

MONTHLY PROGRESS REPORT FOR CONTRACT NO. 500-00-036

PROJECT 1.1 – PROGRAM PLANNING AND ANALYSIS

REPORT PREPARED BY: COMMONWEALTH ENERGY TEAM

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**What we planned to accomplish this period:**

The CE Team anticipated that the results of the *Agricultural Waste, Landfill and Sewage Treatment Database and Inventory Reports*, would be reviewed in relation to the Commonwealth Business Plan objectives. Efforts would continue on the development of a more comprehensive framework, in order to prioritize the biogas and BI-PV projects identified through this inventory process. Once this effort was completed, these findings were to be incorporated into the Task 1.1.10 and 1.1.11b Draft Final Reports, along with previously received comments. The CE Team anticipated that this draft report, excluding the revised project prioritization section, would be completed in February for an internal project team review.

Additionally, the CE Team anticipated making final revisions to the Task 1.1.8 final report and submitting to the Commission and TAC for final approval.

**What we actually accomplished this period:**

Task 1.1.7 Assess Market Potential within Mini-Grid:

- As anticipated, Itron submitted the revised Task 1.1.7 Final Report for Commission review, and was provided approval on the deliverable in mid-January.

Task 1.1.8 Development of Generation Profiles:

- Itron continued to incorporate generation profiles summarizing the anticipated Commonwealth Program RD&D generation, as well as the generation profiles for the fully realized mini-grid developed under Task 1.1.7. Work on this task proceeded slower than anticipated, therefore, Itron now anticipates submitting the revised report in March.

Task 1.1.10 Prepare Prioritized List of Projects for PV and Biogas Systems

- The CE Team continued to develop additional information for the revised *Prioritization Report*. These changes were reflected in the decision-making framework prepared in response to comments received from the RPAC and Commission staff, as well as a letter presented to Commonwealth Energy from the Commission in December. The planning effort undertaken on this task focused on the development of the decision-making model that will consider a variety of factors in prioritizing projects to be implemented under this Program. In support of this effort, the CE Team participated in a meeting with the Commission in order to obtain feedback on the Commonwealth Business Plan. This feedback was crucial as it provided team members with key concepts, which the Commission would like to have incorporated into the prioritization effort, including elements of the Commonwealth Business Plan. Based upon the outcomes of this meeting, and guidance from Commonwealth, the project evaluation framework was developed and prepared for submittal to the Commission.
- As reported previously, due to the redirection of the proposed projects, the draft revision of the *Prioritization Report* prepared previously has not been finalized and continues to await the completion of the Commonwealth Business Plan as well as the revised Project 3.1 Plan.

Task 1.1.11 Prepare Final Report

- Work continued on the Project 1.1 Final Report. The CE Team focus will continue to be on assembling key findings for each of the previously completed tasks. In general, much of the effort associated with preparing the Final Report has been completed and limited work was conducted during this period. Finalization of the report will continue to await completion of the revised project prioritization list and completion of the revised plan for Project 3.1. As noted in the previous monthly reports, coordination of the key findings of this project with the initial activities of Projects 2.1, 2.2 and 3.1 was also undertaken so that efforts on subsequent tasks would be aligned with the key findings of Project 1.1

**How we are doing compared to our plan:**

Work continues to progress generally as anticipated. Although there have been challenges within a few of the tasks, the majority of these challenges have been resolved, and have not seriously affected the revised project schedule or overall project budget as a whole.

**Significant problems or changes:**

There are no significant fiscal problems to report on during this period and work is proceeding within the Project 1.1 budget. The primary consideration affecting the overall project and program schedule is the relationship between the Commonwealth Business Plan and the overall program as well as individual projects and tasks. The results of the guidance

offered on broad programmatic issues will be addressed in the decision-making framework model, which will be used to evaluate individual projects. The framework model is expected to be submitted to the Commission in early February, and will ensure that the overall Program and Commonwealth Business Plan objectives are properly considered in the evaluation of each project. This overall approach should be finalized in March, which will enable Project 1.1 to be completed and will additionally facilitate the selection of the projects to be implemented in subsequent phases.

**What we expect to accomplish during the next period:**

Efforts to prioritize projects identified within the inventory process will continue, as will the ongoing integration of the Commonwealth Business Plan into the prioritization process.

