

Checklist

Interconnection Standards for Customer-Owned Renewable Electric Generation Facilities

Point of contact: City of Augusta Inspection & Codes Division 316-775-4505

<input checked="" type="checkbox"/>	Task
<input type="checkbox"/>	1. Review Interconnection Standards for Installation and Parallel Operation of Customer-Owned Renewable Electric Generation Facilities.
<input type="checkbox"/>	2. E-mail name and address of utility account to jsutton@augustagov.org to determine maximum capacity of solar generation allowed.
<input type="checkbox"/>	3. Complete and submit Form 1 (Interconnection Application) to Inspection & Codes Division. <u>Include with Form 1:</u> \$250.00 Permit Fee
<input type="checkbox"/>	4. After approval of Form 1, complete and submit Form 2 (Interconnection Agreement) signed by the utility customer. <u>Include with Form 2:</u> <ul style="list-style-type: none"> <input type="checkbox"/> One-line Diagram (see example here) <input type="checkbox"/> Site Layout (see example here) <input type="checkbox"/> Certificate of Insurance (see Paragraphs 14 & 15 of Interconnection Standards) <input type="checkbox"/> Cut sheets for all equipment to be installed
After review & approval of the Application & Attachments, the City will issue “Contingent Approval to Interconnect the Generation Facility”.	
<input type="checkbox"/>	5. Complete and submit Form 3 (Certificate of Completion) when the Generation Facility is ready to be inspected. <ul style="list-style-type: none"> <input type="checkbox"/> Inspector will schedule an inspection of the Generation Facility. <input type="checkbox"/> Inspector will review & sign Form 3 (Certificate of Completion).
<input type="checkbox"/>	6. Complete and submit Form 4 (Renewable Energy Parallel Generation Application for Service) .
<input type="checkbox"/>	7. After approval of Form 4, complete and submit Form 5 (Approval to Energize Generation Facility) .

Note:

A new Certificate of Insurance must be submitted annually.

Base Rate Charge will be reevaluated and adjusted annually.

FORM 1. INTERCONNECTION APPLICATION

Application No. _____

City of Augusta

**Customer-Owned Renewable Electric Generation Facility 25 kW_{AC} or Less
for Residential Service and 200 kW_{AC} or Less for Commercial Service**

This Application for Interconnection of a Customer-Owned Renewable Electric Generation Facility 25 kW_{AC} or less for Residential Service and 200 kW_{AC} or less for Commercial Service is considered complete when it provides all applicable and correct information required below. The City of Augusta electric Utility may require additional information or clarification to evaluate the Interconnection Application. Processing of this Application cannot begin until all information is complete.

Processing Fee

A non-refundable processing fee of \$250 must accompany this Application. [Fee is discretion of City]

Customer

Name: _____ Utility Account Number: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone (Day): _____ (Evening): _____

Fax: _____ E-Mail Address: _____

Is the Generation Facility owned by the Customer listed above? Yes No

Contact (if different from Customer)

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone (Day): _____ (Evening): _____

Fax: _____ E-Mail Address: _____

Generation Facility Information

Location (if different from above): _____

Inverter Manufacturer: _____

Model _____

Nameplate Rating: (kW_{AC}) _____ (kVA_{AC}) _____

System Design Capacity: (kW_{AC}) _____ (kVA_{AC}) _____

Energy Source: Solar Wind Battery/Storage

Is the Generation Facility equipment IEEE 1547/UL 1741 Certified? Yes No

[Note: Requires a Yes for an application to be considered complete.]

If Yes, attach manufacturer's documentation and technical specification sheet showing IEEE 1547/UL 1741 certification.

Have all necessary government permits, and approvals been obtained for the project prior to this application?

Yes No [Note: Requires a yes for an application to be considered complete.]

