

### Purpose

To establish a procedure for submitting accurate and timely Section 5.5 Reports.

### Overview of Section 5.5 Report Preparation and Submittal

The Section 5.5 report should be submitted to the California Independent System Operator ("ISO") and the Responsible Utility ("RU") within three business days after the end of each month. The report should be filled out in the standard template that was agreed upon by the Owners and the RUs on the July 11, 2002 conference call ("July 11 Call") and the report should contain actual Counted MWh, Counted Service Hours, and Counted Start-ups ("Service Data") for the Current Year. The procedure is broken down in the following sections:

- Report Data
- Submittal Time Frame
- Who Should Submit Reports
- How to Submit Reports
- Who Should Receive the Reports
- Standard Report Setup and Submittal

#### Report Data

All reports submitted will be treated as confidential pursuant to Section 12.5.

- For each Unit the Service Data for the current Contract Year should be calculated using the rules set out in Section 5.3 of the Reliability Must-Run ("RMR") Agreement. The Service Data should be calculated up until the end of the month prior to the month in which the report is submitted.
- For each unit the Service Data should be entered in the month that they were counted.
- If there are changes to the Service Data for any unit, update the data for that month and indicate in the Invoice Resource column the source of the revised data. Always include the most current data for each month.

#### Submittal Time Frame

During the July 11 Call the Owners stated that they were not able to get actual data submitted in the reports to the ISO not less than two days prior to the beginning of every Month as per Section 5.5 of the RMR Agreement. All Owners and RUs representatives verbally agreed during the July 11 Call that reports would be submitted with actual data within three business days after the end of each Month.

• Within three business days after the end of each month, for the prior month submittal.

#### Who Should Submit Reports

Any of the following could submit the report:

- Person creating report
- Owner's primary contact
- Owner's Scheduling Coordinator

#### How to Submit Reports

- Fax or mail a hard copy to the ISO's and RU's primary contacts per Schedule J.
- Electronic copy to RMR Notices @caiso.com, the ISO contacts and to applicable RU contacts.



### Who Should Receive the Reports

Submit reports to the following contacts per the list below, list is current as of November 29, 2010 for RMR Contract Year 2010 & 2011. (Contract Year 2011 is clearly noted).

- ISO primary contacts
- ISO contacts
- Owner's RU primary contacts
- Owner's RU contacts

The 5.5 Report should be prepared for the following facilities in 2010.

- 1. Dynegy Oakland
- 2. Mirant Potrero
- 3. Dynegy South Bay
- 4. Calpine Gilroy

The 5.5 Report should be prepared for the following facilities in 2011.

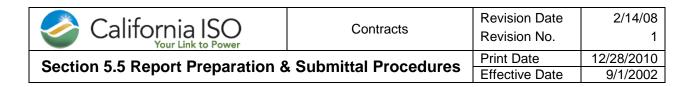
- 1. Dynegy Oakland
- 2. Mirant Potrero until March 1, 2011.

# Hard copies by fax or mail to:

### California ISO Primary Contacts per Schedule J

For Contract Years 2010 & 2011.

Mr. Chetty Mamandur Director, Operations Engineering Services 151 Blue Ravine Road Folsom, CA 95630 cmamandur@caiso.com P: 916-351-2196 Robert Kott Manager of Model & Contract Implementation California Independent System Operator 151 Blue Ravine Road Folsom, CA 95630 <u>rkott@caiso.com</u> P: (916) 608-5804 F: (916) 351-2487



### PG&E Responsible Utility Primary Contacts

For Contract Years 2010 & 2011:

Laura Douglas, Senior Energy Supply Analyst, Energy Procurement Pacific Gas & Electric Co. P.O. Box 770000 Mail Code N13Q P.O. Box 770000 San Francisco, CA 94177 <u>Imd8@pge.com</u> P: (415) 973-3822 F: (415) 973-9176

### SDG&E Responsible Utility Primary Contacts

For Contract Years 2010 (none for 2011):

Soderlund, Christian San Diego Gas & Electric Energy Administrator

(619) 725-8665 Work csoderlund@semprautilities.com

8306 Century Park Court, Suite 41D San Diego, CA 92123-1593



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**Section 5.5 Report Preparation & Submittal Procedures** 

# **Electronic copies to:**

# **California ISO Contacts**

For Contract Year 2010 & 2011.

Robert Kott rkott@caiso.com Gil Grotta jchipman@caiso.com

# **PG&E Contacts**

For Contract Year 2010 & 2011.

Laura Quan-Miller LZQ1@pge.com

Adria Kartahadimadja AxKh@pge.com

## **SDG&E Contacts**

For Contract Year 2010 only (None for 2011) Nici Boyle nkboyle@semprautilities.com

# Standard Report Setup and Submittal

The standard report setup and submittal procedures are detailed in the following three sections. Initial Setup

- Monthly Changes •
- Completion and Report Submittal •

### **Initial Setup**

Initial setups should be done when first using the template and at the beginning of each new Contract Year.

