



The United Illuminating Company SCEF Bid Portal Instructions

This document outlines the SCEF Bid Portal, step-by-step, and provides instructions for completing the Bid portion of the SCEF Bid Portal and providing the required attachments for a complete Bid submission. Please read this guide prior to filling out the Bid Form. All fields with an asterisk must be filled out.

Page 1 – Project Owner

SCEF Project Owner Information:

- **Party Name:** This is the full legal name of the business entity that will be UI’s counterparty under the Tariff Terms Agreement, which is not necessarily the same as the business entity submitting the Bid. For example, if the party submitting the Bid is “XYZ Renewables”, but the contracting party would be a special purpose entity called “XYZ Funding 3 LLP”, then “XYZ Funding 3 LLP” should be the name entered into this line.
- **Address, Town, State, Zip:** The best contact information as related to the Party Name must be filled out.
- **Business Website (if Applicable):** Optional field
- **Company Type:** Select the best classification of Company Type. Individual homeowners and sole proprietorships should select “Individual.” this field must be filled out.
- **Jurisdiction of Organization:** This is the state in which the business is organized. Individual homeowners should enter “CT” for Connecticut jurisdiction. This field must be filled out.

SCEF Project Owner Information

Party Name* ?

Address* Town* State* ▼ Zip*

Business Website (if Applicable)

Company Type* ▼ ?

Jurisdiction of Organization* ?

Primary Contact: This section is to be used for the entry of contact information for the person primarily responsible for communications regarding this Bid and day to day communications after execution of a Standard Contract. All fields with an asterisk must be filled out. The Name, their Address, Town, State, and Zip Code must be entered as well as the best email address and



phone number for contact.

Primary Contact ⓘ

Name*

Address* Town* State* Zip*

Email Address* Telephone Number* Fax Number

Alternate Contact (Optional): This section is to be used for the entry of contact information for a second individual responsible for communications regarding this Bid and day to day communications after execution of a Standard Contract.

The **Same As** 'Apply' button can be used to autofill this section based on the information entered in the Primary Contact section.

Alternate Contact (Optional) ⓘ

Name

Address Town State Zip

Email Address Telephone Number Fax Number

Same as
Primary Contact **Apply**

Legal/Notice Contact: This section is to be used for the entry of contact information for the person who is to receive official notices under the Tariff Terms Agreement. This may be outside of counsel. All fields with an asterisk must be filled out. The Name, their Address, State, and Zip Code must be entered as well as the best email address and phone number for contact.



The **Same As** 'Apply' button can be used to autofill this section based on any of the previously entered Contact sections

Legal/Notice Contact ?

Name*

Address* Town State* Zip*

Email Address* Telephone Number* Fax Number

Same as
Primary Contact **Apply**

Performance Assurance Contact: This section is to be used for the entry of contact information for the person responsible for providing Development Period Security and/or Operating Period Security required under the terms of the Tariff Terms Agreement. The Name, their Address, State, and Zip Code must be entered as well as the best email address and phone number for contact.

The **Same As** 'Apply' button can be used to autofill this section based on any of the previously entered Contact sections.

Performance Assurance Contact ?

Name*

Address* Town State* Zip*

Email Address* Telephone Number* Fax Number

Same as
Primary Contact **Apply**

Invoice/Settlement Contact: This section is to be used for the entry of contact information for the person responsible for invoicing during the Delivery Term. The Name, their Address, State, and Zip Code must be entered as well as the best email address and phone number for contact.



The **Same As** 'Apply' button can be used to autofill this section based on any of the previously entered Contact sections.

Invoice/Settlement Contact [?](#)

Name*

Address* Town State* Zip*

Email Address* Telephone Number* Fax Number

Same as
Primary Contact

Page 2 – Location Info

Facility Site / Location: This should be the location of the planned SCEF Facility within UI territory. All fields with an asterisk must be filled out. The Street Number, Street Name, Town, State, and Zip Code must be entered.

Facility Site / Location

Street Numb... Street Name* Town* State* Zip*

Capacity Factor: Checking this box allows you to enter a value in an Alternate Capacity Factor to determine the Alternate Average Annual Production. If this is provided, a CT Licensed PE Certification must be provided to prove that it was certified appropriately.

Brownfield or Landfill: Checking this box indicates that the project is being built on a Brownfield or a Landfill and may qualify for the Brownfield or Landfill Bid Preference.

Solar Carport or Canopy: Checking this box indicates that the project is being built on a Solar Carport or Canopy and may qualify for the Solar Carport or Canopy Bid Preference and higher Bid Cap.

Check this box only if you are providing an alternate Capacity Factor calculated or certified by a CT licensed PE in accordance with the RFP. [?](#)

Is this a brownfield or landfill?

Is this a Solar Carport or Canopy?



