

## **Exhibit A to Standard Offer Provider Contract T&D Specific Provisions of Emera Maine – Maine Public District (MPD)**

### **March 1st Transition Processing Provisions:**

Transitioning of Standard Offer Providers on March 1<sup>st</sup> will result in the pro-ration of charges for electricity supply except for accounts read on the last day of February. This pro-ration will divide the customer's total usage based upon the number of days the customer was served by Provider 1 and the number of days the customer was served by Provider 2.

### **Standard Rate Structures for Consolidated Utility Billing:**

MPD's existing Standard Rate Structures include Flat, Blocked, Time-of-Use, Seasonal, and fixed monthly charges. Billing determinants available include KWH, KW, and KVAR. Standard specifications for field sizes and decimal places for rates and rate descriptions shall be the same as for MPD's charges.

### **Standard Offer Rate Classes:**

Standard Offer Rate Classes for MPD's customers are as follows:

**Residential/Small Non-Residential:** Includes all customers defined as residential by MPD's Terms and Conditions, and non-residential customers that take service under a core customer class that does not include a demand charge.

**Medium Non-Residential:** Includes all non-residential customers that take service under a core customer class that includes a demand charge and in which a customer's maximum demand does not exceed 499 kW.

**Large Non-Residential:** Includes all non-residential customers that are not small non-residential or medium non-residential customers.

At any point in time, a customer's Standard Offer Rate Class will be determined according to MPD's rate class in which the customer is taking service.

### **Monthly Meter Reading and Billing Note:**

MPD has up to 19 meter reading and billing cycles each month. At the present time, any account that requires a KW demand meter and/or a KVAR hour meter is in a cycle that is read on the last work day of the month. This eliminates the need to prorate such customers for rate changes as long as the effective date corresponds to this timing.

### **Net Energy Billing:**

Net Energy Billing is available to certain customers in accordance with Chapter 313. This provision is applicable only to customers for whom Net Energy Billing is implemented as kWh reduction to the customer's billed usage. For these customers, the usage amount transferred to the Provider will be the Customer's net usage, as that net usage is defined by the applicable precepts, and any generation in excess of a Customer's usage produced by these customers' Net Energy Billing eligible facilities will be recorded and reported as a credit through a revenue adjustment transaction. The net will then be reflected in the customer's account. These steps should then provide the necessary information for the Load Settlement process.

### **Large Power Billing:**

Due to special contract provisions or rate structures, MPD has several (less than 25) customer accounts that are not billed using MPD's main billing system. For purposes of this contract, and Chapter 322 provisions, all of these customer accounts are considered Nonstandard Rate Structures. The billing programs for these customers will be initialized with logic for the applicable Standard Offer Rate structure. The enrollment of a Large Power Billing customer on the Provider's rate shall be treated as a Nonstandard Rate Structure change if the Provider's rate components are different than the applicable Standard Offer Rate components, because individual programming is required.

One type of special contract for a customer with multiple geographic locations totalizes the usage from the separately metered locations under one billing account. The "totalized account" is considered one customer available for enrollment by one provider. The totalized account usage data will be used for Settlement. Enrollments received on any of the individual locations that are included in the totalized account will be rejected.

### **Off-Cycle Terminations:**

A Competitive Electricity Provider or customer may request an off-cycle termination of an enrolled customer as of a desired date, specifying either pro-rating usage or using an actual meter reading. In either case, the customer will be transferred to Standard Offer as of the effective date of the termination. If an actual meter reading is required, MPD will schedule it as soon as is practical, usually within four business days. When an actual meter reading for an off-cycle drop is requested for a customer with KW demand, the KW demand billing determinants will be measured separately for each partial period of the normal billing cycle.

**Cost of Uncollectibles:**

MPD will pay the Provider for all energy sold to Standard Offer customers based upon the Provider’s bid price(s) and the Provider’s percentage of total load for the Standard Offer rate class(es), less an allowance for uncollectible accounts, as specified in this Agreement. The allowances for uncollectible accounts will be:

Residential / Small Non-Residential Class:	2.30%
Medium Non-Residential Class:	1.25%
Large Non-Residential Class:	3.00%

Actual meter readings or estimated readings will be the basis for monthly payments to the Provider.

