

## CFT REFERENCE DOCUMENT PROJECT SUBMISSION INSTRUCTIONS

### **PURPOSE:**

These are instructions for the preparation of the Project Submission, which each Bidder must submit as part of its Tender. The Project Submission should contain information concerning the Bidder and the Project, which BC Hydro requires to determine (i) whether the Tender meets the Mandatory Requirements (see section 15.2 of the CFT), and (ii) to conduct a Risk Assessment (see section 15.3 of the CFT). The Project Submission should also include information on the Bidder's GHG mitigation plan, if applicable, including any optional compliance commitments the Bidder is willing to make, which may be considered as a non-price factor in the determination of an optimal portfolio (see section 15.5 of the CFT). Certain supplementary Project information is also required.

### **RISK ASSESSMENT THRESHOLDS:**

These instructions describe thresholds in respect of each category of the Risk Assessment. The thresholds are provided to assist Bidders in determining the nature and extent of the minimum Bidder or Project information it should include in the Project Submission. Meeting thresholds in each category does not guarantee that a Tender will necessarily pass the Risk Assessment, and meeting the threshold is not mandatory. However, it would be difficult for a Tender to pass the overall Risk Assessment if one or more of these thresholds are not satisfied.

### **GENERAL INSTRUCTIONS:**

1. The Project Submission should be prepared and submitted as ONE signed original and TWO photocopies.
2. Each copy of the Project Submission should be presented in a 3-ring binder (not coil or other binding) on 8½" X 11" paper, double sided text, except for drawings, photographs and the like.
3. The Project Submission should not contain general corporate brochures or other promotional material of a general nature.
4. The Project Submission should be organized to follow the numbering system and the headings set out in these Instructions. If a particular heading is inapplicable, retain the number and heading and insert "Not applicable".
5. If an Instruction calls for the submission of applications, reports, agreements, plans, schedules, resumes, studies or other documents, those documents should be referenced in the text as an Exhibit. Exhibits should be numbered sequentially and tabbed at the end of the Project Submission. Note that pricing and commercially sensitive data may be redacted from copies of any letters of intent, agreements and similar documentation referenced or included in the Project Submission.
6. The Project Submission should include a Table of Contents with page numbering references, following the numbering system and headings in these Instructions, and including a listing of Exhibits.
7. The Project Submission should include, immediately following the Table of Contents, a signed Certificate in the form attached to these Instructions as Appendix 1.

8. A Bidder should be fully responsive to each Instruction, as applicable to the Bidder and its Project. If a Bidder is in any doubt as to the requirements contained in these Instructions, it should seek clarification using the Q&A process.

## **PROJECT SUBMISSION INSTRUCTIONS:**

### **1. THE BIDDER:**

*NOTE: If the Bidder is a public company (i.e. its shares or other securities are listed on a recognized stock exchange), the Bidder may choose to include a copy of its latest Annual Report in an Exhibit to the Project Submission. In that case, this section of the Project Submission may be completed by referencing the Annual Report for the required information, and if applicable, including any new or amended information required to update the referenced information contained in the Annual Report.*

#### **1.1 Bidder Identity:**

- (a) State the full legal name, form of organization (corporation, general partnership, limited partnership, joint venture, etc.), jurisdiction in which the Bidder is incorporated or formed, the date on which it was incorporated or formed and any incorporation or similar identifying number, the date and number of registration in British Columbia, if applicable, the street and mailing address(es) of the Bidder's principal place of business, its general telephone and fax number and its website address, if any.
- (b) Except in the case of a limited partnership, if the Bidder is a general partnership, joint venture or otherwise consists of two or more legal entities, provide the information described in (a) for each such entity.
- (c) If the Bidder is a limited partnership, provide the information described in (a) for the partnership and the general partner only.

#### **1.2 Ownership:**

- (a) If the common shares or similar ownership interests of the Bidder are listed on a stock exchange, state the name of the exchange and applicable trading symbol.
- (b) If the common shares or similar ownership interests of the Bidder are not listed on a stock exchange, state the full name and principal business or resident address of each public company or other person who holds, directly or indirectly, an equity ownership interest in the Bidder equal to or greater than 10%. Include an ownership chart where such a chart can best describe the Bidder's ownership structure.

