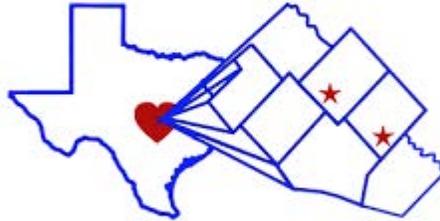


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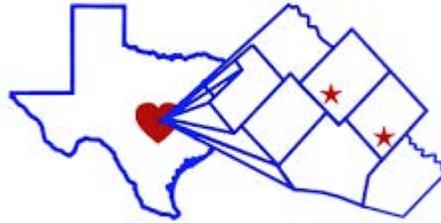


**ELECTRIC CO-OP**

# **DISTRIBUTED GENERATION GUIDELINES MANUAL**

UPDATED: April 2021

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**ELECTRIC CO-OP**

**DISTRIBUTED GENERATION GUIDELINES**

**MANUAL**

**INTRODUCTION**

## INTRODUCTION

Heart of Texas Electric Cooperative Association (HOTEC) developed the **Distributed Generation Guidelines Manual** to provide accurate and helpful information for HOTEC members that are considering the installation of a distributed generation (DG) system (typically solar photovoltaic or wind renewable energy systems). In order to successfully install, interconnect and operate a DG system, there are system requirements, procedural steps and approvals necessary to ensure DG installations meet the technical and operational standards for the safe interconnection and parallel operation of these systems on HOTEC electric distribution system.

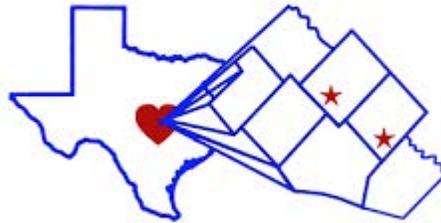
It is very important that HOTEC members that are considering the installation of a DG system understand the following:

1. **HOTEC is here to guide and assist our members** through the entire process (pre-installation to operational system);
2. **Please contact HOTEC before you start your project** to be sure your system meets all technical requirements and the application, installation and interconnection process goes well.

HOTEC DG Guidelines Manual is organized in the following manner:

<b>Section</b>	<b>Purpose</b>
<b>1. FAQs</b>	Answer basic questions that members will likely ask / need to know prior to starting on a DG project.
<b>2. Definitions</b>	Define the main terms associated with DG.
<b>3. Policies and Procedures / Obtaining an DG Interconnection</b>	The policy and procedural requirements for all DG systems in order to interconnect with HOTEC distribution system.
<b>4. Operational Requirements</b>	The policy and procedural requirements related to the operation of the interconnected DG system.
<b>5. Technical Engineering Requirements</b>	The engineering-based technical requirements and specifications that all DG systems must meet prior to installation / interconnection.
<b>6. Appendix-1: DG Interconnection / Application Form</b>	The form that must be completed and provided to HOTEC prior to a member beginning the process to install a DG system.
<b>7. Appendix-2: DG Agreement</b>	The agreement between HOTEC and a member that desires to install, interconnect and operate a DG system in parallel with HOTEC's distribution system.
<b>8. Appendix-3: DG Interconnection Diagram</b>	A simple diagram that illustrates key installation and interconnection requirements for all DG systems.

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**FREQUENTLY ASKED QUESTIONS**

## FREQUENTLY ASKED QUESTIONS

### ***Q1: What is the purpose of HOTEK Distributed Generation (DG) Interconnection Guidelines?***

HOTEK Distribution Generation Interconnection Guidelines Manual was developed to establish the requirements and procedures for the safe installation, interconnection and parallel operation of distributed generation facilities within HOTEK electric service area.

HOTEK's DG Interconnection Guidelines are aligned with the Texas Public Utility Commission's (PUC) DG rules and regulations (P.U.C. SUBST. R. 25.211, 25.212 and 25.217) as well as other statutory guidelines, including the Texas Public Utilities Regulatory Act (PURA), which provides for the interconnection and parallel operation of Distributed Renewable Generation with electric utilities in Texas.

The information contained in this Manual has been developed for HOTEK's members that are interested and/or considering the installation of interconnected distributed generation. HOTEK strives to ensure that our members have all the technical and procedural information needed to have a full understanding of the requirements involved with this process in advance of any decision to install a DG system.

This Manual also provides information for HOTEK members regarding the rate (tariff) that HOTEK has put in place regarding the purchase of any energy that is generated by a DG system and delivered to HOTEK distribution system.

***The bottom line: HOTEK is committed to the safe interconnection and operation of all DG installations on HOTEK electric distribution system.***

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### ***Q2: I am a HOTEK member and I'm considering installing a DG system - where should I start?***

HOTEK members should contact HOTEK very early in the "DG decision-making" process. Our representatives will be glad to take time to answer questions and provide both technical and procedural information regarding your potential DG installation. HOTEK DG Policy is clear – DG systems will not be allowed to interconnect and/or operate until the following steps have occurred:

1. Member must submit information and application to HOTEK for the proposed DG system(s). HOTEK DG Application Form is included in HOTEK DG Interconnection Guidelines Manual – and is also available on HOTEK's website ([www.HOTEK.coop](http://www.HOTEK.coop)) and at HOTEK office.
2. The DG application must be reviewed and approved by HOTEK, prior to installation of the DG system. HOTEK must confirm that the proposed system meets the technical requirements and specifications and determine if the proposed DG installation requires an engineering study. In some cases, engineering studies are essential to ensure the safe and proper operation of the DG system. Engineering studies may also result in the denial of a DG application.
3. Once the DG system is installed HOTEK will confirm the installation is consistent with the DG Application and meets all HOTEK requirements. This inspection must take place prior to interconnecting the DG system with HOTEK distribution system.

4. The member must execute a DG Agreement with HOTEK. This agreement is required prior to interconnecting the DG system with HOTEK distribution system. The DG Agreement confirms that the system meets all technical requirements and sets forth the rate at which HOTEK will purchase any energy that is delivered to HOTEK (in excess of the DG output that is used by the member).

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### ***Q3: Does HOTEK sell and/or install DG systems?***

**Yes!** HOTEK's Board of Directors approved the recommendation from HOTEK's management for the Cooperative to provide high-quality / cost-effective solar PV to HOTEK members. HOTEK believes this is a service that is consistent with HOTEK's mission and provides long-term value to the Cooperative and our membership.

After considering several potential partners for this service, HOTEK has entered into a business arrangement with a leading solar PV provider to provide all the necessary equipment (PV panels; mounting materials; wiring; inverter; and other materials) needed to install ground-mounted systems on HOTEK's members premise. HOTEK will use trained and certified electricians to install and maintain the systems.

HOTEK would be glad to provide members with a consultation, recommendation and proposal for the installation of solar PV system that is appropriate for the member's premise.

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### ***Q4: Are Solar PV systems cost-effective?***

HOTEK will provide firm estimates for the cost of an installed solar PV (DG) system along with estimates of energy output and the associated costs savings for the proposed system. In general, the installed cost of solar DG has decreased significantly over the past several years as the industry realizes economies of scale in the purchase of the main system elements (PV panels and inverters). That said, the return-on-investment (ROI) for these systems is based on the size, typical output, location of the system and the avoided costs to purchase energy from HOTEK. There are excellent tools available to consider ROI on solar.

HOTEK utilizes meter data and information specific to the Member's account / premise and is able to incorporate this information to the proposal for the Member. HOTEK also recommends the "[PV Watts Calculator](#)" that has been developed by National Renewable Energy Laboratory (NREL) to Members that are interested in obtaining information about the cost effectiveness and financial analysis for solar DG systems.

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### ***Q5: What are the technical specifications and requirements for the interconnection of a DG system?***

The term "technical requirements" can be a little confusing in terms of the DG application, installation and agreement process. Here are some key things to know and consider regarding technical requirements:

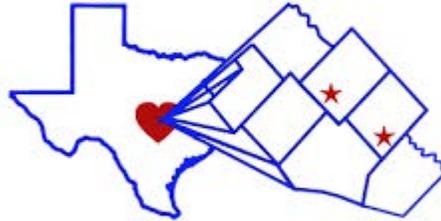
- ✓ HOTEK has adopted the technical requirements and specifications that are aligned and consistent with the Texas Public Utility Commission (PUC) DG Rule. These specifications set forth the requirements for the safe interconnection and operation of DG systems. These requirements also establish the criteria used to determine if an engineering study is needed.