Is Utility Accessible External Generator AC Disconnect Switch Provided? (Required) Yes No

Location of Accessible External Generator AC Disconnect Switch _____
(e.g., Two feet west of utility electric meter)

Estimated Generation Facility Installation Date: _____

Estimated Generation Facility Initial Operation Date: _____

List components of the Generation Facility equipment package that are currently certified:

Equipment Type	Certifying Entity
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____

Equipment Installation Contractor: Indicate installation by owner if applicable

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person (If other than Above): _____

Telephone (Daytime): _____ (Evening): _____

Facsimile Number: _____ E-Mail Address: _____

Electrical Contractor: (If Applicable) Indicate if not applicable

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person (If other than Above): _____

Telephone (Daytime): _____ (Evening): _____

Facsimile Number: _____ E-Mail Address: _____

Consulting Engineer: (If Applicable) Indicate if not applicable

Name: _____
Mailing Address: _____
City: _____ State: _____ Zip Code: _____
Contact Person (If other than Above): _____
Telephone (Daytime): _____ (Evening): _____
Facsimile Number: _____ E-Mail Address: _____

Provide a one-line diagram of the Generation Facility. The one-line diagram is a basic drawing of an electric circuit in which one or more conductors are represented by a single line and each electrical device and major component of the installation, from the generator to the point of interconnection, are noted by symbols. See attached example.

Provide a site layout of the Generation Facility and nearby features. The site layout is a basic drawing showing the location of the Generation Facility, electric Utility Electric meter, AC and DC disconnect switches, existing electrical panels, disconnects, and utility transformers, conduit/conductor runs and lockout locations.

Copies of manufacturer's specification sheets for all Generation Facility equipment, inverters, and other proposed Generation Facility equipment must be submitted with this Application.

Customer Signature

I hereby certify that, to the best of my knowledge, the information provided in this Interconnection Application is true. I agree to abide by the terms and conditions of the City of Augusta (Utility) Interconnection Standards for Installation and Parallel Operation of Customer-Owned Renewable Electric Generation Facilities 25 kW_{AC} or Less for Residential Service and 200 kW_{AC} or less for Commercial Service and will return the Certificate of Completion to the Utility when the Generation Facility has been installed and prior to commencing operation of said Generation Facility.

Signature: _____ Date: _____

----- **City of Augusta Utility Use** -----

Contingent Approval to Interconnect the Generation Facility

Interconnection of the Generation Facility is approved contingent upon Customer compliance with all terms and conditions of the electric Utility's Interconnection Standards and upon return of the Certificate of Completion prior to commencement of commercial operation of said Generation Facility.

Signature: _____ Title: _____

Date: _____ Application Number: _____

Electric Utility waives inspection/witness test? Yes No Initial _____

City of Augusta, Kansas
Customer-Owned Renewable Electric Generation Facility 25 kW_{AC} or Less
for Residential Service and 200 kW_{AC} or Less for Commercial Service

This Agreement, (“**Agreement**”) is entered into by and between the City of Augusta, Kansas (“**Utility**”) and _____, (“**Customer**”). The Customer electric account subject to this Agreement is Account Number _____. Customer and Utility are referenced in this Agreement collectively as “**Parties**” and individually as “**Party.**”

Recitals

WHEREAS, the Utility owns and operates an Electric Distribution System serving the City of Augusta, Kansas, and surrounding area;

WHEREAS, Customer owns or desires to install, own and operate a Utility-approved renewable, electric Generation Facility with a rated output of 25 kW_{AC} or less for Residential Service and 200 kW_{AC} or less for Commercial Service, interconnected with and operating in parallel with the Utility Electric Distribution System;

Agreement

NOW, THEREFORE, in consideration of the covenants and promises herein, the Parties mutually agree as follows:

1. SCOPE OF AGREEMENT:

This Agreement governs the terms and conditions under which the Generation Facility will interconnect with and operate in parallel with the Electric Distribution System.

2. DEFINITIONS:

The definitions used in this Interconnection Agreement are those found in Part 1, Section 2 of the Utility Interconnection Standards for Installation and Parallel Operation of Customer-Owned Renewable Electric Generation Facilities 25 kW_{AC} or Less for Residential Service and 200 kW_{AC} or Less for Commercial Service.

3. PARALLEL OPERATION:

Customer shall not interconnect or commence parallel operation of the Generation Facility until written Approval to Energize the Generation Facility under Part 6 of these Interconnection Standards has been provided by the Utility. The Utility shall

have the right to have representatives present during initial testing of the Generation Facility and its protective apparatus.