#### **1.3 Directors and Senior Management:**

- (a) State the names and resident addresses of each person who is a director of the Bidder, or in the case of a Bidder which is not a corporation, each person who performs functions substantially similar to those of a director of a corporation, such as serving as a member of the board of directors of a general partner of a limited partnership, or on a joint venture committee.

- (b) State the name and office held of each person who is a senior officer (e.g. Chief Executive Officer, President, Vice-President) of the Bidder, or who performs functions substantially similar to those normally performed by a senior officer of a corporation.

**1.4 Bankers, Auditors and Advisors:**

- (a) State the name and address of the Bidder's principal bank(s) or financial institution(s).
- (b) State the name of the Bidder's auditors, or if financial statements are not subject to audit, state the name of the Bidder's principal external accountant, if any.
- (c) State the name and address of the Bidder's principal legal advisor.

**2. MANDATORY REQUIREMENTS:**

**2.1 Project Location:**

- (a) State the location of the Project within British Columbia.

**2.2 Project Size:**

- (a) State the Plant Capacity, expressed in MW. See the CFT Glossary for the definition of "Plant Capacity".

**2.3 Generation Technology:**

- (a) Give a brief description of the Project's generation technology. Confirm that this technology is readily available in commercial markets and is in commercial use (not demonstration use only). Identify the principal manufacturers or suppliers of this technology.
- (b) Describe at least 3 other existing generation plants (which need not be owned or operated by the Bidder) generating electrical energy for a period of at least 3 years, to a standard of reliability generally required by Good Utility Practice (as defined in the CFT Glossary) and the terms of the EPA. Include, at a minimum, the name and location of the plant, the name of the plant owner, and the plant capacity. If the Bidder is satisfied that its chosen generation technology is widely recognized as proven, this item may be omitted. However, BC Hydro reserves the right to require this information to be submitted at its request during Tender evaluation.

**2.4 Project Type**

- (a) State whether the Project is (i) new generation, (ii) refurbished or existing generation, or (iii) incremental generation.
- (b) If (a) (iii) applies, confirm that the incremental generation will be separately metered at the generation unit and describe the metering configuration.
- (c) Confirm that the Project has **not** received, and is **not** entitled to receive, funding through a load displacement or demand side management contract with BC Hydro.

- (d) If (a)(ii) applies in respect of existing load displacement generation, confirm that the Project ceased to be synchronized with the Integrated System before 1 January 2004.

**2.5 Interconnection:**

- (a) State whether the Project is located within the Integrated System Area, and identify the nearest substation.
- (b) Confirm that the Project will be separately metered and the expected meter location.
- (c) State whether the Project will be interconnected with the Transmission System or with the Distribution System.
- (d) For Projects within the Integrated System Area, state whether the Project will have (i) a direct interconnection to the system, or (ii) an Indirect Interconnection. If (ii) applies, provide details of the proposed interconnection, including the identity, ownership and location of the host facility or private transmission or distribution line and confirmation that the interconnection configuration will permit electrical energy generated by the Project to be injected to the Integrated System when a host facility, if any, is not operating. Include plans or other drawings where necessary to describe any proposed Indirect Interconnection.
- (e) For Projects not within the Integrated System Area, specify the interconnection point on the Integrated System at which delivery will be made under the EPA.

**2.6 Interconnection Study Application and Agreement:**

- (a) Confirm that the Bidder submitted a F2006 CFT Preliminary Interconnection Study Application, and in the case of a Project to be interconnected to the Distribution System paid the deposit, as required by section 12 of the CFT. Include as an Exhibit to the Project Submission a copy of the F2006 CFT Preliminary Interconnection Study Application.
- (b) For Projects interconnected to the Transmission System, confirm that the Bidder signed and delivered a F2006 CFT Study Agreement and paid the deposit, as required by section 12 of the CFT. Provide a copy of the F2006 CFT Study Agreement as an Exhibit to the Project Submission.
- (c) Confirm that the Bidder has received a F2006 CFT Preliminary Interconnection Study Report for the Project. Include as an Exhibit to the Project Submission a copy of a completed F2006 CFT Preliminary Interconnection Study Report.

**2.7 No Current Contracts:**

- (a) Confirm that the representation and warranty given in section 3(j) of the Large Project Tender Form or the Small Project Tender Form, as applicable, is true and correct.
- (b) For Projects with existing electricity purchase contracts with BC Hydro, the Bidder must exercise the right to terminate the existing contract or recall capacity and/or energy thereunder, as applicable, in accordance with the provisions in that contract by notice to BC Hydro by not later than 4:00 p.m. PPT on 20 December 2005. Include as an Exhibit to the Project Submission a copy of the notice given.

