



OFFSHORE WIND RENEWABLE ENERGY CREDIT PROCUREMENT COMMUNICATION PROTOCOL AND APPLICATION PROCESS

March 26, 2020

1. General

- The Maryland Public Service Commission, Commission Staff, and consultants or personnel engaged by the Commission (referred to herein individually and collectively as the “Commission”) are prohibited from communicating any non-public information regarding Offshore Wind Renewable Energy Credit procurement process with any parties who may be developing or submitting an application.
- Applicants are prohibited from direct contact with the Commission.
- Prospective applicants must register in accordance with the instructions posted on the public website, <https://mdoffshorewindapp.com/> (the “Website”). The Website has been established for the secure submission of applications in the Round 2 of the Offshore Wind Renewable Energy Credit procurement process. All applications must be submitted through the secure portal with individual password-protected access only.
- Information posted on the Website is considered public information and will be available to all users, whether registered or not.
- All questions or other communications relating in any manner to Round 2 of the Offshore Wind Renewable Energy Credit should be directed via email to MDOSW_Round2@icf.com.
- All questions, and responses to questions, will be posted on the Website to ensure that all Applicants have equal access to clarifications and additional information from the Commission. To the extent possible, questions will be posted on the Website within five (5) days of receipt.
- Any information sent to the Commission that the sender regards as restricted or confidential should be clearly marked as such in any correspondence. The Commission may at its discretion elect not to respond to confidential questions.
- Registration is not required to submit questions or to view questions and responses that have been posted on the Website.

Communications protocols relevant to each step of the application process are provided herein.

2. Application Submission

Each application shall be submitted to the Executive Secretary of the Commission via the Website. Each applicant will receive acknowledgment of receipt via email. A reference code which shall be assigned to each application. The reference code shall be used in all communications between the applicant and the Commission throughout the application review process.

An applicant shall submit Public Information Act (“PIA”) exemption requests by clearly identifying and marking the relevant portions of its application and providing justification for its PIA exemption request for each instance. An applicant shall certify in its application that it will hold the Commission harmless if



the Commission independently determines that one or more portions of an application subject to one or more PIA exemption requests must be disclosed.

3. Determination of Administrative Completion

Administrative completion will be determined within 30 calendar days of submission of the application via the Website.

- **Incomplete Applications:** Applicants will be notified of any deficiencies via email. Corrections for identified deficiencies may be submitted via the Website.
- **Complete Applications:** The applicant will be notified of administrative completion via email.

4. Establishing the Application Period

Upon the first determination that an application is administratively complete, the Commission shall open an application period establishing a period of time during which other applications may be submitted via the Website.

- **Public Notice:** The Commission shall provide public notice that applications are being accepted via the Website and that specifies the closing date and time of the application period, after which the Commission shall not accept applications or material changes to previously submitted applications and any other information the Commission determines appropriate.
- **Application Period Closing Date:** The closing date of the application period shall be 180 calendar days after the Commission issues public notice that applications are being accepted. The Commission may extend the closing by one or more additional periods of 30 calendar days.

5. Multi-Part Application Review

Upon the close of the application period, the Commission shall conduct a multi-part review to evaluate and compare the proposed offshore wind projects that it has determined to be administratively complete.

- **Minimum Threshold Criteria:** The Commission shall first determine whether a proposed offshore wind project described in an application meets the minimum threshold criteria as defined in Public Utilities Article § 7-704.1(c). An application that does not meet the minimum threshold criteria shall not be eligible for further review. The Commission will notify via email all applicants that have submitted administratively complete applications whether their applications have met minimum threshold criteria. The Commission shall post on the Website a list of applicants who have submitted applications that the Commission has determined meet the minimum threshold criteria.
- **Qualitative and Quantitative Comparisons:** For each application that meets the minimum threshold criteria, the Commission shall conduct a qualitative evaluation and a quantitative evaluation to assess and compare the proposed projects.
- **Questions from the Commission:** The Commission may, at any time, issue questions to the applicant on a confidential basis via email in order to facilitate its evaluation of the application.



Responses to such requests should be submitted by the applicant via the Website. Information submitted by an applicant in response to such questions shall become part of the application and responses containing confidential information shall be so designated.

6. Communications Regarding OREC Price Evaluation

Prior to acceptance of applications, the Commission shall post on the Website the Long-Term Composite Treasury Bond rate (or equivalent) that will be used as the nominal discount rate and the near-term average GDP Deflator (or equivalent) that will be used as the deflation rate to determine whether the OREC price in the applicant's proposed OREC price schedule exceeds \$190 per megawatt hour (levelized in 2012 dollars) and whether the projected net rate impacts for residential and nonresidential customers, as described by Public Utilities Article, §7-704.1(e)(1)(ii) and (iii), Annotated Code of Maryland, will be exceeded.