Additionally, Itron anticipates incorporating the final comments received and updating the generation profiles as appropriate, prior to submitting the Task 1.1.8 final report internally for its last review, before submittal to the Commission.

**Status of Milestones and Deliverables:**

Table 1 summarizes the status of Project 1.1 task deliverables as of the end of the current reporting period.

**Table 1: Summary of Project Status and Deliverables – Project 1.1**

Task No.	Description	Start Date		Due Date		Status (%)
		Planned	Actual	Planned <sup>1</sup>	Actual <sup>1</sup>	
1.1.1	Review previous CA technical & market potential assessments	6/5/02	6/5/02	8/4/02	10/31/02	100%
1.1.1	“Preliminary definition” of Program mini-grid region	6/5/02	6/5/02	8/4/02	10/31/02	100%
1.1.2a	Develop DB of Agricultural Facilities	6/19/02	7/20/02	01/17/03	11/04/03	100%
1.1.2b	Develop Ag GIS report	6/19/02	8/12/02	01/17/03	11/04/03	100%
1.1.3a	Develop Landfill DB	6/19/02	6/19/02	10/25/02	12/15/02	100%
1.1.3b	Develop Landfill GIS report	6/19/02	6/19/02	10/25/02	12/15/02	100%
1.1.4a	Develop WWT facility DB	6/19/02	6/19/02	10/31/02	12/15/02	100%
1.1.4b	Develop WWT GIS report	6/19/02	6/19/02	10/31/02	12/15/02	100%
1.1.5	Develop BIPV systems DB	8/5/02	8/5/02	12/03/02	2/5/03	100%

Task No.	Description	Start Date		Due Date		Status (%)
1.1.6	Develop T&D System DB	6/5/02	6/26/02	02/16/03	06/10/03	100%
1.1.7	Market Potential Assessment	11/10/02	9/13/02	08/01/03	DR: 07/31/03	100%
1.1.8	Develop Generation Profiles	12/11/02	8/15/02	09/08/03	DR: 9/08/03	99%
1.1.9 a	Conduct Power Flow Analysis (T&D Model)	10/14/02	09/23/02	02/16/03	06/10/03	100%
1.1.9 b	Conduct Power Flow Analysis (Summary Reports)	11/15/02	09/02/03	09/11/03	DR: 09/12/03 FR: 11/28/03	100%
1.1.10	Prepare Prioritized List of Projects for PV and Biogas Systems	12/03/02	11/04/02	DR: 09/10/03	DR: 09/10/03	98%
1.1.11a	Prepare Draft Report Outline for Project 1.1	1/17/03	02/10/03	02/21/03	7/13/03	100%
1.1.11b	Prepare Draft Report for Project 1.1	3/08/03	04/18/03	09/26/03		75%
1.1.13	Develop M&E Plans	6/5/02	7/15/03	05/29/03		68%

Note 1: "Planned" dates per revised Program Schedule submitted to CEC on September 17, 2003. "Actual" Dates include both the draft report (DR) date (above) and final report (FR) submittal dates (below), where appropriate.

*Explanation of any Difference(s) in Project 1.1 Schedule*

The following listing provides the explanation for the reported changes in the schedule at the project task/deliverable level:

*Task 1.1.10 Prepare Prioritized List of Projects for PV and Biogas Systems* – This task started on schedule. Its completion has been delayed by approximately four months. This will allow for incorporation of the findings of the expanded Mini-Grid analysis, incorporation of the Commonwealth Business Plan goals/objectives and enhanced framework within the process of prioritizing the identified projects under the Program.

*Task 1.1.11 – Prepare Final report* - The start of this task has been delayed by approximately six weeks. This change was made to accommodate the completion of the tasks related to the agricultural waste database and inventory report, as well as to allow for incorporation of the Mini-Grid T&D impacts analysis and guidance of the RPAC. These changes, however, are consistent with other aspects of the program, which needed to await incorporation of the findings of the Mini-Grid analysis.