4. INTERCONNECTION COSTS:

The Utility has estimated the costs, including overheads, for necessary System Upgrades to its Electric Distribution System and Customer service connection, if any, and has provided a detailed itemization of such costs in the attached description of estimated System Upgrade costs. Prior to commencement of System Upgrades that are required to allow interconnection of the Customer-owned Generation Facility, Customer shall deposit with the Utility an amount equal to the estimated cost of said System Upgrades. If the actual costs of said System Upgrades are less than the amount deposited by the Customer, the Utility shall refund the difference to the Customer within 60 days of completing said System Upgrades. If the actual costs of said System Upgrades exceed the amount deposited by the Customer, the Utility shall bill the Customer for the difference. Customer agrees to pay the invoiced amount within 30 days of the invoice date. The utility will supply, own, and maintain all necessary meters and associated equipment utilized for billing. In addition, and for the purposes of monitoring customer generation and load, the utility may install at its expense, load research metering. The customer shall supply, at no expense to the utility, a suitable location for meters and associated equipment used for billing and for load research. All costs related to installation of said meter or meters shall be borne by the Customer.

5. INTERRUPTION OR REDUCTION OF DELIVERIES:

The Utility may require the Customer to interrupt or reduce energy deliveries when the Utility determines, in its sole discretion, that curtailment, interruption or reduction is necessary because of maintenance, safety, emergency, Force Majeure or compliance with Prudent Utility Practice. No compensation or credit will be provided to the Customer by the Utility for such interruptions or reductions in energy deliveries.

6. ADVERSE OPERATING EFFECTS:

The interconnection of the Generation Facility shall not reduce the reliability and quality of Utility Electric Distribution System service. This includes but is not limited to power quality issues such as Harmonic Distortion, Voltage Flicker and frequency deviations. The Utility shall notify the Customer as soon as practicable if, based on Prudent Utility Practice, operation of the Generation Facility causes disruption in or deterioration of service to other Utility electric customers or if operating the Generation Facility could damage the Electric Distribution System. If, after notice, the Customer fails to timely remedy the adverse operating effect, the Utility may disconnect the Generation Facility with no further notice.

7. COMPLIANCE WITH INTERCONNECTION STANDARDS REQUIREMENTS:

Customer has read the Utility Interconnection Standards for Installation and Parallel Operation of Customer-Owned Renewable Electric Generation Facilities 25 kW_{AC} or Less for Residential Service and 200 kW_{AC} or Less for Commercial Service, as adopted by the Utility, and agrees to comply with all requirements included therein, including, but not limited to, all insurance and indemnity provisions identified in Paragraphs 14 and 15 therein.

8. ACCESS TO PREMISES:

The Utility shall have access to the Customer premises or property and to the External AC Generator Disconnect Switch as permitted in its policies, Rules and Regulations and Interconnection Standards.

9. GOVERNING LAW:

This Agreement shall be interpreted and governed under the laws of the State of Kansas, the Ordinances of the City of Augusta, and **[Utility Electric Rates and Regulations]**.

10. DOCUMENTS:

This Agreement incorporates all other provisions and related documents of these Interconnection Standards for Installation and Parallel Operation of Customer-Owned Renewable Electric Generation Facilities 25 kW_{AC} or Less for Residential Service and 200 kW_{AC} or Less for Commercial Service as the same may be amended from time to time.

11. NOTICES:

All written notices shall be directed as follows:

Customer:

Name:

Address:

City/State/Zip:

City of Augusta:

Name:

Title: _____

City/State/Zip: _____

12. TERM OF AGREEMENT:

This Agreement shall be in effect when executed by the Customer and the City of Augusta and shall remain in effect thereafter month to month unless terminated in accordance with the provisions of Section 16 of "Part 2 Technical Requirements".

IN WITNESS WHEREOF, the Parties hereto have caused two originals of this Agreement to be executed by their duly authorized representatives. This Agreement is effective as of the last date set forth below.

