

STATE OF NEW HAMPSHIRE

PUBLIC UTILITIES COMMISSION

APPLICATION TO REGISTER AS AN INDEPENDENT MONITOR FOR CUSTOMER-SITED SOURCES

as per N. H. Code of Admin. Rules Puc 2505.09



NOTE: When completing this form electronically, using the "tab" key after addressing each item will move the cursor to the next requirement or blank to be filled in.

Pursuant to Puc 202, this independent monitor application must be filed with the Executive Director of the New Hampshire Public Utilities Commission (Commission). Any omissions and/or deficiencies which need to be corrected must be completed in a timely manner or the Commission may close the application process without prejudice.

Terms and Conditions:

Please read the following carefully prior to completing the form.

1. Name of Applicant: Draker Laboratories
2. Business address: (1) 431 Pine Street
(2) Suite 114
(3) _____

Burlington
(City)
VT
(State)
05401
(Zip Code)
3. Telephone number: (802) 865-3866
4. Facsimile number: (802) 861-2104
5. Email address: bryan.randall@drakerlabs.com
6. Do you intend to provide monitoring services in the whole state of New Hampshire? Yes ☒ No ☐
7. If no to # 6, in what areas of New Hampshire do you plan to provide monitoring services? n/a

8. Do you intend to aggregate renewable energy sources pursuant to Puc 2506.01? Yes ☐ No ☒

9. Do you plan to install or have you installed the electrical renewable energy systems or solar water heating systems that you plan to monitor? Yes ☐ No ☒

10. Do you own the systems that you plan to monitor? Yes ☐ No ☒

11. Are you an immediate family member of the owner of the systems you intend to monitor? Yes ☐ No ☒

12. Please indicate which of the following apply:

- ☐ You are an electrician licensed by the state of New Hampshire and in good standing.
- ☐ You are a professional engineer licensed by the state of New Hampshire and in good standing.
- ☐ You are a certified building analyst professional or a certified mechanical professional as certified by the Building Performance Institute, Inc. of Malta, NY.
- ☐ You are a certified energy manager as certified by the Association of Energy Engineers.
- ☐ You are a home energy rater as certified by Residential Energy Services Network (RESNET).
- ☒ You are certified as an independent monitor under a renewable portfolio standard program in another state jurisdiction? If so, please provide documentation.

13. Please provide a copy of the license issued by the state of New Hampshire or such other qualifying certification or documentation identified in Item # 12. Attached as Exhibit A: ☒

Note: Attached as Exhibit A is evidence that we are an approved PMRS with the California Solar Initiative.

14. If you are a regulated electric distribution company, please provide your estimated costs for providing monitoring services. Attached as Exhibit B: ☒ n/a

15. Please provide your fee schedule for monitoring services. Attached as Exhibit C: ☒

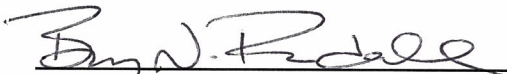
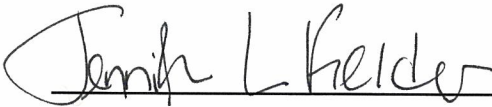
Note: Attached as Exhibit C is our Detailed Description of Services

16. This registration application and all future correspondence must be sent to:

Ms. Debra A. Howland

Ms. Debra A. Howland
Executive Director
State of New Hampshire
Public Utilities Commission
21 S. Fruit St, Suite 10
Concord, NH 03301-2429

Terms and Conditions:

17. By filing this application, you acknowledge the duties of an independent monitor shall be:
- (1) To perform an initial inspection of a customer-sited source's meter for accuracy and capability to measure the power produced, unless the meter is owned by a distribution company that has already inspected it pursuant to Puc 305;
 - (2) To measure annually the source's electricity production or displacement used to qualify for renewable energy certificates pursuant to Puc 2505.10 or Puc 2505.11;
 - (3) To report the production or displacement of electricity service to the customer and the Commission annually, no later than January 31 for the preceding calendar year; and
 - (4) To perform the inspection of customer-sited projects pursuant to Puc 2507.04(h).
18. An independent monitor shall not receive compensation for monitoring services that is a function of the number of certificates issued to any source using the monitor.
19. A monitor shall provide the Commission with notice prior to discontinuing services as a monitor.
20. I attest that the foregoing is true and accurate to my best knowledge and belief.
21. Preparer's Name and Title: Bryan Randall, Director of Operations
22. Preparer's Signature:  Date: 1/19/2012
23. Notary's Signature:  Date: 2/2/12
24. For questions regarding this application, send an e-mail to: maureen.reno@puc.nh.gov and include "independent monitor" in the subject heading or call the Sustainable Energy Division at (603) 271-2431.



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PERFORMANCE MONITORING AND REPORTING SERVICE (PMRS) PROVIDERS

The companies listed below offer an approved Performance Monitoring and Reporting Service (PI) by the [CSI Handbook](#). Please contact each service provider directly for additional details on their offerings including specifics on supported equipment. Not all PMRS providers support all CSI-app or ± 2 percent meters.

To add your company to the list of eligible providers, download and complete this form:

[PMRS Provider Certification Form](#)

(Acrobat PDF file, 2 pgs, 88 kb)

Non-Utility Providers

Updated as of January 5, 2012

Company	Website
ACA Technology Inc / ACA Solar	www.acasolar.com
All - Pro Electrical Services	AllProElectricalServices.com
Also Energy	www.alsoenergy.com
Apex Solar, Inc.	www.apexsolarinc.com
Applied Power Technologies (APT)	www.apptech.com
Around Town Electric	www.aroundtownelectric.com
Blue Cat Studio	www.bluecatstudio.com
California Power Save	www.cpsave.com
Captive Fuel	www.captivefuel.com
Carina Technology	www.carinatek.com
Chevron Energy Solutions	www.chevronenergy.com
CitiGreen, Inc.	www.citigreen.com
Constant Solar Power Corporation	www.constant.com
CSS-Technologies	www.css-technologies.com
DEB Solar	www.deb-solar.com
Deck monitoring, LLC	www.deck-monitoring.com
Desert Solar	www.desertsolar.org
Don Pickett & Associates, Inc.	www.donpickett.com
Dorado Construction Inc.	www.doradocor.com
Draker Laboratories, Inc	www.draker.com

Earth, Wind, And Solar, Inc.

Energy Inc.