- (c) For Projects with existing electricity purchase contracts with a third party, the Bidder must exercise the right to terminate the existing contract, or recall capacity and/or energy thereunder, in accordance with the termination or recall provisions in that contract by notice given on or before the Tender Closing Date. Include as an Exhibit to the Project Submission a copy of the contract and the termination or recall notice.

### **3. RISK ASSESSMENT:**

#### **3.1 Development and Operating Organization and Experience:**

*Threshold: This section of the Project Submission should establish that the Bidder has, or has a viable plan that will secure access to, a Project development and operations team with sufficient qualification and experience to successfully undertake the development and operation of the Project. The Project team may be direct hire and/or contracted, and may consist of individuals and/or firms. Where the Project team includes a firm, the experience of individuals assigned to the Project, and not just the firm's experience, will be important to the assessment. Project team experience in the development of one or more prior projects similar to the Project in terms of technology and size, will be considered favourably in the assessment.*

##### **3.1.1 Contracting Method:**

- (a) Describe the contracting method which the Bidder intends to utilize for the development of the Project (e.g. turnkey contract, retaining consultants and a general contractor, construction management, etc.).

##### **3.1.2 Existing Project Team:**

- (a) Provide a list of all members of Bidder's existing Project development team (individuals currently employed or contracted by the Bidder; contracted consultants and advisors) together with a description of the experience of each development team member (including with respect to a project comparable to the tendered Project). Provide resumes for key team members as an Exhibit to the Project Submission.

##### **3.1.3 Further Required Project Team Members:**

- (a) Describe the Bidder's plan and schedule for selection of any further engineering and technical consultants, equipment suppliers and contractors required for the design, procurement and construction of the Project.

##### **3.1.4 Securing Performance:**

- (a) Describe the Bidder's plan for securing performance by its consultants, suppliers and contractors, whether involving performance and payment bonds, letters of credit, corporate guarantees or other security measures.

##### **3.1.5 Project Organization Chart:**

- (a) Provide a chart showing the currently planned Project development organization, including Project team members, principal functions and reporting relationships.

**3.1.6 Operating Plan:**

- (a) Describe the Bidder's plan to provide a qualified and experienced Project operations and maintenance team, whether by contracting for operating and/or maintenance services, direct hire or otherwise, including the schedule and method for assembling the team.
- (b) If and to the extent that the Bidder has commitments in place for all or part of its operating and maintenance team, describe the experience of committed team members in the operation and maintenance of other projects similar to the Project. Provide resumes of any committed team members.
- (c) Describe the experience of the Bidder, or any or all of its owners described in Instruction 1.2(b) above in the operation and maintenance of other projects similar to the tendered Project.

**3.2 Financial Capacity and Creditworthiness:**

***Threshold:** This section of the Project Submission should establish that the Bidder has, or has a viable plan to secure access to, sufficient financial resources to enable it to successfully develop and operate the Project in accordance with the terms of an Awarded EPA. The plan should include third party funding commitments and/or internal funding authorizations. The Risk Assessment will recognize that Projects may be financed using a range of equity and debt structures, including "on balance sheet" or non-recourse project finance, and using a range of equity and debt investments. However, in that the EPA is not "subject to financing", it is important to the Risk Assessment that the Bidder have in place when Tenders are submitted funding commitments or an internally-approved allocation of its own financial resources that are adequate in amount and not subject to any conditions that could not reasonably be expected to be fulfilled, so that development and operation of the Project may proceed in accordance with a schedule consistent with the tendered COD. These commitments should include a commitment from a bank or financial institution meeting the creditworthiness standard set out in the EPA to provide the Performance Security under an Awarded EPA, subject only to conditions which could reasonably be expected to be fulfilled by the time the security must be delivered.*

**3.2.1 Financing Plan:**

- (a) Describe the proposed method of financing the Project during each of the development, construction, and operating phases, including a description of:
  - Capital structure;
  - Sources of equity and debt financing, including any guarantor support;
  - Form of equity financing (e.g. cash injection, contributions in kind); and
  - The lead arranger or underwriter for the required debt/equity, if applicable.