Customer:

City of Augusta:

Signature

Signature

Print Name

Print Name and Title

Date

Date

FORM 3. CERTIFICATE OF COMPLETION

Application No. _____

**City of Augusta
Customer-Owned Renewable Electric Generation Facility**

Is the Generation Facility installed, tested and ready for operation? Yes _____ No _____

Customer: _____ Utility Account Number: _____

Address: _____

Telephone (Day): _____ (Evening): _____

Fax: _____ E-Mail Address: _____

Location of the Generation Facility (if different from above):

Has the Generation Facility been installed in accordance with all applicable building codes, permits and ordinances (if applicable)? Yes _____ No _____

Electrician/Service Company:

Name: _____

Address: _____ City/State/Zip: _____

Telephone (Day): _____ (Evening): _____

Fax: _____ E-Mail Address: _____

License number: _____

Date electric Utility approved Interconnection Application: _____

Application Number: _____

Inspection:

The Generation Facility has been installed and inspected in compliance with all applicable electrical codes.

A copy of the signed electrical inspection form is attached. Yes No *(If inspection form is not attached)*

Signature of Inspector: _____ Date: _____

Printed name of Inspector

Insurance:

The Generation Facility is covered with an insurance policy as described in the Technical Requirements, 14 and 15. A copy of proof of insurance is attached. Yes No

Application No. _____

City of Augusta

Customer Name: _____

Service Address: _____

City: _____ State: _____ Zip: _____

Utility Account Number: _____

Contact Person: _____

Telephone Number: _____

Address: _____

City: _____ State: _____ Zip: _____

E-Mail Address: _____

This application is for electric service under the City of Augusta (“Utility”) Renewable Parallel Generation – Residential Service rate schedule or Renewable Parallel Generation – Commercial Service for the above customer (“Customer”). The Customer Generation Facility is a renewable energy Generation Facility as defined in Utility Interconnection Standards for Installation and Parallel Operation of Customer-Owned Renewable Electric Generation Facilities 25 kW_{AC} or Less for Residential Service and 200 kW_{AC} or Less for Commercial Service.

The Generation Facility qualifies for the Renewable Parallel Generation – Residential Service rate or Parallel Generation – Commercial Service rate schedule as it meets the definitions and requirements of said Interconnection Standards. Total rated output of the Generation Facility under the Renewable Parallel Generation – Residential Service rate schedule, is _____ kW_{AC}. Customer acknowledges that he/she has read the rate schedule and agrees to all terms and conditions contained therein, including without limitation those specified in the Interconnection Standards for Installation and Parallel Operation of Customer-Owned Renewable Electric Generation Facilities 25 kW_{AC} or Less for Residential Service and 200 kW_{AC} or Less for Commercial Service. Specifically, the Customer understands and agrees that an electric meter or meters capable of registering the flow of electricity in each direction must be in service at the facility. In addition, and for the purposes of monitoring customer generation and load, the utility may install at its expense, load research metering. The customer shall supply, at no expense to the utility, a suitable location for meters and associated equipment used for billing and for load research. All costs related to installation of said meter or meters shall be borne by the Customer. Customer acknowledges and agrees that operation of said Generation Facility is intended primarily to

offset part of Customer's electricity requirements, and that the Generation Facility is not sized to exceed the annual electric energy requirements of the Customer's premises. Customer further acknowledges and agrees that the Utility shall not provide credit for surplus energy generated by the Generation Facility under the Renewable Parallel Generation – Residential Service rate schedule or Renewable Parallel Generation – Commercial Service rate schedule that exceeds the Customer's annual energy consumption starting January 1 and ending December 31.

Requested By:

Approved By:

Customer Name

Name

Authorized Signature

Utility Signature

Date

Date

Rejected:

Name

Utility Signature

Reason for Rejection

Date

Form 5. APPROVAL TO ENERGIZE GENERATION FACILITY

Application No. _____

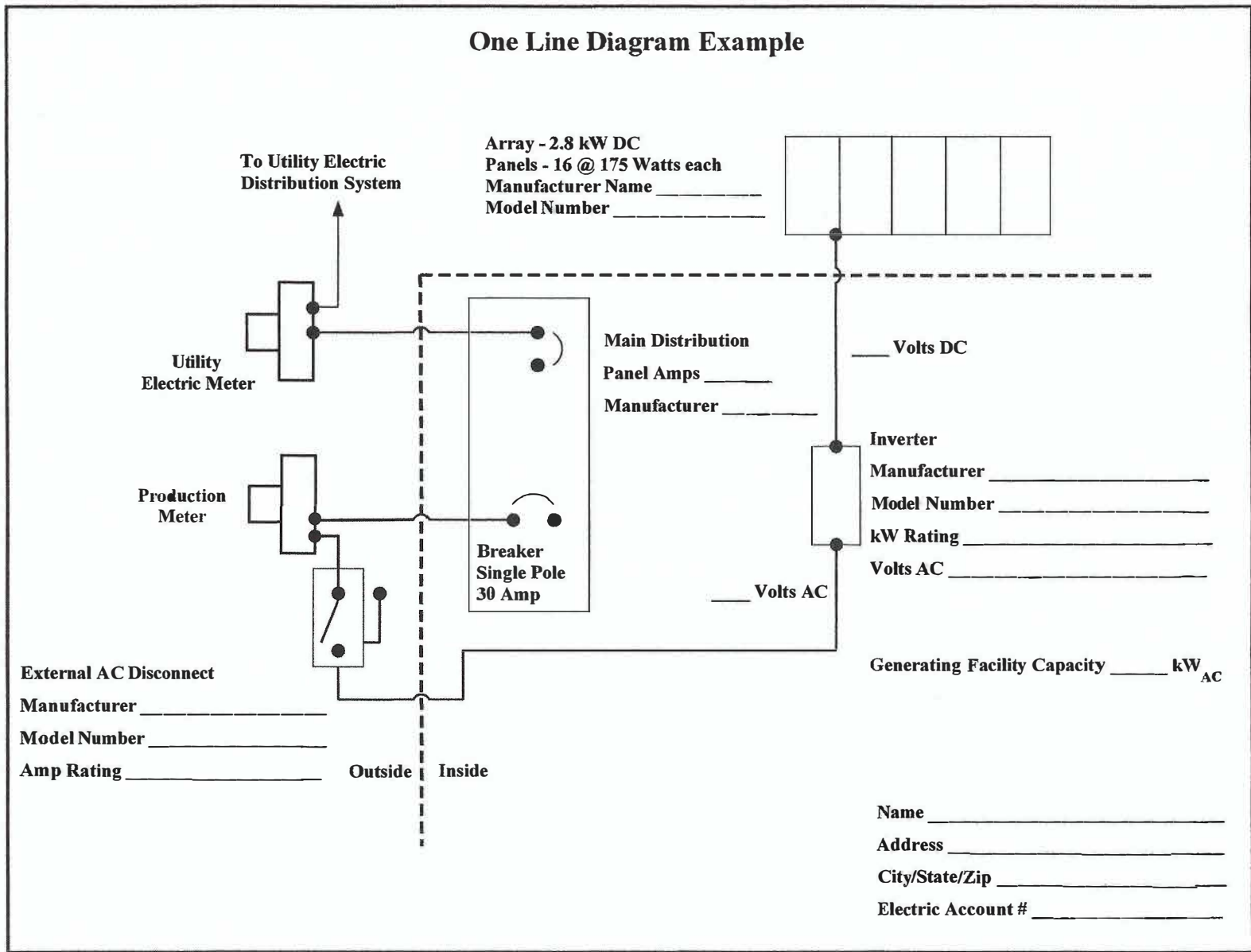
**City of Augusta
Customer-Owned Renewable Electric Generation Facility**

The City of Augusta, having entered into an Interconnection Agreement for the Generation Facility described in the Application noted by number above and having received a Certificate of Completion with proper documentation of the electrical inspection hereby authorizes the Generation Facility to be energized:

Electric Utility Signature: _____

Title: _____ Date: _____

One Line Diagram Example



Sample Site Layout

John Doe
111 E. Main St.
City, State, Zip Code

5.5 kW-DC
Roof-Mounted
Solar Array

200 Amp
Main Breaker Panel

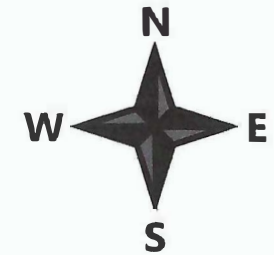
Utility Pole

Existing Utility Meter

Production Meter

30 Amp AC Disconnect Switch
Lockable in Open Position

5kW-AC Single Phase Inverter



E. Main St.

