

District Administration

Facilities

MS 1016 ■ 2000 N Greene St ■ Spokane WA 99217-5499
Facilities@ccs.spokane.edu
(509) 533-8630 ■ FAX (509) 533-8649



January 21, 2011

Ref. No. Docket PG-101575 & PG-101576

David D. Lykken
Pipeline Safety Director
Washington Utilities and Transportation Commission
1300 S Evergreen Park Dr. S.W.
PO Box 47250
Olympia, WA 98504-7250

RECEIVED

JAN 27 2011

State of Washington
UTC
Pipeline Safety Program

Dear Mr. Lykken:

RE: 2010 Master Meter System Standard Inspection-Community Colleges of Spokane and Spokane Falls Community College Response

On September 22, 2010 the Washington Utilities and Transportation Commission's (commission) pipeline safety staff conducted a Natural Gas Meter Standard inspection of the natural gas master meter systems for the Community Colleges of Spokane (CCS) at the Spokane Community College (SCC) facility located at 1810 N Greene in Spokane, WA and at our Spokane Falls Community College (SFCC) facility located at 3410 Fort George Wright Drive in Spokane, WA.

CCS agrees to comply with applicable Federal (49 CFR 192) and State WAC (480-93) rules and to remedy the out of compliance items identified in your report. Please see following Status Report, Consultant Report and Tentative Schedule of Completion.

If you have any questions, or if we may be of any assistance, please contact Jim Collen at (509) 533-4700. Please refer to Dockets PG-101575 & PG-101576 in any future correspondence regarding this inspection.

Sincerely,

A handwritten signature in black ink, appearing to read "Dennis Dunham".

Dennis Dunham
Director of Facilities

Enclosures

STATUS REPORT

WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION
2010 Natural Gas Master Meter Pipeline Safety Inspection
Community Colleges of Spokane, Spokane, WA
Docket PG-101575 & PG-101576

Master Meter regulations are found in Title 49, CFR Part 192, 199, and WAC 480-93. The inspection included a review of operation and maintenance records, emergency response plan, and field inspection of the pipeline facilities. The following is a list of requirements that the Community Colleges of Spokane (CCS) must comply with. The operator of the master meter system must:

1. Submit annual reports in accordance with CFR 191.5.
2. Provide Telephonic Reports to UTC Pipeline Safety Incident Notification (Within 2 hours) in accordance with WAC 480-93-200(1).
3. Provide Telephonic Reports to UTC Pipeline Safety. Incident Notification (Within 24 hours) in accordance with WAC 480-93-200(2).
4. Provide a 30 day written incident report for each telephonic report in accordance with WAC 480-93-200(4).
5. Provide a copy of every Pipeline and Hazardous Materials Safety Administration (PHMSA) annual report required by U.S. Department of Transportation, Office of Pipeline Safety with the commission no later than March 15 for the proceeding calendar year in accordance with WAC 480-93-200(7).
6. Submit a "Damage Prevention Statistics" Report annually in accordance WAC 480-93-200(7)(b).
7. Submit a Construction Defects and Material Failures Report annually in accordance with WAC 480-93-200(7)(c).
8. Submit emergency contact information to appropriate agencies in accordance with WAC 480-93-200(8).
9. Provide a written Operator Qualification Plan for training, qualifying and certifying all employees and contractors in accordance with WAC 480-93-013. CCS currently is out of compliance and must:
 - a. Provide a written Operator Qualification Plan.
 - b. Provide Operator Qualification Certification for employees for each covered natural gas task including emergency response procedures.

During the inspection, neither Spokane Community College nor Spokane Falls Community College had 49 CFR 192 qualified operators. Although, employees

Comment [S1]: This will be the function of a service contract.

Comment [S2]: This will be performed by our office support staff. All information will be forwarded to the service provider for written report.

Comment [S3]: This will be the function of a service contract.

Comment [S4]: This will be a function of our office support staff and will be updated as changes are made or at least annually.

Comment [S5]: This will be the function of a service contract. One of the first tasks of the contract is to Develop this plan.

