

EVERSOURCE

Information Required for Submission of a LREC/ZREC Bid to Connecticut Light and Power dba Eversource Energy (“Eversource”)

The following is a list of information that may be required for submission of a LREC/ZREC bid (“Bid”) to Eversource. It is provided to assist Bidders in the bidding process. It is not necessarily a complete list. The information required for a specific Bid may change based on other inputs provided by the Bidder in the bidding process. There is a glossary at the end of this list to assist Bidders in understanding the italicized terms used.

The information provided herein is intended to enhance the reader’s understanding of the required information as provided in the RFP, the Standard Contract, and the Q&As. **In the event of any inconsistency between the provisions of this document, the LREC/ZREC RFP or any other supporting information, the provisions of the Standard Contract are controlling. Bidders should review the Standard Contract and all associated documents thoroughly and submit their Bids based upon the Standard Contract, which will solely govern the transactions between the selected Bidder and Eversource through the term of the resulting contract.**

Please note that only completed LREC/ZREC Bids submitted using the online LREC/ZREC Bid Form on the Eversource website will be evaluated by Eversource.

The following information may be required for each of the steps in the Bid Form discussed below:

Initial Program Eligibility Screening Step:

- Product Type (LREC or ZREC)
 - If ZREC, is project sized to be in the medium category (i.e., >100 kW AC < 250 kW AC) or large (\geq 250 kW AC to 1,000 kW AC) category
- Technology Type (e.g., Solar, Wind, Fuel Cell) ****Note:** If your project is *Solar Single Axis* or *Solar Dual Axis*, you will be able to choose that designation in Step 5 of 6, otherwise the system will default to *Solar Fixed Tilt*.
- *Installed Capacity* (kW AC)

Step 1 of 6: Bidder & Counterparty Information

- Project Name – The Project Name must be 15 characters or less with no spaces. Please note that the Project Name chosen during the bidding process will remain with the project throughout the life of the Contract.
- Name of *Bidder*
****Note-This individual or an authorized representative of the business will be required to fill out and sign Page 2 of the Bid Certification Form.**
- Name of Contract *Counterparty* (Individual or Business), including:
****Note-This individual or an authorized representative of the business will be required to fill out and sign Page 3 of the Bid Certification Form.**
 - Name
 - Address
 - Federal Tax ID (if a business)
 - Jurisdiction of Organization (required if a business)
 - Company type (if a business)

Step 2 of 6: Bidder Information – General

- Name of the *Distribution Customer of Record*
- Name of the *Owner of the Project Site* ****Note-This individual or an authorized representative of the business will be required to fill out and sign Page 4 of the Bid Certification Form. This signature must also be witnessed and signed by a Notary Public.**
- Name of the *Authorized Developer* (if applicable)
- Name and Contact Information (name, address, phone number, fax number [if applicable] and email address) of the *Primary Bid Contact* and the *Alternate Bid Contact*. As Eversource will only communicate with the Primary Bid Contact and Alternate Bid Contact regarding the Bid, Eversource suggests that you provide information for two different contacts.

Step 3 of 6: Standard Contract Contact Information

- Name and Contact Information (name, address, phone number, fax number [if applicable] and email address) of the entities that will be listed in the Contact Information section of the Standard Contract Cover Sheet and receive communications for the life of the Standard Contract (if selected) regarding the following topics:
 - General Notices
 - Contract Notices
 - Legal Notices
 - Performance Assurance
- Name and Contact Information (name, address, phone number, fax number [if applicable] and email address) of the entity that will be listed in the Accounting Information section of the Standard Contract Cover Sheet and receive communications for the life of the Standard Contract (if selected) regarding the following topics:
 - Invoices, Payments and Settlements

Step 4 of 6: Financial Information

If your Bid is selected, this information will be listed in the Accounting Information section of the Standard Contract Cover Sheet regarding payments to be made by Eversource to the Counterparty in accordance with the Standard Contract. **All payments made to any one Counterparty must be made in the same fashion (i.e. if you have existing LREC/ZREC Contracts/Service Agreements, or if you are submitting multiple Bids for the same Counterparty, all payment information must be consistent among all LREC/ZREC Bids/Contracts/Service Agreements).**

Please Note: We strongly recommend you use ACH as your primary payment method. Electronic funds transfers are a faster, more secure method of payment than check delivery.

- The order of preference of the methods selected- ***Note: Wire is no longer an option for the primary payment method. Please choose “ACH/Wire” if you wish to receive payments via electronic funds transfer.**
- For checks, the name and address of the individual to whom checks are to be sent.
- For Wire Transfers:
 - Name of Bank
 - Address of Bank
 - ABA routing number
 - Account number
 - Checking or Savings account
 - Other details to be noted on Wire Transfer if applicable
- For ACHs (Noted as ACH/Wire Transfers):
 - Name of Bank
 - Address of Bank
 - ABA routing number
 - Account number
 - Checking or Savings account

- Other details to be noted on ACH/Wire Transfer if applicable
- Please note that wire transfer information is also required if ACH is elected for those situations when an ACH is not practicable.

