

# TIMELINE INFOGRAPHIC/7 STEPS

## MEMBER CONSUMER PROCESS FOR INSTALLING DISTRIBUTED GENERATION



### STEP 01

Member-consumer downloads and completes **INTERCONNECTION APPLICATION**. Returns the completed form and required documents to KV REMC for review. This review can take up to 30 days.

### STEP 02

KV REMC requires with the submission of the **Interconnection Agreement** that the member-consumer show proof of a \$1,000,000 **Liability Insurance Policy**. KV REMC must be named as an additional insured, interested party and/or certification holder, per the **Interconnection Agreement**.

### STEP 03

Following approval of the **Interconnection Agreement**, the member-consumer can begin construction of the generating asset. The member-consumer is responsible to ensure all required city and county electrical inspections have been completed.

### STEP 04

Member-consumer notifies KV REMC construction is complete and all required city and county inspection have been completed.

### STEP 05

Within 20 days of being notified, KV REMC will schedule a site visit to perform a **COMMISSIONING TEST** of the asset. The interconnection switch must be open and left out-of-service until successful completion of commissioning testing. Any required fees must be paid prior to the scheduling of the commissioning test.

### STEP 06

Upon successful completion of the commissioning testing, the member-consumers account will be setup on the **NET BILLING RATE**.

### STEP 07

The member-consumer is responsible to notify KV REMC of changes to the generating asset or transfers of ownership.



# INTERCONNECTION APPLICATION FOR MEMBER-CONSUMER OWNED GENERATION GREATER THAN 10kW

**I. PROVIDE MEMBER-CONSUMER PROJECT INFORMATION**

## 1. Member-consumer

Member-consumer Name	Project Contact Person	Contact Phone	Contact Email Address
Facility Address	City	State	Zip Code

## 2. Facility

Reason for Application	If there are multiple meters at this address, specify which location will be net-metered
<input type="checkbox"/> New Facility <input type="checkbox"/> Increased Capacity <input type="checkbox"/> Transfer Ownership	<i>Example: "House", "Garage", etc.</i>
Type of Generator	Power Source
<input type="checkbox"/> Inverter-based <input type="checkbox"/> Synchronous <input type="checkbox"/> Induction	<input type="checkbox"/> Solar <input type="checkbox"/> Wind <input type="checkbox"/> Micro-turbine <input type="checkbox"/> Diesel-fueled reciprocating engine <input type="checkbox"/> Gas-fueled reciprocating engine <input type="checkbox"/> Gas Turbine <input type="checkbox"/> Other _____
Total Generation Capacity of Member-consumer-Generator Facility (kW)	Equipment Certification

Operating Modes	
<input type="checkbox"/> Indicate all possible operating modes for this generator facility. <input type="checkbox"/> Emergency / Standby - Operated when KV REMC service is unavailable. Paralleling is for short durations. <input type="checkbox"/> Peak Shaving - Operated during peak demand periods. Paralleling is for extended times. <input type="checkbox"/> Base Load Power - Operated continuously at a pre-determined output. Paralleling is continuous. <input type="checkbox"/> Cogeneration - Operated primarily to produce thermal energy. Paralleling is extended or continuous. <input type="checkbox"/> Renewable Non-dispatched - Operated in response to an available renewable resource such as solar or wind. Paralleling is for extended times. <input type="checkbox"/> Other _____	
Will the Member-consumer generator facility export Power?	Fees (For internal use only)
<input type="checkbox"/> Yes <input type="checkbox"/> No	

## 3. Professional Services (Contractor/Installer/Engineering Firm)

Contractor/Installer Name	Contact Phone	Contact Email Address	
Contractor/Installer Name Address	City	State	Zip Code
Engineering Firm Name	Contact Phone	Contact Email Address	
Engineering Firm Name Address	City	State	Zip Code
Self Install			
<input type="checkbox"/> Please check if you are installing yourself.			



