

## Cesario, Leanne - K-7

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**From:** Stier, Jeffrey K - KN-DC  
**Sent:** Monday, April 23, 2001 8:11 AM  
**To:** Cesario, Leanne - K-7  
**Subject:** FW: contract

Leanne - here's the info for the contractor we discussed. My plan would be to take the contract you send me to legal for their advice.

Thanks.

-----Original Message-----

**From:** tony.j.williams@att.net [mailto:tony.j.williams@att.net]  
**Sent:** Friday, April 20, 2001 9:47 PM  
**To:** Stier, Jeffrey K - KN-DC  
**Subject:** Re: contract

jeff -- we are just now filing our corporate papers (we've been running everything thru j's law firm for the past 2 months), so I don't have a corporate ID number just yet.

But here is the rest of the info:

Anthony J. Williams  
1707 N Inglewood Street  
Arlington, VA 22205  
703-241-0791 (h)  
202-783-4305 (o)  
202-256-0697 (m)

Business Address:  
Washington Advocates  
400 North Capitol Street, NW  
Suite 363  
Washington, DC 20001

Explanation Paragraph:

"Services Provided:

Consultant will provide strategic counsel to the VP for National Relations on national and Northwest energy issues. Consultant will advise the VP for National Relations on communications with the Administration, the news media and Members of Congress on issues of importance to the agency.

Consultant will make regular contact on behalf of the Agency with Administration officials; Members of Congress, and congressional staff. Consultant will regularly report to the VP for National Relations on the legislative and regulatory efforts undertaken by Congress and the Administration, as well as the advocacy efforts on energy issues by all private and public groups."

What do you think of that? I couldn't remember your title (I'm writing this on Friday night) so if I've messed up, I apologize.

**Ellis, Elizabeth - CP-4**

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**From:** Cesario, Leanne - K-7 - 4195  
**Sent:** Tuesday, May 15, 2001 7:09 AM  
**To:** Ellis, Elizabeth - CP-4; Stier, Jeffrey K - KN-DC  
**Cc:** Armstrong, Debbie A - K-7  
**Subject:** Sole Source Contract

Elizabeth, please use the following for the unique source justification:

Anthony Williams has acquired unique skills and experiences relating to the Bonneville Power Administration (BPA) while serving as a former Chief of Staff for Senator Slade Gorton. He has an in-depth understanding of regional and national politics as they bear upon BPA as well as long standing relationships in the Congress and the Executive Branch that provide insights into decision-making processes that affect BPA.

Jeff, please remind Anthony that all the paperwork Elizabeth provided in an earlier e-mail needs to be returned before this contract can be made official.

Debbie, we will need to get a PR into the system for Elizabeth to work on.

All, given the fact it has taken so long to get this all together, is a reasonable "official" start date of June 1 ok and then we adjust the invoices to this?

Thanks

**Ellis, Elizabeth - CP-4**

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**From:** Ellis, Elizabeth - CP-4  
**Sent:** Tuesday, May 15, 2001 8:01 AM  
**To:** 'Anthony J. Williams'  
**Cc:** Cesario, Leanne - K-7; Stier, Jeffrey K - KN-DC; Van Leuven, Kristi - CP-4; Edwards, Carol L - CP-4; Estes, Ernest E - LC-7  
**Subject:** Vendor information request

Dear Mr. Williams,

Attached are four documents for your review.

Please complete the attached forms 1099 and Vendexpres for our vendor database system.

Also, please complete, date and sign the attached Confidentiality Agreement as indicated in attached letter. It is needed before we can sign a contract for your services.

We are anticipating a contract performance period of June 1, 2001 to January 31, 2002. —

Please e-mail forms back to me, and mail Confidentiality Agreement via regular mail.

When we receive these documents we will process and issue a contract for your signature.

  
confidentiality  
Agreement.rtf

  
Letter1.doc

*organizational  
Conflict of  
Interest - (OCI)*

  
1099frm.doc

  
vendexpres.doc

Elizabeth C. Ellis  
Contracting Officer  
Shared Service, Purchasing - CP-4  
503-230-4493  
Fax: 503-230-4508

## CONFIDENTIALTY AGREEMENT

In consideration of consultation services provided under contract with the U.S. Department of Energy/Bonneville Power Administration, I hereby agree to the following:

1. This agreement covers consultation services provided to Bonneville Power Administration's VA for National Relations.
2. I shall not use nonpublic information obtained as a result of work performed in connection with this contract to further my own private interest or that of another whether through advice or recommendation or by knowing unauthorized disclosure.
3. Nonpublic information is information that I gain by reason of work performed in connection with my consultant services contract and that I know or reasonably should know has not been available to the general public. For purposes of this agreement, nonpublic information is further defined in 5 C.F.R. § 2635.703 (b).
4. Should any documents or other information provided or developed in connection with this contract be found missing or mistakenly turned over to an unapproved person, I shall immediately report this incident to Bonneville Power Administration's VA for National Relations.
5. Within 90 days after the expiration of this contract with the BPA, all documents and other information provided or developed in connection with this matter shall be delivered, upon request, to Bonneville Power Administration's VA for National Relations.
6. From this date forward and throughout the duration of this contract, I shall not engage in outside activities, as defined in Subpart H of 5 C.F.R. § 2635, that conflict with the services provided under the Statement of Work, under this contract, without the prior written approval of the Bonneville Power Administration's VA for National Relations and Contracting Officer.
7. During the duration of this contract, I will adhere to the Standards of Ethical Conduct for Employees of the Executive Branch found at 5 C.F.R. Part 2635 and Part I of Executive Order 12674.

DATED: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

**Department of Energy**

Bonneville Power Administration  
P.O. Box 3621  
Portland, Oregon 97208-3621

In reply refer to: CP-4

May 15, 2001

Mr. Anthony J. Williams  
1707 N. Inglewood Street  
Arlington, VA 22205

Dear Mr. Williams:

**Subject: Proposed Fixed Price Contract for Consulting Services  
Organizational Conflict of Interest**

Before Bonneville Power Administration signs a contract for your services it is necessary for you to provide BPA with a written documentation addressing the following:

Information which describes in a concise manner all relevant facts concerning any past, present or currently planned interest (financial, contractual, organizational, or otherwise) relating to the work to be performed and bearing on whether the offeror or contractor has a possible organizational conflict of interest. The offeror or contractor may also provide relevant facts that show how its organizational structure and/or management systems limit its knowledge of possible organizational conflicts of interest relating to other divisions or sections of the organization, and how that structure or system would avoid or mitigate such organizational conflicts.

As a minimum you need to disclose other clients and potential conflict of interest before the contract is signed.

In the absence of any relevant interests referred to above, the offeror or contractor shall indicate to the Contracting Officer (CO) that to its best knowledge and belief no such facts exist relevant to possible OCIs.

BPA will consider the information obtained and may seek additional relevant information, if needed. All such information, and any other relevant information known to BPA, will be used to determine whether an award to the offeror may create an organizational conflict of interest. If such a conflict of interest is found to exist, BPA may (1) impose appropriate conditions which avoid such conflict, (2) disqualify the offeror, or (3) determine that it is otherwise in the best interest of BPA to contract with the offeror by including appropriate conditions mitigating such conflict in the contract awarded.

BPA is to obtain information relative to organizational conflicts of interest for the following types of contracts: (1) evaluation services or activities; (2) technical consulting and management support services and professional services; (3) research and development; or (4) other contractual situations where a contract may result in an unfair competitive advantage or potential biased analysis or recommendation. When an unsolicited proposal is accepted, the CO shall determine OCI before or during the negotiation process.

**Remedies for Nondisclosure.**

The refusal to provide adequate information may result in disqualification for award. The nondisclosure or misrepresentation of any relevant interest may also result in the disqualification of the offeror for award. If such nondisclosure or misrepresentation is discovered after award, the resulting contract may be terminated for default. The contractor may also be disqualified from subsequent BPA contracts, and be subject to such other remedial action as may be permitted or provided by law or in the resulting contract.

If you have any administrative questions, please call me at 503-230-4493, email: [ecellis@bpa.gov](mailto:ecellis@bpa.gov).

Sincerely,

Elizabeth C. Ellis  
Contracting Officer  
Shared Services, Purchasing – CP-4

Form W-9 adjusted  
(taken from document  
revised Dec 1987  
Internal Revenue Service)

**REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION**

-----Return this form to the requester. Do NOT send to the IRS-----

Requester's Name and Address:  
Bonneville Power Administration  
PO Box 3621  
Portland, OR 97208  
Attn: CCD-4  
Phone: (503) 230-4004  
Fax: (503) 230-3003

NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY, STATE,  
AND ZIP: \_\_\_\_\_

**TAXPAYER IDENTIFICATION NUMBER**

**Social Security Number**

Enter your taxpayer identification  
number in the appropriate box.

\_\_\_\_ / \_\_\_\_ / \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Or

**Employer ID Number**

\_\_\_\_ / \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Are you exempt from filing IRS form 1099 or 1099s? Yes  No  If yes, please give category reason:

**Certification** – Under penalties of perjury, I certify that the information on this form is correct:

Please >  
Sign >  
Here >

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SIMPLIFIED VENDOR EXPRESS ENROLLMENT FORM**

This form is used for Automated Clearing House (ACH) payments with an addendum record that contains payment-related information processed through the Vendor Express Program.

