

ATTACHMENT AQ
DELIVERY POINT ASSESSMENT PROCESS

1.0 Introduction: When it becomes necessary or desirable to make changes in delivery point facilities, to upgrade, retire, replace or establish a delivery point, including metering or other facilities at such location, or for unexpected step load changes at an existing delivery point at the discretion of the Host Transmission Owner, the provisions of this Attachment AQ shall apply. For the purposes of this Attachment, Host Transmission Owner is defined as the owner of that portion of the Transmission System to which such connection or modification is to be made.

2.0 Study Requests for Changes in Local Delivery Facilities: The Transmission Customer shall make requests for changes in local delivery facilities, including facility upgrades, retirements and replacements, or the establishment of any new delivery point in writing to (a) the Transmission Provider and the Host Transmission Owner as specified in Section 20 of the Network Operating Agreement or to (b) the Transmission Provider as specified in Section 8 of the Point to Point Transmission Service Agreement, as applicable. Such request shall contain as much information as is known or projected at the time of the request as set forth in “Sample Request for Change in Local Delivery Facilities” attached hereto as Addendum 1.

Requests for changes in local delivery facilities that meet the following criteria do not need to be submitted through the process described in Attachment AQ:

1. Any increase of capacity at a delivery point without a corresponding change to the load at the delivery point;
2. Any distribution transformer changes without a corresponding load change; or
3. Increase to a facility rating at a delivery point.

Notwithstanding the above, the Transmission Customer or Host Transmission Owner may elect to submit the request through the process described in Attachment AQ.

3.0 Studies: The Transmission Provider and Host Transmission Owner shall conduct all necessary studies associated with the delivery point change. Such studies shall be conducted at Transmission Customer's expense pursuant to the provisions of this section. In the event that such change in delivery point configuration results in a Delivery Point Network Study (DPNS) as described in Section 3.2 of this Attachment AQ, Transmission Provider will coordinate the studies necessary to evaluate such addition, modification, or retirement. Otherwise, the Host Transmission Owner will coordinate the studies.

3.1 Load Connection Study: Host Transmission Owner shall respond within ten (10) Business Days of receipt of such request and, if necessary, provide a Load Connection Study ("LCS") Agreement and a list of any additional information that Host Transmission Owner would require from the Transmission Customer to proceed with such study. Unless otherwise agreed, the LCS Agreement shall commit the Transmission Customer to pay Host Transmission Owner the actual cost to complete the study. The Host Transmission Owner may require an advance deposit equal to the estimated study cost or \$25,000, whichever is less. In conducting the LCS, the Host Transmission Owner shall assess the feasibility of modifying an existing delivery point or establishing the new delivery point using power flow and short circuit analyses and any other analyses that may be appropriate. It shall also determine the details and estimated cost of facilities necessary for establishing the requested delivery point and any system additions/upgrades needed to address any problems identified in the LCS.

If the Transmission Customer fails to return an executed LCS Agreement within thirty (30) Calendar Days of receipt along with the required deposit, or at a later date as the Parties may mutually agree, Host Transmission Owner shall deem the study request to be withdrawn. The Transmission Customer may withdraw its study request at any time by written notice of such withdrawal to Host Transmission Owner. Host Transmission Owner shall complete the LCS and issue a Load Connection Report to the Transmission Customer and Transmission Provider within sixty (60) Calendar Days after receipt of an executed LCS Agreement, deposit and necessary data, or at a later date as the Parties may mutually agree.

Upon completion of the LCS, the Transmission Customer shall reimburse Host Transmission Owner for the unpaid cost of the LCS if the cost of LCS exceeds the deposit. Host Transmission Owner shall refund to the Transmission Customer any portion of the deposit that exceeds the cost of the LCS with interest earned in the interest-bearing account in which Host Transmission Owner has placed the deposit, or if such account does not exist, with interest calculated in accordance with 18 C.F.R. § 35.19a(a)(2).

