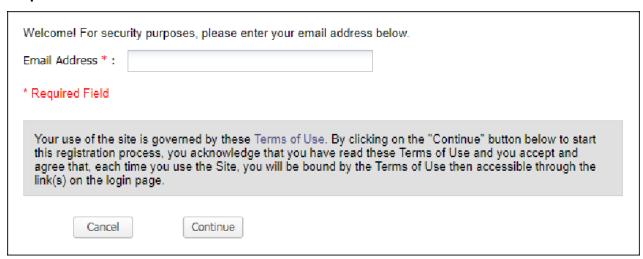


PG&E strongly encourages Participants to register with Power Advocate ASAP.

Registration:

All Notice of Intent and Offer submittal information pertaining to this Solicitation will be hosted on the Power Advocate site. To participate in this Solicitation, register through Power Advocate at the Public Registration Link. Check the Power Advocate Instructions and Registration section of your selected Solicitation for a link to Power Advocate.

Step 1: Enter email address:



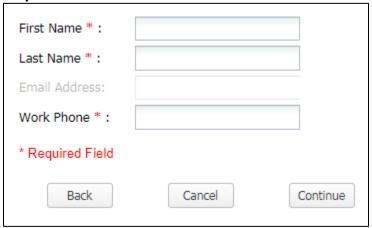
Step 2: Enter Reason for Access:



Participants that have an existing Power Advocate account will skip to Step 9 or 12 pending prior account creation.



Step 3: Enter Contact Information



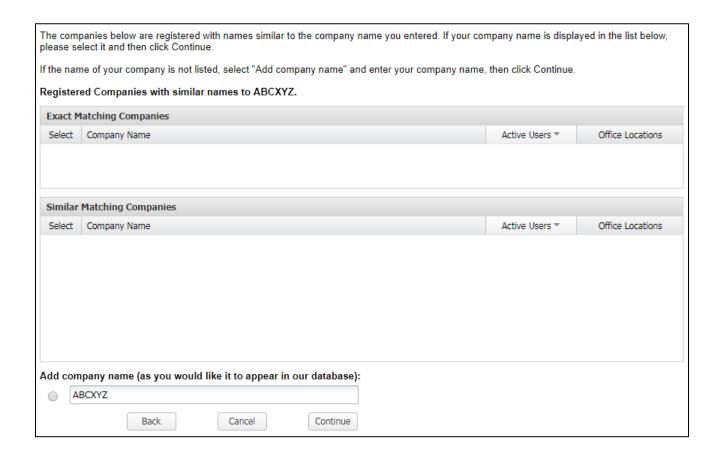
Step 4: Enter Company Name





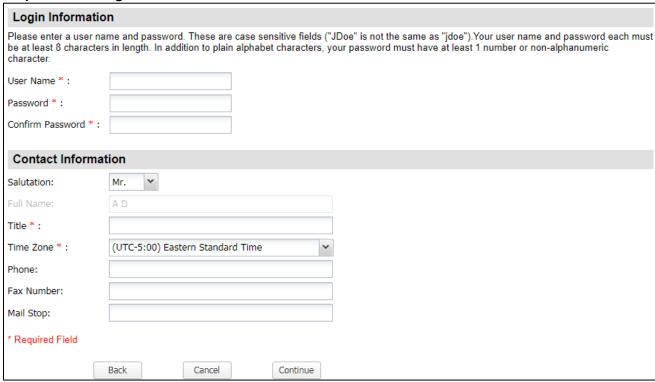
Step 5: Select the name of your company OR add yourself as a new company

Only one registration per company is required. If you are planning to enter into a Joint Venture or Partnership you will need to complete a new registration for the Primary Company_ Joint Venture or Partnership. Please use the Primary Company_ Joint Venture or Partnership format to create the company name.



