

DISTRIBUTION CONNECTED GENERATION

DG QUEUE MANAGEMENT PRACTICES

Purpose

This document outlines the practices FortisAlberta has implemented to administer the Substation Feeder Capacity Queue (the DG Queue). These practices replace the previous queue management practices set by FortisAlberta October 1, 2018. The objectives of the DG Queue Management Practices are to:

- Ensure fair and non-discriminatory treatment of DG projects
- Ensure efficient progression of DG projects through the interconnection process
- Clarify key queuing milestones in the interconnection process
- Align FortisAlberta's queueing practices with AESO's Stage 2 On Hold for Behind The Fence projects

FortisAlberta's DG Queue phases and timelines are applicable to every DG proponent's project, regardless of the number of projects waiting to connect at a substation feeder.

NOTE: The DG Queue Management Practices outlined below [do not apply](#) to stand-by generators and non-export generation. Please view our website for requirements specific to these generator types.

Applicability

To remain in the DG Queue, proponents must complete all the requirements in each interconnection phase within the time frames outlined in FortisAlberta's DG Interconnection Process. Any significant change to the approved scope of a project will result in the need for the project to be re-started and the risk of losing the project's position in the queue DG Queue.

If the DG Queue Management Practice requirements are not met, the project will be removed from the DG Queue. When projects are removed from the DG Queue, contingent projects will be considered next-in-line and those proponents will be notified of the change with the corresponding updated High-Level or Detailed Studies (cost and available capacity).

Applicable projects will be entered into the AESO Connection Queue while completing transmission connection requirements. Projects that are removed from the AESO Connection Queue will subsequently be removed from the FortisAlberta substation feeder capacity queue.

Projects that are placed On Hold during Stage 2 in the AESO Connection Queue will be allowed to be put On Hold in FortisAlberta's DG Queue but subject to the same consequences of other projects advancing while the project is On Hold.

Interconnection Phases

PHASE 1: Pre-Application Scoping

This is an information gathering and project scoping phase to help proponents select a feasible location prior to entering the DG Queue. Proponents may submit a Pre-Application Scoping Request to FortisAlberta. This is the first step in the generator interconnection process that will help determine where the closest distribution lines are for a proposed project and if it's feasible to connect the project to the grid at that location.

This is an optional step in the DG interconnection process however, it is recommended to help new proponents understand the DG Interconnection process, who is involved and most importantly, where to find a location to successfully connect the project. A project does not enter the DG Queue during this phase.

PHASE 2: High-Level Study (HLS)

The proponent submits a formal application for grid interconnection and requests FortisAlberta to complete the High-Level Study (HLS).

- Submit the "Distributed Generation Service Application" or "Micro-Generation Service Application" available online at www.fortisalberta.com.
- FortisAlberta will issue an invoice for the HLS fee after your application is received. Once the HLS fee is paid and the required technical information is provided to complete the study, the project enters the DG Queue. If the invoice is not paid by the due date of 30 calendar days or if the appropriate technical information is not provided, the project will be cancelled.
- After the HLS is completed, FortisAlberta will send the HLS proposal for a review period of 30 calendar days. FortisAlberta must receive the signed HLS acceptance letter for the location

and/or option specified in the HLS within 30 calendar days or the project will be removed from the DG Queue.

- Once FortisAlberta receives the signed HLS acceptance letter, we will invoice for the Detailed Distribution Study and Transmission System Interconnection Study fees.
- FortisAlberta will advance the project to the Detail Distribution Study and Transmission System Interconnection Study phase upon full payment of the applicable fees and submission of the required technical information to complete the Detailed Distribution Study (e.g. Single Line Diagram) within 30 calendar days or the project will be removed from the DG Queue.
- Any project removed from the DG Queue will have to begin the interconnection process again by applying for a new HLS with all applicable fees.

NOTE: Change of Scope: If a scope change is made by the proponent (e.g. change of feeder, change of location, increase of capacity, changes to the generator type), the project will be removed from the DG Queue and a new HLS will be required along with applicable fees. If the change of scope does not negatively impact the completed study results, a new HLS may not be required, and the project may retain the DG Queue position at FortisAlberta's sole discretion.

