

PRELIMINARY PROPOSAL REQUIREMENTS

1. Purpose

This document provides an overview of the Proposal submission process and draft Proposal requirements. These requirements are based on:

- the Supplemental Photovoltaic Procurement Plan (“Supplemental Plan”) prepared by the Illinois Power Agency (“IPA”);
- the Commission Order regarding the Supplemental Plan dated January 21, 2015 (“Order”); and
- the Draft IPA REC Purchase and Sale Agreement last posted March 25, 2015 (“Contract”).

2. Overview of Proposal Submission Process

2.1. A Proposal consists of two (2) parts. The first part of the Proposal (“Part 1 Proposal”) is the participant’s response to the qualification standards. The qualification standards are set to provide assurance that the system or project, as well as the participants, can satisfy the requirements of the Supplemental Plan, the requirements of the Order, and the obligations under the Contract. The second part of the Proposal (“Part 2 Proposal”) includes the bids and financial support for the bids.

2.2. Participants use an online Part 1 Form to enter information (for example, contact information and description of the system). Participants also use the online Part 1 Form to upload documents that may be required (alternatively, participants may also provide required documents by email to the Procurement Administrator). When a signature is required, the Procurement Administrator makes available to participants

27 March 2015
Spring 2015 Procurement Events (SPV RFP)

an “Insert”, which is a stand-alone Word form that a participant can fill out, sign, scan, and then upload to the Part 1 Form or email to the Procurement Administrator.

2.3. The Part 1 Proposal consists of the completed online Part 1 Form as well as documents required by the Part 1 Form (emailed to the Procurement Administrator or uploaded to the online Part 1 Form). No participation fee or application fee is required.

2.4. Similarly, participants use the online Part 2 Form to submit information and documents in response to the Part 2 Proposal requirements. A participant states the expected quantity of its bids. A participant submits a refundable deposit of \$8/REC of the quantity bid on a forecast basis (i.e., associated with systems below 25 kW that are not yet identified) and \$4/REC of the quantity bid associated with identified systems. The Procurement Administrator will provide a Bid Form in Microsoft Excel format to be used by the participant for purposes of submitting bids.

2.5. The Part 2 Proposal consists of the completed online Part 2 Form, deposit, the Bid Form, and any other documents necessary to fulfill the Part 2 Proposal requirements.

2.6. A tentative schedule (subject to change) is provided below.

Event	Date
Opening of Part 1 Window	Thursday, May 14, 2015
Part 1 Date (Part 1 Proposals are due)	Wednesday, May 27, 2015
Part 1 Notification	Tuesday, June 02, 2015
Opening of Part 2 Window	Wednesday, June 03, 2015
Part 2 Date (Part 2 Proposals except Bids are due)	Friday, June 12, 2015
Bid Date (Bids are Due)	Thursday, June 18, 2015

27 March 2015
Spring 2015 Procurement Events (SPV RFP)

- 2.7. Part 1 Proposals are received and processed during a specific timeframe, the “Part 1 Window”. The last day of the Part 1 Window is called the “Part 1 Date”. All materials for the Part 1 Proposals are due at 12 PM (noon) Central Time on the Part 1 Date.
- 2.8. Part 2 Proposals are received and processed during a specific timeframe, the “Part 2 Window”. The last day of the Part 2 Window is called the “Part 2 Date”. All materials for the Part 2 Proposals, except the Participants’ Bids, are due at 12 PM (noon) Central Time on the Part 2 Date.
- 2.9. The day bids are due is called the “Bid Date”. Bids are evaluated on the Bid Date. The bids will be received during a particular time window on the Bid Date (for example, between 10 AM and noon). The Procurement Administrator evaluates the bids of participants that are successful in the Part 1 Proposal and the Part 2 Proposal.
- 2.10. A “bid” is a price per REC for a given identified system or is a price per REC for a block of forecast REC quantity (of systems not yet identified). A participant is only allowed to bid a forecast REC quantity for systems below 25 kW. Each procurement event will specify the system sizes that are solicited and any constraints in terms of the minimum or maximum bid sizes.
- 2.11. The evaluation of bids first eliminates the bids that fail to meet or beat the benchmarks. Second, bids are ranked in order of price per REC until all bids have been ranked or the budget is exhausted (the budget will be announced prior to each procurement event). If that step ends because the budget was exhausted, in a next step, the lowest priced below 25 kW systems that have not yet been ranked replace the highest priced over 25 kW systems as needed to reach the objective of having 50% of

27 March 2015
Spring 2015 Procurement Events (SPV RFP)

the RECs from systems below 25 kW (or vice-versa, should the imbalance work in the opposite direction).