# INTERCONNECTION APPLICATION FOR MEMBER-CONSUMER OWNED GENERATION GREATER THAN 10kW

## II. REQUIRED DOCUMENTATION

For this application to be considered complete, adequate documentation and information must be submitted that will allow Kankakee Valley REMC to determine the impact of the generation facilities on KV REMC's electric system and to confirm compliance by KV REMC's requirements. Typically this should include the following:

1. **Single-line diagram of the member-consumer's system** showing all electrical equipment from the generator to the point of interconnection with Kankakee Valley REMC's distribution system, including generators, transformers, switchgear, switches, breakers, fuses, voltage transformer and current transformers.
2. **Control drawings for relays and breakers.**
3. **Site Plans** showing the physical location of major equipment.
4. **Relevant ratings of equipment.** Transformer information should include capacity ratings, voltage ratings, winding arrangements and impedance.
5. **If protective relays are used, settings applicable to the interconnection protection.** If programmable relays are used, a description of how the relay is programmed to operate as applicable to interconnection protection.
6. **For certified\* equipment, documentation confirming that a nationally recognized testing and certification laboratory has listed the equipment.**
7. **A description of how the generator system will be operated,** including all modes of operation.
8. **For inverters, the manufacturer name, model number, and AC power rating, operating manual** or link to manufacturer's web site containing such manual.
9. **For synchronous generators, manufacturer and model number, nameplate ratings and impedance data (Xd, X'd, & X''d).**
10. **For induction generators, manufacturer and model number, nameplate ratings and locked rotor current.**

This application is subject to further consideration and study by Kankakee Valley REMC and the possible need for additional documentation and information from Member-consumer.

## III. SUBMIT YOUR APPLICATION

### Submit application electronically

To submit the application electronically, save the completed document to your local drive, and attach it to an email. Send to: [solar@kvremc.com](mailto:solar@kvremc.com)

Be sure to attach ALL required documentation.

### Submit application manually

Please send your completed application and all required documentation to:

**Kankakee Valley REMC**  
PO Box 157, Wanatah, IN 46390

## Fee Structure

<b>DG Installation</b>	
Interconnection Application Fee	\$100
Interconnection Agreement	\$50
Commissioning Fee	\$150
Additional: 10 kW or larger unit, \$1.00 per kW	
<b>Existing DG with new owner</b>	
Interconnection Agreement	\$50
Commissioning Fee	\$150
<b>Additional Fees</b>	
Annual account management fee	\$25
Trip Fee*	\$25
*The cooperative will also charge a \$25 trip fee (each direction) to install or remove a lock if the distributed generation asset is locked out due to a lapse or cancellation of insurance. See trip fee policy within cooperative bylaws.	



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## **AGREEMENT FOR INTERCONNECTION OF DISTRIBUTION GENERATION**

*For Qualifying Co-Generation and/or Small Power Production Facilities Owned and Operated by Residential Consumers.*

This Interconnection Agreement (“Agreement”) is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by Kankakee Valley Rural Electric Membership Cooperative a corporation organized under the laws of the State of Indiana [hereafter, “Cooperative”], and \_\_\_\_\_ [hereafter, “DG Owner”], each hereinafter sometimes referred to individually as “Party” or both referred to collectively as the “Parties.”

WHEREAS, it is the intent of DG Owner to interconnect an electric power generator to the Cooperative’s electrical distribution system;

WHEREAS, it is the intent of the Cooperative to operate the distribution system to maintain a high level of service to their customers and to maintain a high level of power quality;

WHEREAS, it is the intent of both parties to provide for the orderly operation of the electrical facilities interconnecting the DG Owner’s Qualifying Facilities [hereinafter “QF,”] at the following location: \_\_\_\_\_ with the electrical distribution system owned by the Cooperative;

WHEREAS, it is the intent of both parties to operate the facilities in a way that maintains quality of service and ensures the safety of the public and their employees.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein, the Parties agree as follows:

### **ARTICLE I GENERAL PROVISIONS**

1.1 **No Guarantee of Economic Benefit:** It is the intent of the Cooperative to allow DG Owners to install their own distributed generation and to interconnect with the Cooperative’s electrical distribution system provided the Member’s DG facility does not adversely affect the Cooperative. The Cooperative makes no representations, promises, covenants, and/or warranties regarding the economic benefit of any such interconnection and it shall be the DG Owner’s responsibility to conduct their own analysis to determine the economic benefit of such distributed generation operations.