**Standard Offer Provider (SOP) Billing Information Transaction Process:**

MPD will provide to the SOP’s customer usage data for the entire SOP group by rate class distinction for each billing day via EDI in accordance with the applicable Precepts. The processing schedule for transmitting data through EDI will be posted on MPD’s Supplier Website page (<http://www.emeramaine.com/suppliers-and-partners/new-suppliers/>).

**Standard Bill Format for Consolidated Utility Billing:**

The Standard Bill Format for Consolidated Utility Billing will be in compliance with the applicable Precepts.

**Payment Transfer Method:**

MPD will transfer payments to the Provider in accordance with the applicable Precept. Payments will be transferred via ACH to the bank account designated by the Provider in Exhibit B.

**Load Obligation & Settlement Calculations:**

MPD shall determine the Supplier’s hourly loads and report such to the Independent System Administrator (ISA) in accordance with the ISA’s Market Rules and Procedures and the MPUC Chapter 321 Rule, “Load Obligation and Settlement Calculations for Competitive Providers of Electricity”. MPD is the “Assigned Meter Reader” with ISA for the Provider’s load asset account. Customer load assignment per provider will be in accordance with ISA Rules.

1. Per MPUC Chapter 321, section 4(A) (2), MPD will develop Load Profiles for three customer groups: Residential, Small Non-Residential, and Medium Non-Residential. The Small Non-Residential group consists of customers with maximum monthly billing demands less than 50 kW. The Medium Non-Residential group consists of customers with monthly maximum billing demands between 50 kW and 500 kW. MPD has also developed a “Deemed” load profile for unmetered customers like lighting customers per section 4(A)(3) of the MPUC’s Chapter 321.

MPD will use telemetered interval data adjusted for line losses for all interval metered customers with maximum monthly loads of 500 KW or greater. (Interval meters installed for survey purposes are considered temporary and are not available for use in individual billing or settlement calculations). All MPD customers whose maximum monthly demand equals or exceeds 500 KW will be telemetered.

2. Each customer profile will normally contain 8760 hourly load data values corresponding to every hour of every day of the year. Profiles will represent an average per-customer load at the point of retail delivery before losses. These profiles may be further summarized into typical monthly weekday and weekend day load shapes per agreement.
3. Daily Settlement Reports: By 1:00 p.m. (or the time specified by the ISA) of the second business day following the trading period, MPD will report the hourly load responsibility of the Provider to the ISA in conformance with the ISA requirements, and to the Provider in the same format via electronic mail, if requested.
4. Monthly Settlement Reports: Consistent with the timing requirements, the daily or monthly load responsibility for each Provider will be re-estimated using the most recent monthly KWH billing information. The methodology for calculating the Provider load responsibility will be identical to the daily method except the daily estimated energy use of profiled customers will reflect the billing KWH for that month. The monthly energy differences will be reported to the ISA in accordance with their requirements. The monthly settlement data will be made available to the Provider in the same format no later than 2 days after being reported to the ISA.

**MPD Services and Fees for Providers:**

Maine Public District will charge for Billing Services (\$0.27 per bill), Call Center Costs (\$0.12 per added staff per bill) and other applicable fees, as appropriate, as are listed in Section 38 of MPD’s Terms and Conditions (see Appendix D of this Request for Proposals).

**MPD Company Contact Information:**

T&D Utility Business Contact: Vicki Nelson  
Title: Supervisor, Billing and Payment  
Phone (207) 973-2803  
Toll Free In State: 1-855-363-7211  
E-mail address: [vicki.nelson@emeramaine.com](mailto:vicki.nelson@emeramaine.com)

T&D Utility Technical Contact: Nola Amero  
Title: EDI & Billing Support Specialist  
Phone: (207) 760-2332  
Toll Free In State: 1-855-363-7211  
E-mail address: [edisupport@emeramaine.com](mailto:edisupport@emeramaine.com)