

DISTRIBUTION CONNECTED GENERATION

QUEUE MANAGEMENT PRACTICES

Purpose

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

- Ensure fair and non-discriminatory treatment of DCG projects
- Ensure efficient progression of projects through the interconnection process
- Clarify key queuing milestones in the interconnection process

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

NOTE: The queue management practices outlined below are not applicable to stand-by generators and non-export generation. Please view our website for requirements specific to these generator types.

Applicability

To remain active in the Queue, you must complete all the requirements in each interconnection phase within the time frames outlined in FortisAlberta's DCG Interconnection Process. Any significant change to the approved scope of your project will result in the need to re-start your project and with the risk of losing your queue position.

If the Queue Management Practice requirements are not met, your project will be removed from the Queue. When projects are removed from the Queue, contingent projects will be considered next-in-line and those proponents will be notified of the change with the corresponding updated High-Level 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.

Interconnection Phases

PHASE 1: Pre-Application Scoping

This is an information gathering and project scoping phase to help you select a feasible location prior to entering the Queue. You 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 to your project and if it's feasible to connect your project to the grid at that location.

This is an optional step in the interconnection process however, it is recommended to help new proponents understand the overall process, who is involved and most importantly, to scope feasible locations to connect your project.

PHASE 2: High-Level Study (HLS)

After the Pre-Application Scoping is completed, you may submit a formal application for grid interconnection and a request for 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 you pay the HLS fee and submit the required technical information for us to complete the study, your project enters the 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.

NOTE: FortisAlberta will guarantee your place in the queue once you enter the HLS Phase however, system capacity cannot be guaranteed until the Transmission System Interconnection Study has been completed by the Transmission Facility Owner.

- After the HLS is completed, FortisAlberta will send the HLS proposal to you 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 your project will be removed from the Queue.
- Once FortisAlberta receives the signed HLS acceptance letter, we will invoice you 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 Queue.

- Any project removed from the 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 significant change (e.g. change of feeder, change of location, increase of capacity, generator type) to the project scope is required, the project will be removed from the Queue and a new HLS will be required along with applicable fees. However, if the change of scope is not significant, a new HLS may not be required, and the project may retain the queue position at FortisAlberta's 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 you have received your High-Level Study, you have reached the first go/no-go point where you may choose to tweak your 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 you for review. At this time, you can decide to withdraw the project based on the distribution cost, in which case the project is removed from FortisAlberta's 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 your queue position during this time.

NOTE: During this stage, 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. You can find detailed information on the AESO connection process [here](#).

Phase 5: Final Interconnection Proposal is Issued

Once the transmission study is complete, FortisAlberta will provide you with a Final Interconnection Proposal that outlines the final cost for distribution and transmission infrastructure upgrades that are required to interconnect your project. The proposal will also specify the final technical requirements. At this stage, FortisAlberta Key Account Managers will work with you to finalize your 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 with approval to proceed from proponent within 30 calendar days or the project is cancelled and removed from the queue.
- Once the signed Quote Letter is received, FortisAlberta sends the invoice.
- FortisAlberta must receive the payment within 30 calendar days to advance the project to the construction stage. If payment is not received by the invoice due date, the project will be removed from the queue.

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

Phase 6: Construction Stage

You 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 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 proponents to ensure the project progression. FortisAlberta reserves the right to remove a project from the queue once the extended 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.