



Transmission Business Line (TBL)

HOW TO CONDUCT BUSINESS WITH THE BONNEVILLE POWER ADMINISTRATION TRANSMISSION BUSINESS LINE

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To purchase transmission service from the Bonneville Power Administration Transmission Business Line, customers must have a Point-to-Point (PTP) or Network Integration (NT) Service Agreement with the Bonneville Power Administration Transmission Business Line (BPAT). To obtain a service agreement, take the following steps:

1. Obtain a DUNS number,
2. Register with the North American Electric Reliability Council (NERC),
3. Obtain a digital security certificate, and
4. Obtain a Service Agreement with BPAT.

Step 1) Obtain a DUNS number

The DUNS number identifies the Eligible Customer on OASIS. It is also used in the digital security certificate registration process described in Step 3 below. To obtain a DUNS number, please call Dun & Bradstreet at 1-800-333-0505. For more information or to report problems trying to acquire a DUNS number from Dun and Bradstreet, please call Peter Hirsch at EPRI at (650) 855-2206.

Step 2) Register with NERC.

The Eligible Customer must register as a transmission customer (TC/PSE) and register its scheduling desk(s) with NERC at www.tsin.com. The NERC registration must be completed online, as there is no telephone registration option. This information is used for OASIS and electronic tagging purposes. NERC will invoice registrants annually to cover the cost of the registry.

Step 3) Obtain a digital security certificate.

The digital security certificate allows an Eligible Customer to view any of the JTSIN OASIS nodes. This certificate also provides security between the customer's authorized OASIS user(s) and the transmission provider. There may be an annual fee for the digital security certificates depending upon the option chosen.

Register at <http://www.nwoasis.org/documents/registrationInformation.html>.

Once registration is approved, the customer will have read-only rights to BPAT's OASIS.

For submittal rights for short-term transmission, follow the directions at <http://www.nwoasis.org/registration/index.jsp>. An Eligible Customer must have a valid PTP Service Agreement to receive submittal rights on BPAT's OASIS.

Step 4) Obtain a Service Agreement with BPAT.

The Service Agreement outlines the terms and conditions of doing business with BPAT. A creditworthiness review in accordance with standard commercial practices will be completed prior to awarding a Service Agreement. To obtain a Service Agreement with BPAT, the following steps must be completed:

General:

1. Contact the BPAT Transmission Sales Manager at 360/619-6080 to be assigned a Customer Account Executive (AE). The AE will be the customer's primary point of contact with BPAT.
2. Submit a complete application for firm PTP or NT transmission service to your AE. Application requirements for each type of Service Agreement can be found in Sections 17.2 and 29.2 of BPAT's [Tariff](#).
3. BPAT will respond to the Application in accordance with the [Tariff](#). When the Application is complete and approved, a PTP or NT Service Agreement will be mailed to you for signature.
4. When all parties have signed a PTP Service Agreement and a digital security certificate is procured, short-term requests for transmission can be submitted via OASIS.

Long-term Service

Customers must submit requests for long-term transmission service in writing to their AE. Application requirements can be found in Sections 17.2 and 29.2 of BPAT's [Tariff](#) for each type of Service Agreement.

Each request is reviewed on a first-come, first-serve basis. Customers may track the status of their request(s) in BPAT's [long-term request queue](#) posting on OASIS.

Short-term Service

Customers must submit requests for short-term transmission service via BPAT's [OASIS](#). Each request must be submitted following the FERC defined standards. If the OASIS Sale Reference field does not contain the customer's Service Agreement number, -the request will be invalidated and will not be accepted by BPAT.

If the duration of the requested service exceeds five (5) days, the customer must show prices for both Days 1 through 5 and Days 6 and beyond. To do this:

1. Complete the request form on OASIS.
2. Click the "Edit Profile" icon to display the "Segment Editor" screen.
3. Click the "Reconcile Profile" icon.
4. Change the "Start Date" to the sixth day of the request.
5. Change the "Bid Price" to reflect the correct price. The prices can be found in [BPAT's Rate Schedules](#).
6. Click the "Set/Add Segment" icon. Verify contents of all the fields.
7. If you are satisfied with your request, click the "Submit" icon.

Each request is date and time stamped when received by the BPAT OASIS. Requests are reviewed in accordance with the BPAT Reservation [procedures](#).

After an Eligible Customer has been awarded transmission, it may schedule up to its firm demand.

Eligible Customers must have scheduling accounts built for their transmission path(s) prior to scheduling. Additional information about account building and BPAT's scheduling procedures can be found in BPAT's [Scheduling Account Identification Process](#) and [Reservation and Scheduling Procedures](#). Eligible Customers may also contact the Account Building desk at 360/418-2337.

Any questions regarding reservation and scheduling of transmission should be directed to the BPAT Reservation Desk at 360/418-8499 between the hours of 8:00 a.m. and 4:30 p.m. Pacific Prevailing Time, Monday through Friday, except Federal holidays, or by email at [TBL Reservation Desk](#).

Revision History:

Revision/Date	Summary
08/01/03	<i>Corrected contact information for acquiring a DUNS number from Dun and Bradstreet. Removed the term "node" from references to BPAT's OASIS.</i>