

**RESOLUTION 2021-P**

**A RESOLUTION OF THE TOWN OF EATONVILLE,  
WASHINGTON, AUTHORIZING THE MAYOR TO  
EXECUTE A MUTUAL ASSISTANCE AGREEMENT  
WITH BONNEVILLE POWER ADMINISTRATION**

**WHEREAS**, the Town of Eatonville (“Town”) receives its power supply from Bonneville Power Administration (“BPA”), and

**WHEREAS**, in light of recent storms and wildfires, BPA reached out to the Town requesting to put into place a mutual assistance agreement; and

**WHEREAS**, the Mutual Assistance Agreement with BPA will establish basic terms and conditions for either party to request or provide service, the agreement is voluntary and has no up-front costs or commitments; and

**WHEREAS**, the Public Utilities Committee discussed the need for this mutual assistance agreement with BPA and recommends approval of the Mayor executing a mutual assistance agreement with BPA; now, therefore,

**THE TOWN COUNCIL OF THE TOWN OF EATONVILLE, WASHINGTON,  
HEREBY RESOLVES AS FOLLOWS:**

**THAT:** The Mayor is authorized to execute on behalf of the Town the mutual assistance agreement, sample agreement is attached hereto as Exhibit A.

**PASSED** by the Town Council of the Town of Eatonville and attested by the Town Clerk in authentication of such passage this 10<sup>th</sup> day of May, 2021.

---

Mike Schaub, Mayor

ATTEST:

---

Miranda Doll, Town Clerk

Contract No. «Contract Number»

**MUTUAL ASSISTANCE AGREEMENT**  
**executed by the**  
**UNITED STATES OF AMERICA**  
**DEPARTMENT OF ENERGY**  
**acting by and through the**  
**BONNEVILLE POWER ADMINISTRATION**  
**and**  
**«CUSTOMER LONG NAME»**

This MUTUAL ASSISTANCE AGREEMENT (Agreement) is executed by the UNITED STATES OF AMERICA, Department of Energy, acting by and through the BONNEVILLE POWER ADMINISTRATION (BPA) and «CUSTOMER LONG NAME» («Customer Short Name»). BPA and «Customer Short Name» may participate in this Agreement as either “Assisting Party” or “Requesting Party” as the situation requires. BPA and «Customer Short Name» may be referred to individually as “Party” and collectively as “Parties.” This Agreement terminates and replaces in its entirety the prior, Contract No. ##TX-####.

**RECITALS**

Based on BPA’s evaluation of the continually evolving COVID-19 pandemic and dynamic responses from governmental authorities and public health organizations at the local, state, national, and global level calling for social distancing measures to slow the rate of virus transmission, BPA closed its facilities to nonessential employees and contractors on March 16, 2020, and conducted an orderly shut-down of non-essential transmission construction activities.

BPA has now resumed construction work. The future availability of BPA employees and contractors to perform certain types of work under this Agreement, however, may be subject to change based on BPA’s future responses to the COVID-19 pandemic.

The Parties recognize that assistance may be desired when electric service has been disrupted by acts of the elements, equipment malfunctions, accidents or any other occurrence where the Parties deem assistance to be necessary or advisable.

It is in the mutual interest of the Parties to be prepared to provide or receive assistance for emergency repair and restoration to such electric service and facilities.

The Parties recognize that, in the case of electric service interruption, one Party can provide valuable assistance to the other Party in the form of personnel, equipment and/or materials, and other technical assistance. The purpose of this Agreement is to provide the procedures under which one Party may request and receive assistance from the other Party.

The Parties therefore agree as follows:

**1. DEFINITIONS**

When used in this Agreement, the following terms have the meaning shown below:

- (a) “Assistance” means the actions taken by the Assisting Party, including during Mobilization, to provide personnel, materials, equipment, supplies and/or tools to the Requesting Party in order to expedite restoration of electrical service that has been disrupted by acts of the elements, equipment malfunctions, accidents or any other emergencies. Assistance does not include routine maintenance or work stoppages.
- (b) “Assistance Period” means the period of time that starts when the Assisting Party has mobilized and dispatched resources to the Requesting Party and shall be deemed to have terminated when Demobilization is complete.
- (c) “Demobilization” means the actual return of all of the Assisting Party’s mobilized resources to the Assisting Party’s normal base.
- (d) “Mobilization” means the planning, collecting, assigning, preparing and transporting of all assistance personnel, materials, equipment, supplies and/or tools. Mobilization also includes any pre-engineering work necessary to provide Assistance. Mobilization may start in advance of execution of the Reimbursable Agreement.
- (e) “Reimbursable Agreement” means a separate agreement whereby the Assisting Party agrees to provide Assistance to the Requesting Party, and the Requesting Party agrees to pay the Assisting Party’s expenses incurred while providing Assistance.
- (f) “Assisting Party” means the Party that is asked to provide Assistance.
- (g) “Requesting Party” means the Party that is requesting Assistance.