**3.2.2 Status of Financing:**

- (a) Describe the status of efforts to secure equity and debt financing including:
  - A financing schedule that outlines all key financing-related milestones; and
  - The status of the Bidder's discussion with lenders/underwriters to secure both construction and long-term funding (including both equity and debt).

- (b) Describe the principal outstanding conditions to completing and closing any equity and/or debt financing and the Bidder's plan to satisfy those conditions.
- (c) Provide as an Exhibit to the Project Submission copies of equity and/or debt commitments (e.g. term sheets, letters of offer or executed financing documents) and/or internal funding authorizations, if any.

### **3.2.3 Performance Security:**

- (a) Provide a copy of a commitment letter from a bank or financial institution, which meets the credit rating requirements of not less than Standard & Poor's A-, Moody's A3 or DBRS A (low), confirming that the bank or financial institution will provide the required Performance Security as required under an Awarded EPA.

### **3.2.4 Financial Capability and Creditworthiness:**

- (a) *For rated Projects, Bidders, equity providers and/or guarantors* – For any or all (i) Projects, (ii) Bidders, (iii) persons committing significant equity funding (i.e. 10% or more) for the Project and (iv) persons committing debt guarantee support for the Project, which have an established credit rating, specify the rating agency and rating for each of them.
- (b) *For unrated Bidders, equity providers and/or guarantors* – For any or all (i) Bidders, (ii) persons committing significant equity funding (i.e. 10% or more) for the Project and (iii) persons committing debt guarantee support for the Project, which do not have an established credit rating, provide sufficient evidence to show that the proponent has access to sufficient financial capability and creditworthiness to develop and operate the Project in accordance with the terms of an Awarded EPA. Such evidence may include (as an Exhibit to the Project Submission) audited, or if statements are not subject to audit, unaudited financial statements for the last 3 completed fiscal years and the most recent unaudited quarterly or semi-annual financial statement.
- (c) *Other Projects* – Briefly describe significant capital projects (other than the Project tendered) currently planned or in development by the Bidder and/or its Affiliates, including the nature, location, order of magnitude of the capital cost and financing arrangements of the project. Include sufficient information to indicate the extent of funding for which the Bidder and/or its Affiliates are responsible. For this purpose a “significant capital project” is any project having an order of magnitude capital cost equal to or greater than 50% of the estimated capital cost of the Project tendered.

## **3.3 Project Development Schedule:**

**Threshold:** *This section of the Project Submission should establish that the Bidder has a detailed Project development schedule that (i) identifies key Project development milestones and the critical path, (ii) is consistent with the tendered COD and includes an adequate pre-COD period for commissioning and testing, and (iii) is realistic and achievable.*

### **3.3.1 Detailed Schedule:**

- (a) Provide as an Exhibit to the Project Submission a detailed Project schedule, identifying the critical path and showing particularly all key dates associated with permitting, design, engineering, procurement, construction and commissioning activities, including all key

Project development milestones and a scheduled COD not later than the Guaranteed COD (for Large Projects) or Target COD (for Small Projects).

- (b) Describe how the duration of activities on the critical path were derived and how they compare to the Bidder's experience, if any, on other comparable projects, including any such projects used as references in the Project Submission (see 3.1.2(a)). Describe typical contingency measures available to recover lost time due to delays, including those effectively employed by the Bidder on other comparable projects, if any.
- (c) Describe the status of Project preliminary and detailed engineering, including percentage complete, and a description of the status of Project construction and equipment procurement, including a description of any commitments (conditional or otherwise) made with contractors and/or suppliers.
- (d) Describe any known pending or threatened legal actions, suits or proceedings, or other events or circumstances, which could reasonably be expected to adversely impact efforts to meet the Project schedule, including any measures taken or planned by the Bidder to avoid or mitigate such impacts.

### **3.4 Site Acquisition/Control:**

**Threshold:** *This section of the Project Submission should establish that (i) the Bidder has either acquired, has the right to acquire, or in the case of Crown lands can reasonably be expected to acquire, title or another form of tenure for a term not less than the tendered Term, of a Project site suitable for the development and operation of the Project, and (ii) the Site is not subject to any charges or adverse claims, which could reasonably be expected to prevent or delay the development of the Project, or its operation, in accordance with the terms of an Awarded EPA.*

#### **3.4.1 Site Description:**

- (a) Describe the location of the site, by latitude/longitude, identify any municipal, regional, or other local government area in which the site is located, and the nearest city or town and proximity thereto. Provide the site legal description, if any.
- (b) State the current zoning, if any, of the site.