- 2.12. Within two (2) business days of the Bid Date, the Procurement Administrator will submit to the Commission a confidential report that will provide the results of the bidding. Within two (2) business days of the Bid Date, the Procurement Monitor will submit to the ICC a confidential report regarding the results of the bidding. The Commission will decide whether to accept or reject the results of each procurement event within two (2) business days of receiving the confidential reports from both the Procurement Administrator and the Procurement Monitor.

3. Draft Part 1 and Part 2 Proposal Requirements

The tables below provide a list of requirements that are anticipated at this time for the Part 1 and Part 2 Proposals. This list is in draft form and is preliminary.

Draft Part 1 Proposal Requirements for Identified Systems	
Information about each System	<ul style="list-style-type: none"> • Address • Size • Date energized (if in the future, certify that the system can be energized and registered with a tracking system within 12 month of bid date). • Where registered (if not yet, acknowledge that the system must be registered in PJM-EIS GATS or M-RETS) • Interconnecting utility • Solar photovoltaic renewable energy as defined in Illinois law
Identification of the Parties	<ul style="list-style-type: none"> • Who is submitting the proposal? (developer, installer, consultant, signatory, other) • Who is signing the Contract (“signatory”)? • Who is the owner of the system? (if the owner is not the signatory, then a document may be required to show that the signatory can convey title to the RECs to the IPA) • Who is the host? (if the host is not the owner, then additional information may be required)
Certifications by eventual signatory to Contract	<ul style="list-style-type: none"> • System is/will be on customer side of revenue quality meter • Signatory agrees to the terms of the contract • System is/will be installed by a qualified person • Signatory agrees to Illinois State requirements • Signatory agrees to rules about size change and substitute systems in Contract • Signatory has checked that the system of the size in the proposal can be interconnected with relevant utility

Draft Part 2 Proposal Requirements for Identified Systems	
Indicative quantity and deposit	<ul style="list-style-type: none">• Intended bid quantity (size of system)• Calculate amount of refundable deposit• Provide refundable deposit
Certifications by signatory	<ul style="list-style-type: none">• Bidding independently• Signatory commits to binding bid until contract execution is complete• Signatory agrees to sign contract within the required timeframe
Additional Information	<ul style="list-style-type: none">• May, but is not required to, provide information needed to complete the contract form

Draft Part 1 Proposal Requirements for Forecast REC Quantities (below 25 kW systems only)	
Information about the Bid	<ul style="list-style-type: none"> • Total REC quantity • Total estimated number of systems
Identification of the Parties	<ul style="list-style-type: none"> • Who is submitting the proposal? (developer, installer, consultant, signatory, other) • Who is signing the contract (“signatory”)?
Certifications by eventual signatory to contract	<ul style="list-style-type: none"> • Acknowledge all systems must be below 25 kW • Acknowledge characteristics of the systems <ul style="list-style-type: none"> ○ Customer side of revenue quality meter ○ System installed by qualified person ○ Identified with 6 months of bid date; energized within 12 months of system identification ○ Interconnected to a utility ○ Solar photovoltaic renewable energy as defined in Illinois law • Signatory agrees to the terms of the contract • Signatory agrees to Illinois State requirements • Signatory agrees to rules about size change and substitute systems in Contract • Signatory agrees to register systems in PJM-EIS GATS or M-RETS

Draft Part 2 Proposal Requirements for Forecast REC Quantities (below 25 kW systems only)	
Indicative quantity and deposit	<ul style="list-style-type: none">• Intended bid quantity• Calculate amount of refundable deposit• Provide refundable deposit
Certifications by signatory	<ul style="list-style-type: none">• Bidding independently• Signatory commits to binding bid until contract execution is complete• Signatory agrees to sign contract within the required timeframe
Additional Information	<ul style="list-style-type: none">• May, but is not required to, provide information needed to complete the contract form