**2. TERM OF AGREEMENT**

This Agreement will be effective at 0000 hours on the date that this Agreement has been signed by the Parties (Effective Date), and shall terminate on the earlier of:  
(1) 90 days written notice of either Party, or (2) 30 years after the Effective Date.

**3. EXHIBITS**

Exhibit A, Notices, is incorporated into and made part of this Agreement.

**4. NO OBLIGATION TO REQUEST OR PROVIDE ASSISTANCE**

Nothing in this Agreement shall be construed to create an enforceable legal obligation to provide or receive Assistance. The Assisting Party has the right to refuse, in its sole discretion, to provide Assistance, or to discontinue providing Assistance with notice to the Requesting Party, and shall not be liable for any damage or consequences resulting from any refusal, failure or delay in providing

Assistance. The Requesting Party shall be liable for all costs incurred by the Assisting Party up to the point the Assisting Party no longer provides Assistance. All costs incurred by the Assisting Party will be resolved in accordance with Section 5(e) of this Agreement.

## **5. REQUESTING AND PROVIDING ASSISTANCE**

- (a) In the event of an emergency affecting the generation, transmission or distribution services and/or related facilities owned or controlled by a Party, the Requesting Party may request the Assisting Party to provide Assistance by contacting the appropriate representative listed in Exhibit A.
- (b) The Requesting Party shall provide the Assisting Party with a general description of the damage sustained, including location of the damages, and the Assistance desired.
- (c) The Assisting Party shall, in its sole discretion, determine if it will provide Assistance, including the extent and limitations of Assistance.
- (d) If the Assisting Party determines it can provide Assistance, the Assisting Party shall document in an email or letter to the Requesting Party of the Assistance it will provide, including equipment, materials, supplies, number of personnel by job function and an estimate of the Assistance Period. Before Mobilization can occur, the Requesting Party shall confirm in an email or letter to the Assisting Party that it will accept the Assistance.

By accepting Assistance, the Requesting Party agrees to pay all costs that the Assisting Party incurs to provide Assistance, including applicable overheads, from the period when Mobilization begins through the term of the Reimbursable Agreement executed by the Parties pursuant to section 5(e) below or Demobilization. The Requesting Party shall also pay the costs for any materials that are used to provide Assistance that the Assisting Party determines it cannot re-use. The Assisting Party will determine the costs for such materials by either determining the cost to replace the materials, including applicable overheads, or, if the Assisting Party chooses to not replace the materials, the current value of the materials, including applicable overheads.

The Assisting Party shall specify all costs it incurs to provide Assistance in an invoice that it will send to the Requesting Party, and the Requesting Party shall pay the Assisting Party consistent with the instructions on the invoice.

- (e) A Reimbursable Agreement shall be executed by the Parties as soon as possible after the agreement to proceed with Mobilization. Before a Reimbursable Agreement is executed, the Assisting Party may provide Assistance to the Requesting Party under this Agreement. Cost of Assistance provided under this Agreement prior to the Reimbursable Agreement will be

reflected in the Reimbursable Agreement. After the Reimbursable Agreement is executed, the Reimbursable Agreement shall provide the terms and conditions under which Assistance is provided and will supersede this Agreement for the Assistance Period; provided, however, that the Reimbursable Agreement will not relieve the Requesting Party of its obligation to pay the Assisting Party for all costs it incurs providing Assistance under this Agreement.

## 6. SCOPE OF ASSISTANCE

- (a) All costs associated with the furnishing of Assistance shall be the responsibility of the Requesting Party and are deemed to have commenced upon Mobilization by the Assisting Party.
- (b) The Assisting Party and Requesting Party shall coordinate the preparation of Mobilization and Demobilization.
- (c) Wages, hours and other terms and conditions of employment applicable to personnel provided by the Assisting Party shall continue to be those of the Assisting Party.
- (d) If the Assisting Party provides a crew or crews, it shall assign supervisory personnel as deemed necessary by the Assisting Party, who shall be directly in charge of the crew or crews providing Assistance.
- (e) All time sheets, equipment and work records pertaining to personnel, material, vehicles, equipment, supplies and/or tools provided by the Assisting Party shall be kept by the Assisting Party for billing and auditing purposes as provided in this Agreement.
- (f) No Party shall be deemed the employee, agent, representative, partner or the coventurer of another Party or the other Parties in the performance of activities undertaken pursuant to this Agreement.
- (g) The Parties shall, in good faith, attempt to resolve any differences in work rules and other requirements affecting the performance of the Parties' obligations pursuant to this Agreement.

