



June 15, 2020

Sarah Reese  
City of Laramie - Recreation Solar Project  
920 Boulder Dr. & 3510 E Garfield St. Laramie, WY  
Sent by email to: [Sreese@cityoflaramie.org](mailto:Sreese@cityoflaramie.org)

Dear Sarah Reese,

Congratulations! On behalf of our participating Blue Sky customers, Rocky Mountain Power is pleased to inform you that you've been selected to receive a Blue Sky funding award of up to \$120,000 to help advance your solar projects located at the Community Recreation Center, 920 Boulder Dr., and the Ice and Events Center, 3510 E Garfield St. Laramie, Wyoming.

Funding for your project is made possible by Wyoming customers enrolled in the voluntary Blue Sky renewable energy program. You can learn more about the program at [rockymountainpower.net/bluesky](http://rockymountainpower.net/bluesky).

In order to receive Blue Sky funding, Rocky Mountain Power requires a commitment to meet certain terms, milestones and deliverables as outlined in the attached memo of understanding. Your project funding award is contingent upon your agreement to the terms set forth herein.

Blue Sky funding will be provided once the project is complete and Rocky Mountain Power has received all documentation required to verify project completion. A copy of this letter and the attached memo of understanding should be given to your project manager and contractor so they are aware of all program requirements.

If you agree to all of the conditions set forth in the memo of understanding, please sign and initial where indicated. Please email a copy of the letter, signed memo of understanding and your current W-9 to [bluesky@pacificorp.com](mailto:bluesky@pacificorp.com) by July 17, 2020. When you return the memo of understanding, please identify the project's primary contact person and their telephone and email contact information.

We look forward to partnering with your organization to make more renewable energy happen in the region.

Sincerely,

William Comeau  
VP Customer Experience & Innovation  
Rocky Mountain Power

## Memo of Understanding - 2020 Blue Sky Funding Award

On behalf of participating Blue Sky customers, Rocky Mountain Power (RMP) a division of PacifiCorp and subsidiary of Berkshire Hathaway Energy Company will provide up to \$120,000 to help support the installation of a renewable energy project at the Laramie Community Recreation Center, 920 Boulder Dr. and the Laramie Ice and Events Center, 3510 E Garfield St. Laramie, Wyoming, upon completion of the project installation and award recipient requirements having been met.

I agree to meet all program requirements and deadlines which include, but may not be limited to the following (*please initial the bottom of each page to accept the terms on that page*):

### I. PROJECT SUMMARY

This Blue Sky funding award amount is based on the information provided in the application and during the interview process. Any unapproved material change to project design/plans/scope may result in forfeiture of funding or an adjustment to the Blue Sky funding award amount. All modifications to the project design/scope including those features listed below must be submitted for approval using the Change Request Form available under "Award Recipient Requirements" at [rockymountainpower.net/blueskyfunds](http://rockymountainpower.net/blueskyfunds).

<b>Technology</b>	Solar	<b>Blue Sky recognition</b>	Section V, and as Outlined in Blue Sky Award Application, See Appendix A: Customer Outreach/Education
<b>Minimum size*</b>	50 kW (two 25kW systems)		
<b>Project location</b>	920 Boulder Dr. 3510 E Garfield St. Laramie, WY		
<b>Commercial online date</b>	Prior to June 30, 2021	<b>Education plan</b>	Section V, and as Outlined in Blue Sky Award Application, See Appendix A: Customer Outreach/Education
<b>Funding award</b>	\$120,000		
<b>Total project cost</b>	\$150,000		

*\* Blue Sky awards are competitive and funding is limited. If your project received a partial funding award, a minimum project size has been established based on the reduced funding level, which differs from the project size identified in your application. If your project does not meet the minimum size requirement listed above, funding may be reduced or rescinded.*

### II. RENEWABLE ENERGY PROJECT INSTALLATION

- Install a renewable energy project that will be served by Rocky Mountain Power (located in Rocky Mountain Power's service area) over the life of the project, as defined by the warrantied terms of the facilities related to the project.
- Install a commercial-scale project with a nameplate capacity of at least 25 kW at the addresses shown above.