Enecsys Ltd

Energy Recommerce

Enerlon

Enphase Energy, Inc

ENSYSS

E-Village Solar

Fat Spaniel Technologies

Flash Technology, A Division of SPX

Gas and Power Technology, Inc

Glu Networks

Green Volt Energy

GreenPowerMonitor

GridNavigator

Han's Electric

Hi-Tec Solar and Construction

ICP Solar Technologies

J&M Air Cond & Refrigeration

JK Solar

Jay T. Fraser - General Building

JT Solar
Kerrent Electric

Latura Builders

Lauritzen Inc

LimeAmps

Locus Energy

McKinstry Essention, Inc

Meteocontrol GmbH

N2 Electric, Inc

Natcon7

National Semiconductor

Nova West Solar

Noveda Technologies

Ohmic Electric

Onset Computer

Pacific Power Management

Peak Demand Automation

Pazz Group

Pioneer Electric	www.pioneer-electric.com
PowerDash	www.powerdash.com
Powernet Global Services, Inc.	www.powernet.com
Power-One Renewable Energy Solutions	www.power-one.com
PR Electric Heating & Air Conditioning	www.pr-electric.com
Pro Solar Systems	www.prosolarsystems.com
Pulse Energy	www.pulseenergy.com
PV Powered	www.pvpowered.com
Pyramid Solar Energy	www.pyramid-solar.com
Pyramid Solar, Inc	www.pyramid-solar.com
Radback Energy Services	www.radback.com
Recurrent Energy	www.recurrentenergy.com
Real Goods Solar	www.realgoods.com
Renewable Integrator	www.renewableintegrator.com
Satec	www.satec.com
Schneider Electric	www.schneider-electric.com
So-Cal Solar	www.socal-solar.com
Socal Solar Energy, Inc	www.socal-solar.com
SolarBridge Technologies	www.solarbridge.com
Solar Data Systems, Inc.	www.solar-data.com
Solar Design Associates	www.solar-design.com
Solar Engineering Industries, Inc	www.solar-engineering.com
Solar Integrated Technologies	www.solar-integrated.com
Solar Power Engineer Corporation	www.solar-power-engineer.com
Solar Power, Inc.	www.solar-power.com
SolarEdge Technologies	www.solaredge.com
SolarWorld USA	www.solarworld.com
Solaris	www.solaris.com
Solectria Renewables, LLC	www.solectria.com
Sonoma Solar	www.sonoma-solar.com
Southern California Telephone & Energy	www.southtel.com
SunEdison	www.sunedison.com
Sunpower	www.sunpower.com
SunReports, Inc.	www.sunreports.com
SunRun, Inc	www.sunrun.com
SWEBS / MYSOLARSTATS	www.mysolarstats.com
Telvent USA Corp.	www.telvent.com
The Crest Company, Inc	www.thecrestcompany.com
Thompson Technology Industries, Inc	www.thompson-tech.com

Tigo Energy	www.tigoenergy.com
Tilt Solar, LLC	www.tiltllc.com
Trimark Associates	www.trimarkassociates.com
Viasyn, Inc	www.viasyn.com
WattMetrics	www.wattmetrics.com
Xscent Energy Technologies	www.xscent.com

Utility Providers

Company	Website
None at present time.	

C

Detailed Description of Services

Doc Number: DOC147 Rev 0.4

Date: 26 January 2012

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Approved Use

Public	X
NDA Required	
Internal Use Only	

Revision History

Revision	Release State	Date	Description of Change
0.3	Preliminary	7/6/2011	Merged Sales document information into this doc. Added part number and revision. BNR
0.4	Released	1/26/2012	Added Performance Based Incentive Reporting service to document with fee schedule

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1 Monitoring Services

1.1 Scope of Monitoring Services

- Import/export data from the data logger(s) supplied by Draker and/or other field instrumentation owned and maintained by Buyer, as approved in writing by Draker (the "Project Data") to Draker's data storage facilities;
- Operate and maintain Draker's remote servers for the purposes of collecting, hosting and managing the Project Data from the Buyer's project site at the address set forth on the cover page of the Service and Licensing Agreement (SLA) and/or Master Purchase Agreement (MPA) (the "Project Site");
- Operate and maintain Draker's user interface (the "User Interface") and related software for the purposes of reporting the Project Data;
- Maintain and provide reasonable access to the User Interface through current releases of standard web browsers;
- Maintain the User Interface such that it is periodically updated with Project Data from the Project Site and all graphs, reports, tables and other data sets covered by the terms of the SLA to reflect the data collected by the instrumentation and data logger(s) at the Project Site;
- Provide operating manuals or web-based guides (the "Documentation") to aid in the set up and operation of User Interface, which Documentation may be updated or supplemented from time to time;
- From time to time, at Draker's sole discretion, provide updates to and new releases of User Interface software.
- Provide instruction in connection with new releases, updates and upgrades of the User Interface. Such instruction shall be provided via webinar, online tutorial, or other remote tools at the discretion of Draker and at no charge to Buyer. Draker may also offer from time to time group training sessions at its headquarters or other locations; attendance by Buyer and/or its representatives at such group trainings is optional and at Buyer's expense;
- Provide up to [four (4)] hours of phone support for each consecutive 12 month period starting on the Effective Date of the SLA or MPA, at no charge to Buyer, for purposes of troubleshooting Draker-supplied monitoring hardware, software or communications issues, additional Buyer specific instruction, analysis of Project Data, etc.
- Provide additional phone support over and above the [four (4)] hour annual cap at the request of Buyer and at Buyer's expense, provided that Draker elects to provide such support and provided further that such phone support will be billed at Draker's Commercial Rate Schedule (See Section 8 for details);
- Provide and maintain the functionality of alarms that will notify the Buyer of system failures (including, but not limited to, loss of primary data acquisition system power, loss of inverter communications, loss of energy meter communications, low battery charge, inverter fault, data logger failure, sensor failure, etc.);
- Maintain and publish for the benefit of Buyer a toll-free phone line, during normal business hours of 8:30am to 8pm Eastern Time (5:30am to 5pm Pacific Time) Monday through Friday;
- Provide a record of the original monitoring system settings, field instrumentation calibration coefficients, and other initial set up information within ten (10) business days of receipt of written request by Buyer;
- Maintain a backup of the Project Data, for the Term of this Agreement, for an orderly and timely recovery of such Project Data in the event that the Services may be interrupted. Draker shall perform daily full data backup and store the Project Data in secure facilities.

