



Monitoring  
Analytics

# RPM Requests User Guide

Monitoring Analytics, LLC

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# RPM Requests User Guide

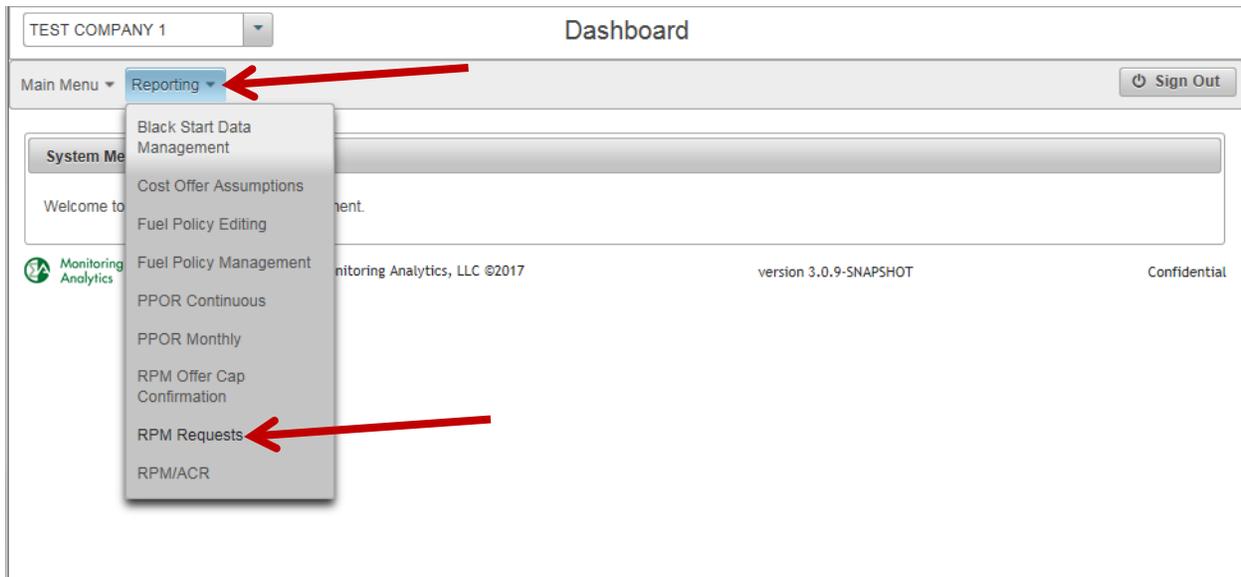
## 1 Introduction

The RPM Requests module in MIRA allows PJM market participants to securely communicate the following RPM-related request data and documents to the Independent Market Monitor for PJM:

- Alternate Maximum EFORD
- Deactivation – Mothball
- Deactivation – Retirement
- MOPR – Unit Specific
- Must Offer – CP
- Must Offer – RPM
- Must Offer – RPM Preliminary
- RPM Offer Cap Documentation

## 2 Accessing the RPM Requests Module

To access the RPM Requests Module, a user must have RPM/ACR User permission. Under Reporting in the Menu Bar, click on RPM Requests.



## 3 Creating a New Request

When in the RPM Requests screen, the user is presented with a list of all requests the company submitted through the RPM Requests module. Requests are presented in reverse chronological order so the most recently updated request is presented at the top of the list.

To create a new RPM Request, click on the + Add RPM Request button to open the RPM Request screen.

