

**GREENHOUSE GAS EMISSIONS REDUCTION FUND**  
**Quarterly Progress Report Form**

Organization Name: TRC Environmental Corp  
Program Title: New Hampshire Pay for Performance  
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Reporting Period: 12 /08 /2010 - 3 /31 /2011

1) Summary of work completed during this reporting period.

*a) Provide a summary of activities relevant to this grant using Exhibit A of your contract as an outline. Include summaries of work completed by all project partners.*

During the period of 12/08/2010 through March 31<sup>st</sup>, 2011, the NH Pay for Performance Program has been engaged in the following activities.

- ✓ As an initial step, a Partner network was established. This included the development of a request for qualifications document, known as the Partnership Agreement.
- ✓ Using an evaluation panel including representatives from NH PUC, NH OEP, Carbon Solutions New England, and TRC, twelve qualified Program Partners were selected through a formal RFQ process. The Partners who were accepted into the Program are:
  - Acadia Engineers & Constructors
  - Aramark
  - Bluestone Energy
  - Energy Efficient Investments
  - Energy & Resource Solutions
  - GDS Associates
  - Honeywell
  - Integrated Building Energy Associates, LLC
  - Investment Engineering
  - LighTec
  - Trane
  - Turner Building Science
- ✓ On February 24, 2011, TRC held a full-day Partner Orientation session at the NH PUC office in Concord. All approved Partners were required to attend this session that covered the details of the Program process and workflow.
- ✓ On March 1, 2011, TRC added one full-time staff member to support the NH P4P program.
- ✓ TRC launched an informational program website visible at [www.nhp4p.com](http://www.nhp4p.com)
  - The website includes program overview, documents, “Find a Partner”, FAQ, and Contact pages.
- ✓ Developed Comprehensive Program Documentation
  - Program Application Form
  - Program Guidelines (Detailed binder detailing program workflow for partners)
  - Program Partnership Agreement
  - Energy Reduction Plan Template & Samples
    - Including detailed spreadsheets and modeling tools.
  - Steps to Participate in NH Pay for Performance Program
  - How to Select a Partner for the NH P4P Program

✓ TRC presented on the NH P4P program to the NH Business & Industry Association Energy Committee on March 8, 2011.

✓ TRC has been in discussions with the following entities regarding their expressed interest in the NH P4P program.

- NH Ball Bearing
- Velcro
- BAE Systems
- Monadnock Paper
- St. Paul's School
- NH Hospital Association
- East Point Properties
- Keller William Coastal Realty (Portsmouth)
- City of Manchester
- City of Berlin
- Rye School Department
- Sawyers Mill (Dover)

✓ TRC currently has 4 applications accepted into the NH P4P Program. The table below summarizes the current applications that have been approved by TRC, and the incentives that are expected to be paid in the next stage of the process. No incentive payments have been paid out at this point.

Partner	Client	Project	S.F.	Incentive # 1 Amount	Incentive # 2 Amount	Incentive # 3 Amount
Acadia Engineers & Constructors (AEC)	Greenland School District	Greenland Central School	91,226	\$ 9,122.60	TBD	TBD
Acadia Engineers & Constructors (AEC)	Rye School District	Rye Middle School	52,200	\$ 5,220.00	TBD	TBD
ARAMARK	City of Manchester	Manchester City Hall	51,448	\$ 5,144.80	TBD	TBD
ARAMARK	City of Manchester	Carol Rines Center	36,932	\$ 3,693.20	TBD	TBD
				<b>\$ 23,180.60</b>	<b>\$ -</b>	<b>\$ -</b>

**All Incentives Total Committed: \$23,180.60**

The next round of NH P4P program partnership enrollment into the program is currently underway, with a due date of May 4<sup>th</sup>, 2011. There are currently four (4) new program partners who have already submitted partnership applications, and another eight (8) who have expressed their intent to apply. The next program partner orientation is scheduled for May 18<sup>th</sup>, at the TRC offices in Portsmouth, NH.