1.2 Exclusions to Scope of Services

- Analysis of Project Data, alarms, and project performance beyond the scope outlined in the Scope of Services above;
- Identification of specific causes of energy or power production shortfalls in system performance;
- Troubleshooting of inverters, photovoltaic modules, tracker control systems, solar thermal collectors and other non-monitoring equipment at the Project Site;
- Re-calibration of field instrumentation including all sensors and energy meters;
- Provision of periodic system performance reports other than those expressly cited in the scope of Services above;
- Creation and maintenance of user accounts and passwords, project and/or subsystem groupings, and other administrative functions to be performed by Buyer.

1.3 Buyer and Host Customer Responsibilities

Buyer and/or Host Customer agree to assume the following responsibilities and provide the following services during the term of the monitoring contract and any extensions thereof:

- Designate a project administrator who shall be responsible for set up and maintenance of user accounts and passwords and other administrative functions within the Graphical User Interface;
- Designate a Technical Point of Contact and provide contact information to Draker for purposes of troubleshooting issues with monitoring hardware, software, or communications equipment.
- Designate an Information Technology Point of Contact if connection to the Internet is to be provided over Buyer's or Host Customer's Ethernet system for purposes of setting up and troubleshooting issues related to Firewalls, Port Forwarding, Static IP addresses, etc.
- Limit access to the User Interface to only those employees, agents, representatives and affiliates of Buyer and/or Host Customer who have a need to access the Project Data for performance of their duties, in accordance with the terms of Data Usage;
- Operate, maintain in good operating condition in accordance with all manufacturers' instructions, and repair as needed field instrumentation and monitoring equipment located at the Project Site for the purposes of collecting and transmitting Project Data (warranty related repairs and/or warranty replacements to be provided by Draker in accordance with its standard warranty as provided in the Master Purchase Agreement);
- Notify Draker within two (2) business days of any changes made to field instrumentation, monitoring equipment power system equipment, or IT infrastructure located at the Project Site, or changes in Points of Contact, after Initial Acceptance.
- Provide access to, operate, maintain in good operating condition, and repair as needed any local area networks or other Ethernet communications lines and equipment located at the Project Site and used by the monitoring system to transmit Project Data to Draker's remote servers;
- Respond within no more than two (2) business days to Draker's phone and or email communications with regard to troubleshooting communications issues and monitoring system faults.

2 Professional Services

2.1 Design Support Services

Design Support Services generally consists of support from an Application Engineer with regard to recommendations for and development of shop drawings related to monitoring equipment placement, installation requirements, conduit runs, and terminations by the Purchaser or their engineering subcontractor. Design support is limited to the design of the monitoring system equipment and its interfaces with other power system and control equipment on the project site. No support is offered for electrical power, structural, civil, or other work related to the Project.

This support is generally provided over the phone, but may include field visits for site walks and/or in office consultation with Purchaser or their engineering subcontractor. If travel is required for such field visits, it will be billed at Draker's current commercial rate schedule; See Section 8 below for details.

