



February 15, 2005

VIA E-MAIL AND REGULAR MAIL

Ms. Carole J. Washburn, Executive Secretary  
Washington Utilities and Transportation Commission  
PO Box 47250  
Olympia, WA 98504-7250

**Re: PSE Service Quality Program - Gas Emergency Response Plans Report  
Docket Nos. UE-011570 and UG-011571**

Dear Ms. Washburn:

Pursuant to Exhibit J of the Settlement Stipulation Re Service Quality Index (SQI) in Docket Nos. UE-011570 and UG-011571 and as amended by UE-031946, Puget Sound Energy ("PSE" or "the Company") provides herewith an original and 12 copies of PSE's Service Quality Program - Gas Emergency Response Plans Report for the twelve-month period ending December 2004. An electronic copy of the same is delivered via email to [records@wutc.wa.gov](mailto:records@wutc.wa.gov).

The enclosed report includes detailed response plans for each of the following areas:

- ✓ Winlock,
- ✓ Vashon Island,
- ✓ Toledo,
- ✓ Kittitas County, and
- ✓ Centralia / Chehalis

The response plans filed herewith have been redacted for security purposes and are available for viewing without redaction at the Company's offices in Bellevue, Washington.

The Company hopes the information contained in this report is helpful. PSE would be happy to meet with interested parties to discuss more fully the data elements included in the enclosed report and to discuss how the report might be modified if necessary, in order to meet any additional data needs.

RECORDED  
08 FEB 17 11 02 23  
OFFICE OF THE  
CLERK OF THE  
COMMISSION

Ms. Carole J. Washburn  
February 15, 2005  
Page 2

If you have any questions regarding this report, please contact me at 425-456-2797.

Sincerely,

A handwritten signature in black ink, appearing to read 'K. Karzmar', followed by a horizontal line extending to the right.

Karl R. Karzmar  
Director, Regulatory Relations

Enclosures

cc: Joelle Steward – Washington Utilities & Transportation Commission  
Mary Kimball – Public Counsel  
Chuck Eberdt – Opportunity Council

# Winlock

## EMERGENCY RESPONSE PLAN

### TABLE OF CONTENTS

#### Winlock

Users Guide.....	2
How it will be served .....	3
Regular business hours .....	3
After hours .....	3
Floods.....	3

#### PSE Staff

Who work in Winlock .....	4
Live near Winlock .....	4

#### Maps

Directions .....	5
City Map.....	6
Gas Operations Map Key.....	7
Plat Map Key .....	8

#### Service Provider

Roles and Responsibilities .....	9
----------------------------------	---

# USERS GUIDE

## Dispatch

PSE Staff .....	4
Directions .....	5
City Map.....	6
Gas Operations Map Key .....	7
Plat Map Key .....	8
Roles and responsibility of Service Providers.....	9

## First Responders

PSE Staff .....	4
Directions .....	5
City Map.....	6
Gas Operations Map Key .....	7
Plat Map Key .....	8
Roles and responsibility of Service Providers.....	9

## CFS

PSE Staff .....	4
Directions .....	5
City Map.....	6
Gas Operations Map Key .....	7
Plat Map Key .....	8
Roles and responsibility of Service Providers.....	9

## Gas Control

PSE Staff .....	4
Directions .....	5
City Map.....	6
Gas Operations Map Key .....	7
Plat Map Key .....	8
Roles and responsibility of Service Providers.....	9

# EMERGENCY RESPONSE PLAN

## Winlock

### How Winlock will be served

#### Regular business hours:

During regular business hours we will utilize employees who are working in Winlock. This could include Gas First Response, SC&P, or Pilchuck personnel.

#### After Hours:

Puget Sound Energy has identified those gas employees that live in close proximity to Winlock. Dispatch will first contact the GFR staff that live near Winlock. If that fails, Dispatch will move the closest GFR personnel to the problem per the Standard Call-Out process. In the case were GFR personnel is unavailable, Dispatch will contact SC&P staff trained for First Response.

#### Floods:

Lewis County has had numerous 100-year floods in the past several years; this area is prone to flooding. This area may be closed to any traffic except for emergency vehicles and local traffic. In the past I-5 has been shut down. During flooding, the best way to get there may be through Littlerock or Bucoda. The City of Centralia and Chehalis as well as Lewis Co. has historically informed PSE of any wash outs or any other problems we may need to be aware of. PSE may need to isolate areas of the gas system during flooding.

#### Alternative Access:

If access by conventional means is unavailable, you may be able to deliver personnel and materials to the Winlock area by helicopter. The System Manager *TELEPHONE NUMBER REDACTED* on duty should be called to arrange helicopter support.