- Utilize a contractor licensed in the state where the project will be installed and conform to all county/state building and electrical codes and utility interconnection requirements, which includes both general interconnection requirements and inverter based interconnection requirements which may require one or more interconnection studies be performed by Rocky Mountain Power to determine feasibility, system impact and cost of safely connecting the generation equipment to the utility system. I understand that I may be responsible for purchasing and installing any necessary protection equipment - that is any system upgrades due to impacts from the proposed interconnect project are my financial responsibility including any costs related to effective grounding as deemed necessary by Rocky Mountain Power.  
<https://www.rockymountainpower.net/savings-energy-choices/customer-generation.html>
- Provide a Net Metering, Customer Generation, or Interconnection Agreement, signed by both project owner and a Rocky Mountain Power representative and understand that the renewable energy project may not go on-line until Rocky Mountain Power sets the approved meter.
- Install only new equipment, which must be evident in the documentation (invoice or signed contractor proposal).
- Install an inverter monitoring software system that consists of a production history electronic database, webpage component and provide Rocky Mountain Power with public access to inverter data and to the inverter monitoring webpage. I understand that Rocky Mountain Power may place a link to the monitoring site on its Blue Sky program webpage. Information collected may be used for educational purposes, performance analysis or any other reason Rocky Mountain Power deems necessary.

### **Ownership**

- Install a locally-owned project.  
*Rocky Mountain Power (RMP) (RMP includes RMP's legal assigns and successors in interest), requires that the Customer who purchases the solar electric system (System) own the System, the real property, and improvements where the System will be located (Installation address). The Customer (Customer includes customer's legal assigns and successors in interest) hereby represents and warrants that he/she owns the property listed as the Installation Address in this form.*
- Grant Rocky Mountain Power's Blue Sky program title to a share of the project's renewable energy certificates (a.k.a. green tags, tradable renewable energy certificates, renewable energy credits) proportional to the amount of the funding award and the total renewable energy project costs over the life of the project, as defined by the warranted terms of the facilities related to the project. I will not make claims involving the environmental attributes of the RECs retained by Rocky Mountain Power's Blue Sky program. Rocky Mountain Power will also be given the opportunity to purchase additional renewable energy certificates from the project, up to 100 percent of the project's output. A renewable energy certificate represents one thousand kilowatt-hours of renewable energy that is physically metered and verified.

### **III. USE OF BLUE SKY FUNDS**

Apply Blue Sky funds only to capital costs associated with the installation of equipment. Funds cannot be used to cover expenses such as fees incurred for project estimates or bids, administrative or project management costs, structural or other site improvements, including landscaping.

In addition, solar incentives provided by other Rocky Mountain Power programs may not be applied to the project if Blue Sky funding is accepted.

#### **IV. PROJECT SPONSOR DELIVERABLES**

##### **Project Completion Date Requirement**

Complete the project by June 30, 2021. *(Please note: extensions to this timeline may be considered for projects associated with the construction of a new building or structure on a case-by-case basis.)* Extensions may be granted if a change order request is submitted and approved by a Rocky Mountain Power Blue Sky program representative. *Note: Recipient understands that if the project is not completed by June 30, 2021, Blue Sky funding may be rescinded unless a Rocky Mountain Power change order form is submitted and approved by a Rocky Mountain Power Blue Sky program representative.*

##### **Financing plan**

Demonstrate to Rocky Mountain Power's satisfaction by **August 28, 2020** via a written communication directed to [bluesky@pacificorp.com](mailto:bluesky@pacificorp.com) that all funds necessary to complete the project have been secured to ensure the development and construction of the project. If the project has not secured financing for the additional amounts required by August 28, 2020 the project may forfeit its right to the funds reserved for the project.

