California ISO Readiness Notes

Title: Interim Solution for webWheel Contract Submission for Daily Process

Request Window Opens: May 25, 2024 for starting effective date June 1, 2024

Link to associated training documents: Daily Process Presentation | Video

Contact: Submit a CIDI ticket with the title “PWT Daily Contract.”

Project Associated: Transmission Service and Market Scheduling Priorities – Phase 2

If a user has a monthly contract and it was submitted during the monthly window, that contract will allow them to submit priority-wheelthrough (PWT) requests for both the monthly and daily process. Please disregard the below instruction.

If a user has a contract less than a month in duration, that contract will be able to submit a daily PWT request, but must follow a different interim process. Below are instructions for users to follow as a current interim solution for submitting a daily PWT request.

1. Users will need to create a new contract in webWheel for the entire month where the days of the contract fall under. Users can do this by accessing MarketParticipant Portal (MPP) >> webWheel >> navigate to the Data section >> select Contracts.

Note: For steps on how to submit a power contract, please refer to the linked presentation starting on slide 29 – “Registering a Power Contract.”
2. When creating a new contract, users will enter their corresponding information. This information will later be used for submitting a CIDI ticket in step 3.
   - For a new contract request enter: Name, participant, import/export intertie, product, periods, profile type, capacity MWs, and attestation *(please see below)*.

3. Once the new contract has been submitted into webWheel, users will open a **CIDI Inquiry ticket** for the **production functional environment** with the subject **PWT Daily Contract**.
4. In the CIDI ticket **description**, users will copy and paste their contract details, attestation *(see step 2)*, and request that the contract be re-synced.
   - By including the attestation in the CIDI ticket, this will ensure both the CAISO and the user have the correct information in compliance with the tariff. It will also kick-off the manual workaround to begin.

5. If users are requesting for contracts to be re-synced **over the weekend or holidays**, they will need to call the ISO Service Desk at (916) 351-2309 or (888) 889-0450 and escalate this as a “webWheel Issue.”

6. Once the CIDI ticket is submitted, it will be routed to CAISO for the manual trigger of the re-sync action in webWheel on the designated contract. The manual re-sync will activate the user’s contract in webWheel to allow them to submit daily requests for PWT.

7. Next, CAISO will respond back to the user’s CIDI ticket informing them that their contract is now active/usable.

8. The user will then be able to submit daily requests in webWheel and the process will flow automatically as usual.

9. This interim solution will apply until the CAISO notifies market participants the underlying issue has been resolved and these above procedures are not longer necessary to submit a daily request in webWheel.