



**Approved Vendor Registration Training Webinar
Nov 1st, 2018
Q&A Session Transcript**

Can you change Approved Vendor contact information at any point, even after the Application has been approved?

-Please email admin@illinoisabp.com with any changes to an application after it has been submitted. All Approved Vendors will be required to recertify their information annually, and Approved Vendors are encouraged to keep the point of contact up to date as it changes.

For "is the company engaged in installing distributed generation projects", is that referring to actually installing, or does it mean developing and/or installing?

-This question is asked to ensure that companies which are required to be Certified Installers have met that requirement. This is an Illinois Commerce Commission (ICC) program that is administered by the ICC rather than the Adjustable Block Program. More information can be found by contacting the ICC through their web site on this program at <https://www.icc.illinois.gov/Electricity/authorities/DistributedGenerationCertification.aspx>

Is there a firm definition of what a proposed vendor's "Affiliate" is?

-Affiliate is defined in the LTRP section 7.3.1 as:

“Affiliate” means, with respect to any entity, any other entity that, directly, or indirectly through one or more intermediaries, controls, is controlled by, or is under common control with each other or a third entity. “Control” means the possession, directly or indirectly, of the power to direct the management and policies of an entity, whether through the ownership of voting securities, by contract, or otherwise. Affiliates may not have shared sales or revenue-sharing arrangements, or common debt and equity financing arrangements.

For "Company Background" Do you need a list of every LLC associated with our parent company?

-In most cases the background asks for the information “the business; any affiliate of the business that is engaged in operations in the U.S. related to energy”. It is the intention that information be provided for any energy related affiliate including competitive energy suppliers, however not for affiliates outside the U.S. or in non-energy related fields.

Can you update information at a later date, i.e. ownership, DG installer, Utilities to do business in, etc.?

-Yes, email admin@illinoisabp.com with any updates requested.

Can you clarify if we need to have PJM-GATS and MRETS or just one? What proof/level of account do you need?

-Either a PJM-GATS or MRETS account is needed, not both. A screen shot of the logged in account will be sufficient.

How do you upload website marketing materials? We've already provided a link to the website at this point in the application process.

-The Approved Vendor application has a section to upload a representative sample of marketing material from each channel the company is engaged in, i.e. direct mail, email. A screen shot of the company web site will be sufficient for web-based advertising.

How long do you expect the approval process to take?

-This is dependent on the volume of applications received and how complex the application is. The intention is to provide sufficient time to complete the process by opening it up Nov 1st for a Jan 15th program launch. Applications submitted now will certainly be processed by Jan 15th, those submitted in late Dec may or may not depending on volume and complexity.

For the Marketing uploads can you clarify what is required here for aggregators/third party Approved Vendors. Are we only submitting the aggregators' marketing materials at this time or the materials from all partner installers/developers?

-At this time the Approved Vendor only needs to provide their marketing material. The marketing material and disclosure portals will be designed to allow for a third party Approved Vendor to give approval to partners to set up their own accounts where information they submit will be linked to the selected Approved Vendors account. However, this will only be required for marketing material when specifically requested by the Program Administrator.

Can the login/contact person be different from the one who makes the attestations?

-Yes, the person making the attestation must be a person at the company authorized to bind the company with the attestation.

1) When should we expect an example of the final utility/contractor batch REC contract? 2) When can we expect a portal batch application training or REC application examples/training?

-The utility REC contract is currently under development. It will be released in draft form for stakeholder comment. We will post the dates for the stakeholder process on the illinoisabp.com website when they become available.

-The batch application is pending the determination of the final program guide, which is the subject of the last stakeholder process. Tentative dates are on the calendar at illinoisabp.com.

What was meant in reference to the "initial batch size" for Small Business?

-The Plan allows for small businesses and woman and minority owned Approved Vendors to submit a 50 KW minimum batch size for their first batch. Subsequent batches would be required to be a minimum of 100 KW.

Follow up, on marketing materials, is there a process for updating or adding marketing materials for review?