3.2 Transmission System Study: Upon receipt of the Request for Change in Local Delivery Facilities, Transmission Provider shall perform a preliminary assessment of the impact of the requested delivery point configuration change on the Transmission System. The Transmission Provider shall conclude its preliminary assessment of the impact of each requested delivery point configuration change on the Transmission System for all Requests for Change in Local Delivery Facilities and notify the Transmission Customer of the findings within ten (10) Business Days of receipt of all necessary information to conduct the preliminary assessment. In the event that a Request for Change in Local Delivery Facilities contains elements that are not applicable to the scope of Attachment AQ process, the Transmission Provider reserves the right to extend the ten (10) Business Day requirement for providing the preliminary assessment for up to an additional ten (10) Business Days. SPP will notify the Transmission Customer of any extension required for a Request for Change in Local Delivery Facilities that contains elements beyond the scope of the Attachment AQ process within ten (10) Business Days of receipt. SPP shall post on the SPP website by the 20th day of each month all Requests for Change in Local Delivery Facilities that have received a preliminary assessment during the prior calendar month. For all requests for which the Transmission Provider finds no significant impact on the Transmission System, Host Transmission Owner will coordinate completion of such change in local delivery facilities, including all required studies. For all requests for which the Transmission Provider finds that there is significant impact on the Transmission System, it shall, within five (5) Business Days of when the preliminary assessment results are provided, deliver to the Transmission Customer a Delivery Point Network Study (“DPNS”) Agreement and a request for any additional information that it requires from the

Transmission Customer to proceed with such study. The study agreement shall commit the Transmission Customer to pay the Transmission Provider the actual cost to complete the study and to make an advance deposit equal to the estimated study cost or \$10,000, whichever is less. The Transmission Customer shall execute and deliver the DPNS Agreement and required deposit to the Transmission Provider as soon as reasonably possible, but not later than thirty (30) Calendar Days following its receipt or at a later date as the Parties may mutually agree. Upon receipt of the executed study agreement, study data, and the required deposit, Transmission Provider shall perform the DPNS. During the conduct of the DPNS, Transmission Provider shall assess the impacts on the Transmission System caused by modifying an existing delivery point or establishing the new delivery point using power flow and short circuit analyses and any other analyses that may be appropriate.

If the Transmission Customer fails to return an executed DPNS Agreement within thirty (30) Calendar Days of receipt or at a later date as the Parties may mutually agree, Transmission Provider and Host Transmission Owner shall deem the study request to be withdrawn. The Transmission Customer may withdraw its study request at any time by written notice of such withdrawal to the Transmission Provider and the Host Transmission Owner.

Transmission Provider shall issue a study report to the Transmission Customer and Host Transmission Owner within sixty (60) Calendar Days of the receipt of an executed DPNS Agreement and the required deposit, or at a later date as the Parties may mutually agree. If Transmission Provider is unable to complete such study in the allotted time, Transmission Provider shall provide an explanation to the Transmission Customer and Host Transmission Owner regarding the cause(s) of such delay and a revised completion date and study cost estimate.

Upon completion of the DPNS, the Transmission Customer shall reimburse Transmission Provider for the unpaid cost of the DPNS if the cost of the study exceeds the deposit.

Transmission Provider shall refund the Transmission Customer, with interest earned in the interest-bearing account in which Transmission Provider shall have placed the deposit, any portion of the deposit that exceeds the cost of the DPNS.

3.3 Modifications to Study Request: During the course of a LCS or DPNS, the Transmission Customer, Host Transmission Owner or Transmission Provider may identify desirable changes in the planned facilities that may improve the costs and/or benefits (including reliability) of the planned facilities. To the extent the revised plan and study schedule are acceptable to Host Transmission Owner, Transmission Customer, and if applicable, Transmission Provider, such acceptance not to be unreasonably withheld, Host Transmission Owner and if applicable, Transmission Provider, shall, at Transmission Customer's Expense, proceed with any necessary restudy.

