

Attachment A

Schedule of Products and Due Dates

Task Number	Task Name	Product(s)	Due Date
1.1	Attend Kick-off Meeting	Updated Schedule of Products	10/2/2017
		Updated List of Match Funds	N/A
		Updated List of Permits	10/2/2017
		Kick-Off Meeting Agenda (CEC)	10/2/2017
1.2	Critical Project Review Meetings	1st CPR Meeting CPR Report	4/6/2018
		Written determination (CEC)	4/6/2018
		2nd CPR Meeting CPR Report	9/7/2018
		Written determination (CEC)	9/7/2018
		3rd CPR Meeting CPR Report	4/5/2019
		Written determination (CEC)	4/5/2019
1.3	Final Meeting	Written documentation of meeting agreements	6/5/2020
		Schedule for completing closeout activities	6/5/2020
1.4	Monthly Progress Reports	Monthly Progress Reports	The 10th calendar day of each month during the approved term of this Agreement
1.5	Quarterly Progress Reports	Quarterly Progress Reports	The 10th calendar day of each quarter during the approved term of this Agreement
1.6	Final Report	Final Outline of the Final Report	11/1/2019
		Draft Final Report (no less than 60 days before the end term of the agreement)	1/10/2020
		Final Report	6/5/2020
1.7	Identify and Obtain Match Funds	A letter regarding match funds or stating that no match funds are provided	N/A
		Copy(ies) of each match fund commitment letter(s) (if applicable)	N/A
		Letter(s) for new match funds (if applicable)	Within 10 days of identifying new match funds
		Letter that match funds were reduced (if applicable)	Within 10 days of identifying reduced funds
1.8	Identify and Obtain Required Permits	Letter documenting the permits or stating that no permits are required	7/6/2018
		A copy of each approved permit (if applicable)	Within 10 days of receiving each permit
		Updated list of permits as they change during the term of the Agreement (if applicable)	Within 10 days of change in list of permits
		Updated schedule for acquiring permits as changes occur during the term of the Agreement (if applicable)	Within 10 days of change in schedule for obtaining permits
1.9	Obtain and Execute Subcontracts	Letter describing the subcontracts needed, or stating that no subcontracts are required	10/2/2017
		Draft subcontracts	15 days prior to the scheduled execution date
		Final subcontracts	Within 10 days of execution
2	IDENTIFICATION OF OPTIMAL LOCATIONS AND PROJECTS		
2.1	Establish Baseline and Success Metrics		

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	Climate Action Goal Baseline (CAGB)	2/2/2018
	DER Success Metrics	3/2/2018
2.2	Quantified Analysis of Optimal Locations	
	Database schema and populated Location Opportunity Database	6/1/2018
2.3	Develop Data Analysis Tools to Simulate DER Location/Portfolio Optimization	
	DER Location Opportunity Map	9/7/2018
3	DEPLOY DEMONSTRATION PROJECTS	
3.1	Finalize Demonstration Project Deployment Plans	
	Energy Audit Reports	4/6/2018
	Building Use Plans	4/6/2018
	Project Feasibility Reports	4/6/2018
	Project Scope Inventory	4/6/2018
	Final deployment plan for demonstration sites including DER Success Metrics results	4/6/2018
3.2	Deploy Demonstration Projects	
	Deployed demonstration projects	5/3/2019
	Report on status and results of deployed projects: description, DER portfolio designs, Success Metrics measured, projected impact on CAGB, as-built Cash Flow Pro Forma	6/7/2019
3.3	Develop Measurement & Verification Protocols to Monitor Impact on CAGB	
	Web-based M&V Reporting Dashboard (live viewing capabilities) linked to operational data at demonstration projects	9/6/2019
	M&V Impact Report and documentation of M&V protocols	11/1/2019
	Updated Energy Star Portfolio Manager	11/1/2019
4	EVALUATE ABOVE TASKS TO ALIGN WITH CLIMATE ACTION / GHG REDUCTION GOALS AND RELEVANT STATE POLICIES	
	Revisions to existing relevant climate plans and GHG reduction goals that reflect the outcome and designs of the above tasks	6/8/2018
	Modifications to the above tasks as needed to further achieve climate plan goals and GHG reduction goals and meet the goals of SB 350 and AB 802	9/7/2018
5	DEFINE REPLICABLE AND SCALABLE PROCUREMENT MODELS AND PROGRAMS; DEVELOP PROGRAM MANUAL	
	Report documenting the proposed procurement and program models for CCAs and other government entities that achieve optimal results based on the grant project goals and objectives	4/5/2019
	CCA DER Procurement Program Manual	4/5/2019
6	PUBLIC OUTREACH/BROADCAST RESULTS	
	Draft Public Outreach/Technology Transfer Plan	6/7/2019
	Final Public Outreach/Technology Transfer Plan	10/4/2019
	Implementation of the Outreach Plan including distribution of the CCA DER Procurement Program Manual and presentation of key elements to CCAs and other government entities	6/5/2020