**Reservation of Rights:** *All draft Provider of Choice (POC) contract language presented by BPA for discussion is subject to ongoing review and revision. Prior to finalizing the POC contract templates, BPA will publish complete contract templates for public review and comment. BPA acknowledges that failure to offer edits or comments on this document does not preclude a stakeholder from offering edits or comments during the formal public review.*

**Summary of Changes**

BPA has proposed to move the Notices and Contact Information section from the body of the agreement (status quo) into an exhibit. And BPA has proposed that BPA have the unilateral right to revise this exhibit after either Party provides notice to the other Party that they have a change in contact information. BPA is seeking these proposed changes to help achieve administrative efficiencies.

For the December 11 workshop:

BPA is proposing to add an additional section that includes “Operational Contact Information” for both Parties.

**Edits of Particular Note**

Areas highlighted in gray indicate areas outside the scope of these revisions.

\*\*\*

**Exhibit I**

**NOTICES AND CONTACT INFORMATION*(XX/XX/XX Version)***

**1.** **NOTICES AND CONTACT INFORMATION**

1.1 **Notices**

Any notice required under this Agreement that requires such notice to be provided under the terms of this section shall be provided in writing to the other Party in one of the following ways:

(1) delivered in person;

(2) by a nationally recognized delivery service with proof of receipt;

(3) by United States Certified Mail with return receipt requested;

(4) electronically, with verification of the electronic notice’s origin, date, time of transmittal and receipt; or

(5) by another method agreed to by the Parties.

Notices are effective when received.

1.2 **Contact Information**

The Parties shall deliver notices to the following people and address(es):

*Reviewer’s Note: Customers can work with their Account Executives at contract offer and over the term of the Agreement to add additional customer contacts to this section, if necessary.*

|  |  |
| --- | --- |
| **If to «Customer Name»:**  «Utility Name»  «Street Address»  «P.O. Box »  «City, State, Zip»  Attn: «Contact Name»  «Contact Title»  Phone: «###-###-####»  E-Mail: «E-mail address» | **If to BPA:**  Bonneville Power Administration  «Street Address»  «P.O. Box»  «City, State, Zip»  Attn: «AE Name - Routing»  Power Account Executive  Phone: «###-###-####»  E-Mail: «E-mail address» |
| **Additional** **«Customer Name»** **Contact**:  «Utility Name»  «Street Address»  «P.O. Box »  «City, State, Zip»  Attn: «Contact Name»  «Contact Title»  Phone: «###-###-####»  E-Mail: «E-mail address» | **Additional BPA Contact**:  Bonneville Power Administration  «Street Address»  «P.O. Box»  «City, State, Zip»  Attn: «Manager Name - Routing»  «Eastern *or* Western» Power Customer Services Manager  Phone: «###-###-####»  E-Mail: «E-mail address» |

**2 OPERATIONAL** **CONTACT INFORMATION**

As applicable, the Parties shall notify the following people using the following methods for operations related to this Agreement, including scheduling:

*Reviewer’s Note: Customers can work with their Account Executives at contract offer and over the term of the Agreement to add additional customer contacts to this section, as necessary.*

|  |  |
| --- | --- |
| **If to «Customer Name»:**  «*Include necessary operational contact information and details:* Function, e-mail, phone, etc. *or* Not Applicable»  Or another mutually agreed upon form of notification. | **If to BPA:**  Preschedule  E-Mail: [PBLPresched@bpa.gov](mailto:PBLPresched@bpa.gov)  Real Time: See E-Tag for contact  *Include in* ***SLICE/BLOCK*** *template:*  Slice operational contacts  Slice Group  Phone: 503-230-3130  E-Mail: [SliceSupport@bpa.gov](mailto:SliceSupport@bpa.gov)  Slice Desk  Phone: 503-230-5502  *END* ***SLICE/BLOCK*** *template.*  Or another mutually agreed upon form of notification. |

**3. REVISIONS**

Either Party shall notify the other Party of changes to their contact information above. After such notice, BPA may unilaterally revise section 1.2 and section 2 of this exhibit to reflect such changes to the Parties’ contact information. All other revisions to this exhibit shall be by mutual agreement of the Parties.