DEPARTMENT OF ENERGY

Bonneville Power Administration

P.O. BOX 3621

PORTLAND, OREGON 97208-3621

**TECHNOLOGY INNOVATION OPPORTUNITY ANNOUNCEMENT**

The following is a Bonneville Power Administration (BPA) announcement for an open solicitation. This opportunity announcement expects to use a Memorandum of Agreement (MOA) that will allow work with federal and non-federal parties. The purpose of the work is to collaborate in developing new technologies that align with BPA’s research agenda. The MOA is an essential tool for establishing these working relationships. **At this time no** **BPA financial resources are available**. Instead, BPA will contribute subject-matter-expert (SME) time, access to system data (pending adherence to FISMA requirements), or system resources for testing new equipment.

As part of this announcement package, a draft MOA is included for reference. Depending on the nature of the proposal, the MOA will be modified to reflect deliverable requirements, technology transfer activities, and other considerations. An MOA will not be drafted unless the proposal is selected.

Please review the entire announcement prior to submitting any documents. BPA is under no obligation to consider submittals that do not include all the required information - a required documents checklist is provided as part of this announcement. Any amendments to this announcement will be posted on the [Technology Innovation Program webpage](https://www.bpa.gov/learn-and-participate/projects/technology-innovation-program). Applicants should periodically review the website for any updates - no other notices will be provided.

If you have any questions, please email [TechnologyInnovation@bpa.gov](mailto:TechnologyInnovation@bpa.gov).

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# **PART I – FY24/25 TECHNOLOGY INNOVATION OPPORTUNITY DESCRIPTION**

## A. BACKGROUND

The Bonneville Power Administration (BPA) is a federal power-marketing agency that transmits and markets power from 31 federal dams and one nuclear power plant. BPA’s Technology Innovation Office is responsible for managing the agency’s Research, Development and Demonstration (RD&D) activities that align with the research priorities identified in the annual agency Research Agenda. This is an open solicitation for research proposals.

The Technology Innovation office started in 2005 and it is the central hub for managing research activities on behalf of the agency. The basis for any research activities is that it must align with BPA’s strategic objectives. One mechanism for ensuring this alignment is through the creation of a research agenda. The agenda articulates research needs that were identified as part of comprehensive interviews with stakeholders in Power, Transmission, and Corporate business lines. The result is a list of 15 priorities as identified by internal stakeholders.

## B. OBJECTIVE

The purpose of the Technology Innovation (TI) Opportunity Announcement (OA) is to solicit projects that support BPA research needs and have a direct path to application . The OA will be an open solicitation, starting in September 1, 2023. Depending on the number and type of proposals received, the objectives for the Opportunity Announcement could change. It is recommended that you frequently check the bpa.gov/ti site for updates. The goal is to select technology innovation projects that advance our ability to maximize the Federal Columbia River Power Systems (FCRPS) asset value and that do so by improving BPA’s ability to monitor, control and use all of FCRPS assets in an integrated manner. This TI Opportunity Announcement does not purchase power nor imply any commitment to purchase power from any resource(s) for BPA.

The Technology Innovation framework is based on research principles and priorities. These are also used as the basis for developing a research agenda and project selection. As defined research principles are standards used to determine the initial feasibility of proposals. These are static and based on Strategic Objectives and input from agency leadership. Any proposal that does not meet TI’s Research Principles is unlikely to warrant further consideration as a possible research project. BPA’s research priorities are:

* Establish clear alignment to Agency or Business Line strategic objectives
* Clear sponsorship within the Agency
* Maximize Value-to-Cost ratio by seeking partnerships and collaborations where appropriate
* Clear path to implementation or value delivery
* Avoid primary research unless driven by business need

Research Priorities are expressions of need over the next 2-3 years by key stakeholders related to innovation within BPA. Since Technology Innovation shifted to a more nimble project selection approach, the team finds that Research Priorities remain an important tool to guide the scope of proposals that warrant meaningful consideration as RD&D Projects. TI uses Research Priorities and [Research Principles](#Research_Principles) to ensure direct value to the Agency before developing project proposals for consideration by Agency Leadership.

TI’s Research Priorities began as a list of risk and opportunities developed through interviews with Internal Stakeholders in 2022/23. TI then added topics from current projects, discussions with internal specialists in Enterprise Risk and IT and topics developed by industry associations leading innovation for wholesale energy generation and distribution.