TRC has also recently (April 2011) met with BAE Systems and Monadnock Paper directly in order to ensure that they are aware of the program, and to answer any questions and concerns they have about becoming involved. Both meetings went well, and it appears that both companies are moving forward with getting involved in the program.

b) List quantitative actions in table format below (see directions for more details)

<b>Table 1: Activity Summary</b>					
Activity	2011 Q1*	2011 Q2	2011 Q3	2011 Q4	2012 Q5
Establish Program Partners (at least 5)	12				
Conduct Program Partner Training/Orientation	1 (done)				
Prepare Documents for NH P4P Program	7 Core Documents (referenced above)				
ERP Review & Approval	0 (NO ERPs submitted yet)				

Verify valid contracts between partners and building owners	0				
Incentive Payments Processed	0				
Institute Incentive Plan/Structure	1 (done)				
Monthly Partner Conference Calls	0 (still ramping up)				

\* Please break out activities for the month of December, 2010. (No major project activity to report on during December of 2010).

- 2) List projected annual energy savings by fuel type for all completed energy efficiency projects during this reporting period (see Reporting Instructions for more details.)

Fuel	2011 Q1*	2011 Q2	2011 Q3	2011 Q4	2012 Q5
Oil (Gallons)	0				
Electric (kWh)	0				
Natural Gas (Therms)	0				
Propane (Gallons)	0				

\* Please break out anticipated annual energy savings for the month of December, 2010.

- 3) Please list total hours worked on the project as required by your contract.

2011 Q1*	2011 Q2	2011 Q3	2011 Q4	2012 Q5
538				

\* Please break out total labor hours for the month of December, 2010.

- 4) Explain any obstacles encountered or any milestones not reached. *Note any problems or delays. If you have a deviation from the plan, contact the PUC before proceeding and document approved action.*

The single biggest challenge to date has been the pending legislation regarding the Renewable Greenhouse Gas Initiative (RGGI) and the possibility that it may be repealed. Many potential participants as well as program partners are very concerned and hesitant to get involved with the NH P4P Program until the active legislation regarding RGGI settles out. While at the time of this being written, it appears as if the current amendment being proposed by Senator Bradley would fund the NH P4P program completely (as well as other already committed grant funds) – and only redirect future RGGI funds to the core programs – it is still a complete unknown at this point. Until this situation resolves (one way or the other), we really can't expect to have widespread engagement in this program, and that is certainly a major obstacle we've been running up against in nearly every discussion with partners and participants.

- 5) Summarize work to be completed next quarter.

The plan for next quarter is really made up to two parts. The first part is to continue to market and raise awareness about the program in an effort to ensure that all large energy users in the state are aware of how the program operates, and how to become involved, as well as the benefits that would accompany their involvement. Ideally, we'd like to bring in the bulk of our projects for the program over the course of the next several months – so as to ensure that all projects have adequate time for construction and monitoring.

The second element of the plan for next quarter is to support those projects that are either getting underway, or are already underway. This would include reviewing new project applications, and reviewing and supporting the development of project-specific energy reduction plans.

- 6) If applicable, in a section labeled *Beyond the Contract* (or some other well defined title), please report other activities, partnerships, funding or other synergies that have occurred as a result of this funding.

One really great partnership we've been developing is our relationship with the NH Manufacturing Extension Partnership. We have met multiple times with Zenagui Brahim (director) regarding their involvement in the NH P4P Program, and have come to an understanding that they would best be able to serve their members, as well as the NH P4P Program by coming in as specialized program partner. The NH MEP specializes in finding waste in manufacturing processes using what they refer to as a "value stream mapping" and the utilization of a "lean green energy" approach to finding and removing waste in a facility (excess energy would be considered waste). This skillset is unique to our current list of program partners, and we're very excited to have them on board as a part of the program – as we believe this really allows us to support and target those larger process-based industrial customers where before they might be less likely to get involved in the program.

- 7) If applicable, please include brochures, workshop announcements, or other materials developed to promote your grant activities. Attachments (and other documentation) are appreciated.

See attachments as part of quarterly report submission. Attachments are broken down into the following categories:

- Documents for New Partners (partner applications, etc.)
- Documents for Approved Partners (program guidelines, etc.)
- Documents for Participants (program summary, how to choose a partner, etc.)
- NH MEP Workflow Concept (working arrangement concept with NH MEP)
- Program Overview Presentations (presentations we've given on the program)

- 8) Complete the Invoicing form which includes your Budget vs. Actual Expenditures. *(Save this worksheet for future reporting as we will want to see your quarterly expenditures as the project continues.)* **You are required to submit budget vs. actual with each invoice.**