
From: O'Connor, Kevin <Kevin.Oconnor@sanjoseca.gov>
Sent: Thursday, February 18, 2021 6:35 PM
To: Mu, Huimin
Cc: Chow, Keith
Subject: RE: Microgrid Consultant Scope of Work

Great! Thanks!

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

From: Mu, Huimin
Sent: Thursday, February 18, 2021 5:58 PM
To: O'Connor, Kevin <Kevin.Oconnor@sanjoseca.gov>
Cc: Chow, Keith <Keith.Chow@sanjoseca.gov>
Subject: Re: Microgrid Consultant Scope of Work

Kevin,

I will send out the introduction tonight. and you can schedule for meeting. I and Keith have interest in joining the meeting.

Huimin Mu, S. E., P. E., QSP/QSD
Senior Engineer
City Facilities Architectural Services Division
Public Works Department

200 East Santa Clara Street
City Hall, 6th Floor
San Jose , CA , 95113
(408) 535-6888
Fax: (408) 292-6288

From: O'Connor, Kevin <Kevin.Oconnor@sanjoseca.gov>
Sent: Thursday, February 18, 2021 4:45 PM
To: Mu, Huimin <huimin.mu@sanjoseca.gov>
Cc: Chow, Keith <Keith.Chow@sanjoseca.gov>
Subject: RE: Microgrid Consultant Scope of Work

I'd like to meet with both of them, separately of course, as early as next week if schedules allow. After your introduction, I can work with each to schedule the meeting.

Do you plan to attend or are you interested in attending? It's your call but having you there as an advisor to me on the scope of work and which consultant might be best would be very helpful.

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

From: Mu, Huimin
Sent: Thursday, February 18, 2021 3:53 PM
To: O'Connor, Kevin <Kevin.Oconnor@sanjoseca.gov>
Cc: Chow, Keith <Keith.Chow@sanjoseca.gov>
Subject: Re: Microgrid Consultant Scope of Work

Kevin,

I can send out the document and do an introduction, copy you. After that, you are free to contact them directly as long as keeping me and Keith in the loop.

When will you be available to meet with these two consultants? or you prefer to meet with Advisian only?

Huimin Mu, S. E., P. E., QSP/QSD
Senior Engineer
City Facilities Architectural Services Division
Public Works Department

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City Hall, 6th Floor
San Jose , CA , 95113
(408) 535-6888
Fax: (408) 292-6288

From: O'Connor, Kevin <Kevin.Oconnor@sanjoseca.gov>
Sent: Thursday, February 18, 2021 3:49 PM
To: Mu, Huimin <huimin.mu@sanjoseca.gov>
Cc: Chow, Keith <Keith.Chow@sanjoseca.gov>
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

Ph: (408) 535-8538

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
Senior Engineer
City Facilities Architectural Services Division
Public Works Department

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San Jose , CA , 95113
(408) 535-6888
Fax: (408) 292-6288

From: O'Connor, Kevin <Kevin.Oconnor@sanjoseca.gov>
Sent: Wednesday, February 17, 2021 9:51 AM
To: Mu, Huimin <huimin.mu@sanjoseca.gov>
Cc: Chow, Keith <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
Energy Resilience Coordinator
City of San Jose Community Energy Department
Email: kevin.oconnor@sanjoseca.gov
Ph: (408) 535-8538