

# BONNEVILLE PURCHASING INSTRUCTIONS

## TABLE OF CONTENTS

### INTRODUCTION

#### CHAPTER A -- GENERAL

Part 1	Bonneville Purchasing Instructions System
Part 2	Contracting Authority and Responsibilities
Part 3	Standards of Conduct and Business Practices
Part 4	Administrative Matters
Part 5	Privacy and Freedom of Information

#### CHAPTER B -- PLANNING, STRATEGY, AND REQUISITIONING

Part 6	Planning, Strategy, and Requisitioning
Part 7	Contract Types and Methods

#### CHAPTER C -- SOCIOECONOMIC ISSUES

Part 8	Preference Awards
Part 9	Contracting with Foreign Businesses
Part 10	Labor Laws

#### CHAPTER D -- CONTRACTOR SELECTION AND AWARD

Part 11	Solicitation Policies
Part 12	Source Selection and Award
Part 13	Cost Principles and Audit Considerations

#### CHAPTER E -- CONTRACT ADMINISTRATION

Part 14	General Contract Administration Policies
Part 15	Environment and Safety
Part 16	Bonds and Insurance
Part 17	Patents, Data and Copyrights
Part 18	Quality Assurance
Part 19	Property Management
Part 20	Contract Termination
Part 21	Protests and Disputes
Part 22	Payment and Taxes

#### CHAPTER F -- SPECIAL POLICIES

Part 23	Service Contracts
Part 24	Construction and Demolition Contracts
Part 25	Intergovernmental Contracts
Part 26	Purchase Cards
Part 27	Emergency Purchases

Index



# **BONNEVILLE PURCHASING INSTRUCTIONS**

## **Table of Contents**

---

Temporary Instructions

Transmittal Instructions

## **APPENDICES**

The following appendices are filed in a separate binder, and are shown here associated with the Chapter only to provide an indication as to the related subject matter.

### **CHAPTER A -- GENERAL**

Appendix 2-A Certification and Appointment as a BPA Contracting Officer  
Appendix 3-A Standards of Conduct Regarding Purchasing and Assistance  
Appendix 4-A Reserved

### **CHAPTER B -- PLANNING, STRATEGY, AND REQUISITIONING**

Appendix 6-A Requisitioners' Guide to Preaward Activities

### **CHAPTER C -- SOCIOECONOMIC ISSUES**

Appendix 8-A Small and Disadvantaged Business Identification Data  
Appendix 8-B Subcontracting Plans  
Appendix 10-A Labor Laws and Procedures

### **CHAPTER D -- CONTRACTOR SELECTION AND AWARD**

Appendix 12-A How to Submit an Unsolicited Proposal  
Appendix 13-A Contract Cost Principles for Commercial Organizations

### **CHAPTER E -- CONTRACT ADMINISTRATION**

Appendix 14-A Contracting Officer's Technical Representatives' Guide for Contract Administration  
Appendix 19-A Property Management Procedures for Contractors

### **CHAPTER F -- SPECIAL POLICIES**

# BONNEVILLE PURCHASING INSTRUCTIONS

## Table of Contents

---

### TRANSMITTAL LETTERS, REVISION TYPE, AND IMPORTANT DATES

<b>NUMBER</b>	<b>TYPE</b>	<b>EFFECTIVE DATE</b>	<b>DATE CANCELLED OR SUPERSEDED</b>
Re-Issue 98-1	Re-Issue of BPI	September 30, 1998	N/A
Update 99-1	BPI Update	December 15, 1998	September 30, 2002
00-1	Temporary Instruction	August 18, 2000	September 30, 2002
01-1	Temporary Instruction	March 27, 2001	September 28, 2001
01-2	BPI Update	September 28, 2001	N/A
02-1	BPI Update	September 30, 2002	N/A
03-1	Temporary Instruction	March 12, 2003	September 30, 2004
03-2	Temporary Instruction	September 30, 2003	September 30, 2004
05-1	BPI Update	October 1, 2005	N/A
06-1	Temporary Instruction	October 28, 2005	October 1, 2007
07-1	Temporary Instruction	May 4, 2007	October 1, 2007
08-1	Temporary instruction	February 29, 2008	November 3, 2008
09-1	Temporary Instruction	April 1, 2009	September 4, 2009
09-2	Temporary Instruction	July 31, 2009	October 5, 2009
09-2A Revision 1	Temporary Instruction	October 5, 2009	January 29, 2010
09-2B Revision 2	Temporary Instruction	January 29, 2010	Current
09-3	BPI Update	September 4, 2009	N/A
09-4	BPI Update	November 23, 2009	N/A
10-1	BPI Update	April 1, 2010	N/A
11-1	BPI Update	December 16, 2010	NA
11-2	BPI Update	May 12, 2011	NA