**PSE STAFF WHO WORK IN WINLOCK.**

NAME REDACTED, Gas  
ADDRESS REDACTED  
Toledo, WA 98591  
Home phone: NUMBER REDACTED  
Cell phone: NUMBER REDACTED  
Pager: NUMBER REDACTED

NAME REDACTED, Gas  
ADDRESS REDACTED  
Chehalis, WA 98532  
Home phone: NUMBER REDACTED  
Cell phone: NUMBER REDACTED  
Pager: NUMBER REDACTED

**PSE STAFF WHO LIVE NEAR WINLOCK**

NAME REDACTED, Gas  
ADDRESS REDACTED  
Centralia, WA 98531  
Home phone: NUMBER REDACTED  
Cell phone: NUMBER REDACTED  
Pager: NUMBER REDACTED

NAME REDACTED, Gas  
ADDRESS REDACTED  
Centralia, WA 98531  
Home phone: NUMBER REDACTED  
Cell phone: NUMBER REDACTED  
Pager: NUMBER REDACTED

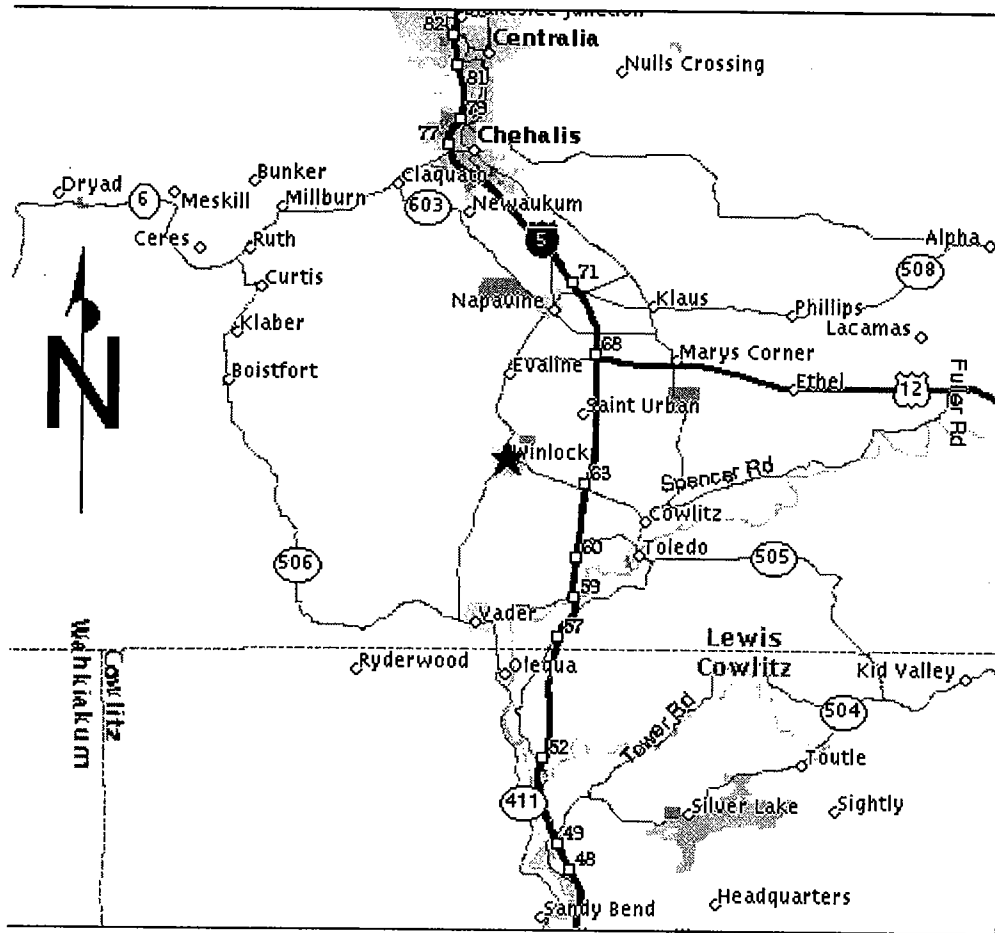
NAME REDACTED, Gas  
ADDRESS REDACTED  
Toledo, WA 98591  
Home phone: NUMBER REDACTED  
Cell phone: NUMBER REDACTED  
Pager: NUMBER REDACTED

NAME REDACTED, Gas  
ADDRESS REDACTED  
Chehalis, WA 98532  
Home phone: NUMBER REDACTED  
Cell phone: NUMBER REDACTED  
Pager: NUMBER REDACTED

