



memo

To: Natelle Dietrich, PSC; Brenda Wilbers, DNR
From: Tom Franks
Date: October 4, 2010
Copy: Fred Coito & Kristina Kelly, KEMA; Gwen Mizell, GSM Development
Subject: Status Update, September 2010

Invoice Support

The invoice dated October 3, 2010 represents work undertaken during this reporting period as follows:

- I. Task 001 – Kickoff Meeting – Task completed
- II. Task 002 – Work Plan – Task completed
- III. Task 003 – Baseline Data Development
 - A. Begin collection of public data
 - B. Begin collection of MO specific data
 - C. Review data collected
 - D. Begin formatting data for input into tool
 - E. Prepare draft interim memo for PSC
- IV. Task 004 – Measure Data Development
 - A. Begin collection of public data
 - B. Begin collection of MO specific data
 - C. Review data collected
 - D. Begin formatting data for input into tool
 - E. Prepare and present interim memo to PSC
 - F. Participate in measure data interim review meeting
 - G. Provide work papers at PSC request
 - H. Begin tabulation of MO specific data sample for comparison to KEMA existing data set.
- V. Task 005 – Additional Data Development
 - A. Begin collection of public data
 - B. Begin collection of MO specific data
 - C. Review data collected
 - D. Begin formatting data for input into tool
- VI. Task 006 – Potential Assessment – No activity
- VII. Task 007 – Final Report – No activity
- VIII. Task 008 – Project Management

- A. Ongoing communication with client through weekly conference calls, e-mail, and telephone calls as necessary.
- B. Weekly team status meetings
- C. Coordination with GSM
- D. Reporting and invoicing, including complying with ARRA reporting requirements.
- E. Prepare and submit response to Commissioner Davis letter of Sept 27, 2010.

Work Anticipated During Next Reporting Period

II. Task 001 – Kickoff Meeting – None – Task Completed

III. Task 002 – Work Plan – None – Task Completed

IV. Task 003 – Baseline Data Development

- A. Finalize and present baseline interim memo to PSC
- B. Participate in baseline data interim review meeting
- C. Complete data acquisition effort
- D. Complete review and extraction of Missouri-specific information from data provided
- E. Finalize inputs
- F. Document inputs
- G. Provide baseline input files and documentation to PSC

V. Task 004 – Measure Data Development

- A. Complete data acquisition effort
- B. Complete review and extraction of Missouri-specific information from data provided
- C. Finalize inputs
- D. Document inputs
- E. Provide baseline input files and documentation to PSC

VI. Task 005 – Additional Data Development

- A. Draft, finalize and present additional data interim memo to PSC
- B. Participate in additional data interim review meeting
- C. Complete data acquisition effort
- D. Complete review and extraction of Missouri-specific information from data provided
- E. Finalize inputs
- F. Document inputs
- G. Provide baseline input files and documentation to PSC

VII. Task 006 – Potential Assessment - None – Precursors on critical path pending completion

VIII. Task 007 – Final Report – None – Precursors on critical path pending completion

IX. Task 008 – Project Management

- A. Ongoing communication with client through weekly conference calls, e-mail, and telephone calls as necessary.
- B. Weekly team status meetings
- C. Coordination with GSM
- D. Reporting and invoicing, including complying with ARRA reporting requirements.

Issues

This section primarily lists issues by task that may:

- Require PSC/DNR approval or decision;
- Affect the schedule or budget; and/or,
- Affect the detail or accuracy of the final product

Where such issues exist, this section includes a proposed means of resolution and the responsible parties.

I. Task 001 – Kickoff Meeting – None – Task Completed

II. Task 002 – Work Plan – None – Task Completed

III. Task 003 – Baseline Data Development

A. KEMA has not received, nor did its proposal contemplate receipt of, Commission-approved, uniform state-wide inputs. Per its contract, KEMA will develop inputs based on the best information obtainable within the time constraints of the contract. KEMA also will document the data sources and methodologies used to develop the inputs used in our analysis.

B. Cooperative and municipal utility data inputs are not readily available. KEMA's Missouri-based partner, GSM Development, is researching these factors through direct contact with this class of energy providers

IV. Task 004 – Measure Data Development

See III. A & B above

V. Task 005 – Additional Data Development

See III. A & B above

VI. Task 006 – Potential Assessment - None – Precursors on critical path pending completion

VII. Task 007 – Final Report – None – Precursors on critical path pending completion

VIII. Task 008 – Project Management

A. KEMA's proposal did not anticipate certain tasks, specifically responding to formal information requests from a Commissioner related to the KEMA process and approach prior to the final deliverable. Consequently, no time is allocated to these activities in the approved budget at this phase in the project. Going forward, KEMA will work with the PSC-designated representative to determine the resources to be allocated to such tasks and the source of these resources as they arise, or to develop an amendment to the budget and/or timeline, if necessary.

Action Item Summaries

Pending From Past Status Updates

Task #	Item/Issue Description	Activity	Responsible Party	Date Required	Date Completed
003-005	Acquire data from PSC/DNR	Follow up on data request generated to PSC/DNR	PSC/DNR & KEMA	9/15	9/20
003 – 005	Acquire data from Ameren potential study	Ameren provided first round documentation. KEMA preparing second round information request	KEMA	10/8.	
All	Scope expansion	KEMA will manage to the new scope	KEMA	Ongoing	

Developed in this Status Update

Task #	Item/Issue Description	Activity – means of resolution	Responsible Party	Date Required
003-005	Uniformity of Data	No additional action necessary. Anticipated in scope of work		
008	Unanticipated tasks	Determine resource allocation as these tasks arise	KEMA/ PSC- designate	As needed

Summary

[Status of budget, schedule, work progress, and resource availability, either stating compliance within expected ranges or variances and means of resolving them by task or issue.]

At one month into the project, work is proceeding as anticipated. The only exception is the variance in project management noted above. Due to the timing, this variance is not captured in the current invoice. Over the duration of the project this variance may not be significant if this investment in transparency with regard to process and approach results in time saved during review of the draft and final work products.

Please provide your comments, direction, and/or contact me with questions at your earliest convenience.