Step 5 of 6: Bid Evaluation Information

- Business Name or Individual Name at the Location (address) of the Facility
- Location (address) of the Facility ***Note-Please see Exhibit A below which shows where to find this information on an Eversource customer bill.**
- The following customer account information is required unless the project will be installed at a site for new construction that does not yet have a service account with the utility:
 - *Customer Account Number* ***Note-Please see Exhibit A below which shows where to find this information on an Eversource customer bill.**
 - *Service Reference Number* ***Note-Please see Exhibit A below which shows where to find this information on an Eversource customer bill.**
 - *Customer Rate Class*
- *In-Service Date* (only applicable if the project is already in-service)
- *Average Annual Production* (only applicable if the Bidder is providing a value certified by a CT licensed Professional Engineer)
- Solar Technology Type (only applicable if the Bidder chose “Solar PV” during the Initial Program Eligibility Screening step)
- Purchase Price (Bid Price)
- If applicable, indication that the project is Connecticut Manufactured, Researched and/or Developed

Step 6 of 6: Bid Attachments

- This step is where the additional Bid documents (as PDF files [.pdf]) are attached. Each form must be uploaded as **one single PDF (.pdf) file** in its respective upload location. These attachments include:
 - Bid Certification Form (mandatory for all Bids) – Note: Page 4 of this form is required to be witnessed and signed by a *Notary Public*
 - Copy of Eversource Customer Bill (mandatory for all Bids that are not new construction, as designated in Step 5/6)
 - Bidder’s Affidavit that the project will use Connecticut Manufactured, Researched or Developed Generation Technologies (mandatory if any of the boxes in Step 5 are checked indicating that the project uses Connecticut Manufactured, Researched or Developed Generation Technologies)
 - Technology Supplier’s Affidavit that it supplies Connecticut Manufactured, Researched or Developed Generation Technologies (mandatory if any of the boxes in Step 5 are checked indicating that the project uses Connecticut Manufactured, Researched or Developed Generation Technologies)
 - Pending CT Green Bank Grants and/or Rebate Disclosure Statement (mandatory if the Bidder has applied for a grant or rebate from the Connecticut Green Bank or any of its predecessors) for this project; also, it is recommended that an explanation be provided if a grant or rebate from CT Green Bank has been received for a different project at the same site address)
 - Connecticut Licensed Professional Engineer Certification of Average Annual Production (mandatory if the box in Step 5 is checked indicating that the Bidder is providing an Average Annual Production value certified by a CT licensed Professional Engineer)
 - Incentive Application Denied Documentation from Connecticut Green Bank (mandatory if the Bid is or will be for a Residential (customer rate class 1, 5, or 7) location)
 - Confirmation Receipt issued by the Eversource Distributed Resources group stating that an interconnection application and payment for such application have been received by the Company for the specific project for which the bid is being submitted (Mandatory if the box in Step 5 is checked indicating that the project will be installed at a site for new construction that does not yet have a service account with the utility)

Glossary of Italicized Terms

- Solar Single Axis – A PV system arrangement that allows multiple rows of solar panels using a single drive unit to track the East-West motion of the sun relative to the earth
- Solar Dual Axis – A PV system arrangement that follows the sun’s trajectory by changing both the azimuth and the tilt angles
- Solar Fixed Tilt – A PV system arrangement that is installed at a fixed angle (most common in Connecticut).
- Installed Capacity – The nameplate capacity of the project in kW AC. Please refer to question #56 of [our Q&A document](#) for details on how the nameplate capacity is determined.
- Bidder – The individual or business submitting a proposal (“Bid”) to be considered for selection to be awarded a long-term agreement for the purchase of LRECs or ZRECs pursuant to the terms and conditions of a fully executed Standard Contract. The Bidder may or may not be the Contract Counterparty and/or the Owner of the Project Site.
- Counterparty – The legal entity entering into the Standard Contract (i.e., the selling party under the contract). The counterparty may be (i) the customer of record at the revenue meter with site control, or (ii) the site owner with consent of the customer, or (iii) the authorized developer with consent of the customer and site owner. The Counterparty may or may not be the Bidder and/or the Owner of the Project Site. The signature of an authorized representative of the counterparty listed here is required on the Bid Form.
- Distribution Customer of Record – The Eversource distribution customer as listed on the Eversource bill for the Project site.
- Owner of the Project Site – The legal owner of the Project site. The Owner of the Project Site may or may not be the Bidder and/or the Counterparty.
- Notary Public – A person who has the authority to act as an official witness when legal documents are signed.
- Authorized Developer – A developer of the Facility that has the consent of both the owner of the Project site and the distribution customer of record.
- Primary Bid Contact – The primary individual with whom Eversource will communicate regarding the Bid. This individual may be anyone that the Bidder designates with authority to communicate with Eversource regarding the Bid. Please note, however, that Eversource will only communicate regarding the Bid with the Primary Bidder Contact and/or the Alternate Bidder Contact.
- Alternate Bid Contact – The alternate individual with whom Eversource will communicate regarding the Bid. This individual may be anyone that the Bidder designates with authority to communicate with Eversource regarding the Bid. Please note, however, that Eversource will only communicate regarding the Bid with the Primary Bidder Contact and/or the Alternate Bidder Contact.
- Customer Account Number – A number that Eversource assigns to each customer. The Customer Account Number can be found on the Eversource bill for the Project site.
- Service Reference Number – A number that Eversource assigns to each electric service location. The Service Reference Number can be found on the Eversource bill for the Project site. Please note the meter number is not the Service Reference Number.
- Customer Rate Class – This can be found on the Eversource bill for the Project site.
- In-Service – The project has a valid interconnection agreement and is capable of regular commercial operation.
- Average Annual Production – The average annual output of the project, in kWhs AC, based on typical facility conditions for an average year. The Companies will include the 5% adder, as described Section 2.4.2.2 of the RFP, in determining the final Maximum Annual Quantity to be included in the Standard Contract.