##### **Reporting/Communication Requirements – Project Development/Construction**

- Provide Rocky Mountain Power's Blue Sky team a quarterly project progress report on the 15th of the month following the calendar quarter by completing and submitting the progress report form provided by Rocky Mountain Power and emailing it to [bluesky@pacificorp.com](mailto:bluesky@pacificorp.com) and continue to do so until the project is completed and on-line. The first report will be due by **October 15, 2020**.
- Complete and submit a "change order" request form provided by Rocky Mountain Power if anything changes on my project from what was originally planned and communicated in the Project Summary, Section I above, via my application, or and during the interview process. At that time the original level of funding awarded will be re-evaluated against the new project scope.
- Keep the Blue Sky funding award administrator and local utility contact apprised of project updates and opportunities to participate in on-line celebrations and news/press announcements.
- Attend the Blue Sky award recipient webinar. The webinar will cover funding award requirements and expectations, along with guidance to expedite the documentation and reimbursement process. The webinar will be scheduled once this MOU has been signed and returned.

##### **Reporting Requirement – Upon Completion of Project**

Submit a final report using the Rocky Mountain Power Blue Sky final report form and email it to [bluesky@pacificorp.com](mailto:bluesky@pacificorp.com) I understand that final reports should be submitted no more than 60 days following the project coming on-line.

Note: Blue Sky funding award will be paid directly to the applicant or to their designated assignee as directed by the applicant (host facility). Payment will be made contingent upon receiving the required documentation.

**IMPORTANT**—Funding will be distributed once the project is complete and verified through the following steps:

- City/county electrical inspection is performed
- Utility has approved interconnection agreement application, including analysis eliminating requirement for effective grounding; recipient is responsible for all costs related to site preparation, including effective grounding.
- Utility has approved installation for operation (utility installed net meter is operational and system is grid tied; for projects that are not to be net metered, the final report must include a copy of the power purchase agreement signed by the project sponsor and an authorized Rocky Mountain Power representative)
- Final report is submitted and approved by the Blue Sky team, along with:
  - Itemized financial report showing allocation of Blue Sky funding including the percent of the total project cost covered by Blue Sky funding award
  - Copies of detailed, itemized invoices documenting total and eligible system costs – i.e. labor, permits, renewable energy generation equipment – i.e. PV modules, Wind turbine, inverters, interconnection equipment, mounting or tracking structures, disconnect box, electrical conduit. *Costs incurred for re-roofing, roofing repairs, financing fees, administration or are not eligible.*
  - Photos of project and project area
  - Web link to installed and operating inverter data monitoring equipment that consists of a production history electronic database and a public (not requiring login) Web page component is complete

Payment will be made within thirty (30) days after the installation is completed and all reporting and documentation requirements have been met. Rocky Mountain Power will not be responsible for any lost documentation related to these award requirements.

## **V. Customer Education/Outreach – Communications Support**

A project’s visibility and potential educational value are important considerations when determining what projects receive Blue Sky funding. These projects provide an educational opportunity for communities – raising awareness and understanding regarding renewable energy technologies and the Blue Sky program. As a result, we expect project sponsors to commit to the following:

- **Blue Sky Recognition statement:** Include the following statement on all signage, materials, and communications, both print and non-print, produced as part of the Blue Sky-funded project, "This project was made possible with funding support from Rocky Mountain Power's Blue Sky program customers." Contact [bluesky@pacificorp.com](mailto:bluesky@pacificorp.com) with questions about use and modification of this language.
- **Approvals:** Seek prior approval from Rocky Mountain Power for all materials that recognize Blue Sky customers or use the Rocky Mountain Power and Blue Sky logos.
- **Celebrations and publicity:** Celebrate the project completion through one or all of the following per the Project Summary Education Plan, Section I above: media event, tour, media

advisory, press announcement, stakeholder communications. Blue Sky representatives must be provided an opportunity to participate at celebrations and should be provided a minimum of 15-day advance notification of events.