- 1. Retrieve template from website at http://www.caiso.com/clientserv/agreements/rmr.html
- 2. Rename the report with the structure that follows: xxxxmmyyyy 5.5 Report-ttt

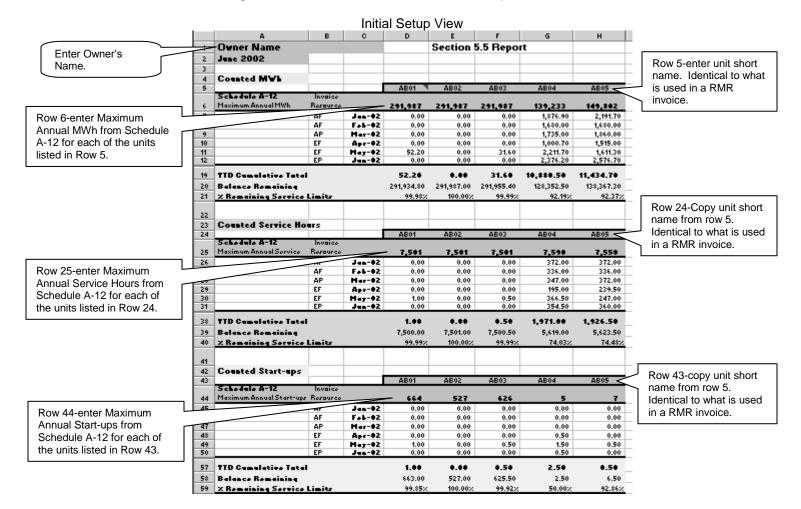
where:

xxxx = 4 characters of Owner's name mm = 2 digit monthyyyy = 4 digit year tttt = 3 or 4 digit RU

3. Rename worksheet tab with the Owner's name.

California ISO	Contracts	Revision Date Revision No.	2/14/08 1
Section 5.5 Report Preparation & Submittal Procedures		Print Date	12/28/2010
		Effective Date	9/1/2002

- 4. Cell A1 put in Owners name, this does not need to be a short version.
- 5. Entering unit short name
  - a. Starting in Cell D5 and filling in across row 5 enter the 4 character unit short names for each of owner's units (this should be the same unit short name used in the RMR invoices).
    - i. If you have less than 20 units, you can hide remaining columns
    - ii. If you have more than 20 units, insert more columns
  - b. Copy Row 5 into rows 24 and 43.
- 6. Enter Annual Service Limits from Schedule A-12 of RMR Agreement
  - a. Starting in Cell D6 enter Maximum Annual MWh for each unit listed in Row 5.
  - Starting in Cell D25 enter Maximum Annual Service Hours for each unit listed in Row 24
  - c. Starting in Cell D44 enter Maximum Annual Start-ups for each unit listed in Row 43.

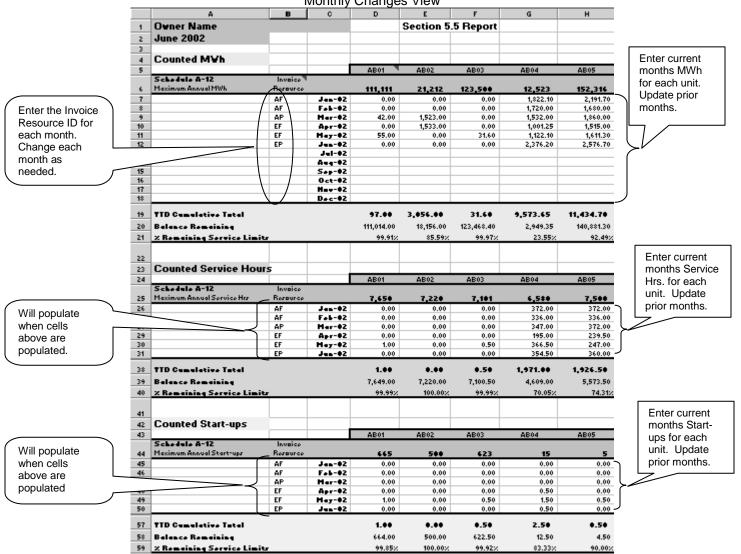


#### **Monthly Changes**

- 1. Cell A2 update cell with the current month and year for report submittal.
- In Column B Rows 7-18 enter the invoice resource ID for that month, change each month as needed. Rows 26-37 and rows 45-56 will automatically populate with the same data.

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- 3. In Rows 7-18 enter current months actual MWh for each unit. Update any month that has changed.
- 4. In Rows 26-37 enter current months actual Service Hours for each unit. Update any month that has changed.
- 5. In Rows 45-56 enter current months actual Start-ups for each unit. Update any month that has changed.



# Monthly Changes View

#### Complete and Submit Report

- 1. Rename report with current submittal month using the structure noted in Initial Setup (xxxxmmyyy 5.5 Report-ttt)
- 2. Set print area for the amount of columns you are using and then print a copy.
- 3. Fax or mail to the ISO's primary contacts and RU's primary contacts.
- 4. Email copies to all ISO's contacts and to owner's RU contact.