2.2 Installation Support Services

Installation Support Services generally consists of support from Draker at the project location to assist with the sighting and installation of the equipment purchased. Draker is not an electrical contractor and does not represent itself as such. Installation of the equipment must be completed by a licensed electrical contractor in conformance with all relevant codes and standards. The scope of these services are described below and are delivered after the purchased equipment has arrived at the project location and in coordination with the construction schedule needs.

2.2.1 Job Ready Conditions

- Base infrastructure (modules, racking, trackers(if any), inverters, etc.) installed or locations identified.
- Conduits, wire way(s), and raceways installed, rodged & roped.
- Base Station and energy meter(s) mounting framework locations identified
- Customer representative or other Competent person available to assist with site activity, review installation procedures, and conform to safety guidelines.

2.2.2 Description of Services

Installation Support Services generally consists of one Draker Field Service Technician, accompanied by a competent person, supplied by the Customer or their electrical subcontractor to ensure the safety of personnel. A second competent person is available from Draker if necessary. *If Draker provides the second competent person, additional labor and expense charges may apply; please see below in Section 8.*

- Directs on-site crew with regard to base station, energy meter, performance and environmental sensor equipment installation and assembly.
- Coordinates placement and set up of Sentalis Base Station(s).
- Coordinates placement of Energy Meter(s).
- Coordinates overall monitoring installation with on-site crew
- Guides on-site crew through mechanical & electrical assembly and termination requirements.
- Assists/ directs on site crew to erect remote monitoring devices.
- Assists/ directs on-site crew to erect performance and environmental sensors.
- Assists/ directs on-site crew in performing final terminations of data collection circuits.
- Performs final check of point to point wiring of data collection circuits.
- Completes installation checklist prior to moving onto commissioning.

Estimated time on site is based on system size and complexity, and is weather dependent. Round trip travel expenses are billed in accordance with Draker's current commercial rate schedule; please see below in Section 8. Your Sales Engineer will provide a "best estimate" of the length of these services based on supplied site information.

3 Commissioning Services

3.1 Commissioning Services

The Commissioning Service is separate and in addition to the Installation Support Services described above in Section 2. Services generally consist of support from Draker at the project location to commission supplied equipment. Draker will ensure proper operation of its equipment and verify communication between all equipment included in the project contract. Draker will further ensure proper data communication from its equipment to offsite data storage facilities and any onsite equipment receiving data from Draker equipment as specified in the project contract.

This support is generally in the field. If travel is required for such field visits, it will be billed at Draker's current commercial rate schedule; please see below in Section 8.

3.1.1 Job Ready Conditions:

- Electrical Utility Power available at transformer or interconnect location
- All power system equipment installed and in an "operational ready" state.
- Power System Equipment carries the latest revision of firmware / software available from the Original Equipment Manufacturer. **Note:** Additional charges will apply if Draker personnel need to apply firmware updates to non-Draker equipment prior to commissioning.
- Installation of Sentalis™ Base Station(s), energy meter(s), performance and environmental sensors (weather station), and other ancillary equipment completed, installation checklist submitted to Draker and approved by Draker engineering.
- If included in project scope, connection of SCADA system to site Remote Terminal Unit (RTU) possible or able to be performed while Draker is on site.
- Internet connectivity for RTU available, and active, if not supplied by Draker via cell modem

3.1.2 Description of Services

Commissioning Support Services generally consists of one Draker Field Service Technician, accompanied by a competent person, supplied by Customer or their electrical subcontractor. A second competent person is available from Draker if necessary. *If Draker provides the second competent person, additional labor and expense charges may apply; please see below in Section 8.*