- **Permanent recognition:** Develop visible, permanent signage that publicly recognizes the contributions of Rocky Mountain Power's Blue Sky customers. Rocky Mountain Power can provide samples and support the development of content and messaging.
- **Project host website:** Publish the Rocky Mountain Power Blue Sky logo and the online project monitoring tool on the project host's website at the time of project completion. *Note: monitors cannot be used for advertising purposes.*
- **Rocky Mountain Power website:** Allow Rocky Mountain Power to include information regarding your project in customer communication material used by Rocky Mountain Power. This includes Rocky Mountain Power's right to use photographs of the facility in brochures and internet pages for purposes of supporting the Blue Sky renewable energy program.
- **Site tours:** Allow Rocky Mountain Power and its customers and guests at least two tours each year, subject to 30 day advance notice by Rocky Mountain Power.

Contact the Blue Sky funding award administrator for approvals and guidance related to outreach and education.

## VI. OVERALL ACKNOWLEDGEMENT OF TERMS

I understand that this funding award, as specified in Section II above, is to, among other things, "Install a renewable energy project that will be served by Rocky Mountain Power (located in Rocky Mountain Power's service area) over the life of the project, as determined by the warrantied terms of the facilities related to the project." Accordingly, I agree to refund the award in full should the project cease to be served by Rocky Mountain Power.

I have reviewed and understand the terms and conditions of receiving Blue Sky funding and represent and warrant to Rocky Mountain Power that I am authorized to sign this memo of understanding.

***Waiver of Jury Trial.*** TO THE FULLEST EXTENT PERMITTED BY LAW, EACH OF THE PARTIES HERETO WAIVES ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN RESPECT OF LITIGATION DIRECTLY OR INDIRECTLY ARISING OUT OF, UNDER OR IN CONNECTION WITH THIS AGREEMENT. EACH PARTY FURTHER WAIVES ANY RIGHT TO CONSOLIDATE ANY ACTION IN WHICH A JURY TRIAL HAS BEEN WAIVED WITH ANY OTHER ACTION IN WHICH A JURY TRIAL CANNOT BE OR HAS NOT BEEN WAIVED.

IN NO EVENT SHALL ROCKY MOUNTAIN POWER BE REQUIRED TO PAY OR BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, INDIRECT, OR PUNITIVE DAMAGES.

As a Blue Sky award recipient I understand I must be enrolled in Rocky Mountain Power's Blue Sky program at the business partner level.

I \_\_\_\_\_ (project sponsor name/ host name) hereby understand and accept all obligations and limitations associated with receiving a Blue Sky funding award.

I also acknowledge that Rocky Mountain Power has not made any representations and has specifically disclaimed any and all warranties, expressed or implied, with respect to the

renewable energy system installed or the electrical contractor, including but not limited to those concerning the electrical contractor's experience qualifications or background, the amount of energy generated or saved, if any, to be realized by the host customer, the quality of specific materials, components, or workmanship utilized in the installation or the nature of or whether building permit(s) or governmental approvals may be required. I also understand that Rocky Mountain Power's liability is limited to the funding award and under no circumstances will Rocky Mountain Power be liable to the customer or electrical contractor for any further amounts.

**Project Sponsor**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

Company: \_\_\_\_\_

Email address: \_\_\_\_\_

Contact number: \_\_\_\_\_

**Rocky Mountain Power Acceptance**

**William Comeau, VP Customer Experience & Innovation**

\_\_\_\_\_  
Signature Date

**\*\*Please return signed form to [bluesky@pacificorp.com](mailto:bluesky@pacificorp.com)**



## COMMUNITY IMPACT

### **What educational benefits are associated with the proposed project?**

Public outreach and engagement surrounding this project will be directed on-site by Recreation Center and Ice and Events Center management teams working in close collaboration with key contacts within the City Manager's Office, including the Assistant City Manager, Todd Feezer, the Administrator for Economic and Community Initiatives, and lastly, Sarah Reese, and the staff liaison to the City's Environmental Advisory Committee, Darren Parken.

