

**Business Practice: Arranging Long Term Firm Point-To-Point
Transmission Service**

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1. Purpose

The purpose of this business practice is to provide PGE's Transmission Customers with a description of the process to use to arrange for Long Term Firm (LTF) Point-To-Point (PTP) Transmission Service.

2. Definitions

Long Term Firm Point-To-Point Transmission Service: Transmission Service under the Open Access Transmission Tariff (OATT or Tariff) that is reserved and/or scheduled between specified Points of Receipt (POR) and Points of Delivery (POD) with a term of one year or longer in duration.

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3. Requirements

- 3.1. All requests for Transmission Service must follow the “Procedures for Arranging Firm Point-To-Point Transmission Service set forth in Section 17 of the OATT.
- 3.2. A completed LTF PTP application shall include a deposit for one month’s charge for Reserved Capacity, as specified in Section 17.3 of PGE’s OATT.
- 3.3. The deposit shall be returned with interest less any reasonable costs incurred by the Transmission Provider, as specified in Section 17.3 of PGE’s OATT.
- 3.4. In accordance with Section 17.7 of PGE’s OATT, the Transmission Customer can obtain, upon availability, up to five (5) one-year extensions for service and may postpone service by paying a non-refundable annual reservation fee equal to one-month charge for Firm Transmission Service for each year or fraction thereof within 15 days of notifying PGE it intends to extend the commencement of service.
- 3.5. In connection with an original request for LTF PTP Transmission Service, an Eligible Customer must submit a written application for service at least sixty (60) days in advance of the month in which service is to commence, as provided in Section 17.1 of the OATT.
- 3.6. Rollover eligibility and requirements are as specified in Section 2.2 of PGE’s OATT.

4. Conditions Required of Transmission Customers

- 4.1. The Transmission Customer shall be responsible for meeting the following conditions that need to be satisfied prior to providing Transmission Service in accordance with Section 16.1 of PGE’s OATT:
 - 4.1.1. Has pending a Completed Application for service;
 - 4.1.2. Meets the creditworthiness criteria in Attachment L of the OATT;
 - 4.1.3. Have arrangements in place for other transmission services necessary to effect the delivery from the generating source to the Transmission Provider;

- 4.1.4. Agrees to pay for any needed facilities constructed and chargeable to the Transmission Customer under Part II of the Tariff, whether or not the Transmission Customer takes service for the full term of its reservation;
- 4.1.5. Provides information required in accordance with Attachment K of the OATT; and
- 4.1.6. Has agreed to a Point-To-Point service agreement or to receive service per Section 15.3 of the OATT.

5. Responsibility for Third-Party Arrangements

- 5.1. The Transmission Customer will be responsible for any scheduling arrangements on third party electric systems that may be required to affect the Transmission Customer's LTF PTP service from PGE.
 - 5.1.1. The Transmission Customer shall notify PGE and identify third party systems and authorize them to schedule capacity and energy to be transmitted per Part II of the Tariff, unless waived by PGE.

6. Requesting LTF PTP Transmission Service

- 6.1. To request LTF PTP service, the Transmission Customer must submit an Application. An Application consists of the following three elements:
 - 6.1.1. A transmission service request (TSR) submitted through PGE's OASIS. The TSR "service type" for LTF PTP service on OASIS should be designated as "YEARLY." The request must specify the length of service desired.
 - 6.1.2. A written "Application for Transmission Service" form submitted to PGE Transmission & Reliability Services Administrator in accordance with the procedures described below and Section 17.2 of PGE's OATT. The form is located on PGE's OASIS in the **Customer Registration and Application / PTP Customer Forms** folder.