TEST COMPANY 1									RPM Requests		
Main Menu ▾ Reporting ▾								Sign Out			
+ Add RPM Request											
Type - Subtype ▾	Delivery Year ▾	RPM Auction ▾	Capacity Resource Name ▾	Project Name ▾	Last Updated Date/Time ▾	IMM Review Agree/Disagree ▾	CMS Review Agree/Disagree ▾	Actions			
MOPR - Competitive Entry	20212022	Base Residual Auction	CAPACITY RESOURCE 333	PROJECT NAME AVAILABLE IN CASE DIFFERENT FROM RESOURCE NAME	09/27/2017 14:27:51			 			
Must Offer - RPM Preliminary	20192020	Base Residual Auction	CAPACITY RESOURCE 333		09/18/2017 15:48:50	IMM Disagree	CMS Agree	 			
Must Offer - RPM Preliminary	20192020	Base Residual Auction	CAPACITY RESOURCE 111		09/18/2017 15:24:45	IMM Agree		 			
Alternate Maximum EFORD Request	20212022	Base Residual Auction	CAPACITY RESOURCE 444		09/18/2017 15:22:57		CMS Agree	 			
RPM Offer Cap Documentation	20212022	Base Residual Auction			09/18/2017 15:19:50	IMM Agree	CMS Disagree	 			
MOPR - Unit Specific	20212022	Base Residual Auction		Capacity Resource 111	09/18/2017 14:49:00			 			
Deactivation - Mothball				Bob's Old Power Plant - Units 2, 3, 4, 5	09/18/2017 14:48:45			 			
Must Offer - RPM Preliminary	20212022	Base Residual Auction	CAPACITY RESOURCE 333		09/18/2017 14:48:07			 			
Deactivation - Retirement				Big Smoky 1-3	09/15/2017 17:05:32	IMM Agree	CMS Agree	 			

The RPM Request screen consists of three components: the Request data, Capacity Market Seller (CMS) and Market Monitoring Unit (MMU) document uploads, and the agreement workflow.

The screenshot shows the 'RPM Request' form. At the top, there is a dropdown for 'Example Company' and a 'Sign Out' button. Below this is a navigation bar with 'Main Menu', 'Administration', 'Reporting', and 'Reports'. The main form area includes buttons for 'Back to Requests', 'Save Changes', and 'Discard Changes'. The form fields are: 'Company' (Example Company), 'Request Type - Subtype' ([Select One]), 'Delivery Year' ([Select Delivery Year]), 'Auction' ([Select Auction]), and 'FERC Docket Number'. There are two document sections: 'CMS Documents' and 'MMU Documents', each with a table header (File Name, File Description, Last Update, Actions) and a 'No Documents' message. At the bottom, there are fields for 'MMU Agree/Disagree' ([Select One]), 'MMU Comment', 'CMS Agree/Disagree' ([Select One]), and 'CMS Comment'. Red annotations include a bracket labeled '3.1' around the Request Type, Delivery Year, and Auction fields; a bracket labeled '3.2' around the CMS and MMU Documents sections; and a bracket labeled '3.3' around the MMU and CMS agreement and comment fields.

### 3.1 Request Data

The first field on the RPM Request screen is the Request Type – Subtype field, where the user chooses the type of request. Depending on what is selected in this first field, different fields below it will be displayed. For details on the data required for each Type and Subtype, see Section 6 Request Types. All RPM Request types, except Deactivations, require specifying the Delivery Year and Auction for which the Request applies.

### 3.2 CMS and IMM Documents

The + Add CMS Document button is enabled to upload documents after the Request Type and Subtype have been specified, any other required data have been input, and the Request has been saved. Each request can have an unlimited number of documents associated with it.

When the user clicks on the + Add CMS Document button, the Add a Document dialogue box appears, with a + Choose button to navigate to the file, and a File Description field to provide detail or context that may not be apparent from the displayed file name.



The MMU Documents field will display any documents uploaded by the MMU associated with the request, such as determination letters or requests for additional information. MMU uploaded documents cannot be edited or deleted by the CMS.

### **3.3 CMS and MMU Agreement**

At the bottom of the RPM Request screen are the MMU and CMS Agree/Disagree and Comment fields. When the MMU reviews a submitted Request, the MMU may provide feedback on the contents of the request. The MMU Agree/Disagree status shows the MMU's determination on the specific request after its review is complete. If the MMU changes the status to MMU Agree, the contents of the RPM Request will then be locked to prevent changes. The CMS Agree/Disagree field captures the CMS's agreement or disagreement with the MMU's determination. Both the MMU and CMS can provide comments related to their agree/disagree statuses. Additional detail about the MMU and CMS Agree/Disagree workflow is described in Section 5 Work Flow and Timeline.

## **4 Editing an Existing Request**

To edit an existing request, click on the pencil icon in the Actions column, as shown in Section 3.