# Directions (From Olympia)

*DIRECTIONS REDACTED*

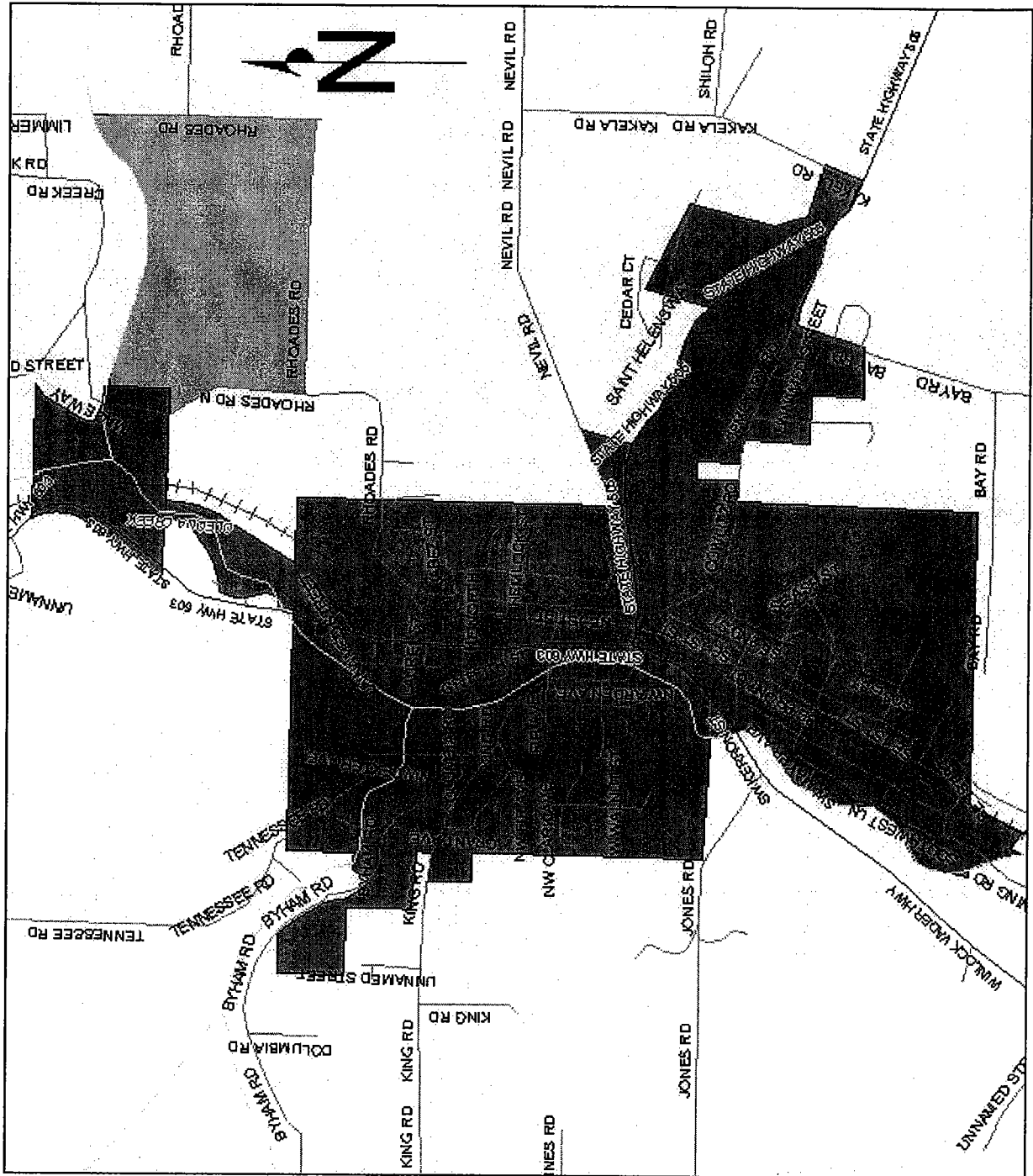
Total Estimated Driving Time from Olympia: 32 minutes  
Total Distance: 30.71 miles