- ✓ Many technical requirements are addressed / covered by having “pre-certified” equipment with appropriate IEEE, UL and other “stamps of approval” from the DG system manufacturer. For most systems, these certifications signal to HOTEK that the system being installed meets and/or exceeds technical engineering requirements for the major components of the system (e.g., the solar panels and inverter(s)).
  - ✓ There are also technical requirements related to the installation. HOTEK has provided the requirements (technical and procedural) in this Manual. Several of these requirements are included in the DG Application Form and the DG Agreement. These documents are included in this Manual.
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***Q6: How will HOTEK account for (and reimburse) for energy that my DG system sends to the electric grid?***

HOTEK will reimburse members for energy “delivered to” HOTEK distribution system at the avoided cost of energy rate (ACER). The ACER is calculated based on the Cooperative’s wholesale electric energy provider’s monthly invoices. The Member’s compensation for the excess energy supplied to the Cooperative during the monthly billing period shall accumulate as a monetary credit to be applied to future energy purchases by Member.

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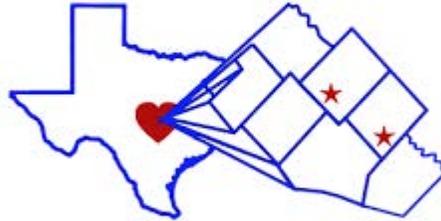
**DISTRIBUTED GENERATION GUIDELINES MANUAL**

**DEFINITIONS**

## DEFINITIONS

1. Avoided Cost of Energy: The embedded purchased cost portion of the cooperative's retail energy rate under which the member is billed plus the Power Cost Recovery Factor (PCRF) applicable for the month. The avoided cost shall be developed by the Cooperative.
2. Distributed Generation Agreement: An agreement between a Member-Producer and the Cooperative that sets forth the contractual conditions under which a company and a Member-Producer agree that one or more facilities may be interconnected with the Cooperative's electric system.
3. Distributed Generation Application: The form of application of a Member-Producer seeking interconnection and parallel operation of distributed generation with the Cooperative's electric system.
4. Distributed Generation System: Shall mean an electrical generating facility located at a Member-Producer's point of delivery (point of common coupling) of one (1) megawatts (MW) or less and connected at a voltage less than sixty (60) kilovolts (kV) which may be connected in parallel operation to the Cooperative of Cooperative's electric system.
5. ERCOT: The Electric Reliability Council of Texas, Inc. or successor independent organization under Public Utility Regulatory Act ("PURA") §39.151 for the power region to which the Cooperative's electric system is connected.
6. Interconnection: The physical connection of distributed generation to the utility system in accordance with the requirements of this tariff so that parallel operation can occur.
7. Interconnection Study: A study or studies that may be undertaken by the Cooperative in response to its receipt of a completed DG Application. Pre-interconnection studies may include, but are not limited to, service studies, coordination studies and utility system impact studies.
8. Manual Disconnect Device: A manual switch at the Point of Interconnection that provides clear indication of the switch position, and when in the open position isolates the distributed generation from load unrelated to generation of electricity or operation of the facility.
9. Member-Producer: Means any person, firm, corporation, partnership, or other entity owning or operating a distributed generation system. An owner of distributed generation, the Member-Producer on whose side of the meter distributed generation is installed and operated, regardless of whether the Member-Producer takes ownership of the distributed generation, or a person who by contract is assigned ownership rights to energy produced from distributed generation located at the premises of the Member-Producer on the Member-Producer's side of the meter.
10. Parallel Operation: The operation of distributed generation by a Member-Producer while the Member-Producer is connected to the Cooperative's electric system.
11. Point of Interconnection (Point of Service, Point of Common Coupling): The point where the electrical conductors of the Cooperative's utility system are connected to the Member-Producer's conductors and where any transfer of electric power between the Member-Producer and the Cooperative's utility system takes place, such as switchgear near the meter.

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**PROCEDURES AND POLICIES / OBTAINING AN  
INTERCONNECTION**

## HOTEC DISTRIBUTED GENERATION INTERCONNECTION PROCEDURES

- 1) Any person owning or operating a distributed generation installation (hereafter “Member-Producer”) and desiring to interconnect with the Cooperative’s system shall:
  - a) Apply for interconnection, provide an easement satisfactory to the Cooperative, and otherwise comply with the tariff of the Cooperative.
  - b) At least thirty (30) days in advance of interconnection, Member-Producer shall make application and provide technical information for the distributed generation installation. Member-Producer shall also provide such additional information as may be required by the Cooperative.
- 2) Prior to interconnection Member-Producer shall have:
  - a) Fulfilled all requisites for the provision of electric utility service contained in the Agreement;
  - b) Provide required information (see DG Application) regarding the DG system;
  - c) Comply with conditions for line extension (if required);
  - d) Provide satisfactory liability insurance (if required);
  - e) Sign and deliver DG Agreement;
  - f) Complete construction / comply with applicable laws, codes and industry practices; and
  - g) Give notice of intent to energize and notify Cooperative to schedule inspection;

## HOTEC DISTRIBUTED GENERATION INTERCONNECTION POLICY REQUIREMENTS

- 1) The DG System will be installed at Member-Producer's premises shall not have a generation capacity greater than 50 KW and must be connected on the Cooperative's distribution at a voltage of 60KV or lower.
- 2) Any DG system larger than 50 KW will be considered as a special situation and will require an assessment to determine if the system may be connected to HOTEC distribution system.
- 3) The Cooperative and Member-Producer may establish additional or different terms, conditions, or rates for the sale or purchase of electricity.
- 4) Member-Producer shall install, operate and maintain the DG System in full and faithful compliance with all applicable federal, state and local laws, ordinances, rules and regulations, and generally accepted industry codes and standards, including, but not limited to the National Electrical Safety Code and the National Electrical Code.
- 5) Member-Producer shall be solely responsible for the design, installation, operation, maintenance, and repair of the DG System and Member-Producer's interconnection facilities. The interconnection of the DG System to the Cooperative electrical system shall comply with the Public Utility Commission of Texas Substantive Rules §25.212 relating to Technical Requirements for Interconnection and Parallel Operation of On-Site Distributed Generation, (16 Texas administrative Code §25.212) or any successor rule addressing distributed generation.
- 6) Cooperative shall inspect the DG System and the interconnection equipment prior to interconnection.
- 7) All costs to interconnect with the Cooperative electric system shall be the responsibility of Member-Producer. Cooperative shall not be required to take or pay for any energy generated by the DG System until the DG System successfully passes Cooperative's Field Inspection and Member-Producer shall have reimbursed Cooperative for all its interconnection costs.
- 8) Member-Producer must maintain the DG System in accordance with the applicable manufacturer's recommended maintenance schedule.
- 9) Member-Producer must promptly notify Cooperative upon receipt of any citation or other official notice of alleged violation of laws, ordinances, rules and regulations concerning the DG System.
- 10) Insurance Requirements:

The Member-Producer is required to provide a certificate of insurance coverage to Cooperative. The Member-Producer must carry liability insurance coverage which insures the Member-Producer against all claims for property damage and for personal injury or death arising out of, resulting from or in any manner connected with the installation, operation and maintenance of the Member-Producer's generating equipment.

  - a) The amount of such insurance coverage shall be not less than \$500,000 per occurrence and name Cooperative as an additional insured. This amount may be increased at the sole discretion of Cooperative if the nature of the project so requires.
  - b) The certificate of insurance shall provide that the insurance policy will not be changed or canceled during its term without thirty days written notice to the Cooperative. The term of the insurance shall

be coincident with the term of the installation / interconnection contract or shall be specified to renew throughout the length of the Installation / Interconnection Contract.

- c) The Cooperative reserves the right to request a Member-Producer provide proof of such insurance at any time.