- Verification of correct mechanical assembly of all Draker supplied equipment and supporting mounting structures.
- Verification of correct electrical assembly of all Draker supplied equipment and related equipment supplied by Customer.
- Detailed inspection of wiring, terminations, and wire management practices.
- Detailed point-to-point inspection of data collection circuits from inverter(s), energy meter(s), intelligent combiner boxes, intelligent re-combiner boxes, and plant control equipment, as detailed in the project contract.
- Performs any required on-site programming and configuration of equipment purchased from Draker, including but not limited to:
 - Sentalis™ Base Station(s).
 - Energy Meters.
 - Performance and Environmental Sensors (Weather Station)
 - Inverters.
 - Intelligent Combiner Boxes.
 - Intelligent Sub-Array Monitoring Cabinets (i.e. re-combiner boxes).
 - Circuit testing and remote data collection of string, sub-array, or other related monitoring system equipment as outlined in the project scope.

- Warranty activation filed with Draker Laboratories.

If the project scope includes acceptance testing beyond Draker standard commissioning services, these charges will be billed based on a negotiated rate based on the Project Scope of Work.

Commissioning Report

To receive a Commissioning Report, Customer must have included at least one day of Commissioning Support Services as described above. The Commissioning Report includes the following documentation:

- Photos of the site and all installed equipment readily available at the time of commissioning.
- Comprehensive documentation of the system installation.
- Calibration reports or procedures for all equipment designated in the Project Scope of Work.
- "As-Built" Draker Monitoring one-line diagrams.
- "As-Built" Draker SCADA (if any) one-line diagrams.
- Complete package available in PDF format.

Actual time on-site is weather dependent. Round trip travel billed in accordance with Draker's current commercial rate schedule. See Section 8 below for details. Variables affecting the time on site include, but are not limited to: String monitoring, sub-array monitoring, utility meters, access to the site, customer availability, union constraints, faulty OEM components or wiring or higher than normal numbers of inverters.

4 Training Services

Training Services generally consist of support from Draker personnel to train individuals or groups in the use of the Sentalis Performance Analysis Interface. On-Site training is charged the per day rate and the Customer may purchase training days in one day increments. Remote Webinar based training is charged hourly in accordance with Draker Laboratories current commercial rate schedule, *See Section 8 below for details.*

4.1 Training Preconditions

- Monitoring system and sub-components manufactured or furnished by Draker, or other subsequent product line manufactured by Draker.
- Monitoring system equipment has successfully been commissioned by personnel from Draker, 3rd party commissioning agents approved by Draker, or an affiliated partner.
- The monitoring system is operating properly, based on the original project scope.
- An adequate facility for the conducting of training is available at the project site, at the Customer offices, or within a reasonable driving distance (less than 60 minutes driving time) from either location.
- Curriculum outline approved prior to trainers' arrival at the training site.
- Printed materials used in the delivery of curriculum subject to a reasonable reproductions cost if Draker is to provide these materials. Any printing costs incurred by Customer are their own.

5 Utility Witness Testing

5.1 Preconditions:

- Witness Test requirements must be included in original scope of work documentation or referenced to the project via Change Order.
- Sentalis Base Station(s) are part of the monitoring hardware.
- Installation and Commissioning checklists complete.
- Project is Commissioned and operational.
- Draker recommends that this work can be accomplished in conjunction with commissioning activities referenced above in Section 2.

5.2 Description of Services

- Works with local utility company and Customer to perform the witness test.
- Coordinates special testing requirements.
- Verifies protection circuitry function operates as designed and is integrated with the Sentalis monitoring system per the project scope.

Estimated time on site is based on system size and complexity, and is weather dependent. Round trip travel expenses are billed in accordance with Draker's current commercial rate schedule; please see below in Section 8. Your Sales Engineer will provide a "best estimate" of the length of these services based on supplied site information.

6 Maintenance Functions

6.1 *Scheduled Maintenance Preconditions:*

- Monitoring system and sub-components manufactured or furnished by Draker, or other subsequent product line manufactured by Draker.
- Monitoring system equipment has successfully been commissioned by personnel from Draker, 3rd party commissioning agents approved by Draker, or an affiliated partner.
- Monitoring equipment has been properly maintained, or if not, the Monitoring system is determined safe for Draker personnel to work on after inspection by qualified Draker Technician(s) or authorized 3rd parties.

