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**From:** O'Connor, Kevin <Kevin.Oconnor@sanjoseca.gov>  
**Sent:** Thursday, February 18, 2021 3:49 PM  
**To:** Mu, Huimin  
**Cc:** Chow, Keith  
**Subject:** RE: Microgrid Consultant Scope of Work

Hi Huimin,

Thanks for the feedback and please feel free to edit the document as you see fit.

Will you be sending the document and scheduling the meetings? I'm fine with that if that's what you prefer.

Kevin O'Connor  
Energy Resilience Coordinator  
City of San Jose Community Energy Department  
Email: [kevin.oconnor@sanjoseca.gov](mailto:kevin.oconnor@sanjoseca.gov)  
Ph: (408) 535-8538

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**From:** Mu, Huimin  
**Sent:** Thursday, February 18, 2021 3:45 PM  
**To:** O'Connor, Kevin <Kevin.Oconnor@sanjoseca.gov>  
**Cc:** Chow, Keith <Keith.Chow@sanjoseca.gov>  
**Subject:** Re: Microgrid Consultant Scope of Work

Kevin,

Your document provides a great overview and background for the project. I think this is great to give to consultant before the meeting. I only have one comment on this.

1) Under the Request To Consultant section, Can the work requested by Consultant be highlighted and not mixed with the work already done by Flynn and Outside Counsel?

Do you mind that I edit your document directly?

Huimin Mu, S. E., P. E., QSP/QSD  
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City Facilities Architectural Services Division  
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**From:** O'Connor, Kevin <[Kevin.Oconnor@sanjoseca.gov](mailto:Kevin.Oconnor@sanjoseca.gov)>

**Sent:** Wednesday, February 17, 2021 9:51 AM

**To:** Mu, Huimin <[huimin.mu@sanjoseca.gov](mailto:huimin.mu@sanjoseca.gov)>

**Cc:** Chow, Keith <[Keith.Chow@sanjoseca.gov](mailto:Keith.Chow@sanjoseca.gov)>

**Subject:** Microgrid Consultant Scope of Work

Hello Huimin,

Per our discussion last week, I prepared some background information about the support we need from one or our Microgrid Consultants. We would provide this document to the consultant prior to a meeting with them to further discuss the project and get their input on an appropriate scope of work. It's heavy on context with the hope that we can get some useful input from the consultants on a scope of work that would best serve the City. Let me know what you think and feel free to edit or comment in any way; no need to hold back if you think I missed the mark.

Kevin O'Connor

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