

AEC 2016 Report Outline Draft V1b

(Recommended formatting: use section headings below, write to business (non-technical/trade) audience in first person plural voice, avoid abbreviations or jargon, using single-sided, double-spaced, 12 point Arial font with no HTML style formatting for headings, etc (will be added on final proofing) except as necessary, produced in Word/Excel 2013 equivalent)

I Executive Summary – Drafts due 10.24

About 7 pages

1. Introduction, Scope of work and Committee Process JBS
2. Summary of Recommended Projects and Answers to Key Questions
 - a. How much connected load to replace with renewable energy? JM + LS
 - b. Acquisition and maintenance cost of associated amount of solar systems (industry averages)? JM + LS
 - c. Deferred cost of conventional energy (using DOE forecasts)? JBS
 - d. Cost savings? (given DOE forecast scenarios, other variables) WD
 - e. Other benefits? (Lead by example, education, health, etc.) RS

Matrix of choices to analyze and rank by best return

	Photovoltaic Solar rooftop	Thermal Solar Rooftop	Photovoltaic Microgrid/Storage	Photovoltaic Solar Farm
Owned/TELP				
Leased/PPA				

II Workplan and Conclusions - Drafts due 10.18

About 21 pages

1. Review of committee charge and mission - JBS
2. Review of commercialized technologies considered and fit for CE near term with short definitions of each, could be quoted from an industry glossary - RS
3. Review of previous committee work - JBS
4. Review of facilities department initiatives initiatives - GM
5. Review of neighboring town initiatives (update) - WD
6. Selection of Matrix and detailed cost benefit and risk analysis – LS + JM

III Recommendations - Drafts due 10.24

About 7 Pages

1. Ranking of matrix choices by best return LS + JM
2. Additional considerations (I.e. Grant opportunities) – ALL
3. Continuation of committee and proposed work that needs doing - ALL