-The marketing material upload portal, once launched, will always be available to submit marketing material for review if an Approved Vendor wishes to have their material reviewed. Otherwise, it will be required only when requested by the Program Administrator.

Can you please define the "Single Project" approved vendor? What would qualify for this classification?

-This is defined in the Plan section 6.9 as:

“The Agency recognizes that there may be certain projects where the Approved Vendor model may not be completely appropriate, and therefore will allow an Approved Vendor who has only one project to apply under a more limited set of requirements as a Single Project Approved Vendor. Specifically, this designation may apply to a project that is owned by that Single Project Approved Vendor (as opposed to a situation where the Approved Vendor is an intermediary between the system developer and/or owner and the contracting utility).”

Are responses required for the "Additional Questions Not Used for Qualification" or is this useful information that you'd like to see?

-This information is required as it's needed for the administration of the program. However, it won't be used in making a decision on Approved Vendor qualification.

As a solar PV installer, we have our own projects and we will also act as representative for our customers. So, should we select SREC Broker/Aggregator?

-Multiple selections can be made, so in this case you could select both. This is mainly a classification question except that selecting Community Solar Approved Vendor opens up the additional menu portals needed to meet the additional Community Solar requirements.

Has the final "AV Application and Standard" document been modified from the initially published draft (e.g., in response to comments)? Is there a redline version available to show what language has changed?

-Yes, the final copy can be found at <http://illinoisabp.com/wp-content/uploads/2018/10/Final-Approved-Vendor-Requirements-10.31.18.pdf> A redline can be provided on request.

Could you be more specific about what you are looking for in the ownership structure section?

-The Program Administrator and IPA are looking to provide a path from the company applying as Approved Vendor through all the companies that own it to the ultimate owner.

Will answers to all these questions be recorded in an FAQ style document available on the ABP website?

-Questions that are amenable to an FAQ will be added to the FAQ section.

Can you confirm that we will need a PJM GATS account prior to PTO for this program?

-A registry account (PJM-GATS or MRETS) is necessary at the point of Approved Vendor application.

If we're not installing and only developing, do we need to have the "DG Installer Certification?"

-This program is administered by the ICC and we recommend you contact them to determine the requirements for each unique situation

<https://www.icc.illinois.gov/Electricity/authorities/DistributedGenerationCertification.aspx>

7.3.1 of the plan refers to co-location standards Not affiliates

-The affiliates language is further on in the section on the next page (Page 145).

In what circumstances are the multiple vendor applications needed?

-The decision to set up multiple or single project Approved Vendors is up to the Approved Vendor. An

Approved Vendor can have hundreds or thousands of projects under one Approved Vendor account, so multiple accounts are not required and were envisioned for larger special purpose entities that might require them.

For marketing material should we upload the printout of our website?

-A printout of the home page can be provided on initial application. If a more in-depth review is required, the Program Administrator will simply view the website through the internet.

If an approved vendor entered REC contracts, what's the assignment process?

-This will be determined by the ultimate utility contract since the contract is between the Approved Vendor and the utility. This contract is still going through development and will have a stakeholder process that anyone interested is encouraged to participate in.

The answer to the affiliate/company background question was more detailed than what is listed in section 7.3.1 of the LTRRPP. Is there a place where that answer is in writing (ie, international affiliates, parent companies, non-energy related affiliates, etc)

-There are two sections where affiliated companies are mentioned. One requires the applicant to simply list affiliated companies, this is the 7.3.1 definition. The other section specifically asks about issues that have occurred in “the business; any affiliate of the business that is engaged in operations in the U.S. related to energy” If there are questions about an individual situation please contact the Program Administrator directly to determine the correct answer.

Do I need an active project to apply as an approved vendor?

-No, a company can apply now without any pending projects.

Do we need to report any other discipline besides actual dispositions, e.g., convictions, judgments, settlements, etc.?

What level of discipline do we have to report?

Do we have to report simple infractions?

What about discipline in other states?