#### **3.4.2 Titled Land:**

- (a) Provide as an Exhibit to the Project Submission a copy of the Certificate of Title, and of each lien, charge and encumbrance ("charges") registered on title, and confirmation that such charges will not prevent or delay construction and operation of the Project, or alternatively the Bidder's plan and schedule for the discharge or amendment of such charges to avoid any such prevention or delay.
- (b) State whether the site is or will be owned, leased or held under another form of tenure, which other form should be specified.
- (c) State whether the site is currently owned or otherwise held by the Bidder, and if not owned, provide as an Exhibit to the Project Submission a copy of the lease or other instrument under which the Bidder holds the site or an interest therein. If not currently owned or held by the Bidder, provide as an Exhibit to the Project Submission a copy of any option or other agreement under which the Bidder has the right to acquire ownership or an other appropriate interest in the site.

- (d) If the site on which the Project will be located is part of a larger parcel, which has not been subdivided, provide details of any planned subdivision, including (i) the status, and schedule for completion, of the subdivision, and (ii) a list, and the status and schedule for, all approvals required to complete the subdivision.

**3.4.3 *Untitled Land:***

- (a) If the site is currently untitled (e.g. untitled Crown land), describe the status of the Bidder's efforts to acquire an appropriate right of occupancy and use. Provide as an Exhibit to the Project Submission copies of any filed applications, licenses and/or leases.

**3.5 Permits:**

***Threshold:** This section of the Project Submission should establish that the Bidder has (i) identified all material permits, certificates and approvals, including an environmental assessment certificate, water licenses or other permits required for the use of the Project's energy source, and air and water emission permits, as applicable, for the development and operation of the Project, (ii) made application for such permits, (iii) prosecuted such applications to a stage that is consistent with the Bidder's Project development schedule and where it may reasonably be expected that any currently unissued permits are likely to be issued as contemplated by that schedule and on conditions that will permit the Project to be developed and operated in accordance with the terms of an Awarded EPA. Where a Project requires rezoning, the submission should establish that a rezoning by-law has received at least first reading by the relevant local government.*

**3.5.1 *List of Required Permits:***

- (a) Provide a complete list of all permits required for construction and operation of the Project. For the purpose of this Instruction, "permit" means permits, licenses, rezoning or zoning variances, and all other approvals required of any federal, provincial or local government or governmental agency or authority required for the development and operation of the Project, including without limitation any environmental assessment certificate required under federal or provincial legislation and any permit or license required to use the energy source for the Project (e.g. water license).

**3.5.2 *Issued Permits:***

- (a) Provide as an Exhibit to the Project Submission a copy of each issued permit.
- (b) Disclose the existence, status and the Bidder's assessment of any pending or threatened legal action, suit or proceeding and any appeal in respect of any issued permit.

**3.5.3 *Unissued Permits:***

- (a) For each unissued permit, provide:
- A permitting schedule showing, for each unissued permit, the planned application, sequencing and issue date for each permit, which is consistent with the Bidder's Project schedule, and
  - As an Exhibit to the Project Submission a copy of any pending permit application, a description of the status of the application, any known opposition to the issue of the permit and the expected impact thereof on the permitting schedule and any planned

measures which the Bidder intends to implement to avoid or mitigate any anticipated delay in issue of the permit.

### **3.6 Community Consultation:**

**Threshold:** *This section of the Project Submission should establish that the Bidder has issued a public notification in the local community where the Project will be located of its intention to develop the Project and has a viable plan to provide adequate information on the Project to the public in that community, and a reasonable opportunity for members of the community to provide a response to that information.*

- (a) Provide as an Exhibit to the Project Submission a copy of any public notification issued concerning the Project and a list of the media where it was published.
- (b) Provide a description and status report on all community consultations conducted and planned relative to the Project, including particulars of issues identified and whether and how each issue has been or will be addressed.