6.2 *Scheduled Maintenance Scope of Services:*

- Perform periodic inspection in accordance with published Draker maintenance documentation.
- Perform periodic maintenance in accordance with published Draker maintenance documentation along with sub-component procedures and annual maintenance requirements as outlined in third-party vendor documentation.
- As required during periodic maintenance, upgrade firmware in accordance with any outstanding Draker or Vendor technical service bulletins.
- Repair/replace any worn parts and replenish consumables.
- Specific items include, but are not limited to the following:
 - Verify Lock-out/tag-out operations and safety features are operating within specification.
 - Verify correct pyranometer operation, including cleaning of the instrument in accordance with manufacturer recommended best practices.
 - Perform pyranometer verification measurement using hand held device¹.
 - Verify correct operation of wind speed/ wind direction instruments in accordance with manufacturer recommended best practices.
 - Perform wind speed/ direction verification measurement using hand held device².
 - Perform cell temperature verification measurement using hand held device³.
 - Verify correct operation of rainfall collection gauge in accordance with the manufacturers recommended best practices.
 - Complete service report, note observations, document exceptions, and file with the site activity log.
 - File maintenance report with Draker and the monitoring system end user.

Estimated time on-site is 4 hours per base station, plus round trip travel billed in accordance with Draker's current commercial rate schedule (please see below in Section 8) unless a site is under a Draker Laboratories annual service contract. Additional day(s) will apply at a rate of one day for each (2) additional base stations.

¹ Does not include field calibration of pyranometer.

² Does not include field calibration of wind speed / wind direction instrument.

³ Does not include field calibration of cell temperature instrument.

7 **Unscheduled Maintenance**

7.1 Unscheduled Maintenance Preconditions:

- The site has been properly maintained.
- All unscheduled Maintenance is on a time and materials basis in accordance with Draker Laboratories current commercial rate schedule, please see below in Section 8.

7.2 Unscheduled Maintenance Scope of Services

- Performs unscheduled maintenance on Sentalis monitoring systems to ensure proper operation and reliable power data collection.
- Repair/replace any worn and non-functioning parts. Ensure safety systems are in place and functioning properly.
- Complete service report, note observations, document exceptions, and file with the site activity log.
- File maintenance report with Draker and the system end user

Minimum call out time on-site is a minimum of 8 hours, plus round trip travel time and expenses billed in accordance with Draker's current commercial rate schedule, please see below in Section 9.

8 Performance Based Incentive (PBI) Reporting

8.1 Reporting Preconditions:

- Site Developer, EPC, or owner must construct the site in accordance with individual state reporting guidelines.
- Installed energy metering equipment which will record the accumulated energy readings must be ANSI C12.20 approved with Revenue Grade Accuracy.
- Metering equipment must meet state mandated guidelines for use as a reporting meter.
- The site has been properly maintained.
- Site Inspection or Commissioning service carried out by an employee of Draker must take place before reporting begins.
- Energy accumulated on a site meter prior to this inspection may be discarded if an installation error is discovered during Draker's initial inspection.
- Current Transformer manufacturer, part number, positioning and wiring must be recorded and photographed during the installation. In some cases this must be done prior to energizing the site. If a Draker employee is unable to verify the CT placement and wiring, and the developer cannot provide documentation validating the installation, the site must be shut down for verification or PBI Reporting cannot occur.
- After the initial Draker inspection has been conducted, the metering equipment shall not be tampered with, and any necessary update, repair or replacement affecting the metering equipment shall be immediately reported to Draker.
- All steps of an application process must be completed by the Customer Host or a representative thereof with the exception of a PDP Contract that will be completed in part by Draker and returned to the customer for their completion/submission to the reporting agency.
- Before PBI Reporting can begin, Draker must receive a copy of the Incentive Approval Notice from the Program Administrator.
- Draker's third-party reporting services are offered only to customers who maintain monitoring service contracts in good standing.
- Users of Renewable Energy Certificate tracking/trading systems must elect Draker as their third-party reporting entity in the REC system and review the generation data uploaded by Draker within the time window allocated by the system administrator.