-This section lists where dispositions are required or simply charges. This section also specifically lists the level and type of discipline, which is specifically not intended to include items like speeding or parking tickets. It does include other states. Please contact the Program Administrator directly for any specific questions in this area.

Does the marketing material need to specifically reference the IPA or Illinois to make it necessary that we consider it reviewable? In other words, do you want to see a website if it is not specific to this IPA marketing?

-The initial marketing material upload required for the Approved Vendor application should be specific to the Adjustable Block Program if that has been developed, if not material aimed at customers who the Approved Vendor intends to enroll in the Adjustable Block Program is sufficient.

For number 6, Ownership structure, can publicly traded companies provide a copy of the 10-K to satisfy this requirement?

-If this information is contained in the 10-K it can be provided.

Is information submitted in the Approved Vendor Application in any way public information?

-All information submitted is subject to the Illinois Freedom of Information Act. Any company wishing

any of the information submitted to be protected under one of the act exceptions should convey that to the Program Administrator at admin@illinoisabp.com

What plan allows for an approved vendor?

The LTRPP?

Apologies - not approved vendor. Single project approved vendor. I'm trying to identify where in writing single project approved vendor is defined

-Section 6.9

Can residential customers apply for a Single Project Approved Vendor as well?

-A minimum batch size is 100KW or 50 KW for the first batch of a woman or minority owned or small business Approved Vendor. If a residential customer met this minimum batch size and the other Approved Vendor requirements they could submit an application, but the intention of the program is that small residential systems would use Approved Vendors.

After an AV app has been submitted can you add or remove a program type. I.e. can you add or remove IL Solar for all or Community solar from your vendor status after you submit your application?

-Changes can be made at any time by emailing admin@illinoisabp.com

Is there a more defined description about a proposed vendor's affiliates than what is in 7.3.1 of The Plan? The Plan doesn't mention the relationship between energy and non-energy related affiliates. Do the only affiliates that we have to screen for the legal questions under the approved vendor process related to the ownership or control of the proposed vendor?

-Please contact the Program Administrator to discuss any specific cases.

Could the minimum batch size be circumvented by going through an Aggregator as opposed to being an Approved Vendor?

-The program was designed for smaller installations to use a third party Approved Vendor in order to meet the batch size requirement, so that is encouraged.

Can you provide any additional input on the CSV upload or API link for uploading systems? I know you don't know what information will need to be transferred yet, but if we could get access to the API sooner we could get working on developing our link before the program rules are finalized.

-The Program Administrator can provide information for closely related APIs on request.

Apologies if this was answered during the period when the communications crashed: Does the marketing material need to specifically reference the IPA or Illinois to make it necessary that we consider it reviewable? In other words, do you want to see a website if it is not specific to this IPA marketing?

-If a specific request is made for marketing material it would specify that. All marketing material related to solar installations that are participating in the adjustable block program, regardless of if they specifically reference the program, are subject to review.

Suppose I'm just trying to figure out if it is worthwhile to go through the Approved Vendor registration for a Small Business.

-This is a determination based on the value of submitting a 50 KW vice 100 KW first batch

Please post the FAQ

-Questions will be converted to FAQs in the FAQ section.

Will AV applicants be provided a response of the review of their applications? That is will they know where applications might be problematic, deficient?

-The Program Administrator will work closely with applicants to cure any deficiencies. Any deficiencies will be clearly identified and ample opportunity to rectify them will be provided. Any prospective Approved Vendor is always welcome to contact the Program Administrator to talk about their specific application.

On the IPA website it mentions that "Larger (Non-Residential) systems of at least 100 kW can apply as a Single Project Approved Vendor. Am I correct in my interpretation that an owner of a typical 10kW residential system wouldn't be able to apply as a Single Project Approved Vendor?"

-This is correct, the minimum batch size remains 100 KW (or 50 KW for the first batch of a minority or woman owned company or small company).

Please confirm that the collateral liability lies solely with the approved vendor entity (or single project approved vendor) and not any affiliates

-The contract is ultimately between the Approved Vendor and the utility. The specific language of that contract is undergoing development and will go through a stakeholder comment process.