### **3.7 First Nations Consultation:**

**Threshold:** *This section of the Project Submission should establish that the Bidder has identified the First Nations which will be consulted concerning the Project, has communicated with those First Nations and provided to them sufficient information concerning the Project to enable those First Nations to take an informed view of the nature and extent of consultation required, and has afforded, or has a viable plan to afford, those First Nations a reasonable opportunity to pursue such consultations.*

- (a) Identify the First Nations which the Bidder believes should be consulted or intends to consult.
- (b) Provide as an Exhibit to the Project Submission a copy or description of information provided to First Nations concerning the Project, indicating when that information was provided.
- (c) Provide a description and status report on all First Nations consultations conducted and planned relative to the Project, including particulars of issues identified and how each issue has been or will be addressed.
- (d) Describe the material terms, or include as an Exhibit a copy of, any executed accommodation or similar letter of intent or agreement with any First Nations.

### **3.8 Site Services:**

**Threshold:** *This section of the Project Submission should establish that the Bidder has (i) identified all site services (e.g. water supply, waste treatment/disposal, etc.) required for the development and operation of the Project in accordance with the terms of an Awarded EPA, (ii) has contracted or arranged, or has a viable plan for contracting and arranging, such services.*

#### **3.8.1 Site Services Required:**

- (a) Describe all site services required to support construction and operation of the Project, including water supply, wastewater treatment and/or disposal, and other utilities and services, and a description of the status and schedule for securing each utility or service.

### **3.8.2 Site Service Agreements:**

- (a) Provide as an Exhibit to the Project Submission a copy of any executed letter of intent or similar preliminary commitment and any executed final agreement for provision of any required utility or service.

### **3.9 Fuel Supply:**

***Threshold:** This section of the Project Submission should establish that the Bidder has contracted for, or is reasonably assured of, the supply or availability, and if applicable the transport and storage of, fuel or other energy source, or sources required for the operation of the Project in accordance with the terms of an Awarded EPA. Primary and secondary or multiple fuels or energy sources, if any, should be addressed. Fuels which are available in current, reasonably liquid markets need not be under contract for the entire Term tendered, provided that a viable contracting strategy is described. In the case of hydroelectric or wind Projects, while only one full year's stream or wind data is required, historical data for the site over a longer period will be considered favourably in the Risk Assessment.*

#### **3.9.1 Biomass-fired Projects:**

- (a) Describe arrangements or strategies that the Bidder has made to procure fuel for the Project, including the name and location of the suppliers, source of biomass, status of negotiations with suppliers, a description of the market characteristics for the specific biomass, including supply and demand characteristics and any known or expected changes to such characteristics;
- (b) Provide as an Exhibit to the Project Submission copies of any executed letters of intent or other preliminary commitments and/or executed final agreements with fuel suppliers.
- (c) Describe viable alternate supply arrangements that the Bidder may access if planned or contracted fuel suppliers fail to perform.
- (d) Describe arrangements or strategies that the Bidder has made to deliver the fuel required for the Project from identified suppliers to the Project, including load-out facilities and the name of transporter(s), facility operators and method of transportation and evidence that required permits, if any, are readily obtainable.
- (e) Provide as an Exhibit to the Project Submission copies of any letters of intent or other preliminary commitments and/or executed agreements with fuel transporter(s).
- (f) Describe viable alternate transportation arrangements that the Bidder may access if planned, including load-out facilities should the contracted fuel transporter(s) fail to perform.
- (g) Describe any infrastructure improvements necessary to extract, process, transport, receive and store fuel, including status of the development of such improvements, identification of any permits or approvals required for such improvements, the schedule for completion of such improvements, and any known or expected obstacles for the development and construction of such improvements.
- (h) Describe the volume of on-site fuel storage that the Bidder has included in its Project design.

**3.9.2 Coal-fired Projects:**

- (a) Describe arrangements or strategies that the Bidder has made to procure fuel for the Project, including the name and location of the suppliers, source of coal, status of negotiations with suppliers, a description of the market characteristics for the specific coal, including supply and demand characteristics and any known or expected changes to such characteristics;
- (b) Provide as an Exhibit to the Project Submission copies of any executed letters of intent or other preliminary commitments and/or executed final agreements with fuel suppliers.
- (c) Describe viable alternate supply arrangements that the Bidder may access if planned or contracted fuel suppliers fail to perform.
- (d) Describe arrangements or strategies that the Bidder has made to deliver the fuel required for the Project from identified suppliers to the Project, including load-out facilities and the name of transporter(s), facility operators and method of transportation and evidence that required permits, if any, are readily obtainable.
- (e) Provide as an Exhibit to the Project Submission copies of any letters of intent or other preliminary commitments and/or executed agreements with fuel transporter(s).
- (f) Describe viable alternate transportation arrangements that the Bidder may access if planned, including load-out facilities should the contracted fuel transporter(s) fail to perform.
- (g) Describe any infrastructure improvements necessary to extract, process, transport, receive and store fuel, including status of the development of such improvements, identification of any permits or approvals required for such improvements, the schedule for completion of such improvements, and any known or expected obstacles for the development and construction of such improvements.
- (h) Describe the volume of on-site fuel storage that the Bidder has included in its Project design.

