

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

PROJECT 3.3 – BUILDING-INTEGRATED PV ON PUBLIC FACILITIES

REPORT PREPARED BY: COMMONWEALTH ENERGY TEAM

June 2002

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

During this initial Program reporting period, we planned to kick-off the overall Project and initiate two database related project tasks, including:

- Task 3.3.1.a - Compile Database of Public Sector Clients, and
- Task 3.3.1.b - Compile Database of BI-PV Equipment Vendors and Service Providers

**What we actually accomplished this period:**

*Task 3.3.1a Compile database of Public Sector Clients:*

The work on Task 3.3.1(a) included the following:

- Identified geographic boundaries of Chino Basin, compiled maps,
- Identified zip codes for region,
- Identified Standard Industry Codes (SIC) for public facilities,
- Acquired mail list of 2,810 contacts in region, by zip code and SIC,
- Compiled contact lists from “multiplier” agencies such as Local Government Commission, California Special Districts Association, Local Agency Formation Commission, local school districts, and others,
- Created “key words” for database searches, and
- Built structure of database with new fields specific to PIER project.

Task 3.3.1b Compile Database of BI-PV Equipment Vendors and Service Providers:

The work on Task 3.3.1(b) included the following:

- Searched for and compiled lists of solar energy manufacturers / suppliers / service providers contact and product information from around the globe using the World Wide Web, magazines, and hard copy files, and
- E-mailed and called contacts from the compiled lists to verify the validity of the contact information and to request product or service literature for both electronic and hardcopy files.

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

Project 3.3 progress is proceeding on schedule in accordance with the Program’s work plan.

**Significant problems or changes:**

No significant problems or changes were encountered during this reporting period. Current progress and expenditures will result in project being completed on time and within budget.

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

The BIPV database development task 3.3.1 is expected to be completed within the next reporting period.

**Status of Milestones and Deliverables:**

**Table 1** below summarizes the status of Project 3.3 task deliverables as of the end of the current reporting period.

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

Task No.	Description	Task Start Date		Task Due Date		Status (%)
		Planned	Actual	Planned	Actual	
3.3.1.a	Compile Database of Public Sector Clients	6/20/2002	6/20/2002	7/20/2002		25%
3.3.1.b	Compile Database of BI-PV Equipment Vendors and Service Provider	6/20/2002	6/20/2002	7/20/2002		25%
3.3.6	Coordinate with RPAC	06/20/02	06/20/02	03/31/05		1%

**Overall Schedule for Project 3.3:**

Task Name	Duration	Start Date	End Date	Cost	2003			2004									
					Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3			
<b>Project 3.3 - Building Integrated PV on Public Facilities Project</b>	<b>726 days?</b>	<b>Thu 6/20/02</b>	<b>Thu 3/31/05</b>	<b>\$0.00</b>													
Task 3.3.1.a - Compile Database of Public Sector Clients	22 days?	Thu 6/20/02	Fri 7/19/02	\$5,000.00													
Task 3.3.1.b - Compile Database of BI-PV Equipment Vendo	22 days?	Thu 6/20/02	Fri 7/19/02	\$5,000.00													
Task 3.3.2 - Develop Evaluation Tools	88 days?	Mon 8/19/02	Thu 12/19/02	\$40,000.00													
Task 3.3.3 - Establish BI-PV Public Sector Loan Program	45 days?	Mon 8/19/02	Fri 10/18/02	\$0.00													
Task 3.3.4.a - Select Demonstration Project Sites	42 days?	Fri 1/3/03	Tue 3/4/03	\$47,000.00													
<b>Critical Project Review Meeting</b>	<b>15 days?</b>	<b>Mon 2/17/03</b>	<b>Fri 3/7/03</b>	<b>\$15,000.00</b>													
<b>Task 3.3.4.b - Finance and Construct BI-PV Systems</b>	<b>168.5 days?</b>	<b>Mon 3/10/03</b>	<b>Thu 10/30/03</b>	<b>\$510,605.00</b>													
Task 3.3.4.b.1(1) - System No. 1: Design/ financing/perr	65 days?	Mon 3/10/03	Fri 6/6/03	\$76,591.00													
Task 3.3.4.b.1(2) - System No. 1: Design/ financing/perr	1 day?	Mon 3/10/03	Mon 3/10/03	\$0.00													
Task 3.3.4.b.1(3) - System No. 1: System Installation/pe	86 days?	Thu 4/3/03	Fri 8/1/03	\$51,061.00													
Task 3.3.4.b.2(1) - System No. 2: Design/ financing/pern	65 days?	Mon 3/10/03	Fri 6/6/03	\$76,591.00													
Task 3.3.4.b.2(2) - System No. 2: System Installation/pe	86 days?	Thu 4/3/03	Fri 8/1/03	\$51,060.00													
Task 3.3.4.b.3(3) - System No. 3: Design/ financing/perr	64 days?	Mon 5/5/03	Fri 8/1/03	\$76,591.00													
Task 3.3.4.b.3 - System No. 3: System Installation/perfc	86 days?	Wed 7/2/03	Thu 10/30/03	\$51,060.00													
Task 3.3.4.b.4(1) - System No. 4: Design/ financing/perr	64 days?	Mon 5/5/03	Fri 8/1/03	\$76,591.00													
Task 3.3.4.b.4(2) - System No. 4: System Installation/pe	86 days?	Wed 7/2/03	Thu 10/30/03	\$51,060.00													
Task 3.3.4.c - PV System Monitoring	412 days?	Thu 4/3/03	Mon 11/1/04	\$55,000.00													
Task 3.3.5 - Prepare Final Report for Project 3.3	130 days?	Mon 8/2/04	Fri 1/28/05	\$50,000.00													
Task 3.3.6 - Coordinate with Renewables Project Advisory C	726 days?	Thu 6/20/02	Thu 3/31/05	\$0.00													
Task 3.3.7.a - Evaluate Project #3.3: Draft Evaluation Report	44 days?	Mon 11/1/04	Fri 12/31/04	\$80,065.00													
Task 3.3.7.b - Evaluate Project #3.3: Final Evaluation Report	21 days?	Mon 1/31/05	Tue 3/1/05	\$20,016.00													

**Overview of Fiscal status:**

Table 2 below summarizes the fiscal status of Project 3.3 by task as of the end of the current reporting period.

**Table 2: Fiscal Status By Task**

Task Number	Budget	Invoiced To-Date	Fiscal Status *
3.3.1a	REDI \$5,000	\$0	OT
3.3.1b	REDI \$5,000	\$0	OT

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