1.2 **No Over-riding Effect:** This Agreement does not supersede any requirements of any by-laws, applicable tariffs, rates, rules and regulations in place between the DG Owner and the Cooperative. This Agreement does not contain a complete description or listing of all applicable laws, ordinances, rules and regulations, to which the DG Owner’s distributed generation facility may be subject. The DG Owner is responsible for and must follow, in addition to all provisions of this Agreement, the Cooperative’s applicable Rules and Regulations, the applicable Rules and Regulations of the

Cooperative's power provider and any other applicable governmental and regulatory laws, rules, ordinances or other requirements.

1.3 Term: This agreement becomes effective when executed by both Parties and shall be valid for a period of five (5) years and shall automatically renew for successive 1-year terms thereafter. It may be canceled by either Party with no less than 30 days written notice to the other party prior to the expiration of the initial five (5) year term or any renewal thereof.

## **ARTICLE II INTERCONNECTION REQUIREMENTS**

2.1 Quality of Service: The electrical characteristics of the QF shall confirm to the standards established by the Cooperative, including, but not limited to voltage, current, frequency, harmonics and automatic synchronization. Operation of the QF must not cause any reduction of the quality of service provided to other Member-Consumers or interfere with the operation of the Cooperative's system. The DG Owner shall take such corrective action as may be necessary in order to eliminate such condition and shall reimburse the Cooperative for any costs incurred by the Cooperative in connection with the correction or elimination of such conditions. The Cooperative reserves the right to require the DG Owner to provide, at the DG Owner's expense, suitable apparatus for filtering to avoid interference with telephone, radio, television or other electronic reception caused by electrical equipment and apparatus on the DG Owner's premises. Failure of the DG Owner to take action when requested by the Cooperative shall be ground for discontinuation of service.

2.2 Commissioning Test: The DG Owner shall notify the Cooperative in writing that installation of the DG Facility is complete and that the interconnection equipment is available for testing at least fifteen (15) working days before DG Owner interconnects the DG Facility with the Cooperative's distribution system. Cooperative shall thereupon have the right to test the DG Facility and/or be present to witness any testing by the DG Owner of the DG Facility. If the Cooperative waives its right to test the DG Facility by notifying the DG Owner in accordance with this section, the DG Owner may interconnect the DG Facility to the Cooperative's distribution system upon the earlier to occur of the following: (a) notification from; or (b) fifteen (15) working days after the DG Owner has notified the Cooperative that installation of the DG Facility is complete.

2.3 Anti-Islanding Test: The DG Owner must test the DG Facility for Anti-Islanding upon initial installation and, at the discretion of the Cooperative, after any modifications made in accordance with Section 3.4 below with a Cooperative representative present, to ensure the equipment is operating correctly. This may be done in conjunction with other annual system maintenance and at a time that is convenient to both the DG Owner and the Cooperative.

2.4 Disconnect Switch: In order to provide adequate safety to Cooperative employees, before connection to the Cooperative's system, the DG Owner shall furnish and install an Underwriter's Laboratory (UL) listed manual disconnect switch between the DG Owner's QF and the Cooperative's system in order that the QF may be positively disconnected from Cooperative's system. The location of the switch shall be properly grounded, accessible at all times and located near the main electric meter for ease of access by Kankakee Valley REMC personnel. The switch shall be capable of being locked in an open position but will not normally be locked. The switch must be labeled to identify its function.

2.5 Cooperative Access: The DG owner shall comply with all applicable laws, rules and regulations governing the operation of the its QF. Authorized representatives of the Cooperative, and its power supplier, shall have the right to enter upon the DG Owner's property at all reasonable times to inspect the QF and to insure that it is being operated in compliance with the Cooperative's safety and operating standards, and with all other applicable safety laws, rules and regulations. The Cooperative shall also have the right at all reasonable times to enter the DG Owner's property to read meters and to verify the accuracy of the Cooperative meters. Such inspection shall not relieve the DG Owner of its obligation to maintain its facilities in safe and satisfactory operating condition. The Cooperative reserves the right, but not the obligation, to inspect the DG Owner's facilities.