#### 11) Installation and Information Warranty

- a) Member-Producer must confirm to Cooperative that Member-Producer's power generating installation (DG System) is constructed and will be maintained in a safe and reliable condition and will comply with the latest applicable codes.
- b) Member-Producer must warrant and represents that:
  - i) The information regarding the characteristics of the DG System are as specified in the Application for Interconnection and Parallel Operation of Distributed Generation with the Cooperative's Electric System filed by the Member-Producer with Cooperative;
  - ii) The DG System and associated other electrical components and devices meet National Electrical Code standards;
  - iii) All permits, inspections, approvals, and/or licenses necessary for the installation or operation of the DG System have been obtained. The DG System has been successfully tested to UL 1741 and IEEE 1547 standards or has been satisfactorily tested by an independent laboratory with published results.
- c) Member-Producer shall provide manufacturer's data or other written proof acceptable to Cooperative to verify the accuracy of the foregoing warranties and representations. If any of foregoing warranties and representations are inaccurate, Cooperative may, without waiver of or prejudice to any other remedy, immediately disconnect the DG system from the Cooperative's electric system and terminate this agreement.

#### 12) Interconnection Studies

- a) Cooperative may perform interconnection studies, which shall include service study, coordination study, and utility system impact study, as needed and determined in the sole discretion of the Cooperative. In instances where such studies are deemed necessary, the scope of such studies shall be based on the characteristics of the particular distributed generation facility to be interconnected and the Cooperative's distribution system at the specific proposed location.
- b) Cooperative may charge Member fees for Interconnection Studies that recover the costs of performing such studies. Any modifications or additions to the Cooperative's Electric system identified through the interconnection study as required for the safe and reliable interconnection of Member's facility shall be solely at the Member's expense. Member shall not acquire any ownership in such modifications or additions to Cooperative's electric distribution system.

#### 13) Metering Equipment

The actual metering equipment required, its voltage rating, number of phases and wires, size, current transformers, number of input and associated memory is dependent upon the type, size and location of the electric service provided. For all approved DG installations, HOTEK will provide both meters that can

measure the “Delivered KWh” (energy delivered by the Cooperative); the “Received KWh” (energy delivered to the Cooperative by the Member-Producer). HOTEK will also require a meter that measures the PV systems production. Additional meter base will need to be furnished by the member/installer.

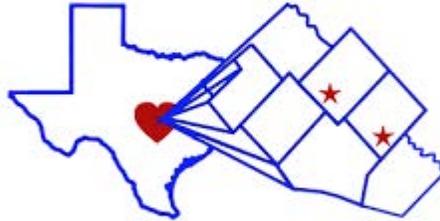
#### 14) Manual Safety Disconnect

- a) The Member-Producer shall provide and install a manual load break switch that provides clear indication of the switch position at the Point of Interconnection to provide separation between the Cooperative electrical system and the Member-Producer's electrical generation system. The location of the disconnect switch must be approved by the Cooperative.
- b) The disconnect switch shall be easily visible, mounted separately from metering equipment, readily accessible to Cooperative personnel at all times, and capable of being locked in the open position with a Cooperative padlock. The Cooperative reserves the right to open the disconnect switch isolating the Member-Producer's electrical generating system (which may or may not include the Member-Producer's load) from Cooperative electrical system for any of the following reasons:
  - i) To facilitate maintenance or repair of the Cooperative electrical system, or
  - ii) When emergency conditions exist on the Cooperative electrical system, or
  - iii) When the Member-Producer's electrical generating system is determined to be operating in a hazardous or unsafe manner or is or potentially can unduly affect the Cooperative electrical system waveform, or
  - iv) When the Member-Producer's electrical generating system is determined to be adversely affecting other electric consumers on the Cooperative electrical system, or
  - v) Failure of the Member-Producer to comply with applicable codes, regulations and standards in effect at the time, or
  - vi) Failure of the Member-Producer to abide by any contractual arrangement or operating agreement with the Cooperative.
  - vii) The Cooperative reserves the right to operate the disconnect for the protection of the Cooperative's system even if it affects Member-Producer's distributed generation system. In the event the Cooperative opens and closes the disconnect switch it shall not be responsible for energization or restoration of parallel operation of the generating installation. The Cooperative will make reasonable efforts to notify the Member-Producer in the event the disconnect switch has been operated. The Member-Producer will not bypass the disconnect switch at any time for any reason.

#### 15) Cooperative Right to Disconnect

- a) Cooperative shall not be obligated to accept and shall have the right to require Member-Producer to temporarily curtail, interrupt, or reduce, deliveries of energy in order to construct, install, maintain, repair, replace, remove, investigate, inspect, or test any part of the interconnection facilities, equipment, or any part of the Cooperative's electric system.
- b) Cooperative may disconnect, without notice, the DG System from the electric distribution system, if, in the Cooperative's opinion, a hazardous condition exists and such immediate action is necessary to protect persons, or Cooperative's facilities or other member's facilities from damage or interference caused by Member-Producer's DG System or lack of properly operating protective devices.

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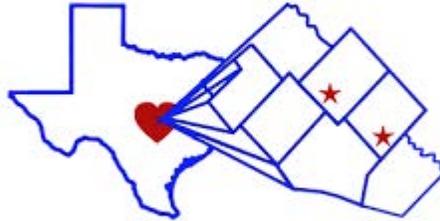
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**OPERATIONAL REQUIREMENTS**

## HOTEC DISTRIBUTED GENERATION OPERATIONS POLICIES AND PROCEDURES

- 1) Member-Producer is responsible for installation, safe operation, protection, and maintenance of all equipment and wiring at and beyond the point where Member-Producer's conductors contact the Cooperative's conductors.
- 2) The electrical power generated shall be compatible with Cooperative's standard distribution system at the point of delivery and of such quality that Cooperative's system is not adversely affected.
- 3) Purchases of Electricity from Member-Producer
  - a) As provided for in the Cooperative's Distributed Generation Tariff,
    - i) Member-Producer and the Cooperative agree that the Member-Producer will sell exclusively to the Cooperative the electrical output from the DG system
    - ii) the Cooperative shall pay Member for the "KWh Received" (energy received by the Cooperative's Distribution System) at the Avoided Cost of Power Rate (ACPR).
    - iii) The ACPR is calculated based on the Cooperative's wholesale electric energy provider(s) monthly invoices. The Cooperative will update the ACPR monthly. The Cooperative reserves the right to amend the ACPR at any time.
    - iv) Member-Producer shall exclusively purchase from the Cooperative its requirements of electric energy above the amounts generated by the DG system at the applicable tariff rate. If any tariff or rate is changed by the Cooperative, or by order or consent of any regulatory authority having a jurisdiction thereof whether or not at the request of the Cooperative, such changed tariff, rate/or redefined class of service shall be applicable to service provided hereunder from and after the effective date of such change.
- 4) Payment / Reimbursement for Energy
  - a) The Cooperative will credit the monthly amounts due for all output measured, received, and purchased from the Member-Producer's generating installation against the monthly bill for service rendered to the Member-Producer for the Member-Producer's consumption.
  - b) The Cooperative, at its sole discretion, may also render a check at any time to the Member-Producer for the cumulative balance of credits.
- 5) Access to Premise and DG System Interconnection
  - a) Member-Producer hereby grants Cooperative access on and across its property at any reasonable time to inspect the DG System and the interconnection equipment, to read or test meters and metering equipment, and to operate, maintain and repair Cooperative's facilities. No inspection by Cooperative of the DG System or the interconnection facilities shall impose on Cooperative any liability or responsibility for the operation, safety or maintenance of the DG system or Member-Producer's interconnection facilities.

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**TECHNICAL / ENGINEERING REQUIREMENTS**

## 1) General Requirements

- a) All interconnections shall comply with P.U.C. SUBST. R. 25.212 and successors. In addition, all interconnections shall comply with applicable state and federal laws and regulations.
- b) All interconnections shall comply with local building and electric codes.
- c) Installation of all interconnections shall be inspected by HOTEK. Inspection and approval of the installation by HOTEK is a prerequisite and a continuing condition of interconnection and parallel operation of distributed generation.
- d) Variations from the Technical Requirements herein must be reviewed and approved by HOTEK prior to implementation. Variations in the point of interconnection must be approved by HOTEK and included in the Distributed Generation Agreement between Member-Producer and HOTEK.