**3.9.3 Natural Gas-fired Projects:**

- (a) Describe the arrangements that the Bidder has made to procure fuel for the Project.
- (b) Provide, as an Exhibit to the Project Submission, copies of any executed letters of intent or other preliminary commitments and/or any executed final agreements with fuel suppliers.
- (c) Describe arrangements that the Bidder has made for firm transportation, and any non-firm transportation, to deliver the fuel required for the Project from identified suppliers or liquid trading hub(s) to the burner tip.
- (d) Provide as an Exhibit to the Project Submission copies of any executed letters of intent or other preliminary commitments and/or any executed final agreements with fuel transporter(s) and provide evidence that any required regulatory approvals have been obtained relative to those agreements.

- (e) Describe arrangements or strategies that the Bidder has made to procure and deliver alternate fuel, if any, to the burner tip for the Project.
- (f) Provide as an Exhibit to the Project Submission copies of any letters of intent or other preliminary agreements and/or final executed agreements with alternate fuel suppliers.
- (g) Describe any infrastructure improvements necessary to transport, receive and store fuel, including status of the development of such improvements, identification of any permits or approvals required for such improvements, the schedule for completion of such improvements, and any known or expected obstacles for the development and construction of such improvements.
- (h) Describe any on-site alternate fuel storage (including volumes) that the Bidder has included in its Project design.

**3.9.4 Hydroelectric Projects:**

- (a) Describe the expected stream flows based on at least one full year of onsite daily historical data. Bidders are encouraged to provide more than one year of onsite data, but if such onsite data is not available, Bidders may estimate the expected stream flows beyond one year based on recent multiple years of highly correlated representative stream flow data from another nearby location, if such data is available. For a Project utilizing multiple stream diversions, cumulative data should be provided as well as data for each diversion. Identify all sources of data.
- (b) Describe the storage capabilities, if any, of the Project.

**3.9.5 Wind Projects:**

- (a) Describe the expected wind velocities based on at least one full year of onsite historical anemometer data. Bidders are encouraged to provide more than one year of onsite anemometer data, but if such onsite data is not available, Bidders may estimate the expected wind velocities beyond one year based on recent multiple years of highly correlated representative wind velocity data from another nearby location, if such data is available. Identify all sources of data.

**3.9.6 Other Fuels:**

- (a) Describe the fuel or energy source.
- (b) Describe the Bidder's plan to procure, transport, and store the fuel, as applicable, in sufficient quantities to operate the Project in accordance with the terms of an Awarded EPA.
- (c) Provide as an Exhibit to the Project Submission copies of any preliminary or final agreements or commitments in implementation of the Bidder's plan.

**3.10 GHG Mitigation Strategy For Projects Consuming Fossil Fuel:**

**Threshold:** *This section of the Project Submission should establish that the Bidder has demonstrated an awareness of its GHG emission offset obligations and has developed a reasonable and achievable GHG mitigation plan based on the applicable Province of British Columbia standard, or, in the absence of such a standard, a combined cycle gas turbine level.*

**3.10.1 For all Projects consuming fossil fuel:**

- (a) Provide a forecast of the Project's annual GHG emissions for firm and non-firm energy, including:
  - GHG intensity of the Project,
  - Fuel consumption,
  - Conversion factors, and
  - Annual electricity generation.
- (b) State the Bidder's status in respect of the Project under proposed/actual (as applicable) Large Final Emitter regulations.
- (c) Provide a description of the Bidder's federal GHG reporting requirements and any other required GHG reporting requirements.