2.6 No Performance Guarantee by the Cooperative: The Cooperative's service quality and testing requirements are a means to safeguard the Cooperative's facilities, personnel and service to its other Member-Consumers. The DG Owner acknowledges and agrees that any approval of service quality and/or testing results by the Cooperative shall not impose any liability on the Cooperative and does not guarantee the adequacy of the DG Owner's equipment or distributed generation facility to perform its intended function. The Cooperative disclaims any expertise or special knowledge relating to the design or performance of the DG Owner's specific distributed generation facility and/or its installation and does not warrant the efficiency, cost-effectiveness, safety, durability, or reliability of the same.

### **ARTICLE III SUSPENSION/TERMINATION OF INTERCONNECTION**

3.1 Suspension of Interconnection: It is intended that the interconnection should not compromise or adversely affect the Cooperative's protection, system or operational requirements. The operation of the DG Owner's System and the quality of electric energy supplied by the DG Owner shall meet the standards as specified by the Cooperative. If the operation of the DG Owner's system or quality of electric energy supplied, (in the case of power export), does not meet the standards as specified, then the Cooperative will notify the DG Owner to take reasonable and expedient corrective action which may include suspension and/or termination of the DG Owner's interconnection.

3.2 Disconnection: The Cooperative shall have the right to disconnect the DG Owner's System, until compliance is reasonably demonstrated. Notwithstanding anything in this agreement, the Cooperative may in its sole discretion disconnect the DG Owner's generation plant from the Distribution Facility without notice if, based on the cooperative's sole judgement, the operation of the Generating Plant poses a threat of property damage or physical injury to the Cooperative's facilities, employees or agents. Such disconnection without notice may occur in, but is not limited to the following situations:

- a. System emergency and/or maintenance operation which require such action.
- b. The existence of potentially hazardous condition relating to the QF.
- c. Interference with the quality of service provide to other Member-Consumers, and/or the operation of the Cooperative's system, caused by or relating from the operation of the QF.



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3.3 Maintenance / Outages: Maintenance outages will occasionally be required on the Cooperative's system, and the Cooperative will provide as much notice and planning as practical to minimize downtime. It is noted that in some emergency cases such notice may not be practical. Compensation shall not be paid for unavailability of the Cooperative's facilities due to outages.

3.4 Modifications: DG Owner shall notify Kankakee Valley REMC of any material modification to the DG Facilities by providing at least twenty (20) working days advance notice. A 'material modification' is defined as any modification that changes the maximum electrical output of the DG Facilities or changes the interconnection equipment (e.g., changing from certified to non-certified devices or replacement of any component with a component of different functionality or UL listing.) The notification shall consist of a complete, revised Application and such supporting materials as may be reasonable requested by Kankakee Valley REMC. DG Owner agrees not to commence installation of any material modification to the DG Facility until the Cooperative has approved the revised Application. The Cooperative shall indicate its written approval or rejection of any revised Application within twenty (20) working days after it receives the completed application and all supporting materials.

3.5 No Safety Guarantee by Cooperative: The DG Owner acknowledges and agrees that no provision of this Article or this Agreement imposes any duty on the Cooperative to determine the safety of the DG Owner's System and/or its compliance with any third party or governmental rules, regulations and/or requirements.

#### **ARTICLE IV EXCESS ENERGY PRODUCTION**

4.1 Excess Energy Production: Excess energy production by the DG Owner will be purchased by the Cooperative in accordance with the terms and conditions of Appendix B.

4.2 Metering: A DG Owner shall be responsible for all metering costs incurred by the Cooperative in accordance with the applicable Cooperative Rules and Regulations.

