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# East Bay Energy Consortium Meeting Minutes, September 21, 2009

East Bay Energy Consortium

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East Bay Energy Consortium

September 21, 2009

Library Board Room

Roger Williams University

Meeting called to order at 8:45 a.m. List of attendees (in order of sign in):

Anne Wolff Lawson, Garry Plunkett, Gary Gump, Lee Arnold, Bob Palumbo, Allan Klepper, Joseph Fraioli, Joseph DePasquale, Phil Hervey, June Speakman, Caroline Wells, Beth Milham, Judy Newcomb Gross, Paul Sanroma, Diane Williamson, Andy Shapiro, Andy Teitz, Wayne Barnes.

Call to Order made by Lee Arnold.

Minutes from the 9/14 meeting were reviewed and accepted (DePasquale/Fraioli) with corrections:

1. Page 2:
  - a. the last paragraph at the bottom will now read: "Joe DePasquale asked if Tiverton could contribute in-kind towards Andy Teitz's fees since he is already their town solicitor. Garry Plunkett responded by saying that Tiverton will be contributing cash for its match."
2. Page 3:
  - a. The third bullet in the last section on the page will now read: "Joe DePasquale shared with the group that he has been in touch with Senator Reed's office requesting a contact with the Navy and their Energy Department. They requested all of EBEC's information and it is Joe's belief that they support our mission and are willing to help. It is also his hope that they supply us with a contact and that person will become part of our team."

Andy Shapiro gave a report from the Technical Committee. The committee has chosen two finalists from the eight submissions. There are two alternates. The two finalists are EAPC Wind Energy Services, LLC from Norwich, VT and Applied Science Associates, Inc. (ASA) from South Kingstown, RI. The finalists have been notified of the date, time and location of their final interview by memo. The Technical Committee has been divided into two teams, each with a captain. These teams will check references and will compile strengths and weaknesses of both consulting groups. Gary Gump's team will work with EAPC and Joe Fraioli's team will work with ASA.

There will be three phases to the evaluation process on October 5<sup>th</sup>:

1. Each team will report to the full EBEC group about the research uncovered on each consultant group and the reference checks as well.
2. The finalists will be invited in for a one hour presentation, which will include a Q & A session. The first group will interview at 9am, the second group will interview at 11am.
3. Following the finalist presentations, there will be discussion and a decision will be made on which consultant to award the Phase 1 contract.

Allan Klepper suggested that the Technical Committee email the larger EBEC group with written reports prior to the Oct. 5<sup>th</sup> oral presentations. June Speakman agreed. Phil Hervey requested a short report of Joe and Gary. Each gave a quick preview of the finalists, their experience and qualifications.

ASA: Joe said that is a local firm which is affiliated with RI Ocean Samp, RI Winds, and the Portsmouth wind turbine. Modeling is their specialty. They have worked on both global and local projects. Maguire Group is their local collaborator, which is the largest engineering firm in RI.

EAPC: Gary said that EAPC is Vermont-based and have 30 years' experience in wind energy. They have several projects going on in RI. They work jointly with Pare Corporation. Their overall strength will be determining where the good wind sites are in the East Bay.

Andy Shapiro then wanted to discuss the budget and the expected amount to be awarded to the finalist. He stated that the RFP requires EBEC to spend 20-25% on Phase 1, which is \$18,000 - \$35,000. A discussion followed on when exactly to open the sealed fee proposals. Caroline Wells asked what the legal constraints might be as to when the fee proposals can be viewed. Andy Teitz responded that it is purely preference.

Andy Teitz continued by giving an update on the Legal Committee. He stated that the MOA's are coming in and that a tracking matrix will be created. Caroline Wells asked if the Technical Committee will be asking the questions in the interview. It was decided that they would direct the formal interview but that all EBEC participants could ask questions during the 30 minute Q&A process. Lee Arnold suggested that time limitations should be used to keep the presentations fair and short.

Andy Shapiro asked if The Arnold Group could put together a timetable which will spell out the grant deliverables and when their deadlines are. Lee Arnold agreed to do so

and also suggested that he will alert the Rhode Island Foundation and the RI EDC's Renewable Energy Fund of the consultant selection phase and where EBEC stands in the process.

New Business:

1. Joe DePasquale asked if there had been any successful contact with the Navy by Newport. Beth Milham responded that she would follow up with Mayor Napolitano and give her Joe's contact information. Andy Shapiro underscored the importance of the opportunity with the Navy and Joe DePasquale added that there are 160 acres up for grabs.
2. Joe Fraioli informed the group that there is an application in Little Compton for a wind turbine. He asked if EBEC is interested in a non-binding letter of interest and an ownership opportunity. The site identified is not on town land and there will be excess energy generated. Diane Williamson suggested that EBEC include this for consideration under the feasibility study. Joe DePasquale asked if the interested party could contact EBEC. Joe Fraioli said that he represents the interested party, so discussion may continue through him. Lee Arnold suggested that Joe Fraioli send a letter for distribution to the group for further discussion

It was the consensus of the Consortium that the next meeting will be held on Monday, October 5, 2009 at Roger Williams University at 8:30 a.m. in the Library Board Room.

Motion (DePasquale) to adjourn at 10:08 a.m.

Minutes submitted by Anne Wolff Lawson.