- 6.1.3. A deposit for one month's charge for Reserved Capacity, as described in Section 17.3 of the OATT, submitted to PGE Transmission & Reliability Services Administrator in accordance with the procedures described below.
- 6.2. Any element submitted to PGE Transmission & Reliability Services must be submitted to:
- Administrator
PGE Transmission & Reliability Services
121 SW Salmon Street
3WTC0402
Portland Oregon 97204
OR
Fax to: (503) 464-7796
- 6.3. When any of the above elements are received, PGE will review the Application to determine whether all three elements are included and whether each element is accurate and sufficient to meet the requirements of the OATT. Within fifteen (15) days of receipt, PGE will provide notice to the Transmission Customer identifying any missing elements and/or deficiencies in the Application.
- 6.3.1. Incomplete Application. If any of the three elements have not been submitted, PGE will notify the Transmission Customer that the Application is incomplete and will identify the missing elements. The Transmission Customer will have five (5) business days from the date of the notice to provide the missing elements. If all three elements are not provided within five (5) business days, the Application will be considered effectively withdrawn by the Transmission Customer, and PGE will enter "DECLINED" as the status of the OASIS TSR, along with entering a reason for the denial in the comment field. PGE will return the Application form to the customer, along with any deposit (with interest), as specified in Section 17.4 of the OATT.
- 6.3.2. Deficient Application. If all three elements have been submitted but the Application fails to meet the requirements of the Tariff, PGE will notify the Transmission Customer that the Application is deficient and will identify the reasons for the deficiency. PGE will attempt to remedy minor deficiencies through informal communications with the Transmission Customer. If the deficiencies are not resolved within a reasonable time period (typically 30 days) of receipt of the deficiency notice by the

Transmission Customer, the Application will be considered effectively withdrawn by the Transmission Customer, and PGE will enter "DECLINED" as the status of the OASIS TSR, along with entering a reason for the denial in the comment field. PGE will return the Application form to the customer, along with any deposit (with interest), as specified in Section 17.4 of the OATT.

- 6.4. If an Application is "DECLINED" because it is incomplete or deficient, the Transmission Customer will not retain any right to the TSR or OASIS queue position associated with that Application. A Transmission Customer may submit a new OASIS reservation and a new or revised Application.
- 6.5. Once the Application has been deemed complete, which includes having met all the OATT Section 16.1 requirements, PGE shall respond in writing as soon as practicable, but no later than thirty (30) days after receipt of the Completed Application in accordance with Section 17.5 of the OATT. PGE will enter on the TSR "COMPLETED APPLICATION" in the comment field and change the status of the OASIS transmission request to Approved.

7. Response if Full Requested Service is Available

- 7.1. If PGE determines there is adequate Available Transfer Capability (ATC) to satisfy the full amount requested in the Application, PGE will tender a Service Agreement to the customer, pursuant to Section 17.6 of the OATT, and change the status of the TSR to "ACCEPTED" on OASIS.
- 7.2. Pursuant to Section 17.6 of the OATT, the Transmission Customer must execute and return the Service Agreement or request the filing of an unexecuted Service Agreement pursuant to Section 15.3 of the Tariff, within fifteen (15) days after it is tendered by PGE. The Transmission Customer must also "CONFIRM" the TSR on OASIS.
- 7.3. If the Transmission Customer fails to CONFIRM the TSR within the fifteen (15) days, PGE will consider the request effectively withdrawn and enter "RETRACTED" as the status of the TSR, consider the Service Agreement terminated, and refund any deposit submitted with interest.

8. Response if Partial Service is Available

- 8.1. If PGE determines that it only has adequate capacity to grant partial service, PGE will tender to the customer:
- 8.1.1. A Service Agreement identifying the partial service with a term equal to the lesser of the period in which the capacity is available or the period requested in the Completed Application; and
 - 8.1.2. A System Impact Study Agreement (SIS) for determining Direct Assignment Facilities or Network Upgrades required to meet the amount of the request that cannot be met with the existing capability. See Section 10 below regarding the SIS and Facility Study processes.
- 8.2. PGE will change the status of the TSR to "COUNTEROFFER" on OASIS and reflect the service offered if offering partial MW amounts for the entire duration of the request. The customer is then given the option of submitting a new TSR for the capacity in which a SIS was offered if they choose to execute the SIS. If the customer submits a new request for this additional capacity, that TSR will be placed in "STUDY" on OASIS.
- 8.3. The Transmission Customer may execute either the Service Agreement (or request filing of the unexecuted Service Agreement pursuant to Section 15.3 of the Tariff) or both the Service Agreement and the SIS. If the customer does not execute either the Service Agreement or both the Service Agreement and the SIS within fifteen (15) days after tendering by PGE, the customer's application will be considered withdrawn. Any deposit submitted shall be refunded with interest and PGE will change the status of the TSR on OASIS to "REFUSED."
- 8.4. If the Transmission Customer executes the Service Agreement but not the SIS, PGE will provide the Transmission Customer with Partial Service and remove the customer's request from the priority queue.
- 8.5. If the Transmission Customer executes both the Service Agreement and the SIS, PGE will provide the customer with Partial Interim Service pending the result of the study process. At the completion of the study process, the Transmission Customer has the option to amend its Partial Interim Service to Partial Service at the same amount of capacity as the Partial Interim Service with a term equal to

the term in the Completed Application, or to amend its Partial Interim Service to the full amount and term in the Completed Application.