TI may make minor updates to Research Priorities each year based on the results of current projects, and developments in both business lines and industry. Each time BPA has a new Strategic Plan, TI will undertake another formal round of interviews and industry assessment to produce a new list of Research Priorities.

The research agenda represents a comprehensive process of engaging with our internal BPA customers – Power, Transmission, and Information Technology to capture their research requirements for the near term.

## C. BPA FURNISHED INFORMATION, PROPERTY OR SERVICES

The premise of an in-kind Opportunity Announcement is that BPA provides limited services, in lieu of funding, needed for the successful completion of the proposed project. These services **can include** access to physical infrastructure such as a substation or some component of transmission assests, field support or some types of system data and models, or personnel resources to function as Subject-Matter-Experts. The application must explicitly identify any government furnished information, equipment or services that may be needed to complete the project. As much detail as possible is needed so that BPA can determine the level of effort required to assist the project and determine the sensitivity rating of the data.

Applications should not expect BPA to provide substantial equipment (for example generation equipment such as a wind turbine, control systems, cabling, transformation or interconnection to the BPA transmission system) for use during these projects.

## D. FEDERAL INFORMATION SECURITY MANAGEMENT ACT OF 2002 (FISMA)

Recipients who plan on collecting or receiving BPA information such as system data and models should review applicable clauses to ensure that Information Technology systems and security protocols meet the stated criteria. The Recipient shall maintain controls aligning with the current version of the NIST Special Publication 800-53, or ISO 27001: 2005/2013, consistent with the risk and magnitude of harm to BPA resulting from a loss of confidentiality, integrity, or availability as required by the Federal Information Security Management Act (FISMA), Title III of the E-Government Act of 2002 (Public Law 107-347).

If BPA approves the project with the condition to receive BPA furnished data or collect some types of data on BPA’s behalf, the recipient is required to satisfy FISMA, as a requirement of the terms and conditions. Data furnished by BPA to a recipient will be assigned a low or moderate security rating, depending on the sensitivity of the information provided.

Applications are not required to attest to these security controls at the time of submission, but awareness of the likely applicability of these security controls and initial coordination with information/security personnel may be appropriate. Whenever possible, BPA will alert applicants to the likely applicability of information security controls required. If not known at that time, BPA will inform tentative awardees what level of information security controls may be applied, and discuss any time/cost impacts of meeting such requirements. General guidance is provided for managing data rated low or moderate. A more thorough discussion about what is meant by “***protect***” is appropriate once a project is selected.

* At a minimum, Recipient shall safeguard BPA’s information, data, or systems commensurate with the minimum protection requirements set forth by the National Institute of Standards and Technology (NIST) for a “low” categorization as described in the Federal Information Processing Standard (FIPS) Publication 199.   Data rated low under the FIPS 199 (Standards for Security Categorization of Federal Information and Information Systems) requires the recipient to ***protect*** all data and information systems under its management and control at all times commensurate with the risk and magnitude of harm that could result to Federal security interests and BPA’s missions and programs resulting from a loss or unauthorized disclosure of confidentiality, availability, and integrity of these information or systems. The recipient shall maintain an information security and/or data security plan or program consistent with industry standards such as National Institute of Standards and Technology (NIST), as required by the E-Government Act (Public Law 107-347) of 2002, Title III Federal Information Security Management Act (FISMA). The BPA Chief Information Officer (CIO), or representatives, shall have the right to examine, audit, and reproduce any of the recipient’s pertinent information security and/or data security plan or program. The recipient shall adhere to any additional information security requirements identified in the statement of work. The recipient, at its sole expense, shall address and correct any deficiencies and/or noncompliance with the terms of the award as identified by BPA.
* Data rated moderate under the FIPS 199, requires the recipient to provide ***protection*** of BPA data using the security controls as outlined in NIST 800-53rev4 or the ISO27001:2005/2013 security controls commensurate with a moderate level. This protection must be verified through an independent 3rd party audit/assessment against NIST 800-53rev4 or the ISO27001:2005/2013 security controls. The 3rd party audit/assessment must be completed each year.

The federal government program Federal Risk and Authorization Management Program (FedRAMP) provides a list of auditing organizations that have been certified to conduct these audits/assessments. The list is mentioned for information only. It does not limit the use of other auditors.