CONFIDENTIAL PER WAC 480-07-160

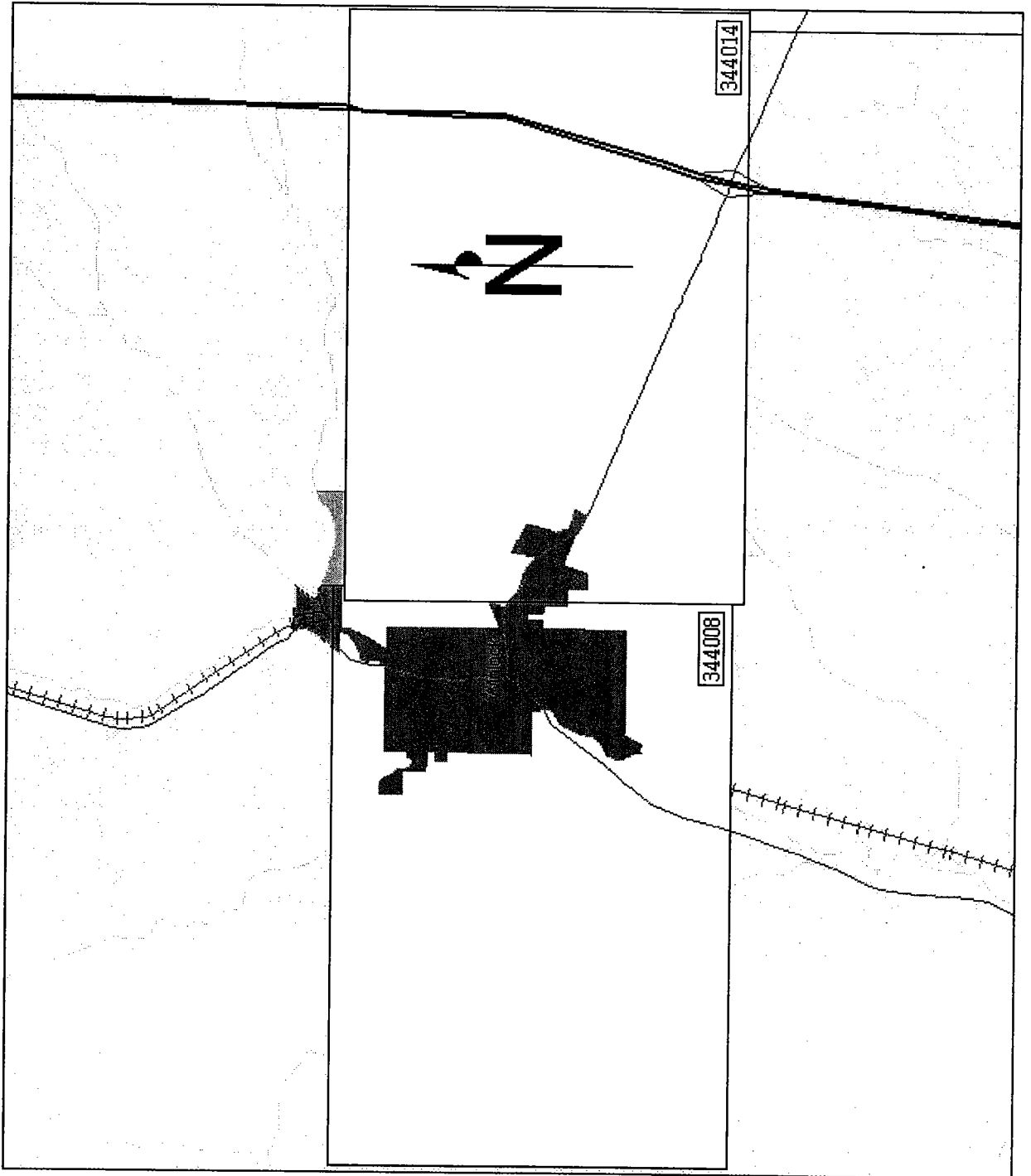
# CITY MAP

Winlock

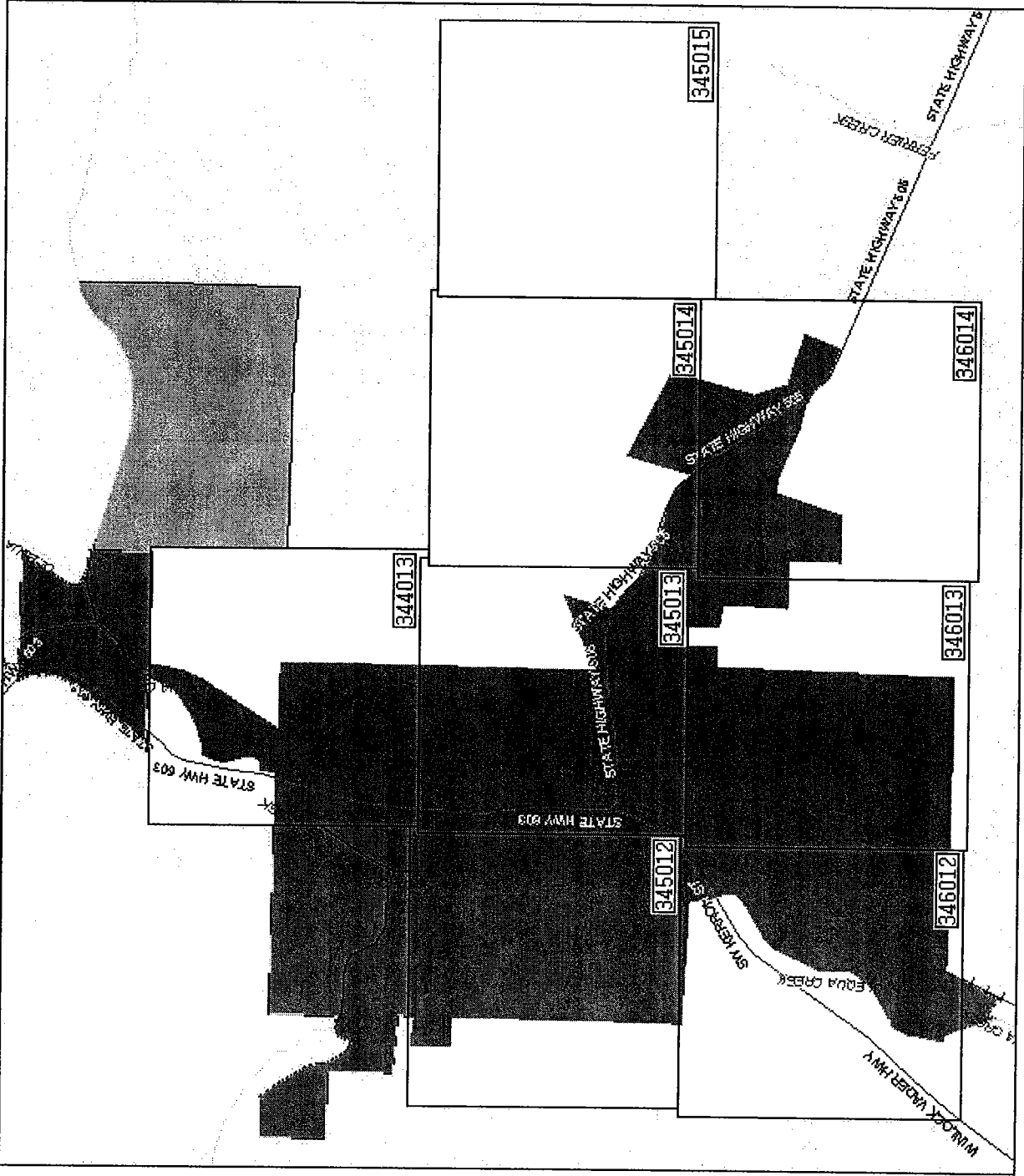




# OPERATIONS MAP KEY



# PLAT MAP KEY



## ROLES AND RESPONSIBILITIES OF THE SERVICE PROVIDERS

Pilchuck Contractors performs the installation of new customer construction on both residential and commercial gas services. They perform gas system upgrades and replacements, as well as, gas system operation and maintenance. In addition, Pilchuck responds to breaks at the request of PSE Gas Dispatch.