## 2) Protection of line workers and HOTEK system

- a) The distributed generation facility must have an interrupting device capable of interrupting the maximum available fault current, an interconnection disconnect device, a generator disconnect device, an over-voltage trip, an under-voltage trip, an over/under frequency trip, and a manual or automatic synchronizing check (for facilities with stand-alone capability).

## 3) Manual Disconnect

- a) The customer shall provide and install a manual load break switch that provides clear indication of the switch position at the Point of Interconnection to provide separation between HOTEK electrical system and the customer's electrical generation system. The location of the disconnect switch must be approved by HOTEK. The disconnect switch shall be easily visible, mounted separately from metering equipment, readily accessible to HOTEK personnel at all times, and capable of being locked in the open position with a HOTEK padlock. HOTEK reserves the right to open the disconnect switch isolating the customer's electrical generating system (which may or may not include the customer's load) from HOTEK electrical system for any of the following reasons:
  - i) To facilitate maintenance or repair of HOTEK electrical system, or
  - ii) When emergency conditions exist on HOTEK electrical system, or
  - iii) When the customer's electrical generating system is determined to be operating in a hazardous or unsafe manner or is or potentially can unduly affect HOTEK electrical system waveform, or
  - iv) When the customer's electrical generating system is determined to be adversely affecting other electric consumers on HOTEK electrical system, or
  - v) Failure of the customer to comply with applicable codes, regulations and standards in effect at the time, or
  - vi) Failure of the customer to abide by any contractual arrangement or operating agreement with HOTEK.

## 4) Power Quality

- a) Voltage: HOTEK shall endeavor to maintain the distribution voltages on the electrical system but shall not be responsible for factors or circumstances beyond its control. The customer shall provide an automatic method of disconnecting generation equipment from HOTEK electrical system within 10

cycles should a voltage deviation greater than +5% or -10% from normal be sustained for more than 30 seconds (1800 cycles) or a voltage deviation greater than +10% or -30% from normal be sustained for more than 10 cycles. If high or low voltage complaints or flicker complaints result from the operation of the customer's electrical generation, the customer's generating system shall be disconnected until the problem is resolved.

- b) Frequency: HOTEK shall endeavor to maintain a 60-hertz nominal frequency on the electrical system. The customer shall provide an automatic method of disconnecting generation equipment from HOTEK electrical system within 15 cycles should a deviation in frequency of +0.5Hz or -0.7Hz from normal occur.
- c) Harmonics: In accordance with IEEE 519, the total harmonic distortion (THD) of voltage shall not exceed 5% of a pure sine wave of 60-hertz frequency or 3% of the 60-hertz frequency for any individual harmonic when measured at the point of interconnection with HOTEK electrical system. Also, the total current distortion shall not exceed 5% of the fundamental frequency sine wave. If harmonics beyond the allowable range result from the operation of the customer's electrical generation, the customer's generating system shall be disconnected until the problem is resolved.
- d) Flicker: The distributed generation facility shall not cause excessive voltage flicker on HOTEK electrical system. This flicker shall not exceed 3% voltage dip, in accordance with IEEE 519 (Section 10.5), as measured at the point of interconnection.
- e) Power factor: The customer's electrical generation system shall be designed, operated and controlled at all times to provide reactive power requirements at the point of interconnection from 0.97 lagging to 0.97 leading power factor. Induction generators shall have static capacitors that provide at least 97% of the magnetizing current requirements of the induction generator field. HOTEK may, in the interest of safety, authorize the omission of capacitors. However, where capacitors are used for power factor correction, additional protective devices may be required to guard against self-excitation of the customer's generator field.

#### **5) Loss of Source**

- a) The customer shall provide approved protective equipment necessary to immediately, completely and automatically disconnect the customer's electrical generation equipment from HOTEK electrical system in the event of a fault on the customer's system, a fault on HOTEK system or loss of source on HOTEK system. Such protective equipment shall conform to the criteria specified in UL 1741 and IEEE 1547.
- b) The customer's generating system shall automatically disconnect from the grid within 10 cycles if the voltage on one or more phases falls and stays below 70% of nominal voltage for at least 10 cycles. The automatic disconnecting device may be of the manual or automatic reclose type and shall not be capable of reclosing until after HOTEK service voltage and frequency are restored to within the normal operating range and the system is stabilized.

#### **6) Coordination and Synchronization**

- a) The customer shall be solely responsible for coordination and synchronization of the customer's electrical generating system with all aspects of HOTEK electrical system, and the customer assumes all responsibility for damage or loss that may occur from improper coordination and synchronization of its generating system with HOTEK electrical system.

## 7) Metering

The actual metering equipment required, its voltage rating, number of phases and wires, size, current transformers, number of input and associated memory is dependent upon the type, size and location of the electric service provided. For all approved DG installations, HOTEK will provide a meter that can measure the “Delivered KWh” (energy delivered by the Cooperative); the “Received KWh” (energy delivered to the Cooperative by the Member-Producer). HOTEK will also require a secondary meter that measures the PV systems production. A meter fee of \$250 will be charged for the production meter.

## 8) Interconnection Study

- a) HOTEK will determine whether an interconnection study is necessary, based on relevant engineering factors including the output of the system, the location of the system and other HOTEK distribution system factors. Interconnection studies, include service study, coordination study, and utility system impact study, as needed and determined in the sole discretion of HOTEK. If the interconnection study is deemed necessary, HOTEK shall perform the study under reasonable terms and conditions agreed upon by both the customer and HOTEK and at the customer's sole expense.
- b) Any modifications or additions to HOTEK Electric system identified through the interconnection study as required for the safe and reliable interconnection of Customer's facility shall be solely at the Customer's expense. Customer shall not acquire any ownership in such modifications or additions to HOTEK distribution system.
- c) The interconnection study may conclude the proposed system may not be approved / authorized by HOTEK. In such cases, HOTEK will make the study available to the customer and may also offer recommendations for modifications that could result in authorization to proceed with a revised system.
- d) No study fee will be charged if the proposed generation site is not on a networked secondary and if all of the following apply:
  - i) The proposed generation equipment is pre-certified. Generation equipment that are less than 20 kW AC shall be considered pre-certified if a UL 1741 listed inverter that also meets IEEE 1547 specifications is used. For solar PV installations, to be pre-certified system must have UL 1703 listed PV modules, and
  - ii) The proposed generation system does not expect to export more than 15% of total load on the feeder, and
  - iii) The proposed generation system does not contribute more than 25% of the maximum possible short circuit current of the feeder.

9) **Protection.** The distributed generation facility must have interrupting devices capable of interrupting the maximum available fault current, an interconnection disconnect device, a generator disconnect device, an over-voltage trip, an under-voltage trip, an over/under frequency trip and a manual or automatic synchronizing check (for facilities with standalone capability). Facilities rated over 10kW, three-phase, must also have reverse power sensing and either a ground over-voltage or a ground over-current trip depending on the grounding system. Grounding shall be done in accordance with UL 1741, IEEE 1547 and NEC Article 250.

## 10) Three-Phase Generators.

- a) Synchronous machines:

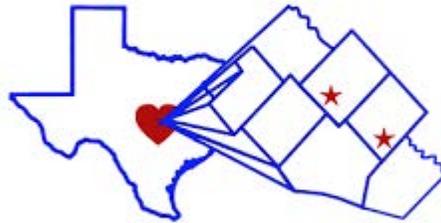
- i) The distributed generation facility's circuit breakers shall be three-phase devices with electronic or electromechanical control.
- ii) The Customer is solely responsible for proper synchronization of its generator with HOTEK system.
  - (1) The excitation system response ratio shall not be less than 0.5.
  - (2) The generator's excitation system shall conform to the field voltage versus time criteria specified in ANSI Standard C50. 13-1989.
- b) Induction machines: The induction machines used for generation may be brought up to synchronous speed if it can be demonstrated that the initial voltage drop at the point of interconnection is within the flicker limits specified in this document.

**11) Inverters:**

- a) Line-commutated inverters do not require synchronizing equipment.
- b) Self-commutated inverters require synchronizing equipment.