### **4.1 Locked Data**

Data that are displayed as gray are locked and cannot be edited. The data may be locked because the request type and its associated delivery year and RPM auction are not currently open for data entry, or because the MMU has set the workflow status to MMU Agree. When the MMU agrees with the request, the submitted data and documents cannot be updated. In order to update a locked request, please contact an MMU administrator or email [rpmacr@monitoringanalytics.com](mailto:rpmacr@monitoringanalytics.com).

## **5 Work Flow and Timeline**

The workflow of RPM and deactivation requests includes:

- Request Period – The request is submitted by the market participant when the RPM request window is open and by the tariff defined deadline, unless a FERC waiver to the deadlines is granted. Please refer to the PJM OATT for the deadlines and data and documentation requirements. The required data and documentation must be timely submitted by the tariff

defined deadline for the request to be considered. The information collected for each specific request type is described in Section 6.

- MMU Review Period – During the tariff defined period, the MMU reviews and evaluates each request, which may include requesting additional information. After the MMU completes its review, the MMU Agree/Disagree status is updated with its determination.
- Confirmation Period – The CMS’s agreement or disagreement with the MMU’s determination is submitted when the confirmation period is open and by the applicable tariff defined deadline. For MOPR Unit Specific Exception requests, the CMS’s minimum level of sell offer to which it agrees to commit is submitted when the confirmation period is open. Currently, the minimum level of sell offer to which the CMS agrees should be entered in the “CMS Comment” field. See Section 3.3.

RPM related deadlines and windows for data submission for upcoming RPM auctions are posted on the Monitoring Analytics Tools webpage:

<http://www.monitoringanalytics.com/tools/tools.shtml>

## 6 Request Types

The following sections describe the different request types that can be submitted in MIRA, and which fields are required to pass the logic check.

If a FERC waiver to the deadlines is being sought, the docket number should be entered in the FERC Docket Number field.

### 6.1 Alternate Maximum EFORD

The Request Type of Alternate Maximum EFORD Request is used to initiate an alternate maximum EFORD request for an RPM auction, as defined in PJM OATT Attachment DD § 6.6(b).

When the Request Type – Subtype field of Alternate Maximum EFORD is selected, the Delivery Year, Auction, and Resource Name must be specified in order to save the Request.

The screenshot shows the 'RPM Request' form in the MIRA system. At the top, there is a dropdown menu for 'TEST COMPANY 1' and the title 'RPM Request'. Below this is a navigation bar with 'Main Menu' and 'Reporting' dropdowns, and a 'Sign Out' button. A toolbar contains three buttons: 'Back to Requests', 'Save Changes', and 'Discard Changes'. The form fields are as follows:

Company	TEST COMPANY 1		
Request Type - Subtype	Alternate Maximum EFORD Request		
Delivery Year	20202021	Auction	Base Residual Auction
FERC Docket Number	<input type="text"/>		
Resource Name	CAPACITY RESOURCE 111		
Max EFORD Requested	0.1110		