# Vashon Island

## EMERGENCY RESPONSE PLAN

### TABLE OF CONTENTS

#### Vashon

Users Guide .....	2
How it will be served .....	3
Regular business hours .....	3
After hours .....	3

#### PSE Staff

Who reside on Island .....	4
Who work on Island .....	4
Live near ferry terminal .....	4

#### Facilities

Address and Driving Directions .....	5
Vashon Base .....	6
Gas Operations Map Key .....	7

#### Ferry

After Hours .....	3
Ferry Procedure .....	8
Ferry Terminals – Directions .....	9-11

#### Service Provider

Roles and Responsibilities .....	12
----------------------------------	----

<u>Material/Tool List</u> .....	13
---------------------------------	----

<u>Agreement between PSE/Vashon Fire Department</u> .....	14,15
---	-------

# USERS GUIDE

## Dispatch

PSE Staff .....	4
Facilities .....	5-6
Material / tool List.....	13
Ferry .....	3, 9-11
Map of distribution and supply system .....	7
Roles and responsibility of Service Providers .....	12
Agreement between PSE/Vashon Fire Department.....	14, 15

## First Responders

PSE Staff .....	4
Facilities .....	5-6
Material / tool List.....	13
Ferry .....	3, 9-11
Map of distribution and supply system .....	7
Roles and responsibility of Service Providers .....	12
Agreement between PSE/Vashon Fire Department.....	14, 15

## CFS

PSE Staff .....	4
Facilities .....	5-6
Material / tool List.....	13
Ferry .....	3, 9-11
Map of distribution and supply system .....	7
Roles and responsibility of Service Providers .....	12
Agreement between PSE/Vashon Fire Department.....	14, 15

## Gas Control

PSE Staff .....	4
Facilities .....	6-8
Material / tool List.....	12
Ferry .....	3, 9-11
Map of distribution and supply system .....	7

# EMERGENCY RESPONSE PLAN

## Vashon Island

### How Vashon will be served

#### Regular business hours:

During regular business hours we will utilize employees who are working on the Island. This could include Gas First Response personnel, SC&P, or Pilchuck.

**Personnel assigned to work on the island on a day to day basis will notify dispatch when they arrive on and leave the island.**

#### After Hours:

PSE has two Employees who live on the Island, both Electric. PSE has also identified those gas employees that live near the ferry terminals at Fauntleroy, Southworth and Tacoma. Outside of normal business hours we will contact the Gas First Response employees living closest to the ferry terminals. If this fails, we will dispatch the First Responders per the standard callout process that moves the closest GFR personnel to the event.

#### Ferry Service after Hours:

If ferry service is needed outside the normal service hours, you can contact the System Manager at *NUMBER REDACTED*. They have set up an arrangement with the Washington Ferry System to take PSE vehicles to the Island in case of emergencies (see After Hours Ferry Procedure page).

#### Alternative Access:

If access by conventional means is unavailable, you may be able to deliver personnel and materials to Vashon Island area by helicopter. The System Manager *NUMBER REDACTED* on duty should be called to arrange helicopter support.

**PSE STAFF WHO RESIDE ON THE ISLAND**

*NAME REDACTED (Electric Employee)*

*ADDRESS REDACTED*

Vashon, WA 98070

Home phone: *NUMBER REDACTED*

Nextel Phone: *NUMBER REDACTED*

*NAME REDACTED (Electric Employee)*

*ADDRESS REDACTED*

Vashon, WA 98070

Home phone: *NUMBER REDACTED*

Nextel Phone: *NUMBER REDACTED*

**PSE STAFF WHO WORK ON THE ISLAND**

*NAME REDACTED (Electric Employee)*

*ADDRESS REDACTED*

Vashon, WA 98070

Home phone: *NUMBER REDACTED*

Nextel Phone: *NUMBER REDACTED*

*NAME REDACTED (Electric Employee)*

*ADDRESS REDACTED*

Vashon, WA 98070

Home phone: *NUMBER REDACTED*

Nextel Phone: *NUMBER REDACTED*

**PSE STAFF WHO LIVE NEAR A FERRY TERMINAL**

**Fauntleroy**

Georgetown personnel close to the **Fauntleroy Ferry Terminal:**

*NAME REDACTED*      **1<sup>st</sup> Response CFS**      *ADDRESS REDACTED*

*NAME REDACTED*      **CFS Appliance Fitter**      *ADDRESS REDACTED*

*NAME REDACTED*      **1<sup>st</sup> Response Fitter**      *ADDRESS REDACTED*

*NAME REDACTED*      **1<sup>st</sup> Response CFS**      *ADDRESS REDACTED*

*NAME REDACTED*      **Pressure Control**      *ADDRESS REDACTED*

**Southworth**

*NAME REDACTED*      **Corrosion Control Fitter**      *ADDRESS REDACTED*

**Tacoma - Tahlaquah (Pt. Defiance)**

*NAME REDACTED*      **1<sup>st</sup> Response Fitter**      *ADDRESS REDACTED*

Street Truck-- 1 set of breathing air--4 extra bottles

## FACILITIES

Puget Sound Energy's office is located just south of the town of Vashon on the main Highway.

