Connecting to Highline Electric Association (HEA) for Renewable Generation Systems

GUIDELINES:

AT NO TIME WILL GENERATION BE ALLOWED UNTIL ALL PERTINENT DOCUMENTATION IS COMPLETE AND CONVEYED TO HEA, AND SYSTEM IS COMMISSIONED BY HEA.

Member is expected to read and understand all documentation provided on the HEA website. To get started with your renewable energy project please contact the Manager of Member Services at the HEA office: 970-854-2236.

1. **Contact HEA for Verification of Maximum System Size.**
   HEA Policy 6-5 states that the maximum size of the renewable energy generator that will be allowed to connect to the HEA System will be based on the service capacity and the consumptive usage. Upon this sizing request the member will incur a $50 application fee that will be assessed on the member's account. Once verification of the members' usage and service size is complete the process for interconnection to the HEA system can proceed.

2. **Submit project drawings and specifications (suggested prior to equipment procurement).**
   The Member requesting interconnection shall provide HEA with electrical drawings for review prior to equipment procurement to avoid purchasing non-conforming equipment. A single-line diagram and site plan indicating the point-of-interconnection, size/type/rating of power conversion device (generator, inverter kW/kVA, UL1741 certification, etc.), voltage (single-phase or three-phase), and frequency. Specification sheets for the Inverter, Generator, and Manual Disconnect Switch must also be submitted with the single-line diagram and site plan including the size/type and current rating of the equipment. Please refer to HEA's Interconnection Standard Section 2.5 which requires the disconnect switch to be located at any and all points of the generator interconnection with HEA.

   Within 3 business days HEA will respond to the small generating facility (i.e. member and contractor) from whom the interconnection request was received. Within 10 business days HEA will notify the small generating facility whether the interconnection request is declined, incomplete, or approved.

3. **Call HEA to schedule your complimentary Energy Audit (optional).**
   After initial document review and approval, member may schedule an optional Energy Audit. This audit serves to help identify any potential energy efficiency measures that could improve the effectiveness of the project. An energy auditor from HEA will visit the member residence to perform a walk-through energy audit to recommend potential energy efficiency improvements along with related incentives/programs to help implement. Please allow 10 days for appointment.

4. **Contact HEA to request Net Meter installation.**
   Member shall submit applicable permitting (i.e. construction/electrical) including the completed **Interconnection Agreement** and **Renewable Energy Application** to HEA prior to scheduling the Net Meter installation. HEA requires documentation of permitting to ensure the systems were installed to national, state, and local code requirements. At this point member will incur the final $350 interconnection fee which is assessed on the member's account. Please allow 10 days for the Net Meter installation.

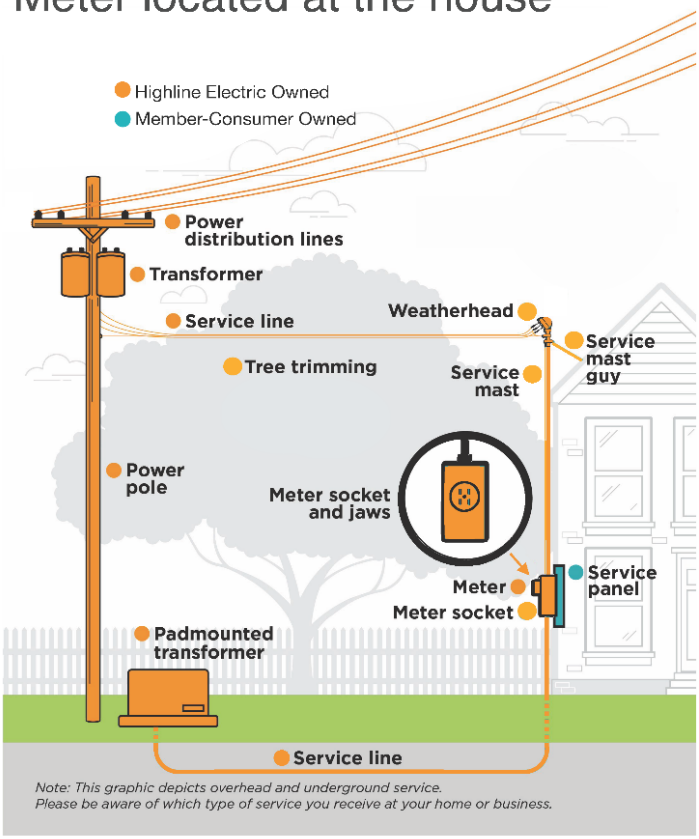
5. **Final Commissioning.**
   Member must schedule Final System Commissioning with HEA after the final state electrical inspection is complete and the documentation is conveyed to HEA. There must be no generation from the renewable project on the HEA system until final commissioning is complete. Please allow 10 days for appointment.

Who Owns What?

Highline Electric Owned Equipment vs Member Owned Equipment

The graphic below is intended to help our members and their contractors understand which equipment is owned by Highline Electric Association (HEA) (in gold) and by the member-consumer (in blue). Members should hire a licensed electrician when making any renewable energy interconnections between HEA and member-consumer owned equipment. As stated in HEA's Interconnection Agreement section 1.4.5, "...the interconnection customer shall not remove, or allow to be removed, the tamperproof seal on the main service meter, nor attempt to operate or repair, or allow a third-party to operate or repair, HEA equipment, except that the customer may operate the main service breaker." The ownership of the equipment varies depending on where the meter is located at your property, and the type of service, see potential scenarios below:

Meter located at the house



Meter located at the pole