**Overall Schedule for Project 1.1:**

Task Name	Duration	Start Date	End Date	2003				2004				2005			
				Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	
<b>Project 1.1 - Program Planning and Analysis</b>	<b>659 days</b>	<b>Wed 6/5/02</b>	<b>Mon 12/13/04</b>												
Task 1.1.1 Review Tech & Market Assessments	103 day	Wed 6/5/02	Thu 10/31/02												
Task 1.1.2a - Dev. DB of Agri. Facilities	413 day	Wed 6/19/02	Fri 1/16/04												
Task 1.1.2b - Agri Facilities GIS Inventory Rpt	413 day	Wed 6/19/02	Fri 1/16/04												
Task 1.1.3a - Landfill DB	93 day	Wed 6/19/02	Fri 10/25/02												
Task 1.1.3b - Landfill GIS Inventory Rpt.	93 day	Wed 6/19/02	Fri 10/25/02												
Task 1.1.4a - WWT DB	97 day	Wed 6/19/02	Thu 10/31/02												
Task 1.1.4b - WWT GIS Inventory Rpt.	97 day	Wed 6/19/02	Thu 10/31/02												
Task 1.1.5 - BIPV DB	133 day	Wed 8/14/02	Fri 2/14/03												
Task 1.1.6 T&D System DB	250 day	Fri 7/5/02	Thu 6/19/03												
Critical Program Review Meeting	21 day	Mon 2/2/04	Mon 3/1/04												
Task 1.1.7 - Market Potential Assessment	128.38 day	Sun 11/10/03	Fri 1/16/04												
Task 1.1.8 - Generation Profiles	157 day	Wed 12/11/03	Mon 9/15/04												
Task 1.1.9a - Power Flow Analysis Model	200 day	Mon 10/14/03	Fri 7/18/04												
Task 1.1.9b - Power Flow Analysis Report	253.25 day	Tue 11/5/02	Mon 12/1/03												
Task 1.1.10 - Prioritized List of Pilot Projects	90.53 day	Tue 12/3/02	Mon 3/1/04												
Task 1.1.11a Prepare Draft Rpt Outline	110 day	Fri 1/17/03	Thu 6/19/03												
Task 1.1.11b - Draft Report for Proj. 1.1	146 day	Sat 3/8/03	Fri 11/7/03												
Task 1.1.11c - Final Report for Proj. 1.1	23 day	Thu 11/27/03	Mon 12/29/03												
Critical Program Review Meeting	0 day	Wed 9/24/03	Wed 9/24/03												
Task 1.1.12 - Coordination with RPAC	250 day	Tue 12/30/03	Mon 12/13/04												
<b>Task 1.1.13 - M&amp;E Plans</b>	<b>362 days</b>	<b>Mon 8/19/02</b>	<b>Tue 1/6/04</b>												
Task 1.1.13a - M&E Plans for Proj. 3.2	290 day	Mon 8/19/02	Fri 9/26/03												
Task 1.1.13b - M&E Plans for Overall Program	83 days	Fri 9/12/03	Tue 1/6/04												

**Overview of Fiscal Status:**

Table 2 below summarizes the fiscal status of Project 1.1 by task as of the end of the current reporting period.

**Table 2: Fiscal Status by Task – Project 1.1**

<b>Task Number</b>	<b>Budget</b>	<b>Invoiced To-Date</b>	<b>Fiscal Status *</b>
1.1.1	\$ 18,902.00	\$18,902.00	OB
1.1.2a	\$ 85,562.00	\$85,562.00	OT
1.1.2b	\$ 100,562.00	\$100,562.000	OT
1.1.3a	\$ 66,865.00	\$66,865.00	OT
1.1.3b	\$ 66,865.00	\$66,865.00	OT
1.1.4a	\$ 93,136.00	\$93,136.00	OT
1.1.4b	\$ 96,136.00	\$93,136.00	OT
1.1.5	\$ 87,177.00	\$85,780.00	OT
1.1.6	\$ 98,840.00	\$98,840.00	OT
1.1.7	\$ 96,896.00	\$0	OB
1.1.8	\$ 15,363.00	\$0	OT
1.1.9a	\$ 37,040.00	\$37,040.00	OT
1.1.9b	\$ 59,134.00	\$59,134.00	OT
1.1.10	\$172,132.00	\$0	OT
1.1.11a	\$ 18,540.00	\$18,540.00	OT
1.1.11b	\$114,046.00	\$0	OT
1.1.12	\$ 41,357.00	\$0	OT
1.1.13	\$ 25,251.00	\$0	OT

\*Fiscal Status – Please indicate if you are “On Track” (OT), OverBudget (OB), or UnderBudget (UB)