### Address

ADDRESS REDACTED

The building site sits back off the highway about 100 yards and is somewhat secluded.

### Map and Driving Directions to Facility

The facility is located at ADDRESS REDACTED (see page 6 for layout of Vashon facility).

The building sets back off the highway about 100 yards and is hard to see from the road.

You will need a NUMBER REDACTED key to enter the facility

### Key Number

NUMBER REDACTED will fit the keypad

### Material

We will maintain a trailer at our Vashon facility, which will be used to carry materials needed in case of a gas emergency (see Material and Tool List Available at the Facility, page 13).

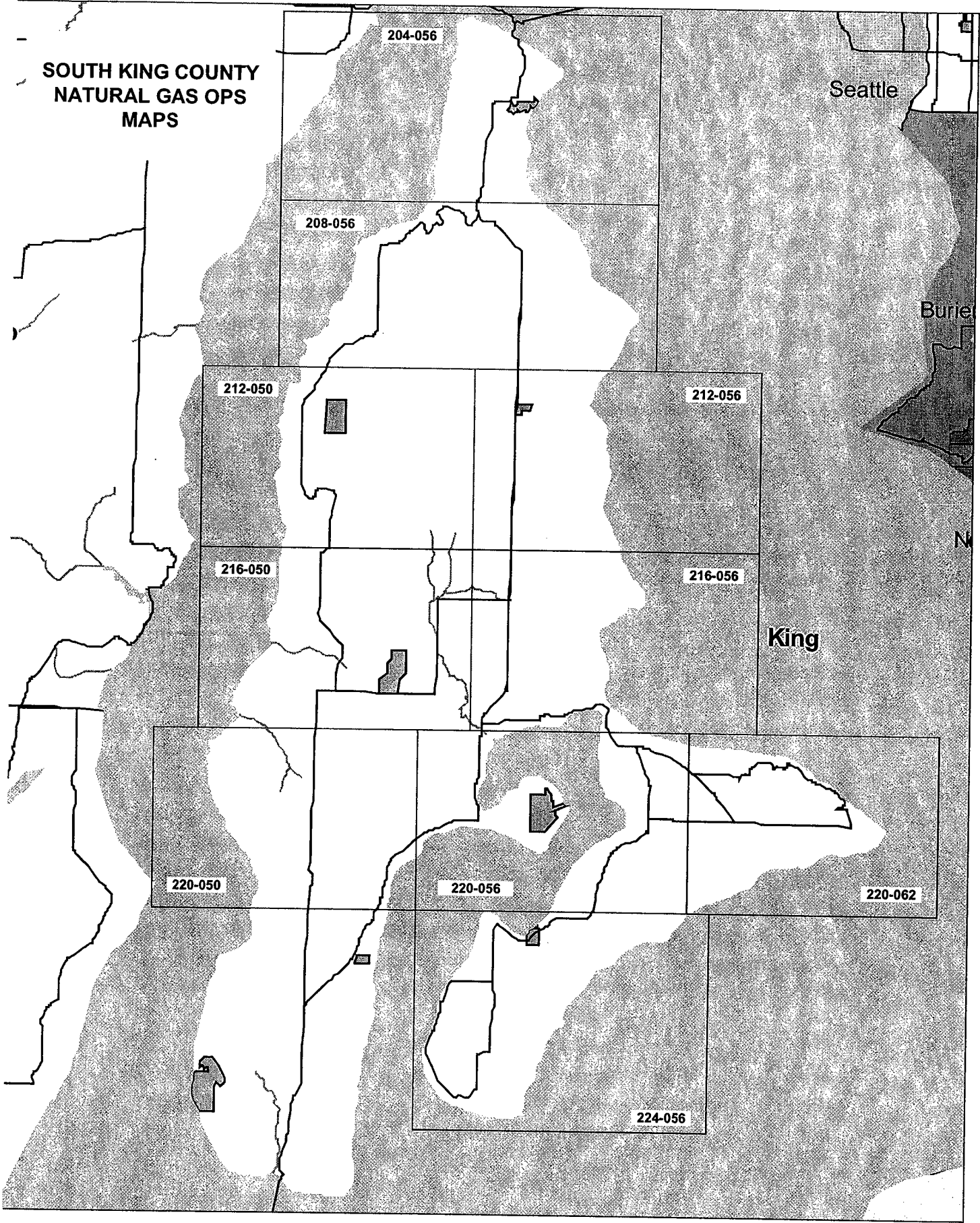
During emergencies this trailer will be picked up by the first PSE employee to respond, which may not necessarily be a gas employee.



PUGET SOUND ENERGY'S VASHON ISLAND OFFICE

*MAP REDACTED*

**SOUTH KING COUNTY  
NATURAL GAS OPS  
MAPS**



# FERRY PROCEDURE

## WASHINGTON STATE FERRY SYSTEM (WSF)

Adopted 12-22-98

Current information: [www.wsdot.wa.gov/ferries/schedules/current](http://www.wsdot.wa.gov/ferries/schedules/current) Reviewed 10-24-01

## PRIORITY LOADING PROCEDURE - GAS EMERGENCY

This procedure addresses gas emergencies only.