**3.10.2 For Projects consuming fossil fuel for which Bidder elects to retain GHG emission offset obligations:**

- (a) Describe (i) the nature and extent of the Bidder's annual offset requirements to be retained by the Bidder and (ii) the means planned by the Bidder's for achieving compliance with those requirements.
- (b) For Bidders that elect to make a GHG Compliance Commitment (i.e. commit to GHG mitigation measures beyond those required by all applicable laws and regulations), describe the nature, extent and the means by which the Bidder intends to meet its commitment.

**3.11 Other Matters Affecting Tender Options, Project Development or Performance:**

**3.11.1 Pending Litigation:**

- (a) To the extent not otherwise disclosed in the Project Submission, describe any pending or threatened claims or legal actions, suits or proceedings before any arbitrator, court or regulatory body affecting the Bidder, the Project, or any consultant, supplier, manufacturer or contractor engaged, or to be engaged, for the Project that could reasonably be expected to have a material and adverse effect on the ability of the Bidder to develop and operate the Project and comply with its obligations under an Awarded EPA.

**3.11.2 Labour Disputes:**

- (a) To the extent not otherwise disclosed in the Project Submission, describe any pending or threatened strikes, lockouts or labour disturbances affecting the Bidder, the Project or any consultant, supplier, manufacturer or contractor engaged, or to be engaged, for the Project that could reasonably be expected to have a material and adverse effect on the ability of the Bidder to develop and operate the Project and comply with its obligations under an Awarded EPA.

**3.11.3 Other Matters:**

- (a) To the extent not otherwise disclosed in the Project Submission, describe all other known facts or circumstances that could reasonably be expected to have a material and adverse effect on the ability of the Bidder to develop and operate the Project and comply with its obligations under an Awarded EPA.

**4. SUPPLEMENTARY TENDER DATA:**

**4.1 Total Project Energy:**

- (a) Provide an estimate of the total energy that is expected to be generated by the Project, for each month, in MWh.
- (b) Provide supporting calculations that show how the total energy estimate for each month is derived, including how the estimate is supported by the information provided in Instruction 3.9 – Fuel Supply.

**4.2 BC Clean Electricity:**

- (a) If a Bidder claims eligibility for its Project as BC Clean Electricity, include as an Exhibit to the Project Submission (i) a letter from the Minister of Energy, Mines and Petroleum Resources confirming eligibility for treatment of the Project as BC Clean Electricity, or a letter from TerraChoice in substantially the form of the Form of TerraChoice Letter – Green, and (ii) copies of all applications and data provided in support of that letter.

**4.3 Green:**

- (a) If a Bidder claims eligibility for its Project as Green, include as an Exhibit to the Project Submission (i) a copy of a letter from TerraChoice in substantially the form of the Form of TerraChoice Letter – Green, and (ii) copies of all applications and data provided to TerraChoice in support of that treatment.

**4.4 Seller's Plant Description:**

- (a) Include as an Exhibit to the Project Submission a completed Seller's Plant Description (*CFT Form #2*), and a list of changes, if any, in that form by comparison to the version submitted before the Tender Closing Time under section 13.2 of the CFT.

**4.5 Project-specific changes to EPA:**

- (a) Provide as an Exhibit to the Project Submission a copy of BC Hydro's letter(s), if any, confirming approval of, or requiring, Project-specific changes to the EPA.

**4.6 Form of Tender Security:**

- (a) Provide as an Exhibit to the Project Submission a copy of BC Hydro's letter, if any, approving changes to the Form of Tender Security.

**4.7 EPA Notice Contacts:**

- (a) Provide the information required to complete the Seller's contact information for notices under Appendix 9 (Large Project EPA) or Appendix 8 (Small Project EPA).

**4.8 Other Data:**

- (a) Bidders are invited to provide any other information concerning the Bidder and/or the Project which (i) is not addressed above, and (ii) which the Bidder believes is relevant and may impact the overall Tender assessment, having regard to Mandatory Requirements, Risk Assessment and/or non-price factors.

**APPENDIX 1**  
**PROJECT SUBMISSION CERTIFICATE**

The undersigned certifies that:

1. This Project Submission is part of a Tender submitted by [NAME OF BIDDER] in respect of the [NAME OF PROJECT] Project.
2. To the best of the knowledge, information and belief of the undersigned, the information contained in this Project Submission is true and correct in all material respects.
3. The undersigned is duly authorized to execute this Certificate.

Dated at \_\_\_\_\_ on \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Signature

Name: \_\_\_\_\_

Title: \_\_\_\_\_