# PART II – AWARD INFORMATION

## A. TYPE OF AGREEMENT INSTRUMENT

BPA anticipates using an Memorandum of Agreement (MOA) under this announcement. MOAs permit substantial involvement between BPA and the selected applicants in the performance of the work supported. For the purposes of a BPA Technology Innovation Project (TIP), substantial involvement means:

* BPA does not limit its involvement to the administrative requirements. Instead, BPA has substantial involvement in the project as a whole.
* BPA will negotiate aspects of the Project Description prior to project start when adjustments would lead to better alignment with BPA’s objectives or enhance the probability of project success (e.g. additional stage gates).
* BPA may limit recipient discretion with respect to changes in the Principle Investigator/Key Personnel.

BPA is interested in working with Federal and non-Federal parties to collaborate in developing and moving new technologies to market.  The MOA is an essential tool for establishing such collaborations.

The MOA is an agreement under which BPA contributes personnel, services, facilities, equipment, or other resources--but not funding--toward the conduct of specified research or development efforts. The MOA partner contributes any necessary funding to the project as well as personnel, services, facilities, equipment, or other resources.

## B. ANTICIPATED NUMBER OF AWARDS and PERFORMANCE PERIOD

BPA anticipates multiple projects being selected in response to this opportunity announcement. The performance period for a project is between one to three years.

# PART III – ELIGIBLE APPLICATIONS

## A. ELIGIBLE APPLICANTS

All interested parties are eligible to apply. Respondents may submit multiple applications for different concepts. BPA supports teaming arrangements if proposed but a Prime Applicant must be identified and letters of commitment must be included from co-applicants.

**DOE National Laboratory Contractors and Other Federally Funded Research and Development Center (FFRDC) Contractors**

A DOE National Laboratory Contractor / FFRDC Contractor is eligible to apply under this announcement if DOE has granted the entity special authority to submit direct applications or its cognizant contracting officer provides written authorization and this authorization is submitted with the application. If DOE has granted the entity special authority, include a narrative describing the special authority and identify a DOE representative for verification. If a DOE National Laboratory Contractor / FFRDC Contractor is selected for award, the proposed work will be authorized using BPA’s Inter-Governmental Contract rather than an Interagency Agreement under the Economy Act. BPA is not subject to Federal Acquisition Regulations or the Economy Act. The following wording is acceptable for the authorization:

“Authorization is granted for the Laboratory to participate in the proposed project. The work proposed for the laboratory is consistent with or complementary to the missions of the laboratory and will not adversely impact execution of the DOE assigned programs at the laboratory.”

DOE National Laboratory Contractor / FFRDC contractors may be proposed as team members on another entity’s application. DOE National Laboratory Contractor / FFRDC contractors that are not performing the role of the lead organization are not required to submit any written authorization from the cognizant contracting officer. BPA will not enter into a separate agreement with DOE National Laboratory Contractor / FFRDC contractors proposed as team members. BPA will enter into a single agreement with the lead organization/prime applicant.

\**Recipients and sub-recipients will be excluded from further consideration if they have Active Exclusions noted in the System for Award Management at* [*www.sam.gov.*](http://www.sam.gov/)

## B. FOREIGN NATIONAL REQUIREMENTS

All applicants and project participants must have a valid US citizenship or a valid visa. Individuals with expired visas are not eligible to apply to this announcement or participate as a project team member. Information will include a list of the project team members and their country of citizenship. If students will be included on the project team, but have not been identified when the proposal is submitted, notate this and promptly follow-up with their names and country of citizenship prior to the project start.

The BPA Security Office must receive, process, and approve all Foreign National (FN) persons that will have access to BPA information. No Foreign Nationals shall/will be allowed to begin work with BPA or be on a BPA site until their Foreign National request has been approved. All Foreign National project participants will be required to complete blocks 3-7 on form BPA F 5632.08e upon notification of the project being selected but prior to project award; the form will be provided to the project team if needed. The BPA Host will complete the remaining blocks on the form and submit to BPA Security for review. This process may take up to 120 days depending on the country of origin.

If any portion of the Contractor’s maintenance or support service is located in a foreign country, then the Contractor will disclose those foreign countries to BPA to determine if the foreign country is on the Sensitive Country List or a listed State Sponsor of Terrorism as determined by the United States Department of State. BPA will notify the Contractor in writing whether or not it can allow an intangible export of BPA’s Critical Information or if a Deemed Export License is required.