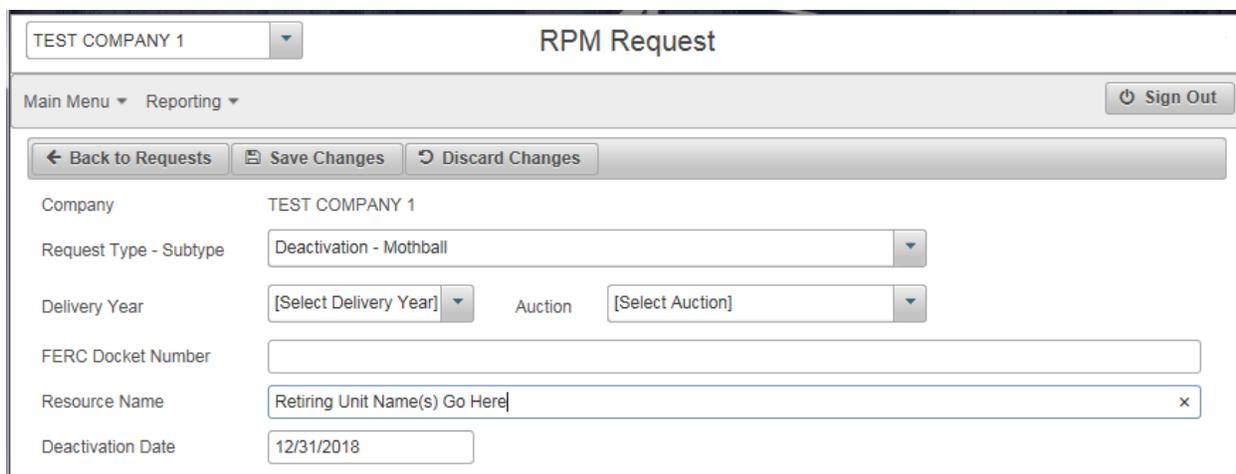
## 6.2 Deactivation Requests

The deactivation request and MMU market power analysis on the decision to deactivate is separate from the RPM must offer requirement exception process under the tariff. The deactivation request types are not associated with a specific RPM auction.

### 6.2.1 Deactivation – Mothball

The Request Type of Deactivation – Mothball is used to notify the MMU of a mothball deactivation and initiate the MMU review of the deactivation under OATT Attachment M-Appendix § IV.1.

When the Request Type – Subtype field of Deactivation – Mothball is selected, the Resource Name and Deactivation Date must be specified in order to save the Request.



The screenshot shows a web application interface for creating an RPM Request. At the top, there is a dropdown menu for 'TEST COMPANY 1' and the title 'RPM Request'. Below this is a navigation bar with 'Main Menu' and 'Reporting' dropdowns, and a 'Sign Out' button. A toolbar contains three buttons: 'Back to Requests', 'Save Changes', and 'Discard Changes'. The form fields are as follows:

Company	TEST COMPANY 1
Request Type - Subtype	Deactivation - Mothball
Delivery Year	[Select Delivery Year]
Auction	[Select Auction]
FERC Docket Number	
Resource Name	Retiring Unit Name(s) Go Here
Deactivation Date	12/31/2018

### 6.2.2 Deactivation – Retirement

The Request Type of Deactivation – Retirement is used to notify the MMU of a retirement deactivation and initiate the MMU review of the deactivation under OATT Attachment M-Appendix § IV.1.

When the Request Type – Subtype field of Deactivation – Retirement is selected, the Resource Name and Deactivation Date must be specified in order to save the Request.

TEST COMPANY 1 | RPM Request

Main Menu | Reporting | Sign Out

Back to Requests | Save Changes | Discard Changes

Company: TEST COMPANY 1

Request Type - Subtype: Deactivation - Retirement

Delivery Year: [Select Delivery Year] | Auction: [Select Auction]

FERC Docket Number: [Empty]

Resource Name: Retiring Unit Name(s) Go Here

Deactivation Date: 12/31/2018

## 6.3 MOPR Requests

### 6.3.1 MOPR – Unit Specific

The Request Type of MOPR – Unit Specific is used to initiate a MOPR Unit Specific Exception request for an RPM auction, as defined in PJM OATT Attachment DD § 5.14(h).

When the Request Type – Subtype field of MOPR – Unit Specific is selected, the Delivery Year, Auction, and Resource Name or Project Name must be specified in order to save the Request.

TEST COMPANY 1 | RPM Request

Main Menu | Reporting | Sign Out

Back to Requests | Save Changes | Discard Changes

Company: TEST COMPANY 1

Request Type - Subtype: MOPR - Unit Specific

Delivery Year: 20202021 | Auction: Base Residual Auction

FERC Docket Number: [Empty]

Resource Name: CAPACITY RESOURCE 111

Project Name: Project Name if Not Currently a Capacity Resource

Project Queue Number(s): [Empty]

MW (ICAP): 111.1

## 6.4 Must Offer Requests

### 6.4.1 Must Offer – CP

The Request Type of Must Offer – CP is used to initiate a CP must offer requirement exception request for an RPM auction, as defined in PJM OATT Attachment DD § 6.6A.

When the Request Type – Subtype field of Must Offer – CP is selected, the Delivery Year, Auction, and Resource Name must be specified in order to save the Request.