**12) Standards.** The distributed generation equipment shall be designed, installed, operated and maintained in accordance with, but not limited to, ANSI standards, UL standards, IEEE standards, the National Electrical Code, ERCOT Operating Guides and any other applicable local, state or federal codes and statutes. In the case of a conflict between the requirements in this document and any of those standards or codes, this document shall prevail.

**HEART of TEXAS**



**ELECTRIC CO-OP**

**DISTRIBUTED GENERATION GUIDELINES MANUAL**

**INTERCONNECTION APPLICATION**

## APPLICATION AND MEMBER INFORMATION

This application is for the coordination of interconnection of a distributed generation (DG system) and associated / required metering equipment between “Member”, the Heart of Texas Electric Cooperative Association (HOTEC) and the electrician / contractor doing the proposed work. The following needs to be filled out completely and clearly.

<b>Date</b>	
<b>First Name (Member)</b>	
<b>Last Name (Member)</b>	
<b>Account Number</b>	Account#:
<b>Meter Number</b>	Meter#
<b>Premise Type</b>	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Other
<b>Phone</b>	
<b>Email</b>	
<b>Installation Address</b> (physical address)	

## DG SYSTEM INFORMATION

<b>Total Nameplate Rating (kW)</b>		<b>Over 50 kW?</b>	<b>Yes</b>	<b>No</b>
<b>(If Solar DG) Panel Manufacturer</b>				
<b>Inverter Manufacturer</b>				
<b>Does system have a battery backup?</b>				
<b>IEE and/or UL Certification(s)</b> (list all or attach documentation)				
<b>Please provide the system engineering and/or manufacturers drawings and specifications</b>	<input type="checkbox"/> <b>System one-line diagram</b> <input type="checkbox"/> <b>Additional system documentation</b>			

## INFORMATION PREPARED AND SUBMITTED BY

<b>License Number</b> (Master Electrician, Electrical Engineer, or Homestead Owner)	
<b>Company Name</b>	
<b>Phone</b>	
<b>Email</b>	
<b>Project Contact Person</b>	
<b>Signature</b>	
<b>Date</b>	

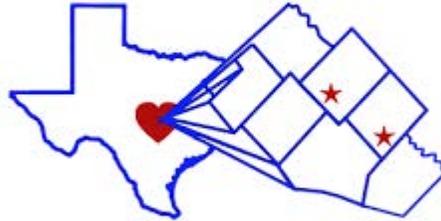
## NOTES TO MEMBER / APPLICANT

1. An application fee of \$50 is required for all applications submitted.
2. Any charges related to the interconnection of a DG system must be paid in accordance with HOTEK Distributed Generation Guidelines Manual.
3. If work has not been completed within a 180-day period – the application will be voided.
4. If additional work is required by HOTEK – there will be additional charges that will need to be paid to HOTEK.
5. **ALLOW A MINIMUM OF FIVE WORKING DAYS FOR PROCESSING**
6. Return to Heart of Texas Electric Cooperative ; P.O Box 357, McGregor Texas 76657 or email to [Info@hotec.coop](mailto:Info@hotec.coop)

## INTERNAL / OFFICE USE ONLY:

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**HEART of TEXAS**



**ELECTRIC CO-OP**

**DISTRIBUTED GENERATION GUIDELINES MANUAL**

**AGREEMENT**

**DISTRIBUTED GENERATION AGREEMENT  
FOR THE INTERCONNECTION AND PARALLEL OPERATION OF  
DISTRIBUTED GENERATION SYSTEMS**

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between \_\_\_\_\_, hereinafter referred to as the "Member-Producer," and Heart of Texas Electric Cooperative., hereinafter referred to as the "Cooperative" is as follows:

**Purpose**

This agreement defines the relationship between the Cooperative and Member-Producer including pricing and other terms affecting the purchase and sale of electricity as well as reasonable conditions for interconnection and parallel operation.

Cooperative owns and operates an electric utility engaged in the distribution of electricity serving portions of McLennan, Bell, Bosque, Falls, Milam, Coryell, and Hamilton Counties; and Member-Producer owns or intends to own, operate and maintain a Distributed Generation System (DG System) of 50 KW or less and desires to interconnect and operate such installation in parallel with Cooperative's electric distribution system at address:

\_\_\_\_\_ ; and the parties hereto wish to contract for the purchase and sale of the electrical output from the DG System, and the terms of its interconnection with the Cooperative electric distribution system. THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties hereby contract and agree with each other as follows:

**Article 1 | Effective Date**

This Agreement shall be effective as of the date of execution by the latter of the two parties (the Effective Date) and, subject to the other terms of this Agreement, shall continue in effect for a period of one year, and month to month thereafter.

**Article 2 | General Terms**

The DG System will be installed at Member-Producer's premises at the address specified above. The DG System shall not have a generation capacity greater than 50 KW and be connected on the Cooperative's distribution at a voltage of 60KV or lower. Member-Producer shall install, operate and maintain the DG System in full and faithful compliance with all applicable federal, state and local laws, ordinances, rules and regulations, and generally accepted industry codes and standards, including, but not limited to the National Electrical Safety Code and the National Electrical Code. Member-Producer shall promptly notify Cooperative upon receipt of any citation or other official notice of alleged violation of laws, ordinances, rules and regulations concerning the DG System.

The Cooperative agrees to use reasonable diligence to provide simultaneous electric service. Interconnection, parallel operation, sales and purchases of electricity will be governed by the Cooperative's Distributed Generation Interconnection Manual that includes the technical, interconnection, parallel operations and other procedural requirements and the Cooperative's Distributed Generation Tariff including any and all amendments that may hereafter be approved or ordered by any regulatory authority having

jurisdiction, SAID TARIFF including all service rules, regulations, and rates IS A PART OF THIS AGREEMENT TO THE SAME EXTENT AS IF FULLY SET OUT HEREIN AND IS ON FILE AND AVAILABLE AT THE COOPERATIVE'S OFFICE.

### **Article 3 | Interconnection Process and Requirements**

Prior to interconnection Member-Producer shall have:

- (1) fulfilled all requisites for the provision of electric utility service contained in the Agreement;
- (2) provide required information (see DG Application) regarding the DG system;
- (3) comply with conditions for line extension (if required);
- (4) provide satisfactory liability insurance (if required);
- (5) sign and deliver this Agreement;
- (6) complete construction / comply with applicable laws, codes and industry practices; and
- (8) give notice of intent to energize and notify Cooperative to schedule inspection;

Member-Producer shall be solely responsible for the design, installation, operation, maintenance, and repair of the DG System and Member-Producer's interconnection facilities. The interconnection of the DG System to the Cooperative electrical system shall comply with the Public Utility Commission of Texas Substantive Rules §25.212 relating to Technical Requirements for Interconnection and Parallel Operation of On-Site Distributed Generation, (16 Texas administrative Code §25.212) or any successor rule addressing distributed generation. Cooperative shall inspect the DG System and the interconnection equipment.

All costs to interconnect with the Cooperative electric system shall be the responsibility of Member-Producer. Cooperative shall not be required to take or pay for any energy generated by the DG System until the DG System successfully passes Cooperative's Field Inspection and Member-Producer shall have reimbursed Cooperative for all its interconnection costs. Maintenance of the DG System shall be performed in accordance with the applicable manufacturer's recommended maintenance schedule.

### **Article 4 | Insurance Requirements**

For Facilities Less than 50 KW AC: The Member-Producer is required to provide a certificate of insurance coverage to Cooperative. The Member-Producer must carry liability insurance coverage which insures the Member-Producer against all claims for property damage and for personal injury or death arising out of, resulting from or in any manner connected with the installation, operation and maintenance of the Member-Producer's generating equipment.

For Facilities 50 KW AC and Larger: Prior to installation / interconnection, the Member-Producer must provide a certificate of insurance showing satisfactory liability insurance including contractual liability insurance covering indemnity obligations which insures the Member-Producer against all claims for property damage and for personal injury or death arising out of, resulting from or in any manner connected with the installation, operation and maintenance of the Member-Producer's DG Facility.