3.4 Integrated Transmission Planning Assessment Evaluation: All requests with a Network Upgrade(s) identified in the DPNS will be subject to further evaluation in the soonest available Integrated Transmission Planning Assessment that is able to include the load changes, if it is determined that the Network Upgrade(s) will be able to meet the study timeframe requirements pursuant to the standardized project timelines in SPP Business Practices, based on the SPP determined Network Upgrade(s) need date.

3.5 Posting of DPNS Report(s): If it is determined that a Network Upgrade(s) identified from a DPNS is unable to be further evaluated pursuant to the Integrated Transmission Planning Assessment as described in Section 3.4 of this Attachment AQ, the corresponding DPNS report will be posted on the SPP website once SPP is notified by the Transmission Customer to update the applicable Network Integration Transmission Service Agreement to reflect the changes in delivery points and the Network Upgrade(s).

4.0 Engineering, Design and Construction of New Facilities: The Transmission Customer and Host Transmission Owner shall agree to and specify in writing each party's responsibility for engineering, design, construction, and cost of facilities described in the final Load Connection Report.

Addendum 1 to Attachment AQ

Sample Request for Change in Local Delivery Facilities

Pursuant to the Delivery Point Assessment Process in Attachment AQ of the Tariff notice is hereby provided on _____ (date of notice) to _____ (the Host Transmission Owner) and Transmission Provider that Transmission Customer requests certain changes in delivery point(s) under the agreement.

Responses marked with an asterisk (*) are required. Supply all details that are known or projected.

Requested Modification

- 1) Description of delivery point modification*
 - a) Type of change requested (new delivery point, upgrade of an existing delivery point, retirement or abandonment of an existing delivery point, etc.) *
 - b) Proposed in service date of the modification*
 - c) Reason for the requested change (i.e. upgrade, retirement, replacement of existing delivery point facilities; establishment of a delivery point and facilities; unexpected step load changes at an existing delivery point) *
 - d) Related transmission service agreement*
 - e) Location of the delivery point change and identification of the facilities involved*
 - i) Geographic location of the new delivery point or the delivery point to be modified*
 - ii) The transmission facilities of the Host Transmission Owner involved in the change*
 - iii) Voltage of the facilities involved*
 - iv) Desired meter location*

- v) Expected impact on other delivery points, if any*
 - (1) Load transfer from another delivery point and, if so, estimated amount*
 - (2) Anticipated modifications to other delivery points due to this change, if any*
 - vi) Facilities of others that may be involved*
- 2) Facilities to be constructed
- a) Facilities to be constructed or provided by the Host Transmission Owner
 - b) Facilities to be constructed or provided by the Transmission Customer
- 3) Technical Aspects of a new delivery point
- a) Location
 - i) Located near structure number
 - ii) 911 address
 - iii) State, County and $\frac{1}{4}$ of $\frac{1}{4}$ Section number
 - iv) GPS Coordinates
 - b) Technical aspects
 - i) Anticipated service voltage
 - ii) Number of wires (3 or 4 wire connection)
 - iii) Service voltage
 - iv) Meter
 - (1) Type
 - (2) Voltage
 - (3) Supplied by
 - (4) Owned by
 - (5) PTs and CTs required
 - (6) Communications configuration

- v) Anticipated starting load
 - vi) Transformer size and voltages
 - vii) Transmission line conductor size and impedance rating
 - viii) Type and location of protective devices
- 4) Other pertinent information

Attachments:

- 1) Ten year load forecast for the delivery point being added or modified and any associated changes in the load forecast for other delivery points.
- 2) One-line diagram showing existing and proposed changes to local delivery facilities pertaining to the request.
- 3) Idev modeling file(s) for anticipated load.

Requestor Contact:

Name: _____

Title: _____

Mailing Address: _____

Email Address: _____

Voice Phone No.: _____

By: _____

(Representative of Transmission Customer)

Title: _____

Date: _____