TEST COMPANY 1

### RPM Request

Main Menu ▾ Reporting ▾ Sign Out

← Back to Requests Save Changes Discard Changes

Company: TEST COMPANY 1

Request Type - Subtype: Must Offer - CP

Delivery Year: 20202021 Auction: Base Residual Auction

FERC Docket Number:

Resource Name: CAPACITY RESOURCE 111

Tariff Reason: [Select Reason]

MW (ICAP): 111.1

Retirement Date:

Explanation:

Exceptions to the Capacity Performance must offer requirement in PJM OATT Attachment DD § 6.6A(a) are permitted only for a resource which the Capacity Market Seller demonstrates is reasonably expected to be physically incapable of satisfying the requirements of a Capacity Performance Resource.

## 6.4.2 Must Offer – RPM

The Request Type of Must Offer – RPM is used to initiate an RPM must offer requirement exception request for an RPM auction, as defined in PJM OATT Attachment DD § 6.6(g).

When the Request Type – Subtype field of Must Offer – RPM is selected, the Delivery Year, Auction, Resource Name, and Tariff Reason must be specified in order to save the Request.

The screenshot shows a web application interface for creating an RPM Request. At the top, there is a header with 'TEST COMPANY 1' on the left and 'RPM Request' in the center. Below the header is a navigation bar with 'Main Menu' and 'Reporting' dropdowns, and a 'Sign Out' button on the right. A secondary navigation bar contains three buttons: 'Back to Requests', 'Save Changes', and 'Discard Changes'. The main form area contains several fields: 'Company' (TEST COMPANY 1), 'Request Type - Subtype' (Must Offer - RPM), 'Delivery Year' (20202021), 'Auction' (Base Residual Auction), 'FERC Docket Number' (empty), 'Resource Name' (CAPACITY RESOURCE 111), 'Tariff Reason' (with a dropdown menu open showing options: Export, Reason A, Reason B, Reason C, Reason D), 'MW (ICAP)' (empty), 'Retirement Date' (empty), and 'Explanation' (empty). The dropdown menu for 'Tariff Reason' is currently open, showing the selected option '[Select Reason]' and the available options.

### 6.4.3 Must Offer – RPM Preliminary

The Request Type of Must Offer – CP is used to initiate an RPM must offer requirement preliminary exception request for an RPM auction for the reason specified in Paragraph A in PJM OATT Attachment DD § 6.6(g).

When the Request Type – Subtype field of Must Offer – RPM Preliminary is selected, the Delivery Year, Auction, Resource Name, and Retirement Date must be specified in order to save the Request.

TEST COMPANY 1
RPM Request

Main Menu ▾ Reporting ▾
Sign Out

← Back to Requests
Save Changes
Discard Changes

Company	TEST COMPANY 1		
Request Type - Subtype	Must Offer - RPM Preliminary		
Delivery Year	20202021	Auction	Base Residual Auction
FERC Docket Number	<input type="text"/>		
Resource Name	CAPACITY RESOURCE 111		
Tariff Reason	Reason A	Reason A in PJM OATT Attachment DD § 6.6(g): The Capacity Market Seller has a documented plan in place to retire the resource prior to or during the Delivery Year, and has submitted a notice of Deactivation to the Office of the Interconnection consistent with Section 113.1 of the PJM Tariff, without regard to whether the Office of the Interconnection has	
MW (ICAP)	111.1		
Retirement Date	12/31/2018		
Explanation	<input type="text"/>		

## 6.5 RPM Offer Cap Documentation

The Request Type of RPM Offer Cap Documentation is used to submit documentation to support the RPM offer cap related data submission, as defined in PJM OATT Attachment DD § 6.7(b). The data used to calculate an RPM offer cap is submitted separately in the RPM/ACR reporting function.

TEST COMPANY 1
RPM Request

Main Menu ▾ Reporting ▾
Sign Out

← Back to Requests
Save Changes
Discard Changes

Company	TEST COMPANY 1		
Request Type - Subtype	RPM Offer Cap Documentation		
Delivery Year	20202021	Auction	Base Residual Auction
FERC Docket Number	<input type="text"/>		