- (1) The amount of such insurance coverage shall be not less than \$2,000,000 per occurrence and name Cooperative as an additional insured. This amount may be increased at the sole discretion of Cooperative if the nature of the project so requires.

- (2) The certificate of insurance shall provide that the insurance policy will not be changed or canceled during its term without thirty days written notice to the Cooperative. The term of the insurance shall be coincident with the term of the installation / interconnection contract or shall be specified to renew throughout the length of the Installation / Interconnection Contract.
- (3) The Cooperative reserves the right to request a Member-Producer provide proof of such insurance at any time.

#### **Article 5 | Indemnification**

**THE COOPERATIVE'S LIABILITY IS LIMITED IN ACCORDANCE WITH THIS AGREEMENT AND MEMBER-PRODUCER SHALL INDEMNIFY, DEFEND AND SAVE HARMLESS COOPERATIVE, ITS ELECTED AND NON-ELECTED OFFICIALS, OFFICERS, AGENTS AND EMPLOYEES FROM AND AGAINST ANY AND ALL LIABILITIES, LOSSES, CLAIMS, DAMAGES, ACTIONS, SUITS OR DEMANDS FOR DAMAGES (INCLUDING COSTS AND ATTORNEY'S FEES, BOTH AT TRIAL AND ON APPEAL) ARISING OUT OF, RESULTING FROM, OR IN ANY MANNER CONNECTED WITH THE BREACH OF ANY WARRANTY OR REPRESENTATION MADE BY MEMBER-PRODUCER IN THIS AGREEMENT, OR IN ANY MANNER CONNECTED WITH THE DESIGN, CONSTRUCTION, OPERATION, MAINTENANCE OR REPAIR OF ANY PART OF MEMBER-PRODUCER'S DG SYSTEM OR INTERCONNECTION FACILITIES, INCLUDING, WITHOUT LIMITATION LIABILITIES, LOSSES, CLAIMS, DAMAGES, ACTIONS, SUITS OR DEMANDS FOR DAMAGES FOR OR ON ACCOUNT OF PERSONAL INJURY TO, OR DEATH OF, ANY PERSON, OR DAMAGE TO, OR DESTRUCTION OR LOSS OF, PROPERTY BELONGING TO MEMBER-PRODUCER, COOPERATIVE OR ANY THIRD PERSON.**

#### **Article 6 | Installation and Information Warranty**

Member-Producer warrants to Cooperative that Member-Producer's power generating installation (DG System) is constructed and will be maintained in a safe and reliable condition and will comply with the latest applicable codes.

Member-Producer warrants and represents that:

- The information regarding the characteristics of the DG System are as specified in the Application for Interconnection and Parallel Operation of Distributed Generation with the Cooperative's Electric System filed by the Member-Producer with Cooperative;
- The DG System and associated other electrical components and devices meet National Electrical Code standards;
- All permits, inspections, approvals, and/or licenses necessary for the installation or operation of the DG System have been obtained. The DG System has been successfully tested to UL 1741 and IEEE 1547 standards or has been satisfactorily tested by an independent laboratory with published results.

Member-Producer shall provide manufacturer's data or other written proof acceptable to Cooperative to verify the accuracy of the foregoing warranties and representations. If any of foregoing warranties and representations are inaccurate, Cooperative may, without waiver of or prejudice to any other remedy, immediately disconnect the DG system from the Cooperative's electric system and terminate this agreement.

#### **Article 7 | Interconnection Studies**

Cooperative may perform interconnection studies, which shall include service study, coordination study, and utility system impact study, as needed and determined in the sole discretion of the Cooperative. In instances

where such studies are deemed necessary, the scope of such studies shall be based on the characteristics of the particular distributed generation facility to be interconnected and the Cooperative's distribution system at the specific proposed location. Cooperative may charge Member fees for Pre-Interconnection Studies that recover the costs of performing such studies. Any modifications or additions to the Cooperative's Electric system identified through the interconnection study as required for the safe and reliable interconnection of Member's facility shall be solely at the Member's expense. Member shall not acquire any ownership in such modifications or additions to Cooperative's electric distribution system.

### **Article 8 | Metering Equipment**

The actual metering equipment required, its voltage rating, number of phases and wires, size, current transformers, number of input and associated memory is dependent upon the type, size and location of the electric service provided. For all approved DG installations, HOTEK will provide a meter that can measure the "Delivered KWh" (energy delivered by the Cooperative); the "Received KWh" (energy delivered to the Cooperative by the Member-Producer). HOTEK will also require a secondary meter that measures the PV systems production.

### **Article 9 | Manual Safety Disconnect**

The Member-Producer shall provide and install a manual load break switch that provides clear indication of the switch position at the Point of Interconnection to provide separation between the Cooperative electrical system and the Member-Producer's electrical generation system. The location of the disconnect switch must be approved by the Cooperative.

The disconnect switch shall be easily visible, mounted separately from metering equipment, readily accessible to Cooperative personnel at all times, and capable of being locked in the open position with a Cooperative padlock. The Cooperative reserves the right to open the disconnect switch isolating the Member-Producer's electrical generating system (which may or may not include the Member-Producer's load) from cooperative electrical system for any of the following reasons:

- 1) To facilitate maintenance or repair of the Cooperative electrical system, or
- 2) When emergency conditions exist on the Cooperative electrical system, or
- 3) When the Member-Producer's electrical generating system is determined to be operating in a hazardous or unsafe manner or is or potentially can unduly affect the Cooperative electrical system waveform, or
- 4) When the Member-Producer's electrical generating system is determined to be adversely affecting other electric consumers on the Cooperative electrical system, or
- 5) Failure of the Member-Producer to comply with applicable codes, regulations and standards in effect at the time, or
- 6) Failure of the Member-Producer to abide by any contractual arrangement or operating agreement with the Cooperative.
- 7) The Cooperative reserves the right to operate the disconnect for the protection of the Cooperative's system even if it affects Member-Producer's distributed generation system. In the event the Cooperative opens and closes the disconnect switch it shall not be responsible for energization or restoration of parallel operation of the generating installation. The Cooperative will make reasonable

efforts to notify the Member-Producer in the event the disconnect switch has been operated. The Member-Producer will not bypass the disconnect switch at any time for any reason.

#### **Article 10 | Cooperative Right to Disconnect**

Cooperative shall not be obligated to accept and shall have the right to require Member-Producer to temporarily curtail, interrupt, or reduce, deliveries of energy in order to construct, install, maintain, repair, replace, remove, investigate, inspect, or test any part of the interconnection facilities, equipment, or any part of the Cooperative's electric system. Cooperative may disconnect, without notice, the DG System from the electric distribution system, if, in the Cooperative's opinion, a hazardous condition exists and such immediate action is necessary to protect persons, or Cooperative's facilities or other member's facilities from damage or interference caused by Member-Producer's DG System or lack of properly operating protective devices.

#### **Article 11 | Parallel Operation**

Member-Producer is responsible for installation, safe operation, protection, and maintenance of all equipment and wiring at and beyond the point where Member-Producer's conductors contact the Cooperative's conductors. The electrical power generated shall be compatible with Cooperative's standard distribution system at the point of delivery and of such quality that Cooperative's system is not adversely affected.

#### **Article 12 | Purchases of Electricity from Member-Producer**

As provided for in the Cooperative's Distributed Generation Tariff,

- 1) Member-Producer and the Cooperative agree that the Member-Producer will sell exclusively to the Cooperative the electrical output from the DG system
- 2) the Cooperative shall pay Member for the "KWh Received" (energy received by the Cooperative's Distribution System) at the Avoided Cost of Energy Rate (ACER).
- 3) The ACER is calculated based on the Cooperative's wholesale electric energy provider's monthly invoices. The Cooperative reserves the right to amend the ACER at any time.
- 4) Member-Producer shall exclusively purchase from the Cooperative its requirements of electric energy above the amounts generated by the DG system at the applicable tariff rate. If any tariff or rate is changed by the Cooperative, or by order or consent of any regulatory authority having a jurisdiction thereof whether or not at the request of the Cooperative, such changed tariff, rate/or redefined class of service shall be applicable to service provided hereunder from and after the effective date of such change.

