

# Transmission Business Practice Redlines to Reflect BPA’s Ooption of Electronic Signatures

Oct. 1, 2016

## Background

Effective October 1, 2016, the Bonneville Power Administration’s Transmission Sales organization (Transmission Sales) will sign all contract documents and correspondence with an electronic signature (E-Signature).

Instructions on how to set up your E-Signature for the first time are available at the [BPA Customer Portal](#). Additional questions can be directed to Paula Gibson (Supervisor for Transmission Account Services) at (360) 619-6113.

Below, you will find redlined sections of Business Practices impacted by this change.

Deferral Service (Extension of Commencement of Service), Version 8	Redline Edits
<p><b>B. Competition Procedures</b></p> <p>17. BPA Transmission Services will send authenticated exhibits, Contingent Exhibits, and/or notices to the Defender and Challenger within five calendar days.</p>	<p><b>B. Competition Procedures</b></p> <p>17. <del>BPA Transmission Services will send executed exhibits, Contingent Exhibits, and/or notices to the Defender and Challenger within five calendar days via PDF. BPA Transmission Services will send authenticated exhibits, Contingent Exhibits, and/or notices to the Defender and Challenger within five calendar days.</del></p>
Dynamic Transfer Operating and Scheduling Requirements, Version 7	Redline Edits
<p><b>D. Offering Access to Dynamic Transfer Capability</b></p> <p>6. The Applicant may return the signed originals of the Dynamic Transfer Agreement by email to <a href="mailto:DynamicRequestQueue@bpa.gov">DynamicRequestQueue@bpa.gov</a> or one of the methods listed on the <a href="#">Becoming a BPA Transmission Customer website</a>.</p> <p>7. If an Applicant returns the Dynamic Transfer Agreement by fax or email, BPA must receive an original <b>signed hard-copy</b> within five Business Days after the date of the fax or email.</p>	<p><b>6.</b> The Applicant may return the signed originals of the Dynamic Transfer Agreement by email to <a href="mailto:DynamicRequestQueue@bpa.gov">DynamicRequestQueue@bpa.gov</a> or one of the methods listed on the <a href="#">Becoming a BPA Transmission Customer website</a> <b>within five Business Day of Date of Tender.</b></p> <p><del>If an Applicant returns the Dynamic Transfer Agreement by fax or email, BPA must receive an original signed hard-copy within five Business Days after the date of the fax or email.</del></p>



Long-Term Firm Queue: Evaluation of Requests and Offer of Service, Version 12	Redline Edits
<p>2. If BPA Transmission Services is able to offer the Customer transmission service:</p> <ul style="list-style-type: none"> <li>a. BPA Transmission Services will send the Customer two unsigned originals of the contract for transmission service (Exhibit A).</li> <li>b. The Customer must sign and return both originals of Exhibit A to BPA Transmission Services offices so that they are received within 15 calendar days of the Date of Tender.</li> <li>c. If the Customer fails to sign and return the two originals of Exhibit A within the specified timeframe, BPA Transmission Services will change the webSmartOASIS status of the TSR to DECLINED. The TSR will receive no further consideration.</li> <li>d. The Customer may return the signed originals of Exhibit A either by one of the methods listed on the <a href="#">Becoming A Transmission Customer website</a> or by email to <a href="mailto:txrequests@bpa.gov">txrequests@bpa.gov</a>.</li> <li>e. If the Customer returns the Exhibit A fax or email, BPA Transmission Services must receive the original <b>signed hard-copies</b> of Exhibit A within five Business Days after the date of the fax or email.</li> <li>f. BPA Transmission Services will verify that the signed originals match the documents that were originally sent to the Customer.</li> </ul>	<ul style="list-style-type: none"> <li>a. BPA Transmission Services will send the Customer two unsigned originals of the contract for transmission service (Exhibit A).</li> <li>b. The Customer must sign and return both originals of Exhibit A to BPA Transmission Services offices so that they are received within 15 calendar days of the Date of Tender.</li> <li>c. If the Customer fails to sign and return the two originals of Exhibit A within the specified timeframe, BPA Transmission Services will change the webSmartOASIS status of the TSR to DECLINED. The TSR will receive no further consideration.</li> <li>d. The Customer may return the signed originals of Exhibit A either by one of the methods listed on the <a href="#">Becoming A Transmission Customer website</a> or by email to <a href="mailto:txrequests@bpa.gov">txrequests@bpa.gov</a> <b>within five Business Days of Date of Tender.</b></li> <li><del>e. If the Customer returns the Exhibit A fax or email, BPA Transmission Services must receive the original signed hard-copies of Exhibit A within five Business Days after the date of the fax or email.</del></li> <li><b>f. BPA Transmission Services will verify that the signed originals match the documents that were originally sent to the Customer.</b></li> </ul>

webSmartOASIS Transfer of Transmission Service, Version 3	Redline Edits
<p>6. After the TSR is submitted on webSmartOASIS, the <a href="#">webSmartOASIS Transfer Template</a> must be completed.</p> <ul style="list-style-type: none"> <li>a. The Assignee and Reseller must both sign the <a href="#">webSmartOASIS Transfer Template</a>.</li> <li>b. The webSmartOASIS Transfer Template must be <b>postmarked and mailed</b> to the Reseller's BPA Transmission Services Account Executive within five Business Days</li> </ul>	<ul style="list-style-type: none"> <li>b. The webSmartOASIS Transfer Template must be <b>signed and returned</b> to the Reseller's BPA Transmission Services Account Executive within five Business Days of the webSmartOASIS Queue time of the Assignee's TSR.</li> </ul>

<p>of the webSmartOASIS Queue time of the Assignee's TSR.</p> <p>c. Failure to submit the webSmartOASIS Transfer Template within the timeframe specified in b above will result in a minor deficiency.</p> <p>i. BPA Transmission Services will notify the Assignee of the deficiency by email.</p> <p>ii. If the Assignee fails to remedy the deficiency within 10 Business Days following notification of such deficiency, the TSR will be DECLINED and receive no further consideration.</p>	
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TSR Study and Expansion Process, Version 2	Redline Edits
<p><b>B.Cluster Study Procedures</b></p> <p><u>5 Partial Service and Conditional Firm Transmission Service (CFS)</u></p> <p><u>a. BPA will not make offers for Partial Service or CFS to TSRs participating in the Cluster Study after Cluster Study TSR submission deadline until the results of the Cluster Study are published.</u></p>	<p><b>B.Cluster Study Procedures</b></p> <p><u>5 Partial Service and Conditional Firm Transmission Service (CFS)</u></p> <p><u>a. BPA will not make offers for Partial Service or CFS to TSRs participating in the Cluster Study after Cluster Study TSR submission deadline until the results of the Cluster Study are published.</u></p>