STATUS REPORT

- Have city and state licenses that include safety and emergency training, operator qualification certification is required in accordance with 49 CFR 192.805.
- c. Provide Operator Qualification Certification documentation for contractor employees for each covered task performed by contractors.
10. Provide and maintain a copy of Avista's Regulator Station annual inspection performed on the master meter in accordance with CFR 192.739. CCS is currently out of compliance and must provide copies of the Avista Regulator Station Annual Inspection Report for each campus.
11. Operate and maintain service regulators per manufacturer's recommendations in accordance WAC 480-93-140 and CFR 192.355. CCS is currently out of compliance and must ensure:
- The vents at Spokane Falls Community College; buildings 1,9, 11 and 13 are installed in a safe manner according to code.
 - The missing regulator vent screens at the Spokane Community College at Buildings 18 and 19 are replaced.
12. Develop and implement a written procedure to provide its customers Public Awareness Messages twice annually in accordance with CFR 192.616 (h) and (j). CCS is currently out of compliance and must add detail to their written procedure in the O&M manual and continue to post the "Emergency Management Plan" in multiply locations in every building to satisfy the Public Awareness Program requirement.
13. Maintain a copy of Drug and Alcohol testing for all contractor employees who work on SFCC and SCC facilities in accordance with CFR 199.2.
14. Commit to annually review and update the O&M Manual in accordance with CFR 192.605(a).
15. Continue to maintain College's Emergency Management Plan in accordance with 192.615. CCS is currently out of compliance and must write detailed natural gas emergency response steps in the Emergency Plan.
16. Write detailed failure analysis procedure and establish procedures for analyzing accidents and failures, including the selection of samples of the failed facility or equipment for laboratory examination in accordance CFR 192.617. CCS is out of compliance and must write failure analysis procedures to include:
- Determining the cause of the failure.
 - Minimizing the possibility of recurrence.
17. Keep O&M manuals at locations where O&M activities are conducted in accordance with CFR 192.605(a)
- Comment [S6]:** We plan to begin additional training as needed as soon as a plan is developed.
- Comment [S7]:** This will be the function of a service contract. These documents will need to be provided as part of the service contract.
- Comment [S8]:** Requested from Avista
- Comment [S9]:** These has been corrected.
- Comment [S10]:** We are currently working to include this in our existing Emergency Management Plan.
- Comment [S11]:** This will be the function of a service contract.
- Comment [S12]:** We are currently working to include this in our existing Emergency Management Plan.
- Comment [S13]:** This will be the function of a service contract.
- Comment [S14]:** Location will be designated as part of the Operator Qualification Plan.

STATUS REPORT

17. Update records, maps and drawings within 6 months of completion of construction Activity in accordance with WAC 480-93-018(3). CCS is out of compliance and must:
 - a. Provide updated maps, it is our understanding that CCS does not have the original maps or as built drawings of the main and service line locations, material, etc..
 - b. provide the dates construction activities were completed and mapped, and
 - c. make updated records available to appropriate operations personnel.
19. Maintain the MAOP of the pipeline in accordance with CFR 192.619 (3), unless the original historical records are not found.
20. Conduct periodic sampling of combustible gases using an instrument capable of determining the percentage of gas in air at which the odor becomes readily detectable in accordance with CFR 192.625(f). CCS is out of compliance and must provide written verification. Verification can be copies of Avista's odorant test site reading closest to each community college.
21. Conduct gas leak surveys in accordance with WAC 480-93-1 88. CCS is out of compliance and has committed to come into compliance by purchasing gas leak equipment and performing all annual surveys.
 - i. Leak surveys were conducted until two years ago.
 - ii. Community College of Spokane employees must be qualified to perform the leak survey task.
22. Must test gas detection instruments for accuracy at prescribed intervals (Mfct recommended interval or monthly not to exceed 45 days) in accordance with WAC 480-93-188(2)
23. Inspect and test each valve necessary for the safe operation of a the Spokane Falls Community College distribution system, (Spokane Community College does not have isolation valves) at intervals not exceeding 15 months, but at least once each calendar year in accordance with CFR 192.747.
24. Conduct annual cathodic protection surveys in accordance with CFR 192.465. CCS is out of compliance and must:
 - a. Conduct annual Cathodic Protection Surveys
 - i. Community Colleges of Spokane has not conducted a cathodic protection survey since 2008, at that time they had low readings at Spokane Falls Community College and adequate cathodic protection at Spokane Community College.
 - b. Remediate the low readings found during the 2010 inspection. Staff conducted field inspections at four buildings on each campus.
 - i. Remediation must be completed within 90 days in accordance with WAC 480-93-1 10 (2) at the following locations.

