**BPA Summary of Changes For 4/10 Workshop**

Going into the 4/10/24 workshop, there were two major changes being proposed to the Notices and Contact information section. BPA proposed to move the Notices and Contact Information section from the body of the agreement (status quo) into an exhibit. And we proposed that BPA have the unilateral right to revise this exhibit. These changes are modeled off of the approach taken most recently with the ECA and will help achieve administrative efficiencies.

**Customer Comments and BPA Responses for 5/6 Workshop**

At the 4/10 workshop, and in one written customer comment, numerous customers supported a request to add more than one contact person in the Notices and Contact Information exhibit. Customers named reasons such as staff on military deployment or on jury duty. BPA is accepting customers’ request, adding the East Hub and West Hub Customer Service Managers as BPA’s second contact, and adding a reviewer’s note that customers can work with their AE to add more than two customer contacts, if necessary.

**Exhibit I**

**NOTICES AND CONTACT INFORMATION*(XX/XX/2024 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.

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. 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 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.