testing for WP4.	CG
	T.b.d...						