Comment [S15]: We have a current Map of the Piping system. A number of changes have been made this year and all documentation is not currently completed. Some building are under construction. This will be a function of our Capital improvements department and the service contract.

Comment [S16]: Requested from Avista

Comment [S17]: This will be the function of a service contract. When a Operator Qualification Plan and personnel are certified CCS plans to conduct this survey

Comment [S18]: Currently we have no gas test equipment.

Comment [S19]: This will be the function of a service contract. When a Operator Qualification Plan and personnel are certified CCS plans to conduct this inspection.

Comment [S20]: This will be the function of a service contract. When a Operator Qualification Plan and personnel are certified CCS plans to conduct this inspection. See Ray Allen's Report Attached.

Comment [S21]: Inspection report requested from Ray Allen.

STATUS REPORT

1. SFCC's cathodic protection system readings were low at all 4 buildings where pipe to soil reads were taken during the inspection. This indicates that the cathodic protection system at SFCC is below the required -.850 volts (V).
 - Bldg 9, -.630V
 - Bldg 1, -.380V
 - Bldg 11, -.365 Von both risers
 - Bldg 13, -.390V
 2. SCC's cathodic protection system readings were low at the 2 buildings where pipe to soil reads were taken during the inspection. This indicates that the cathodic protection system at SCC that is below the required -.850 V.
 - Bldg 1, -.355V
 - Bldg 18, -.713V
- ii. Perform a 2010 cathodic protection survey at both campuses
 - iii. Remediate all low readings within ninety days.
25. Carry out corrosion control responsibilities with qualified personnel for the design, installation, operation, and maintenance activities in accordance with CFR 192.453. CCS is currently out of compliance and must have cathodic protection activities carried out by qualified personnel.
 26. Conduct cathodic protection pipe to soil readings each time a pipe is exposed and the wrap removed in accordance with WAC 480-93-110(8).
 27. Calibrate and test for accuracy all cathodic protection equipment and instrumentation in accordance with WAC 480-93-110(3).
 28. Conduct atmospheric corrosion inspection, at least once every 3 calendar years, but with intervals not exceeding 39 months in accordance with CFR 192.481.
 29. Conduct patrols in accordance with CFR 192.721. |

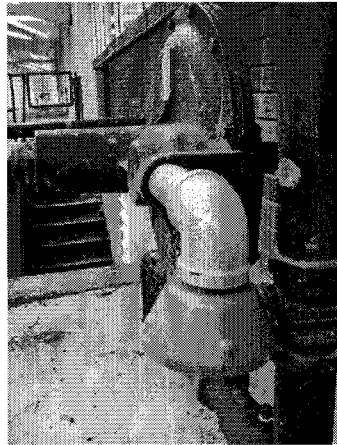
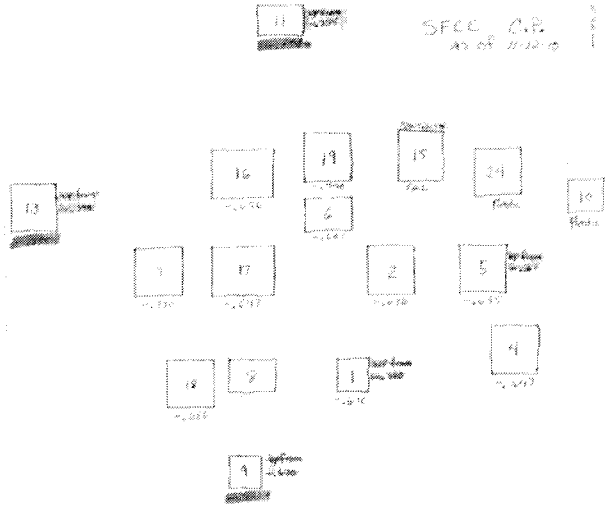
Comment [S22]: We are currently working to correct this and have made improvements. Wee working with Ray Allen as our consultant to get in compliance. See attached Map with before and after readings.

