

Ford Energy Study - STATUS of Activities and Deliverables

	Initiated	In-Process	Complete	Deliverable	Notes
Objective 1 - Develop sitewide, integrated energy design concepts for the Ford site based on anticipated development (Energy Design Team)					
Activity 1.1 - Identify site-specific physical, locational and geological conditions, constraints and opportunities that will set parameters for site energy demand and utility infrastructure				Research and findings stated in the reports	Information is in reports. Provide summary overview in Final report.
Activity 1.2 - Identify best practices in neighborhood design to maximize walking, biking and transit as alternatives to car use				Report document	FINAL edit needed
Activity 1.3 - Identify best practices in building design to reduce energy demand and strive for net zero emissions				Report document	FINAL edit needed
Activity 1.4 - Identify key opportunities for and barriers to implementation of a sustainable, sitewide energy system and note if the considerations are site-specific or relevant to other locations				Research and findings stated in the reports	Information is in reports. Provide summary overview in Final report.
Activity 1.5 - Provide an overview of available energy technologies and district energy designs used in comparable developments worldwide				Examples in report documents	Energy source matrix and rankings to be revised. Examples are in reports.
Activity 1.6 -- Prepare design concepts based on research and analysis				Report document	In review by TAG
Objective 2 -- Guide and review the work of the energy design consultant team to ensure that relevant technical, policy and legal considerations are incorporated in the analysis and recommendations (Technical Advisory Group)					
Activity 2.1 -- The technical advisory group will meet every two months to guide and review the consultant team work. The first meeting will review the charge to the group and a draft Request for Proposals for the consultant team. A small subset of group members will review and interview prospective consultant teams.				Meetings of Technical Advisory Group and subcommittee	Will be completed when project ends.
Activity 2.2 -- City staff (Anne Hunt and Merritt Clapp-Smith) will oversee the consultant team and identify the expertise that each member of the technical advisory group has and is expected to contribute during the course of the project.				Project management	Will be completed when project ends.
Activity 2.3 -- A chair or "facilitator" of the technical advisory group will run the meetings and solicit constructive and active input from all group members.				Facilitator at TAG meetings	Michael Noble is chair
Objective 3 -- Engage the public and other key stakeholders (Technical Advisory Group and City staff)					
Activity 3.1 -- Convene 2-3 public meetings during the study to explain the analysis and solicit feedback on the study and recommendations				Well-attended public meetings.	Mtg #1 on 1-29-15 (over 160 attendees) Mtg #2 - summer 2015
Activity 3.2 -- Convene a "Developer and Builders Panel" meeting of regional developers and builders to explain and solicit feedback on the study, focused on design costs, feasibility, and short- and long-term operation and management of the proposed energy system				Meetings with developers. Summary notes on their feedback	Mtgs conducted 1-28-15 with Opus, Ryan, and United Properties
Objective 4 -- Provide a final report that summarizes the key research, analysis, design concepts, and implementation recommendations based on technical, policy and legal considerations (Energy Design Team and Technical Advisory Group)					Sub-reports to be included in Final Report. Final report outline sent to City staff for review.
Objective 5 -- Perform a cost-benefit financial analysis of the proposed energy system concepts and use those findings to help identify a preferred system.				Financial analysis of the system concepts, presented in final report.	This scope of work is being added to the original contract, funded by the addition of \$25,000 from the City of Saint Paul to the