## 7. OPERATION OF FACILITIES

- (a) **Dispatch Jurisdiction**  
Dispatch jurisdiction and switching authority will not change during the period Assistance is provided, except that in emergency situations when life or property is endangered, any Party may de-energize lines or equipment and perform such switching as necessary according to its best judgment. The jurisdictional dispatcher must be notified and involved as soon as practical. The Parties will continue to follow all instructions issued by the jurisdictional dispatcher.

(b) **Safety Standards and Work Procedures**

The Assisting Party shall follow the Requesting Party's and jurisdictional dispatcher's safety standards and work practices when providing Assistance. However, the Assisting Party shall have the right to stop work if it has concerns regarding safety.

8. **ACCESS**

The Requesting Party shall grant access to the Assisting Party in accordance with the Requesting Party's safety and security requirements. Access and escort by the Requesting Party shall be sufficient to allow the Assisting Party to provide Assistance.

9. **LIABILITY**

Within the limitations of applicable law, each Party assumes all liability for injury or damage to person or property from the intentional actions or negligence of its own employees and agents. Notwithstanding the preceding sentence, neither Party shall be liable to the other Party hereto for any lost or prospective profits or any special, punitive, exemplary, consequential, incidental or indirect losses or damages (in tort, contract or otherwise) under or in respect of this Agreement, whether or not arising from such Party's sole, joint or concurrent negligence and whether or not such Party has been advised of the possibility of such damages.

10. **STANDARD PROVISIONS**

(a) **Amendments**

Except where this Agreement explicitly allows one Party to unilaterally amend a provision or revise an exhibit, no amendment or exhibit revision to this Agreement shall be of any force or effect unless set forth in a written instrument signed by authorized representatives of each Party.

(b) **Assignment**

This Agreement is binding on any successors and assigns of the Parties. Neither Party may otherwise transfer or assign this Agreement, in whole or in part, without the other Party's written consent. Such consent shall not be unreasonably withheld.

(c) **Choice of Law**

This Agreement shall be interpreted, construed and enforced in accordance with Federal law.

(d) **Entire Agreement**

This Agreement, including documents expressly incorporated by reference, constitutes the entire agreement between the Parties. It supersedes all previous communications, representations, or contracts, either written or oral, which purport to describe or embody the subject matter of this Agreement.

(e) **Freedom of Information Act (FOIA)**

BPA may release information provided by «Customer Short Name» to comply with FOIA or if required by any other federal law or court order. For information that «Customer Short Name» designates in writing as proprietary, BPA will limit the use and dissemination of that information within BPA to employees who need the information for purposes of this Agreement.

(f) **No Third Party Beneficiaries**

This Agreement is made and entered into for the sole benefit of the Parties, and the Parties intend that no other person or entity shall be a direct or indirect beneficiary of this Agreement.

(g) **Uncontrollable Forces**

The Parties shall not be in breach of their respective obligations to the extent the failure to fulfill any obligation is due to an Uncontrollable Force.

“Uncontrollable Force” means an event beyond the reasonable control of, and without the fault or negligence of, the Party claiming the Uncontrollable Force, that prevents that Party from performing its contractual obligations under this Agreement and which, by exercise of that Party’s reasonable care, diligence and foresight, such Party was unable to avoid. Uncontrollable Forces include, but are not limited to:

- (1) strikes or work stoppage;
- (2) floods, earthquakes, fire, or other natural disasters, terrorist acts, epidemics, pandemics; and
- (3) final orders or injunctions issued by a court or regulatory body having competent subject matter jurisdiction which the Party claiming the Uncontrollable Force, after diligent efforts, was unable to have stayed, suspended, or set aside pending review by a court of competent subject matter jurisdiction.

Neither the unavailability of funds or financing, nor conditions of national or local economies or markets shall be considered an Uncontrollable Force. The economic hardship of either Party shall not constitute an Uncontrollable Force. Nothing contained in this provision shall be construed to require either Party to settle any strike or labor dispute in which it may be involved.