The Contractor shall notify the BPA project lead in writing in advance of any consultation with a foreign national or other third party that would expose them to BPA Critical Information. BPA will approve or reject consultation with the third party.

The contractor will notify the BPA project team of any changes to the original list of participants immediately. If Foreign Nationals will be substituted for an existing team member, then they must be approved prior to them starting on the project.

The Contractor shall immediately notify the Technology Innovation Office of any security incident and cooperate with BPA in investigating and resolving the security incident. In the event of a security incident, the Contractor shall notify the CISO by telephone at 503-230-5088 and ask for a Cyber Security Officer. BPA may also provide in writing to the Contractor alternate phone numbers for contacting Cyber Security Officers. A call back voice message may be left but not the details of the Security Incident.

# PART IV – APPLICATIONS AND SUBMISSION INFORMATION

## SUBMISSION REQUIREMENTS

Complete the project proposal form (Appendix A) and create a cover letter describing relevant experience/qualifications and send these to the [technologyinnovation@bpa.gov](mailto:technologyinnovation@bpa.gov). Proposals will be reviewed on a rolling basis with priority given to proposals submitted on or before November 1st; feedback will be given to the submitter within 60 days. If selected, the submitter will be contacted to provide further details (e.g., a Statement of Work, project charter, project timeline, etc.) and will be required to complete the Memorandum of Agreement as described in this Opportunity Announcement.

# PART V – EVALUATION

## CRITERIA FOR AWARD

Proposals will be evaluated using the following criteria, listed in descending order of importance:

1. Relevance of the proposed project to the identified BPA Research Priorities and Research Principles,
2. Principal investigator and project team qualifications including technical expertise, capabilities, related experience, and previous project successes, as well as the resources, facilities, techniques and/or unique combinations of these which are integral factors for achieving the application objectives;
3. Clarity, quality, and organization of the proposal.

The evaluation criteria are defined below.

Proposal Evaluation Criteria

|  |  |  |
| --- | --- | --- |
| No. | Criteria | Description |
| **Technology Questions** | | |
| 1 | Research Priorities | The degree to which the project scope addresses the RD&D programs identified in the Research Priorities and Research Principles |
| 2 | Project Resources | The degree to which the team members have sufficient experience and are qualified to carry out the project. |
| 3 | Technical Success | The probability of the project being a technical success |
| **BPA Business Questions** | | |
| 4 | Successful Application to BPA | The probability of near or long term successful application to BPA |
| 5 | Magnitude of Expected Benefit | The quantitative or qualitative expected benefits as applied system wide, assuming this project is a technical success |

The evaluation panel may determine that additional information is needed to fully evaluate an application. The CO will identify if additional information required and the format for the information. BPA may request written information, conduct telephone discussions or use any other means at BPA’s sole discretion.

# PART VI –Frequently Asked Questions (FAQs)

## A. QUESTIONS

Applicants may submit questions regarding the announcement in **writing** via email to Jess Kincaid, Director, Technology Innovation, at any time. Questions and responses will be posted to [www.bpa.gov/ti](http://SPZPW1661.dmz.bpa.gov:82/ti) site. Any required changes to the announcement will be posted as an amendment and can be found on the same site. In the subject line of your email, please reference “OA Questions.”

If there are significant changes to the opportunity announcement, BPA may hold a technical conference to discuss the updates. Notice of any additional Q&A sessions will be posted on bpa.gov/ti website along with this announcement.

# PART VII – MEMORANDUM OF AGREEMENT (MOA) **TEMPLATE**

**Memorandum of Agreement**

**Between**

**(AGENCY or ORGANIZATION)**

**And**

**Bonneville Power Administration (BPA)**

1. **PARTIES, BACKGROUND, AND PURPOSE** 
   1. **Parties.** This Memorandum of Agreement (MOA) is hereby entered into by and between the *(AGENCY or ORGANIZATION)* and the Department of Energy (DOE) Bonneville Power Administration (BPA), hereinafter jointly referred to as the “Parties” and individually as a “Party.”
   2. **Background.**

**Provide context and information about the project. Indicate why BPA is a preferred partner.**

BPA is part of DOE and “markets wholesale electrical power from 31 federal hydroelectric projects in the Northwest, one nonfederal nuclear plant and several small nonfederal power plants. BPA provides about 28 percent of the electric power used in the Northwest and its resources — primarily hydroelectric,” according to [About Us (bpa.gov)](http://SPZPW1661.dmz.bpa.gov:82/news/AboutUs/Pages/default.aspx). The Electric Subsector uses (technology to be tested) and therefore, BPA is an ideal partner for testing this technology.

