

Exhibit P

Operations Plan

Exhibit A
Services

1. Operations and Management

- a. **Electrical Inspection:** Annual; Inspect inverters, combiners, re-combiners, AC/DC connections, signage, visible wire and conduit; clean inverter, perform string testing, record results and compare to design and commissioning report.
- b. **Mechanical Inspection:** Annual; Inspect PV module surfaces, frames, racking system (including tilts, windscreens, ballasts and penetrations), inspect all visible wiring, open every combiner box and pull box for inspection (roof only), perform minor adjustments as needed.
- c. **Module Cleaning:** Annual; clean modules (power wash and squeegee), soft scrub any contamination that remains, remove debris, hose down rooftop near panels into drain system.
- d. **Outage Response:** Continuous; Troubleshoot cause and manage process of bringing system back online and rectifying issue.
- e. **Minor Repairs:** 2 per year included; Provide repair labors services only for non-warranted items; breakage of glass frames, loose/disconnected wires, blown fuses, change out module or racking, repair damaged conduit or other components
- f. **Warranty Management / Enforcement:** Continuous; Monitor warranty schedules for modules, inverters and other components; Manage warranty requests, responses, shipping/receiving, installation; Manage system shutdown (power company fee not included if applicable) and re-connection; record all issues, contacts and results.
- g. **System Monitoring:** Continuous; Examine system monitoring and metering equipment outputs, manage IT connections, analyze production discrepancies, respond to system alerts, track system production.
- h. **Performance Reporting:** Annual; Comprehensive production analysis comparing projected production with actual production accounting for actual irradiance, temperature, degradation, downtime, soiling, etc.

2. Operations and Maintenance - Mechanical Inspection

a. PROCEDURES FOR SOLAR ELECTRIC (PV) SYSTEM PERFORMANCE CHECKLIST

- i) Check that non-current carrying metal parts are grounded properly (array frames, metal boxes, etc. are connected to the grounding system).
- ii) Ensure that all labels and safety signs specified in the plans are in place.
- iii) Visually inspect any plug and receptacle connectors between the modules and panels to ensure they are fully engaged.
- iv) Check that strain reliefs/cable clamps are properly installed on all cables and cords by pulling on cables to verify. Secure any loose cables with wire ties and record.
- v) Check to make sure all panels are attached properly to their mounting brackets and nothing catches the eye as being abnormal or misaligned.
- vi) Visually inspect the array for cracked modules. Record any issues and swap out panel with spares if available.
- vii) Check to see that all wiring is neat and well supported. Correct any issues found and record.
- viii) Open any sub-combiners or junction boxes and inspect for any loose wires, degradation, water intrusion or any issue that could result in down time. Repair and record results.

3. Operations and Maintenance - Electrical Inspection

a. PROCEDURES FOR SOLAR ELECTRIC (PV) SYSTEM PERFORMANCE CHECKLIST

- i) Before starting any PV system testing
 - 1. Check that non-current carrying metal parts are grounded properly (array frames, metal boxes, etc. are connected to the grounding system).
 - 2. Ensure that all labels and safety signs specified in the plans are in place.

3. Verify that all disconnect switches (from the main AC disconnect all the way through to the Combiner/ fuse switches) are in the open position and tag each box with a warning sign to signify that work on the PV system is in progress.

b. REPETITIVE SOURCE CIRCUIT STRING WIRING

The following procedure must be followed for each source circuit string in a systematic approach (i.e. east to west or north to south).

- i) Using PV Analyzer (www.solmetric.com), test each string in each combiner box and record results. (Strings under the same sunlight conditions should have similar voltages--beware of a 5 Volt or more shift under the same sunlight conditions.)
- ii) Verify that both the positive and negative string connectors are identified properly with permanent wire markings. Replace any missing labels and record.
- iii) Repeat this sequence for all source circuit strings.
- iv) Recheck that DC Disconnect switch is open and tag is still intact.
- v) VERIFY POLARITY OF EACH SOURCE CIRCUIT STRING in the DC String Combiner Box (place common lead on the negative grounding block and the positive on each string connection—pay particular attention to make sure there is NEVER a negative measurement). Verify open-circuit voltage is within proper range according to manufacturer's installation manual and number each string and note string position on as-built drawing.
- vi) Retighten all terminals in the DC String Combiner Box to manufacturer's specs.

c. WIRING TESTS--Remainder of System:

- i) Verify that the only place where the AC neutral is grounded is at the main service panel.
- ii) Check the AC line voltage at main AC disconnects is within proper limits.

- iii) If installation contains additional AC disconnect switches, repeat the step 2 voltage check on each switch working from the main service entrance to the inverter AC disconnect switch, closing each switch after the test is made except for the final switch before the inverter (it is possible that the system only has a single AC switch).
- iv) As required; inspect, clean and test hardware including PLC, electrically controlled switches, battery backup system and relays not specifically mentioned above.

d. INVERTER TESTS

- i) Make sure that the inverter is off before proceeding with this section.
- ii) Check open circuit voltage at DC disconnect switch to ensure it is within proper limits according to the manufacturers installation manual.
- iii) If installation contains additional DC disconnect switches, repeat the step 3 voltage check on each switch working from the PV array to the inverter DC disconnect switch, closing each switch after the test is made except for the final switch before the inverter (it is possible that the system only has a single DC switch).
- iv) At this point consult the inverter manual and follow proper maintenance procedure. Complete Inverter maintenance form and supply to Contractor.
- v) Confirm that the inverter is operating and record the DC operating voltage. Compare to measurement on the inverter itself.
- vi) Confirm that the operating voltage is within proper limits according to the manufacturer's installation manual.
- vii) After recording the operating voltage at the inverter, close any open boxes related to the inverter system.
- viii) Confirm that the inverter is producing the expected power output on the supplied meter.