#### **ARTICLE V INDEMNIFICATION AND INSURANCE**

5.1 Liability and Indemnification: The DG Owner assumes full responsibility for their distributed generation facility and all electric energy furnished at and past the point of interconnection. The DG Owner shall indemnify the Cooperative against and hold the Cooperative harmless from all claims for both injuries to persons, including death resulting therefrom, and damages to property arising from electric power and energy delivered by the Cooperative or in any way arising directly or indirectly from the DG Owner's distributed generation facility. DG OWNER AGREES TO INDEMNIFY, DEFEND, AND HOLD HARMLESS COOPERATIVE AND ITS MEMBERS, SUBSIDIARIES, AND AFFILIATES AND THEIR OFFICERS, DIRECTORS, EMPLOYEES AND AGENTS (COLLECTIVELY, THE "INDEMNITEES"), FROM AND AGAINST ANY AND ALL CLAIMS, SUITS, CAUSES OF ACTION, LIABILITY, DAMAGES, JUDGMENTS OR EXPENSES, INCLUDING, BUT NOT LIMITED TO, ATTORNEYS' FEES AND LITIGATION COSTS, FOR PERSONAL INJURIES, (INCLUDING, BUT NOT LIMITED TO, DEATH) OR PROPERTY DAMAGE, SUFFERED BY ANY PERSON OR ORGANIZATION (INCLUDING

EMPLOYEES OF MEMBER OR ITS SUBCONTRACTORS AND EMPLOYEES OF COOPERATIVE OR ITS SUBCONTRACTORS) ARISING OUT OF OR IN ANY WAY CONNECTED WITH THIS AGREEMENT OR THE INTERCONNECTION, OPERATION, OR EXISTENCE OF ANY DISTRIBUTED ENERGY RESOURCE OR FACILITY OR THE PERFORMANCE OF DG OWNER'S OBLIGATIONS UNDER THIS CONTRACT OR ANY CONTRACT WITH COOPERATIVE, EVEN IF CAUSED BY THE SOLE OR CONCURRENT NEGLIGENCE, GROSS NEGLIGENCE OR FAULT OF ANY INDEMNITEE, OR WHETHER BASED ON STRICT LIABILITY, WARRANTY, OR OTHERWISE. TO THE EXTENT THAT THE LAWS OF THE GOVERNING JURISDICTION PROHIBIT OR DECLARE UNENFORCEABLE THIS INDEMNIFICATION AS IT APPLIES TO ANY INDEMNITEES' OWN NEGLIGENCE OR FAULT, THEN THIS INDEMNIFICATION SHALL BE INTERPRETED TO OBSERVE SUCH PROHIBITION OR DECLARATION BUT ONLY TO THE EXTENT NECESSARY TO CAUSE IT TO BE CONSISTENT WITH LAWS OF SAID GOVERNING JURISDICTION AND TO CAUSE THE MAXIMUM INDEMNIFICATION OF INDEMNITEES AS ALLOWED THEREUNDER.

5.2 **DG Owner Responsibility for Distributed Generation Facility:** The DG Owner is solely responsible for ensuring their distributed generation facility complies with all applicable regulations including, but not limited to, laws, regulations, ordinances, Cooperative policies, rules and regulations. ALL PROVISIONS OF THIS AGREEMENT NOTWITHSTANDING, IN NO EVENT SHALL THE COOPERATIVE BE LIABLE TO THE DG OWNER FOR ANY INTEREST, LOSS OF ANTICIPATED REVENUE, EARNINGS, PROFITS, OR INCREASED EXPENSE OF OPERATIONS, LOSS BY REASON OF SHUTDOWN OR NON-OPERATION OF MEMBER'S PREMISES OR FACILITIES FOR ANY INDIRECT, INCIDENTAL, OR CONSEQUENTIAL, PUNITIVE OR EXEMPLARY DAMAGES ARISING OUT OF OR RELATED, IN WHOLE OR PART, TO THIS AGREEMENT.