Milestone Completed – High Level Study Phase is now complete and queue position is secured

Phases 3 and 4: Detail Distribution Study and Transmission System Interconnection Study

Once the proponent has received their High-Level Study, they have reached the first go/no-go point where they may choose to tweak their project, submit a new application with a revised scope or continue forward with a Detailed Distribution Study. The Transmission System Interconnection Study is kicked off concurrent with the Detailed Distribution Study.

- FortisAlberta will provide a detailed distribution interconnection cost to review. At this time, the proponent can decide to withdraw the project based on the distribution cost, in which case the project is removed from FortisAlberta's DG Queue.
- If the project requires any transmission system upgrades, it is entered into the AESO Behind the Fence (BTF) gating process. Typically, this Phase for the Transmission System Interconnection Study takes 32 to 36 weeks and FortisAlberta will maintain the project queue position during this time.
- During this stage, the AESO applies its own queue management practices and requirements for projects. Failure to meet these required timelines can result in removal from the AESO queue. Proponents can find detailed information on the AESO connection process [here](#).

- With the introduction of the AESO's Stage 2 On Hold option, the project can be paused to allow the proponent to re-assess current conditions and the project's continued viability. During the time the project is using the AESO 'On Hold' option, the project is essentially parked and other projects can now use the Transmission capacity previously considered for your project.
- Selecting to place the project to the AESO's On Hold option will also park the project in FortisAlberta's DG Queue. When the proponent decides to restart their project, FortisAlberta will review any change(s) to the FortisAlberta DG Queue and provide an update to the proponent of the impact of restarting the project and any new study requirements that may be required and/or the impact of DG Queue change(s). The proponent will then need to meet these new requirements and accepts the risk that the project parameters may no longer be viable when the project is restarted.

NOTE: Although FortisAlberta has secured the project's place in the FortisAlberta DG Queue since the HLS Phase, Transmission system capacity cannot be secured until the Transmission System Interconnection Study has been completed by the Transmission Facility Owner and the Generator Unit Owner Contribution has been paid to the AESO.

Phase 5: Final Interconnection Proposal is Issued

Once the transmission study is complete, FortisAlberta will provide the proponent with a Final Interconnection Proposal that outlines the final cost for distribution and transmission infrastructure upgrades that are required to interconnect the project. The proposal will also specify the final technical requirements. At this stage, FortisAlberta Key Account Managers will work with the proponent to finalize the Interconnection Agreement and Operating Agreements.

- FortisAlberta sends the final interconnection package (detail distribution interconnection cost, pre-paid Operating and Maintenance (O&M) cost and Transmission Facility Owner (TFO) Proposal to Provide Service (PPS) costs) to the proponent for review and acceptance.
- FortisAlberta must receive the signed Quote Letter within 30 calendar days or the project is cancelled and removed from the DG Queue.
- Once the signed Quote Letter is received, FortisAlberta will send the construction invoices for the full construction cost, Transmission, Distribution, O&M and the Admin fee.
- FortisAlberta must receive the payment within 30 calendar days to advance the project to the construction stage. If the full payment is not received by the invoice due date, the project will be removed from the DG Queue.

Milestone Completed – Detailed Distribution Study and Transmission System Interconnection Study Complete and queue position is maintained

Phase 6: Construction Stage

The proponent may request to defer the construction for a maximum of one year after the Final Interconnection Proposal has been accepted and signed. If construction is deferred, FortisAlberta reserves the right to re-quote the detailed distribution costs. The cost of re-quoting shall be included in the new quote package. If there are changes in FortisAlberta standards and practices, or other industry standards during this period, the proponent shall comply with these new requirements.

To ensure fair and equitable access to the grid, any request project that requires an extension beyond one year will be reviewed by FortisAlberta in consultation with the proponent to ensure the project's progression. FortisAlberta reserves the right to remove a project from the DG Queue once the construction deferral timeline has ended.

Questions

If you have any question regarding FortisAlberta's Queue Management Practices, please send an inquiry to our mailbox at generation@fortisalberta.com or contact your Key Account Manager directly.

Additional Resources

Please review our Queue Management Process diagram to help guide your DCG project through the interconnection process.