From hockey tournaments to swim meets, and from the Wyoming Senior Olympics, to teen nights, the Laramie Community Recreation Center and the Ice and Events Center greet thousands of visitors of all ages annually. By the sheer volume of visitor traffic, Rocky Mountain Power and the City of Laramie's investment will be highly visible to the public. The City of Laramie will capitalize on customer traffic to amplify the impact of Rocky Mountain Power's and the City's investments in the following ways:

**On-Site Monitoring Displays and Educational Materials:** The City of Laramie will install monitors in each facility giving real-time data related to solar energy production. Monitoring displays will be supplemented with on-site educational materials, like posters or brochures.

**"Solar Score" Celebrations:** Ice and Events Staff will explore how to display monitoring data on the hockey scoreboard in the rink. The City of Laramie will advertise Hockey meets at which the "solar score" through press releases and social media posts, which will celebrate Rocky Mountain Power's investment and encourage fans to come to cheer for the "solar score" alongside their favorite teams.

**Outreach and Collaboration with the Albany County School District:** Before the COVID-19 outbreak, the City of Laramie and the Albany County School District had preliminary conversations about how the two entities might collaborate to maximize the educational opportunities of this solar installation. One initial idea was that the Laramie High School, which is a five-minute walk from the Rec Center and Ice and Events Center, would incorporate lesson plans at the solar array sites that would potentially be supplemented with monitoring displays inside the high school. Additionally, the City of Laramie will encourage a "solar score" day for high school sports. This would be an especially exciting prospect for Football because the solar array will be visible to the fans in the bleachers.

**Educational programming:** The Recreation Center offers a daily after school program for elementary-aged kids in the community, and in summer months, provides a summer camp series for daytime childcare and enrichment. Staff leading these programs will incorporate solar activities into their lesson plans.

**Additional Activities to Showcase Rocky Mountain Power's Investment:** Other activities may include, groundbreaking and ribbon-cutting ceremonies, social media outreach, monitoring data on display on the City's website and on monitors in other city facilities, and newsletter articles sent with municipal utility bills.

The overarching goal of the programming and outreach described above is to reach the public through a variety of methods and to showcase this project through diverse activities and programming. Another vital component of this strategy is to assure enthusiasm and engagement far beyond this first few years of installation.



**Please describe your plans to educate and engage the community about your renewable energy project**

Check the box to the left for every item included in your education and recognition plan and use the boxes to the right to list and briefly describe each element. Note: funding recipients are required, at minimum, to provide onsite recognition of Blue Sky customers' contribution along with a public facing production monitoring web site. Funding may be available for education and recognition expenses, but only for expenses included in the application budget.

	Included in plan?	Community education	Community education Blue Sky customer recognition
Signage	✓	The City of Laramie will install educational signage within the facilities that are served by these installations.	All signage will highlight the Blue Sky customer investment.
Onsite monitoring display	✓	Included with the educational signage will be on site monitors displaying the production, value and any other pertinent information related to the installations at these facilities.	All monitoring displays will highlight the Blue Sky customer investment.
Media and publications	✓		Recognition of Blue Sky customer investment will be included in the "Gem City Spark", a City newsletter that is sent with utility bills to municipal customers. We would additionally consider newspaper, radio, and social media announcements.
Celebrations or events	✓	The City of Laramie will host groundbreaking, ribbon-cutting, and anniversary celebrations.	Community events and celebrations surrounding this investment will be coordinated with Rocky Mountain Power to assure business representatives can attend.
Website information	✓		Recognition of Blue Sky customer investment will be featured on the City of Laramie's website and its social media accounts.
Other	✓	Albany County School District #1 through Superintendent Jubal Yennie is dedicated to include these installations and benefits as part of their curriculum.	The proximity to Laramie High School is one of most significant assets for this project, in terms of educational outreach and marketing and promotion of Rocky Mountain Power's investment.