* 1. **Purpose. EXAMPLE:** The purpose of this MOA is to set forth terms by which (Agency or Organization) equipment will be tested at BPA. This testing activity provides critical infrastructure owners and operators the opportunity to evaluate the **(Agency or Organization)** prototypes as part of ongoing operations at their facilities. This Agreement identifies the equipment and information to be shared between the Sponsor and Collaborator.

1. **AUTHORITY**

(Insert Agency or Organization with reference to applicable documents or policy) and by Bonneville pursuant to the Bonneville Project Act, 16 U.S.C. 832 *et seq.*

1. **BPA SERVICES AND RESPONSIBILITIES**

As a participant in the operational testing of the (technology), BPA will:

1. List Responsibilities
2. **(AGENCY or ORGANIZATION) RESPONSIBILITIES**
   1. List Responsibilities
3. **REIMBURSEMENT FOR SERVICES**

Each Party will handle and expend its own funds. The responsibilities each Party assumes under this MOA are contingent upon available funds from which expenditures may be legally made. Nothing in this MOA, in and of itself, obligates (Agency or Organization) or BPA to expend appropriations or to enter into any contract, assistance agreement, interagency agreement, or other financial obligations. Any endeavor involving reimbursement or contribution of funds between the Parties will be handled in accordance with applicable laws, regulations, and procedures and will be subject to separate subsidiary agreements that will be affected in writing by representatives of both Parties.

1. **LICENSING AND INTELLECTUAL PROPERTY**

The (*AGENCY or ORGANIZATION*) hereby grants to BPA a worldwide, nonexclusive, license to use or transfer any intellectual property developed pursuant to the project, including but not limited to copyright, patents, analyses, reports both in written and data form. All licenses granted under this MOA will include the right of BPA to grant revocable sublicenses to its Subsidiaries, such sublicenses to include the right of the sublicensed Subsidiaries correspondingly to sublicense other Subsidiaries.

1. **MOA ADMINISTRATION**
   1. **Term and Termination.** This MOA will be effective for 36 months from the date of the last signature to this MOA (the Effective Date) unless canceled in writing by either Party with a minimum of 30 days’ prior notice to the other Party.
   2. **Dispute Resolution.** The (Agency or Organization) and BPA management Points of Contact will resolve any conflicts that arise after the Effective Date. If the (Agency or Organization) and BPA management Points of Contact cannot resolve the conflict, such conflict will be elevated to the management Points of Contacts’ supervisors for resolution. If the supervisors cannot resolve the conflict, such conflict will be elevated to the signatories of this MOA. The signatories will resolve the conflict by either reaching informal agreement or by formally amending this MOA.
   3. **Modification**. This MOA will be reviewed at the request of either of the management Points of Contact to determine if any changes or amendments will be made and incorporated. Any such changes or amendments will be formally incorporated into the MOA within 90 days after such review. Such changes or amendments shall be signed by the original signatories of this MOA or their designees.
   4. **Reporting and Documentation.** Reports shall be prepared and distributed in accordance with the responsibilities identified in Sections 3 and 4 of this MOA respectively. All required reports shall be submitted to the respective Technical Points of Contact identified by each Party in Section 8 of this MOA.

1. **MANAGEMENT POINTS OF CONTACT**
   1. **BPA** **Management Point of Contact.** BPA designates the following individual to serve as the management Point of Contact for (Agency or Organization) with regard to all matters under this MOA:

Jess Kincaid, Director

Technology Innovation Office

[jbkincaid@bpa.gov](mailto:jaestep@bpa.gov) | PO Box 3621, Portland, OR 97208-3621

BPA may change the individual designated as the management Point of Contact for (Agency or Organization) upon notice to (Agency or Organization) of such change.