Exhibit A – Sample Eversource Customer Bill

Page 2 of Customer Bill



Account Number: 1234 567 8900

Total Amount Due \$99.44

Customer name key: CUST

John J Customer

123 Any St
Any Town, CT 00000

Location of the Facility

Service reference: 100000000

Service Reference Number

Service from 07/01/15 - 08/03/15 33 Day

Next read date on or about: Sep 1, 2015

Meter Number	Current Read	Previous Read	Current Usage	Reading Type
1234567	75062	-74474	588	Actual

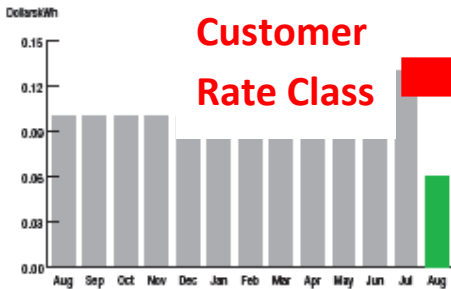
Electric Account Summary

	\$108.22
	-\$108.22
	\$0.00
	\$38.16
	\$61.28
Total New Charges	\$99.44
Total Amount Due	\$99.44

Total Charges for Electricity

Supplier (Any Energy Company)		
Generation Svc Chrg**	588.000 kWh X \$0.064900	\$38.16
Subtotal Supply		\$38.16
Delivery (Distribution Rate: 001)		
Transmission	588.00 kWh X .026550	\$15.61
Distribution Customer Service Charge		\$19.25
Distribution Charge per kWh	588.00 kWh X .033260	\$19.56
CTA Charge per kWh	588.00 kWh X .000410	-\$0.24
FMCC Delivery Charge	588.00 kWh X .001600	\$0.99
Comb Public Benefit Charge*	588.00 kWh X .010390	\$6.11
Subtotal Delivery		\$61.28
Total Cost of Electricity		\$99.44

Supply Rate



Customer Rate Class

Contact Information

Emergency: 800-286-2000 (anytime)
 www.eversource.com
 CustomerServiceCTElectric@eversource.com
 Pay by Phone 888-783-6618
 Customer Service: 800-286-2000
 860-947-2000 Hartford/Meriden (M-F 7:00am - 7:00pm)

For information or questions regarding your account, please contact Eversource at the number above. For other consumer questions and unresolved complaints, contact Public Utilities Regulatory Authority (PURA) Consumer Services toll free at 800-382-4586 or www.ct.gov/PURA.

Explanation of your charges

* The Combined Public Benefits Charge represents a combination of three charges formerly known as: Conservation and Load Mgmt Charge, Renewable Energy Investment Charge, and System Benefits Charge. This charge also includes the Conservation Adjustment Mechanism approved by the Public Utilities Regulatory Authority in Docket No. 13-11-14.

**Effective January 1, 2007, the Generation Services Charge (GSC) and the Bypassable Federally Mandated Congestion Charge (BFMCC) have been combined into the "GSC Charge" listed in the Supplier Services section of your bill. The GSC reflects all of the cost of procuring energy from Eversource wholesale suppliers. The BFMCC portion of this line item is \$0.0003/kWh. If you multiply this BFMCC rate by the number of kWhs on your bill, you can calculate the dollar amount associated with the BFMCC.