There are no hard and fast rules relating to who qualifies for priority loading of utility vehicles on ferry routes. The WSF Operations Watch Supervisor is the key contact person to arrange priority loading and will make the ultimate decision whether or not to approve such a request.

In order to reduce the possibility for abusing the system for personal benefit, the Operations Watch Supervisor will only accept loading requests from PSE's Gas Operations Dispatchers. Employees will not be able to arrange their own priority loading with the dock attendants.

The procedures to be followed is:

- The Gas Operations Dispatcher has the responsibility to **determine if the emergency in question requires an immediate response** necessitating priority loading on a Washington State ferry.  
NOTE: In general, events such as broken and blowing lines, Class A leaks, inside odors, and possible CO poisoning would meet this test. There may be other valid emergencies such as employee injuries or vehicle accidents, but these can adequately be covered by local emergency responders and probably don't require special loading of PSE personnel. The WSF Operations Watch Supervisor will rely on our Dispatchers to make proper judgments.
- If the emergency meets this test, the dispatcher shall **contact the WSF Operations Watch Supervisor.**  
*NUMBER REDACTED*
- **Provide the following information.**
  - Name and contact number of Gas Operations Dispatcher calling
  - Type of gas emergency necessitating priority boarding
  - Ferry route affected
  - Number and type of vehicles requiring priority loading
  - Estimated arrival time of vehicles at terminal
- Dispatcher shall **obtain** the following **information** from the WSF Operations Watch Supervisor. **Record the information** on the Emergency Report form. **Communicate approval information** to vehicles involved.
  - Name of Operations Watch Supervisor
  - Date and time of request for priority loading
  - Confirmation of approval of PSE's request
- The **Operations Watch Supervisor will contact the dock attendant** at the affected terminal and communicate the information.
- **If difficulties arise** at the terminal, the dock attendant should be asked to contact the Operations Watch Supervisor. PSE's Dispatcher may also call as well to confirm the previously agreed to arrangements. In no case shall PSE employees at the dock engage in arguments regarding loading. All such difficulties, especially those resulting in a delayed response, shall be recorded on the Emergency Report form.