* 1. **(Agency or Organization)** **Management Point of Contact.** (Agency or Organization) designates the following individual to serve as the management Point of Contact for BPA with regard to all matters under this MOA:

Contact Information at (Agency or Organization)

(Agency or Organization) may change the individual designated as the management Point of Contact for BPA upon notice to BPA of such change.

1. **TECHNICAL POINTS OF CONTACT**
   1. **BPA** **Technical Point of Contact.** BPA designates the following individual to serve as the technical Point of Contact for (Agency or Organization) with regard to all matters specific to BPA participation in operational testing (i.e., overseeing of prototype testing at site, logistical coordination, etc.):

Name, Title

BPA Group

[email](mailto:sjlaslo@bpa.gov) | PO Box 3621, Portland OR 97208

Phone:

BPA may change the individual designated as the technical Point of Contact for (Agency or Organization) upon notice to (Agency or Organization) of such change.

* 1. **(Agency or Organization)** Technical Point of Contact. **(Agency or Organization)** designates the following individual to serve as the technical Point of Contact for BPA with regard to all matters specific to the execution of the operational testing (i.e., overseeing of prototype testing at site, logistical coordination, etc.):

Name, Title

Group at (Agency or Organization)

[email](mailto:sjlaslo@bpa.gov) | address

Phone:

**(Agency or Organization)** may change the individual designated as the management Point of Contact for BPA upon notice to BPA of such change.

1. **GENERAL PROVISIONS**
   1. Nothing in this MOA is intended to supersede current law or regulation. If a term of this MOA is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this MOA shall remain in full force and effect.
   2. This MOA in no way restricts either Party from participating in similar activities or arrangements with other public or private agencies, organizations, or individuals.
   3. This MOA describes in general terms the basis upon which the Parties intend to cooperate. Each party is an independent contractor. This MOA does not create a joint venture, partnership, employment relationship or agency relationship between the (Organization or Agency) and BPA. Neither party is, nor will claim to be, a legal representative, partner, franchisee, agent or employee of the other party. Neither party will assume or create obligations for the other party.
   4. This MOA is subject to the availability of appropriations.
   5. **Sensitive But Unclassified Information.** The Parties will cooperate with each other to protect Sensitive But Unclassified (SBU) Information, and any other information identified by the furnishing Party as in need of special security controls. If such information is either created or provided by one Party to the other, the furnishing Party will mark the data accordingly and the receiving Party will protect it from unauthorized disclosure, including release to the public. At a minimum, the Parties will protect Sensitive But Unclassified Information in accordance with appropriate directives (list directive(s)).
   6. **Information Releases and Non-Disclosure.** Before any information pertaining to activities performed pursuant to this MOA is made available to the public, the Parties will review and concur that the information may be released. Nonfederal government employees performing activities pursuant to this MOA who may have access to Sensitive But Unclassified Information (e.g., For Official Use Only) shall sign a Non-Disclosure Agreement (list applicable form) and shall safeguard such information in accordance with (list directive(s)).
   7. **Access to BPA Facilities.**

Any party requiring physical access to a BPA site or electronic access to a BPA system must first obtain appropriate clearance pursuant to BPA Policy 430-2.

* 1. **Hold Harmless.** The Parties agree to release and hold each other harmless from and against any claims, demands, actions, liens, rights, subrogation or contribution interests, debts, liabilities, judgments, costs, and attorney’s fees arising out of or claimed on account of, or in any manner predicated upon, the execution (or attempted execution) of this MOA even where that loss or damage results in personal injury or death. No commissioner, director, officer, agent, or employee of BPA or of **(Agency or Organization)**, nor any of them, shall be charged personally with any liability or held liable under any term or provision of this MOA or of its execution or attempted execution or because of any breach thereof.

1. **SIGNATURES**

APPROVED and AGREED by:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name** Date

Office

Title

Agency

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Jess Kincaid** Date

Director

Technology Innovation Office

Bonneville Power Administration

# APPENDIX A - PROJECT PROPOSAL FORM

Complete the attached proposal form and follow the instructions therein.



# APPENDIX B - REQUIRED DOCUMENTS CHECKLIST

All documents should be provided in PDF or MS Word format (unless otherwise specified) and sent to the [technologyinnovation@bpa.gov](mailto:technologyinnovation@bpa.gov) Failure to provide all required documents will result in an overall evaluation of “NOT COMPLIANT” and removed from consideration.

* Completed Proposal Form (see Appendix A)
* Cover Letter