

## Handling Commission Review Timetable 2016-2017

April 27, 2016 – BCMB Board Approved

NO	DATE / TIMELINE	STEP
1	January 15, 2016	DCA to circulate RFP for the Return Margin Expert to the IPs that participated in the previous HCR
2	January 21, 2016	Meeting to review RM Expert RFP with DCA
3	March 1, 2016	DCA to issue RFP for RM Expert
4	April 15, 2016	DCA awards RM RFP and informs IPs
5	April 27, 2016	<b>BCMB Board directs the commencement of the HCR process</b> <ul style="list-style-type: none"> <li>• Identify and confirm IPs (Letters from IPs on representation by May 5, 2016)</li> <li>• Set timelines</li> <li>• Selection of Target Date (April 1, 2017)</li> <li>• Selection of a Cut-off Date (June 30, 2016)</li> <li>• Identification of Reports to be developed/ used by DCA</li> </ul>
6	April 28, 2016	DCA to circulate draft RFPs and list of candidates to the IPs for the Real Estate, Indices Experts, Time and Motion Study
7	May 6, 2016	Meeting with DCA and IPs to review draft RFPs and list of candidates to the IPs for the Real Estate, Indices Experts, Time and Motion Study
8	May 10, 2016	DCA to issue RFPs for Real Estate and Indices Expert and Time and Motion Study
9	May 31, 2016	BCMB appoints the Facilitator
10	June 30, 2016	Cut-off Date for the collection of UCA data (one year of data)
11	July 15, 2016	Real Estate and Indices Expert submit reports to DCA. DCA to circulate to IPs
12	September 1, 2016	Time and Motion Study Complete – Report submitted to DCA. DCA to circulate to IPs
<b>Return Margin Report</b>		
13	May 30, 2016	Return Margin Report submitted to DCA. DCA to circulate to IPs
14	June 21, 2016	Information Requests (IRs) from IPs regarding Return Margin Report (optional)
15	July 15, 2016	Return Margin Expert responds to IRs
16	August 15, 2016	Return Margin Expert submits final report to DCA. DCA to circulate to IPs
<b>DCA Phase I and II Reports</b>		
17	September 30, 2016	DCA provides Phase I and Phase II Report to IPs
18	October 7, 2016	Meeting to review Phase I and Phase II Report with DCA / Facilitator meeting with IPs
19	November 9, 2016	DCA to present Phase I and Phase II Report to BCMB Board
<b>Facilitated Negotiations</b>		
20	October 14, 2016	Deadline for Information Requests (IRs) to DCA

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21	October 28, 2016	DCA response to IRs
22	November 2, 2016	Meeting with Facilitator – Review of issues
23	November 10, 2016	Deadline for IPs to submit written statements
24	November 24, 2016	Deadline to submit IRs to IPs
25	December 8, 2016	Deadline for IPs to submit responses to IRs
26	December 20, 2016	Deadline for IPs to submit rebuttal statements
27	January 9, 2017	IP meeting with Facilitator
28	January 10 – 17, 2017	Week for Facilitated Negotiations
29	January 23, 2017	Facilitator submits final report to the BCMB – identifies agreement and/or outstanding issues
30	February 21, 2017	BCMB Board Meeting to approve agreement or instruct either: Board Hearing or Arbitration Panel. IPs present at meeting <i>(no sooner than 15 days and no later than 60 days following final report from facilitator)</i>
<b>BCMB Board Hearing or External Arbitration Panel</b>		
31	February 21, 2017	Board Hearing/Arbitration Panel process initiated
32*	TBD	Board Hearing/Arbitration Panel process completed
<b>BCMB Board Meeting</b>		
33*	April 26, 2017 (goal)	BCMB Board Meeting to set Handling Commissions

\*Timeline for steps 32 and 33 will vary depending on availability of hearing/panel members, IPs, experts and legal counsel and time needed to conduct hearing.