Comment [S23]: We have consulted with Ray Allen and Ordered and received additional anodes required to bring this up to standard. We currently need the weather to cooperate to complete repairs.

Comment [S24]: This will be the function of a service contract. When a Operator Qualification Plan and personnel are certified CCS plans to conduct this activity and materials have been received.

Comment [S25]: This will be the function of a service contract. When a Operator Qualification Plan and personnel are certified CCS plans to conduct this activity.

STATUS REPORT



Installation of new vents is complete.



Raymond A. Allen, PE
10705 N Fairview Rd
Spokane, WA 99217

Phone: 509.467.3911
Fax: 509.467.3911
E-mail: rayallen75@aol.com

Corrosion Control Engineering

January 21, 2011

Steve Goodman / Jim Collen
Community College of Spokane

RE: Interim CP report SCC and SFCC

SCC COMPLETED CP WORK

1. Bouten Construction completed the installation of 10 magnesium anodes in the same ditch with the new gas service to Bldg #7.
2. Bouten Construction installed a #6 coated copper wire between the 4" on the east side of Bldg #7 and the stub end of the original stub-off service to Bldg #7. The #6 wire tie provided CP to approximately 90% of the SCC gas system.
3. Bouten needed to install dielectric unions in the services to the emergency generators.
4. Bouten failed to bring the 10 anode header wire to the surface at Bldg #7 service. To save cutting the new asphalt a 9 pound anode was installed on the service riser to protect the riser and piping to the generator and building.
5. I made a CP survey of the gas system and found approximately 90% of the system meets State and Federal CP requirements.
6. I submitted an installation design for adding magnesium anodes to protect 3 isolated mains and their services.
7. It is possible a few more anodes will be required to bring up a few marginal mains' CP.

FUTURE NEEDS

1. Complete the anode in installations noted in item 6 above.
2. Make a gas system CP survey to determine that the system meets regulations.
3. Add anodes if needed.
4. Make a gas system lead survey.

SFCC

Completed Work

1. Dielectric unions were installed at Bldgs #2, #6 and #8.
2. A spot check gas system continuity test indicated the steel mains have CP continuity. Also, most of the mains and services were adequately CP protected.
3. Contractor piping work at the Music Building omitted dielectric fittings and shorted the whole SFCC gas system.

Future Needs

1. Install dielectric fittings at the Music Building service riser. Possibly already done.
2. Run a combined system continuity test and CP current requirement test.
3. If needed, design additional magnesium anodes installations.
4. Prepare a final CP level report.
5. Make a gas system leak survey.
6. The 6" valve south of Bldg #8 needs to be located and the valve box lid uncovered.
7. System gas map updated.

I have spent 15 ½ hours on PO 5B2115048X.

Submitted,

Raymond A. Allen, P.E.

WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION

2010 Natural Gas Master Meter Pipeline Safety Inspection

Community Colleges of Spokane, Spokane, WA

Docket PG-101575 & PG-101576

TENTATIVE SCHEDULE

- Present:** Complete Cathodic protection repairs with the exception of burying more anodes (frozen ground).
- February:** Hire consultant to create RFP for engineering firm, to create Operator Qualification Plan, O&M Manual, provide text for Emergency Action Plan supplement, and supply all necessary reporting forms and employee training on program.
- March*:** Perform gas leak detection survey and add anodes to locations as indicated in report.
*or ground thaw.
- Mid March:** Advertise for engineering firm to create and complete above tasks.
- Mid April:** Award contract for above scope of work. Completion date will depend on estimate of time to complete scope of work by consultant.