#### **Article 13 | Payment / Reimbursement for Energy**

The Member's compensation for the excess energy supplied to the Cooperative during the monthly billing period shall accumulate as a monetary credit to be applied to future energy purchases by Member. If at the end of the calendar year an accumulated monetary credit for the excess energy supplied to the Cooperative during the monthly billing period still exists, Cooperative will issue payment to Member equal to the amount of the remaining accumulated monetary credit. Accumulated credits, if any, will not carry forward to the next calendar year.

**Article 14 | Access to Premise and DG System Interconnection**

Member-Producer hereby grants Cooperative access on and across its property at any reasonable time to inspect the DG System and the interconnection equipment, to read or test meters and metering equipment, and to operate, maintain and repair Cooperative’s facilities. No inspection by Cooperative of the DG System or the interconnection facilities shall impose on Cooperative any liability or responsibility for the operation, safety or maintenance of the DG system or Member-Producer's interconnection facilities.

**Article 15 | Breach**

A material failure of either party to fully, faithfully and timely perform its obligations under this Agreement shall be a breach of this Agreement. In the event of a breach which is not cured within thirty (30) days after receipt of written notice to the party in default, the party not in default may terminate this Agreement. Notwithstanding any other provision of this agreement, Cooperative may discontinue service or may disconnect the DG System or otherwise suspend taking energy from Member-Producer. All rights granted under this section are in addition to all other rights or remedies available at law or under this Agreement or the applicable Rules and Regulations of the Cooperative.

**Article 16 | Entire Agreement**

This agreement constitutes the entire agreement between the parties and supersedes all prior agreements between Member-Producer and Cooperative for the service herein described, and the Cooperative, its agents and employees have made no representations, promises, or made any inducements, written or verbal, which are not contained herein. Member-Producer agrees that it is not relying on any statements not herein contained.

**Article 17 | Notice**

After the initial term, this agreement shall continue in force thereafter unless terminated by either party giving at least thirty (30) days written notice to the other. Notices given under this Agreement are deemed to have been duly delivered if hand delivered or sent by United States certified mail, return receipt requested, postage prepaid, to:

**If to Company:**

Heart of Texas Electric Cooperative  
1111 Johnson Dr. PO Box 357, McGregor TX, 76657

**If to Member-Producer:**

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### **Article 19 | Termination**

Termination of this agreement will result in the disconnection of the distributed generation facility from the Cooperative's distribution system in accordance with good utility practice.

### **Article 20 | Assignments**

This Agreement shall inure to the benefit of and be binding upon the heirs, successors, or assigns of each of the parties hereto. Member-Producer may not assign this Agreement without the prior written consent of the Cooperative. Any assignment without such consent shall be null and void.

### **Article 21 | Waiver**

The failure of either party to insist in any one or more instances upon strict performance of any provisions of this Agreement, or to take advantage of any of its rights hereunder, shall not be construed as a waiver of any such provision or the relinquishment of any such right or any other right hereunder.

### **Article 22 | Interconnection Costs**

Member-Producer agrees to pay for extension of Cooperative's facilities and other interconnection costs as follows:

\$\_\_\_\_\_ in advance of any work by the Cooperative.

### **Article 23 | Other Costs**

Member-Producer agrees to reimburse Cooperative for all future costs, including:

- a. Costs required to correct the quality of service provided by Member-Producer,
- b. Costs of modification to Cooperative's system in order to purchase or continue to purchase Member-Producer's output, costs associated with meter reading, billing or other activities engaged in by Cooperative as a result of the purchase of the Member-Producer's output, or other costs that may be assessed to the Cooperative by ERCOT, the Public Utility Commission, or other agencies and their successors that are attributable to distributed generation systems.

These costs may include, but are not limited to, the costs of special interconnection equipment, protective devices, control devices, upgrading of distribution system components; associated engineering and general and administrative expenses, maintenance and repair costs of the modifications and equipment, and other just and reasonable costs which are allocable to the Member-Producer's small power generating installation.

### **Article 24 | Review of Distributed Generation Tariff**

Member-Producer acknowledges it has reviewed the Cooperative's Distributed Generation Tariff.

**Article 25 | Disputes** This Agreement and all disputes arising hereunder shall be governed by the laws of the State of Texas. Venue for all such disputes shall be proper and lie exclusively in McLennan County, Texas.

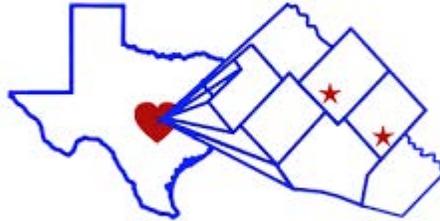
**Article 26 | Approvals**

IN WITNESS WHEREOF, the parties hereto have caused their names to appear below, signed by authorized representatives.

<b>Heart of Texas Electric Cooperative Association</b>	
By (Signature):	_____
Name (Print):	_____
Title:	_____
Date:	_____