If an Uncontrollable Force prevents a Party from performing any of its obligations under this Agreement, such Party shall: (1) immediately notify the other Party of such Uncontrollable Force by any means practicable and confirm such notice in writing as soon as reasonably practicable; (2) use its best efforts to mitigate the effects of such Uncontrollable Force, remedy its inability to perform, and resume full performance of its obligation hereunder as soon as reasonably practicable; (3) keep the other Party apprised of such efforts on an ongoing basis; and (4) provide written notice of the resumption

of performance. Written notices sent under this section must comply with Exhibit A, Notices.

(h) **Waivers**

No waiver of any provision or breach of this Agreement shall be effective unless such waiver is in writing and signed by the waiving Party, and any such waiver shall not be deemed a waiver of any other provision of this Agreement or any other breach of this Agreement.

**11. SIGNATURES**

This Agreement may be executed in several counterparts, all of which taken together will constitute one single agreement, and may be executed by electronic signature and delivered electronically. The parties have executed this Revision as of the last date indicated below.

«CUSTOMER LONG NAME»

UNITED STATES OF AMERICA  
Department of Energy  
Bonneville Power Administration

By:

\_\_\_\_\_

By:

\_\_\_\_\_

Title:

\_\_\_\_\_

Title:

AE Title

If opting out of the electronic signature:

By:

\_\_\_\_\_

Name:

\_\_\_\_\_

*(Print/Type)*

Title:

\_\_\_\_\_

Date:

\_\_\_\_\_



**EXHIBIT A  
NOTICES**

**1. REQUESTS FOR ASSISTANCE AND NOTICES OF AN OPERATING NATURE**

Any notice or other communication related to this Agreement shall be delivered in person, or with proof of receipt by email, facsimile, First Class mail or overnight delivery service. Notices are effective on the date received. Either party may change the contact information by providing notice of such change to the following person and address:

**To «Customer Long Name»:**

Street Address  
City, State Zip  
Attention: Contact Name  
Title:  
Phone:  
Fax:  
Email:

**To Bonneville Power Administration:**

(a) **To request Assistance of personnel, material, equipment, supplies and/or tools, contact the BPA representative in the order listed below:**

(1) District Manager: Phone no.

(2) Dispatch with Primary Jurisdiction for the Customer:

Dittmer Dispatch:

Phone: (360) 418-2281

or (360) 418-2280

Fax: (360) 418-2938

Munro Dispatch:

Phone: (509) 465-1820

or (509) 465-0315

Fax: (509) 466-2444

(3) Dispatch with Alternate Jurisdiction:

Dittmer Dispatch:

Phone: (360) 418-2281

or (360) 418-2280

Fax: (360) 418-2938

Munro Dispatch:

Phone: (509) 465-1820

or (509) 465-0315

Fax (509) 466-2444

(4) Chief Substation Operator: Phone no.

(5) Transmission Customer Service Engineer:  
CSE's Phone no.

(6) Transmission Account Executive:  
AE Phone number and cell

(b) **To request Assistance for materials-only, contact the BPA Representative in the order listed below:**

(1) BPA Logistics Services Foreman:  
(360) 907-4217

(2) Traffic Management Specialist:  
(360) 518-0784

## 2. **ADMINISTRATIVE CONTACTS**

Any notice or other communication related to this Agreement, other than notices of an operating nature (section 1 above), shall be delivered in person, in writing, by email, facsimile, First Class mail, overnight delivery service. Notices are effective on the date received. Either party may change the contact information by providing notice of such change to the following person and address:

**To «Customer Long Name»:**

Street Address  
City, State Zip  
Attention: Contact Name  
Title:  
Phone:  
Fax:  
Email:

**To Bonneville Power Administration:**

**To request a Reimbursable Agreement**

Attention: Transmission Account Executive for  
«Customer Long Name» – TSE/TPP-2  
Phone: (360) 619-6016  
Fax: (360) 619-6940  
Email: [txsalescontracts@bpa.gov](mailto:txsalescontracts@bpa.gov)

**First Class Mail:**

Bonneville Power Administration  
P.O. Box 61409  
Vancouver, WA 98666

**Overnight Delivery Service:**

Bonneville Power Administration  
905 NE 11<sup>th</sup> Avenue  
Portland, OR 97232

## 3. **CHANGES IN NOTICES**

If either Party revises its contact information, that Party shall notify the other Party within 3 business days and such notice shall be deemed to have been received if delivered in person, in writing, by email, facsimile, First Class mail or overnight delivery services. BPA shall revise this Exhibit upon such notice.