Technology: Select the technology of the SCEF generator type from the dropdown menu. The selection of “Other” requires that the Bidder provide an Alternate Capacity Factor and PE Certification of the capacity factor.

Other Technology: Field to specify technology when Technology = “Other”

Total Capacity (kW AC): Enter the Project Size in kW AC (please note that it is essential that the project size be entered in kW AC to ensure an accurate calculation of the Average Annual Production in kWh and the Development Period Security and Operating Period Security required for the Bid).

Technology* ? Other Technology Installed Capacity (kW AC)* ?

Standard Capacity Factor: Depending on the Technology Type specified, the appropriate Standard Capacity will be applied to the Installed Capacity (kW AC) field to verify the total Average Annual Production used for predicting Annual REC Quantity.

Installed Capacity on Solar Carport/Canopy: This data field is required when “Is this a Solar Carport or Canopy?” is checked. Use this field to enter the installed capacity that will be located on the Solar Carport/Canopy. Note that projects that are not 100% Solar Carport/ Canopy cannot submit a Bid Price more than \$133/MWh.

Alternate Capacity Factor used for Annual REC Quantity: This data field is required for “Other” technology choices, and is optional for Small Hydro, Wind and Solar PV. Any bid that includes an alternate capacity factor MUST also include a PE certification of the calculation of the alternate capacity factor.

Capacity Factor used for Annual REC Quantity: This field will display either the Standard Capacity Factor applied to total the Average Annual Production of the Project or, if entered, the Alternate Capacity Factor applied.

Average Annual Production Used for Annual REC Quantity: This field will display the calculated Average Annual Production of the Project based on either the Standard Capacity Factor or the Alternate Capacity Factor as well as the Installed Capacity (kW AC)

Annual Quantity (RECs): This is equivalent to the total annual MWh estimated to be produced by the Project and is displayed for reference.

Bid Price \$/MW: Enter the Bid Price in \$/MW for your Bid. As a reminder in the Year 5 SCEF Program you can bid as high as \$133/MW for a non 100% Solar Carport/Canopy Bid and \$190.00/MW for a 100% Solar Carport/Canopy Bid but you cannot bid higher than either of those caps.



Development Period Security: This field is displayed for reference and will show the total Development Period Security that needs to be posted to UI on or before the Bid Deadline for Year 5 SCEF of March 5, 2024.

Technology* ?	Other Technology	Total Capacity (kW AC)* ?
Standard Capacity Factor	Alternate Capacity Factor used for Ann... ?	
Installed Capacity on Solar Carport/Ca...	Percentage of Capacity on Solar Carpo...	
Capacity Factor Used for Annual REC ...	Average Annual Production Used for A...	
Annual Quantity (RECs)	Bid Price \$/MWh*	
Development Period Security		

Page 3 – Upload Files

Bid Certification Form – Upload in this attachment area the 4-Page Bid Certification Form. All four pages must be attached. Each page must be filled out, signed, and notarized as applicable.

CT Licensed Professional Engineer Certification – Upload in this attachment area a CT Licensed PE Certification if you indicated an Alternative Capacity Factor earlier in the form or you indicated that the Technology Type was ‘Other.’

Solar Canopy/Carport Design Configuration – Upload in this attachment area the design configuration for the Solar Canopy/Carport to reflect the “Installed Capacity on Solar Carport/Canopy” entered into the form.

Certification of Carbon Neutrality by 2040 – Upload in this attachment area a signed Certification of Carbon Neutrality if the SCEF Facility will be emitting carbon and is not a zero emission resource

W9 Form – Upload in this attachment area the W9 for the entity that will be posting Development Period Security on behalf of the Bidder to complete Bid Submission.



File Attachments

Bid Certification Form

+ Add file No File Selected

CT Licensed Professional Engineer Certification

+ Add file No File Selected

Solar Canopy/Carport Design Configuration

+ Add file No File Selected

Certification of Carbon Neutrality by 2040

+ Add file No File Selected

Select W9 Form

+ Add file No File Selected

Check Box for Appendix B – Checking this box is required and is evidence that Bidder understands: Appendix B - Submittal must be received by DEEP and the EDCs at the time of Bid Submission.*

Check Box for Provision of Development Period Security – Checking this box is required and is evidence that Bidder understands: Development Security must be provided to the EDC at the time of Bid Submission.*

<input type="checkbox"/>	Bidder understands: Appendix B - Submittal must be received by DEEP and the EDCs at the time of Bid Submission.*
<input type="checkbox"/>	Bidder understand: Development Security must be provided to the EDC at the time of Bid Submission.*

Finally, click ‘Submit’ to submit your Bid into the Year 5 SCEF Program.

If you have any questions regarding the above Bid Submission Process or the SCEF Year 5 RFP, please do not hesitate to email SCEF@uinet.com for more information.