5.3 **Force Majeure/Court Action:** The Cooperative shall not be liable for either direct or consequential damages resulting from failures, interruptions, or voltage and waveform fluctuations occasioned by causes reasonably beyond the control of the Cooperative including, but not limited to, acts of God or public enemy, sabotage or vandalism, accidents, fire, explosion, labor troubles, strikes, order of any court or judge granted in any bona fide adverse legal proceeding or action, or any order of any commission, tribunal or governmental authority having jurisdiction.

5.4 **Insurance:** The DG Owner shall purchase, maintain and possess comprehensive general liability insurance an amount sufficient to provide for the indemnification guarantees of this Agreement, but in no event shall the amount of coverage be less than \$1,000,000. DG Owner's policy of insurance purchased hereunder shall name the Cooperative as an additional insured, interested party and/or certification holder. Such policy shall be kept up to date and valid, the terms of which insure against liability as the result of any claims, losses, costs, and expenses of any kind or character that result from construction, malfunction or operation of DG Owner's facility. The DG Owner, or his homeowner's insurance company/agent, shall provide proof of such insurance prior to the interconnection, annually and upon reasonable inquiry from the Cooperative. Failure to maintain said insurance in force, or provide required proof thereof, shall be cause for discontinuation of service.

The minimum amount of liability insurance required hereunder may, from time to time, be increased at the sole discretion of the Cooperative. Should the Cooperative increase the minimum amount of liability insurance, the Cooperative will send written notice to the DG Owner of the adjusted required





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minimum and the DG Owner shall have sixty (60) days to obtain the requisite insurance and provide the Cooperation with proof of the same.

## ARTICLE VI MISCELLANEOUS

6.1 Amendment: This Agreement may be amended only upon mutual agreement of the Parties, which amendment will not be effective until reduced to writing and executed by the Parties.

6.2 Governing Law and Regulatory Authority: This Agreement was executed in the State of Indiana and must in all respects be governed by, interpreted, construed, and enforced in accordance with the laws thereof. This Agreement is subject to, and the parties' obligations hereunder include, operating in full compliance with all valid, applicable federal, state, and local laws or ordinances, and applicable regulations.

6.3 Entirety of Agreement: This Agreement constitutes the entire agreement and understanding between the Parties with regard to the interconnection of the facilities identified herein and supersedes all prior agreements and undertakings, oral or written, between the Parties with regard to the subject matter hereof.

6.4 Assignment: Neither this Agreement nor any of the benefits and/or obligations contained herein shall be assigned by the DG Owner without: (1) Written Notice to the Cooperative, and (2) receipt of the prior written approval of the Cooperative.

6.5 No Third-Party Beneficiaries: This Agreement is not intended to and does not create rights, remedies, or benefits of any character whatsoever in favor of any persons, corporations, associations, or entities other than the Parties, and the obligations herein assumed are solely for the use and benefit of the Parties, their successors in interest and, where permitted, their assigns.

6.6 Successors: It is the intent of the parties hereto that this agreement shall be binding on their heirs, assigns and successors in interest. It is not the intent of this agreement to create a partnership relationship between the parties.

6.7 No Waiver: The failure of the Cooperative to insist, on any occasion, upon strict performance of any provision of this Agreement will not be considered to waive the obligations, rights, or duties imposed upon the DG Owner hereunder.

6.8 Venue and Litigation Costs: Venue for any dispute arising under this Agreement lies exclusively with the Superior Courts of LaPorte County Indiana. If either party shall bring litigation to enforce this agreement, the prevailing party shall be entitled to recover attorney fees and litigation costs from other party.



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6.9 Notice: Notices given under this Agreement are deemed to have been duly delivered if hand delivered, sent by facsimile machine with printed confirmation, or sent by United States mail, to:

**A. If to Cooperative**

Kankakee Valley REMC  
8642 W. US Hwy 30  
Wanatah, IN 46390

**B. If to DG Owner**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NOW THEREFORE**, the Parties hereto have caused this Agreement to be approved and executed by their respective duly authorized representatives as indicated by signature below:

**KANKAKEE VALLEY REMC**

**DG OWNER**

BY: \_\_\_\_\_

BY: \_\_\_\_\_

Printed: \_\_\_\_\_

Printed: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_