8.2 Reporting Scope of Services:

- Draker collects meter energy data for a reporting site and transmits that data at the frequency, within the timeframe, and for the duration of the term determined by the reporting agency. Draker stores the data, has disaster recovery and data backup systems in place, and makes historical performance data available to reporting agencies upon request.
- Draker validates that energy data is accurate and supported by the capability of the system prior to submission. If any discrepancies are discovered by Draker or the reporting agency, Draker will work with the customer and/or reporting agency to resolve the discrepancies.
- Draker communicates any meter changes to the reporting agency.
- **Once provided with a PBI application number, Draker will partially complete a PDP Contract and return it to the customer for their completion and submission to the reporting agency.**
- Draker will transmit the data to the reporting agency as of the start collection date indicated on the Incentive Approval Notice.

- Data shall be transferred to reporting agencies using the data format and transfer method they require. Electronic submission will be the preferred method of transfer.
- Missing data from a system or component failure will not be reported. Draker is not responsible for lost data on a project site due to component failure. Draker detects and works to resolve communication issues that prevent the availability of data.
- Site owner bears the responsibility to correct any system or component failures on a timely basis to ensure reporting deadlines are met. Failure to correct system problems will result in under reporting of delivered energy for a particular time period.

8.3 Reporting Policies:

- Draker ensures the confidentiality of customer information and performance data.
- Draker complies with all state and federal laws.
- Draker is available to respond to inquiries from reporting agencies and customers.
- Draker does not oversee the creation of renewable energy certificates nor holds renewable energy certificates.

8.4 Reporting Rate Schedule:

- All sites, regardless of size shall be billed at a rate of \$350 per year per site.
- No discounts are given for customers that hold large numbers of contracts.

9 Commercial Rate Schedule

Daily Rates, Field Service Engineering Labor outside of Draker's Office

	CONUS ⁴	OCONUS ⁵
Field Service Engineer	\$1,500 / day	\$1,950 / day
Standby Day or Partial Day	\$750 / day	\$975 / day
Travel Day ⁶	\$750 / day	\$975 / day

Hourly Rates, Labor and Activities in Draker's Office

Engineering Management	\$180 / Hour
Engineering	\$150 / Hour
Project Management	\$150 / Hour
Production	\$ 75 / Hour

Overtime: Draker will invoice for work in excess of 10 Hours per day (overtime work) at 1.5 times the applicable rate shown above.

Reimbursable Costs: Draker will invoice all reimbursable costs associated with the agreement (airfare, lodging, meals, travel, etc.) at actual cost plus 15% for administrative handling

Material & Equipment Costs: Draker will invoice all material costs and tool equipment and rental fees associated with the work at actual cost plus 25% for administrative handling.

Terms: Per the terms of the Sales Contract. Draker will invoice monthly or upon completion of services, whichever occurs earlier, unless otherwise agreed to in writing.

Effective Date: 26 January 2012

Prices will remain in effect until 30 June 2012. In support of specific proposals, these rates may be extended, in writing for a designated period.

Note: Draker reserves the right to alter the above commercial rates for specific geographic regions and in response to particular customer requirements. Any changes must be proposed by Draker and confirmed by Company in writing prior to Draker initiating billable work.

⁴ Rates within the Continental United States (CONUS), includes 10 hour work day inclusive of travel to & from site. Overtime above 10 hours per day at \$225 per hour.

⁵ Rates Outside of the Continental United States (OCONUS), includes 10 hour work day inclusive of travel to & from site. Overtime above 10 hours per day at \$292.50 per hour.

⁶ Travel Time is considered portal to portal originating from Burlington VT, and is capped at a maximum of 10 hours per day regardless of actual travel time.