**PRIVACY ACT STATEMENT**

The following information is provided to comply with the Privacy Act of 1974 (P.L. 93-579). All information collected on this form is required under the provisions of 31 U.S.C. 3322 and 31 CFR 210. This information will be used by the Treasury Department to transmit payment data, by electronic means to vendor's financial institution. Failure to provide the requested information may delay or prevent the receipt of payments through Automated Clearing House Payment System.

**Agency Information**

Bonneville Power Administration  
PO Box 3621  
Portland, OR 97208-3621  
ATTN: CCD-4  
Telephone Number: (503)230-4004  
Fax Number: (503) 230-3003

BPA ALC: 89001401 ALC Format: CCD+

**Payee/Company Information (<<VCK>>)**

NAME:

ADDRESS:

CITY, STATE, ZIP

INTERNET E-MAIL ADDRESS:

SSN NO. OR TAXPAYER NO.:

CONTACT PERSON NAME:

TELEPHONE NUMBER:

**Financial Institution Information**

NAME:

AREA CODE AND TELEPHONE NUMBER:

NINE-DIGIT TRANSIT ROUTING:

DEPOSITOR ACCOUNT NUMBER:

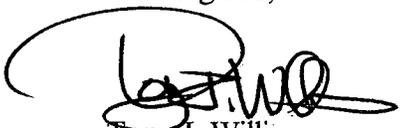
**Washington State Public Utility Districts Association:** My firm, Washington2 Advocates has been hired to support the BPA's price increase mitigation strategy by this association of Washington state public utilities. Our efforts are related to information sharing with Congress and the Administration on the effects of BPA's price mitigation strategy for customers of Washington state public utilities, and the negative impacts on consumers and other businesses if the power needs of Northwest aluminum companies are not curtailed for some period of time as outlined by BPA Acting Administrator Steve Wright.

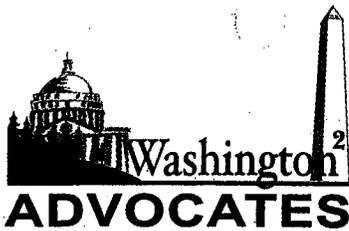
**Power Resource Managers:** Power Resource Managers schedules electricity purchases for a number of NW utilities. A number of their public utility clients have hired my firm to provide regular updates on Congressional and Administration activity related to energy issues. Previously, I had advised these same clients on how to work with BPA over their concerns with how BPA is interpreting section 5(b) 9(c) of the Northwest Power Act. With those concerns now being handled by lawyers for both entities, my work on that issue has concluded.

**Ramgen Power Systems:** Ramgen is building a jet engine prototype that runs a power-producing turbine. They are seeking federal appropriations for this project, and my firm is providing assistance on this effort. I see no activity on their behalf that will require any communication between Ramgen and BPA.

I hope this information is what you need on this matter, but if you need anything else, please feel free to contact me directly.

Best regards,

  
Tony J. Williams  
Washington2 Advocates



May 21, 2001

Ms. Elizabeth C. Ellis  
Contracting Officer  
Bonneville Power Administration  
P. O. Box 3621  
Portland, OR 97208-3621

Dear Ms. Ellis:

This letter covers any potential conflicts of interest I might have based on other clients I currently serve. If you have any questions about the contents of this letter, please call me directly at 202-783-4305.

My other energy-related clients include the Chelan County Public Utility District, the Washington State Public Utility Districts Association, Power Resource Managers, and Ramgen Power Systems. The following paragraphs give you detailed information on the work I do for these clients and how my firm will dispose of any conflicts that may arise.

Overall, I do not expect any conflicts with any of these clients and the BPA because my work with BPA is focused on general consulting related to contact with the Northwest congressional delegation and the Bush Administration. I will engage in no lobbying activity on behalf of BPA, nor will I lobby BPA on behalf of my other clients. My work is focused on sharing information with BPA staff on energy-related activities being considered by Congress, as well as activities throughout the Northwest on issues of concern to BPA. In all of these roles, I will be sharing information with BPA, and also advising BPA on ways in which it communicates BPA-related issues with Congress and the Administration. Finally, at no time, will I be party to, or involved in negotiations related to BPA customer contracts.

**Chelan County Public Utility District:** My work with Chelan is focused on gaining Administration approval for a pilot project at Rocky Reach Dam that would allow for an outcome-based approach as part of its federal re-licensing process. I'm also working with Chelan on matters between the PUD and the National Marine Fisheries Service, as well as general advice and information-sharing on Northwest and national energy matters.

North Capitol St, NW  
Box 363,  
Washington, DC 20001  
202-783-4305  
202-783-5442

NW Pacific  
Box 867  
Challis, WA 98532  
206-748-9281  
206-748-3184

Box 4254  
Seattle, WA 98104-0254  
206-841-7089  
206-275-3946

washington2advocates.com