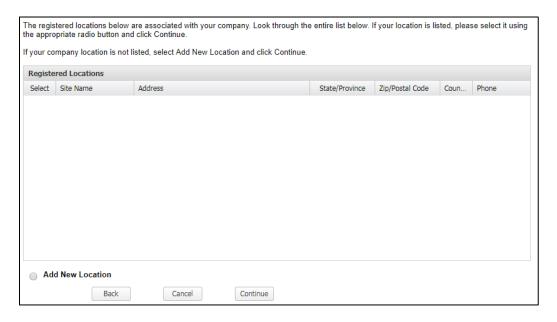


Step 6: Enter Login and Contact Information



Step 7: Location Information

If you are new company that has not previously registered on Power Advocate, please choose "Add New Location"



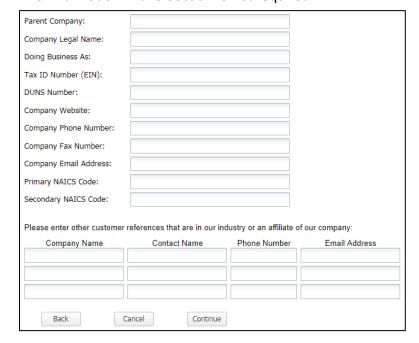


Step 8: Enter Location Information



Step 9: Enter Business Information (Optional)

The information in this section is not required.



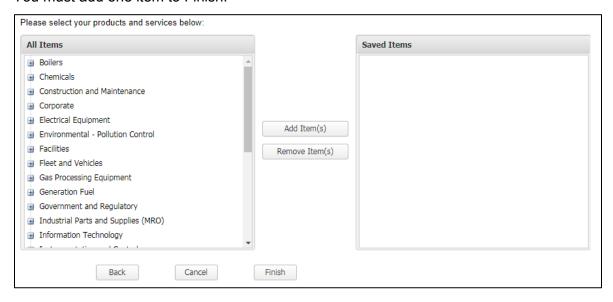


Step 10: Enter Business Biography Information

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Year Company was Founded *:			
Number of Permanent Employees * :			
Is your company unionized? *:	Yes No		
Annual Revenue for 2016:			
Annual Revenue for 2015:			
Annual Revenue for 2014:			
Company Ownership:	Privately Owned		
Owner Name	Title	Email	% Ownership
* Required Field			
Back Cancel	Continue		

Step 11: Enter Products and Services

You must add one item to Finish.





Step 12: New Participants Will Receive an Email Confirming Registration (Approval Still To Be Granted)

Once registration is complete, participants will receive a confirmation email. PG&E will approve participant registration before access to the event is available. After access is granted you will have access to the Power Advocate platform via a web browser. Check your spam or junk folder for emails from Power Advocate.

For any issues related to access to the Power Advocate, please contact Power Advocate Technical Support: (857) 453-5800 support@poweradvocate.com.

Logging in:

Open a web browser and go to http://www.poweradvocate.com.

Power Advocate functions in most web browsers; however, using browsers older than Internet Explorer (IE) version 8 may cause certain functionality to work unexpectedly. Should you encounter problems, Power Advocate support may be unable to help until the issue has been replicated in a support version of Internet Explorer.

The login page appears; you may wish to bookmark this page for quick access.

- 1. Click the orange **Login** button.
- 2. Enter your account **User Name** and **Password** (both are case-sensitive)
- 3. Click the **Events** tab if it not already displayed. If needed, the event number and name can be found in the Solicitation's Power Advocate section of the protocol document. You can search for an event using the number or name, if needed.

If you have an account but do not remember your user information, click Forgot User Name or Forgot Password and they will be emailed to you.

If you have a Solicitation related question, please email DRAMRFO@pge.com. As a reminder, if you have any technical questions related to the Power Advocate platform, please contact Power Advocate Technical Support: (857) 453-5800 support@poweradvocate.com.



Upload Documents:

Select the Upload Documents tab.



Under the Document Type header, pull down the drop-down list and select "Commercial and Administrative" from the "Select from List" menu. Please submit ALL Bid information under this category and not in either "Technical Information" or "Pricing". You do not need to enter a "Reference ID".

Click the Browse Button and Select File(s) Location where you will be uploading your documents from.

Be sure that your submittals are complete before the posted deadline found on the Event Dashboard under the Close tab. Submittals will not be accepted after the deadline.

The file must contain the items listed in the Solicitation Protocol.