9. PGE Response if No Service is Available

- 9.1. Pursuant to Section 17.5 of the Tariff, if there is not sufficient ATC to accommodate the TSR, PGE will tender a System Impact Study Agreement (SIS) to the customer. See Section 10 below regarding the SIS and Facility Study processes.

10. System Impact Studies and Facilities Studies for Long Term Firm PTP

- 10.1. A SIS is offered according to Sections 19.1 and 19.2 of the OATT.
- 10.2. As a part of the SIS, the Transmission Customer can request that PGE study the availability of planning redispatch and/or Conditional Firm Service (CFS) pursuant to Sections 15.4 and 19.1 of the OATT. The Transmission Customer can also request that their SIS be clustered with another customer's SIS as specified in Section 19.5 of the OATT. The SIS will contain the information required by Section 19.3 of the OATT.
- 10.3. At the conclusion of the SIS, a Facilities Study may be required, as set forth in Section 19.4 of the Tariff. If a Facilities Study is not required, PGE will tender a Service Agreement. Once the Service Agreement is signed, PGE will enter "ACCEPTED" as the status of the OASIS TSR. The Transmission Customer will then need to "CONFIRM" the TSR on OASIS if it has not been "PRE-CONFIRMED" within the required time period.
- 10.4. If a Facilities Study is required, PGE will tender pursuant to Section 19.4 of the OATT a Facility Study Agreement (FSA) or will tender, pursuant to Section 19.8 of the OATT, an Expedited Service Agreement to the Transmission Customer.
- 10.5. If the Transmission Customer executes the FSA or the Expedited Service Agreement within the required time period, PGE will perform the Facilities Study. The status of the OASIS TSR will remain in "STUDY." The FSA will contain the information required in Section 19.4 of the OATT, and the Expedited Service Agreement will contain the information required in Section 19.9 of the OATT.

- 10.6. At the conclusion of the Facilities Study, PGE will tender a Service Agreement. Once the signed Service Agreement is received, PGE will enter “ACCEPTED” as the status of the OASIS TSR. The Transmission Customer will then have to “CONFIRM” the OASIS TSR if it has not been “PRE-CONFIRMED” within the required time period.

11. Rollover Rights

- 11.1. The Transmission Customer who desires to rollover their current eligible LTF PTP reservation that has a term greater than or equal to five (5) years shall submit a request to renew their service for a new term prior to the deadline to exercise those rights per Section 2.2 of the OATT.
- 11.2. The Transmission Provider will identify whether a “60 day” or “one year” notification is applicable for each eligible LTF PTP reservation in the “Provider Comments” section of the reservation on OASIS.
- 11.3. Transmission Customers shall use the REQUEST TYPE of “RENEWAL” only to exercise rollover rights. A Renewal TSR must always specify the Primary Provider as SELLER.
- 11.4. Confirmation of a LTF PTP renewal TSR by the Transmission Customer exercising their rollover rights will reduce the rollover capacity (i.e., the Unexercised Rollover Rights) as viewed in the parent reservation’s rollover template by the capacity granted to the renewal reservation. (NAESB WEQ 001-20.2.4)
- 11.5. Once the deadline for the Transmission Customer to submit a renewal TSR has passed for a LTF PTP reservation and there are no outstanding pending renewal requests, the rollover capacity associated with that reservation (i.e., the Unexercised Rollover Rights) is zero. (NAESB WEQ 001-20.3)

12. References

- 12.1. Attachment L Credit Worthiness
- 12.2. PGE OATT
- 12.3. NAESB Standards Version 1.5

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13. Revision History

Revision	Date	Change Summary
0 - Draft	December 10, 2009	Initial draft posting for comment
0	January 15 th 2010	Final version for OASIS posting
1	November 23, 2011	Revised description of Completed Application, clarified procedures for incomplete applications