<b>Member-Producer</b>	
By (Signature):	_____
Name (Print):	_____
Date:	_____

**HEART of TEXAS**

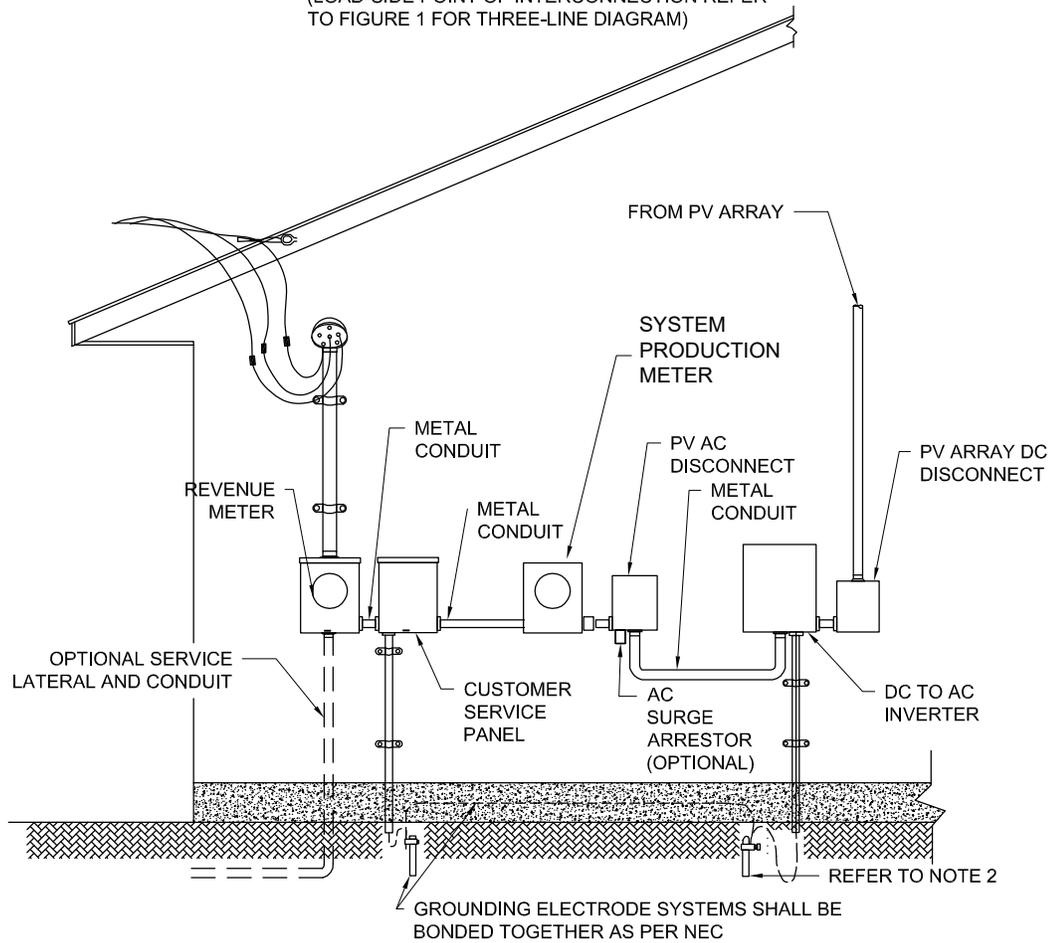


**ELECTRIC CO-OP**

**DISTRIBUTED GENERATION GUIDELINES MANUAL**

**DIAGRAM**

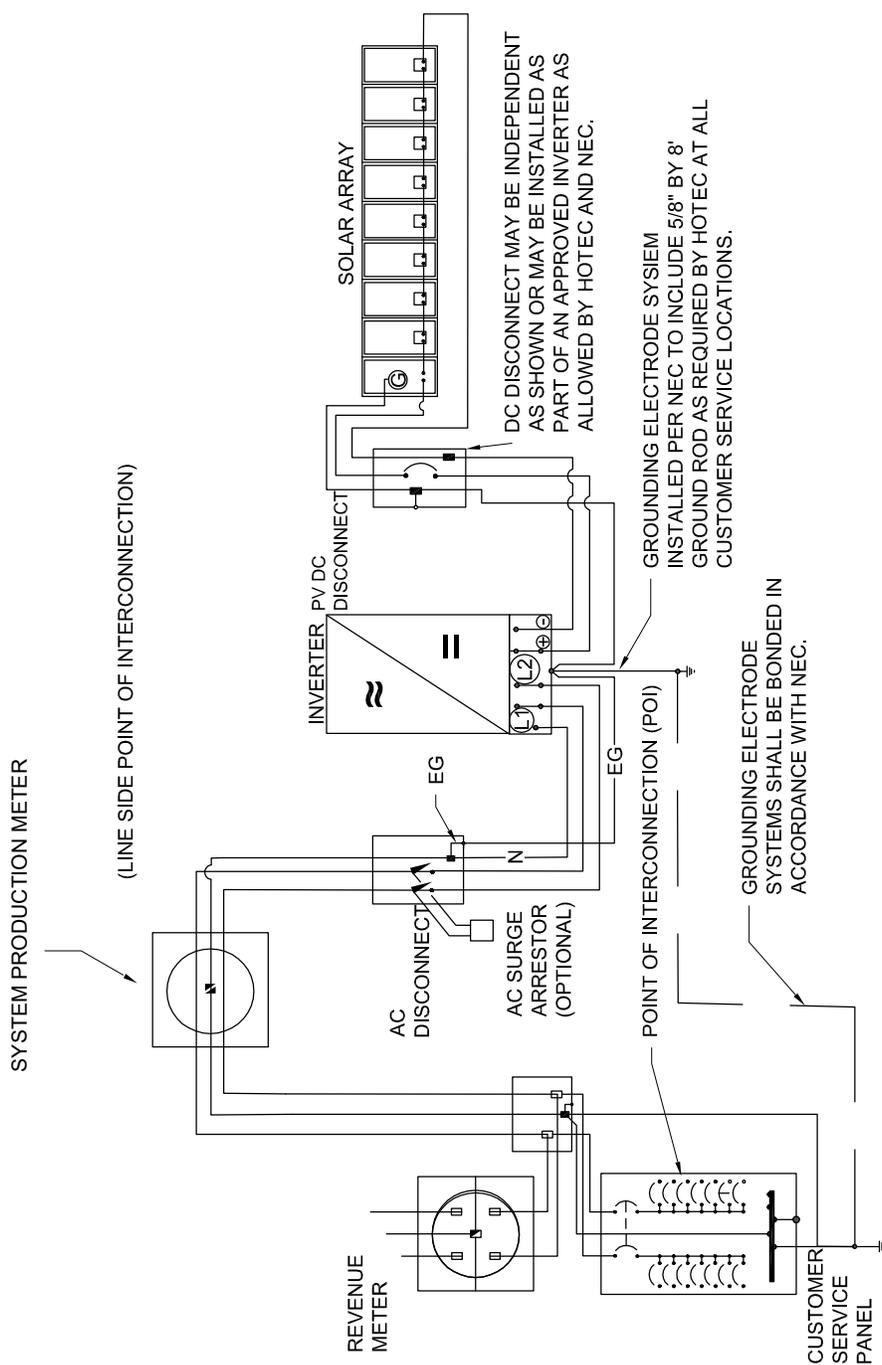
FIGURE 2  
 TYPICAL 120/240-VOLT, SINGLE-PHASE PHOTOVOLTAIC (PV) SYSTEM  
 (LOAD-SIDE POINT OF INTERCONNECTION REFER  
 TO FIGURE 1 FOR THREE-LINE DIAGRAM)



**NOTES:**

1. INVERTER OUTPUT CIRCUIT CONDUCTOR SHALL BE INSTALLED IN METAL RACEWAYS FROM INVERTER TO POINT OF INTERCONNECTION.
2. GROUNDING ELECTRODE SYSTEM INSTALLED AS PER NEC TO INCLUDE 5/8-INCH X 8-FOOT GROUND ROD AS REQUIRED BY HOTEC AT ALL CUSTOMER SERVICE LOCATIONS.
3. THE PV DC GROUNDING SYSTEM SHALL NOT BE BONDED TO THE AC GROUNDING SYSTEM BY USING A COMBINED DC GROUNDING ELECTRODE CONDUCTOR AND AC EQUIPMENT GROUNDING CONDUCTOR. CONTRACTOR MAY CHOOSE TO USE THE OPTION SHOWN ABOVE OR MAY INSTALL A GROUNDING ELECTRODE CONDUCTOR DIRECTLY FROM THE INVERTER GROUNDING ELECTRODE TERMINAL TO THE MAIN SERVICE GROUNDING ELECTRODE SYSTEM.
4. THE PV AC DISCONNECT SHALL BE LOCATED IMMEDIATELY ADJACENT TO THE REVENUE METER.
5. LABELING AND IDENTIFICATION OF ALL PV RELATED EQUIPMENT SHALL BE DONE IN ACCORDANCE WITH THE NEC.
6. WHERE THE POINT OF INTERCONNECTION IS TO BE MADE AHEAD OF THE SERVICE EQUIPMENT, IT SHALL BE MADE AFTER THE HOTEC REVENUE METER. SUCH INSTALLATIONS MUST BE PRE-APPROVED.

FIGURE 3  
 TYPICAL PHOTOVOLTAIC (PV) SYSTEM  
 120/240-VOLT SINGLE-PHASE THREE-WIRE DIAGRAM



**NOTES:**

1. TYPICAL INTERACTIVE PV SYSTEM WIRING DIAGRAM. FOR ILLUSTRATION PURPOSES ONLY. REFER TO EQUIPMENT MANUFACTURER LITERATURE FOR ACTUAL EQUIPMENT WIRING RECOMMENDATIONS. INSTALLATION SHALL COMPLY WITH SERVICE STANDARDS AND NATIONAL (NEC, UL AND IEEE) CODES.
2. INVERTER OUTPUT CIRCUIT CONDUCTORS SHALL BE INSTALLED IN CONTINUOUS METAL RACEWAYS.
3. THE PV DC GROUNDING SYSTEM SHALL NOT BE BONDED TO THE AC GROUNDING SYSTEM BY USING A COMBINED DC GROUNDING ELECTRODE CONDUCTOR AND AC EQUIPMENT GROUNDING CONDUCTOR. CONTRACTOR MAY CHOOSE TO USE THE OPTION SHOWN ABOVE OR MAY INSTALL A GROUNDING ELECTRODE CONDUCTOR FROM THE INVERTER DIRECTLY TO THE SERVICE GROUNDING ELECTRODE(S).
4. THE POINT OF INTERCONNECTION SHALL BE MADE AFTER THE HOTEC REVENUE METER IN A JUNCTION BOX SUITABLE FOR THE CONDITIONS AND PROVIDED WITH LOCKING PROVISIONS. SUCH INSTALLATION MUST BE PRE-APPROVED BY HOTEC.



ELECTRICAL DISTRIBUTION  
 CONSTRUCTION SPECIFICATIONS



[WWW.SE-TEXAS.COM](http://WWW.SE-TEXAS.COM)  
 TEXAS REGISTRATION  
 NUMBER F-1594

TYPICAL  
 PHOTOVOLTAIC SYSTEM

APPROVED BY

UNIT NUMBER  
 FIGURE 3