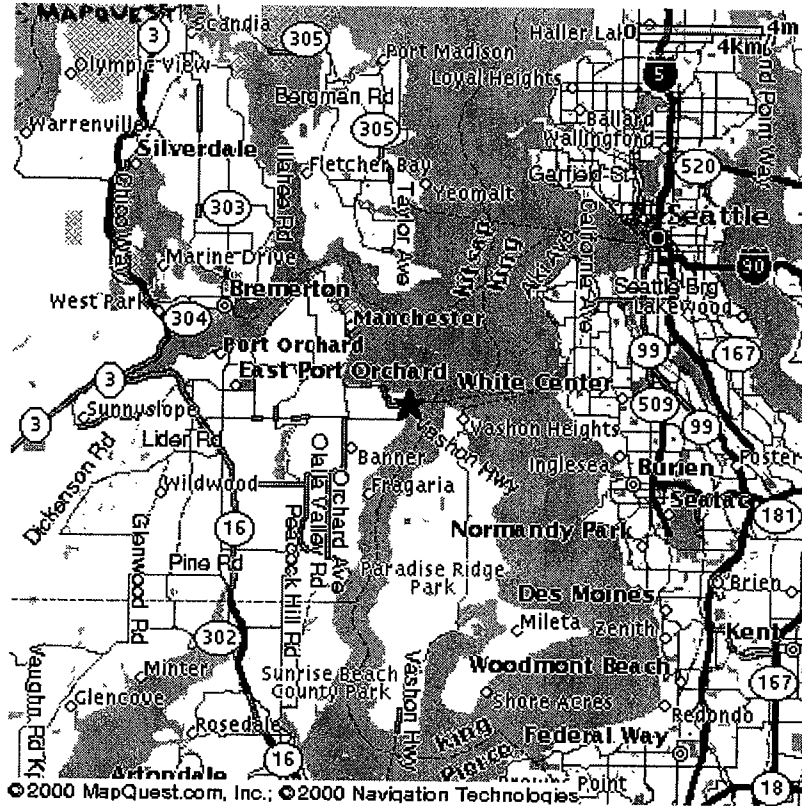
# DRIVING DIRECTIONS TO FERRY TERMINALS

## Southworth Terminal

11564 SE State Hwy 160

Southworth, WA 98386

*DIRECTIONS REDACTED*

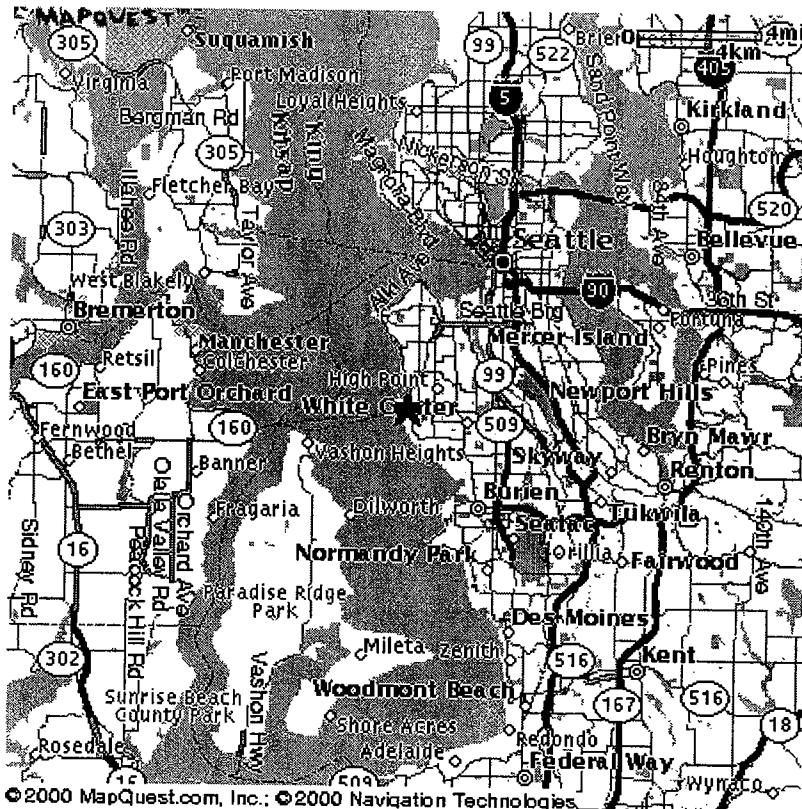


CONFIDENTIAL PER WAC 480-07-160

# Fauntleroy Terminal

4829 SW Barton  
Seattle, WA 98136

DIRECTIONS REDACTED

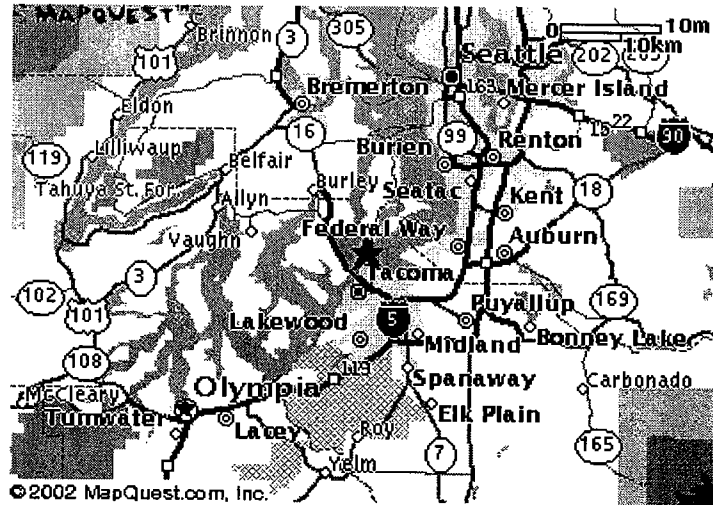


CONFIDENTIAL PER WAC 480-07-160

Pt. Defiance / Tahlequah Terminal

5810 N. Pearl St.  
Tacoma WA 98405

DIRECTIONS REDACTED



CONFIDENTIAL PER WAC 480-07-160

## **ROLES AND RESPONSIBILITIES OF THE SERVICE PROVIDERS**

Pilchuck Contractors performs the installation of new customer construction on both residential and commercial gas services. They perform gas system upgrades and replacements, as well as, gas system operation and maintenance. In addition, Pilchuck responds to breaks at the request of PSE Gas Dispatch.

Pilchuck notifies Gas Dispatch when they get on the ferry going to the island and again when they are leaving the island.

# MATERIAL AND TOOL LIST AVAILABLE AT THE FACILITY

## Vashon Reserve Emergency Supply Parts and Equipment

### **Weld Equipment**

**Oxy/acetylene** - Two bottles each of oxygen and acetylene will be stored at the facility. If additional Oxy. Act. is needed, it can be obtained from *NAME AND NUMBER REDACTED*.

### **Equipment store on the trailer at PSE's facility**

#### **Squeeze Tools:**

4" and 6" PE Squeeze Machines and Hydraulic pump  
Small steel squeeze machine  
Large steel squeeze machine

#### **Valve keys:**

One standard  
One long (8' or better)

#### **Leak Clamps:**

Full circle clamps - 2" by 12" long - two  
Full circle clamps - 4" by 12" long - two  
Full circle clamps - 6" by 12" long - two

**Band clamps** - 1/2", 3/4", 1", 1 1/4", 2", 4" and 6"

#### **Shoring:**

Two 24" spreaders and two - 4 X 4' sheets of board  
12' ladder

#### **Incidental equipment:**

Wood plugs - variety of sizes  
Environmental Packs (two)  
Fire Extinguisher



## AGREEMENT BETWEEN PSE AND VASHON FIRE DEPARTMENT

PSE Operations personnel met with the Vashon Fire department on December 17, 2001. As a result, the following guideline was agreed to between the Vashon Fire Department and Puget Sound Energy.

➤ **Communication with the Beachcomber**

PSE is communicating with the Beachcomber and will continue to stay in touch with them.

➤ **Emergency Center**

PSE will participate with the Vashon Fire Department regarding Emergency Center Operations. PSE's contact is *REDACTED*.

➤ **Open House**

PSE will participate in the Fire Department Open House. Our contact for this is either *REDACTED* or *REDACTED*.

➤ **Natural Gas Training**

PSE provides natural gas emergency training, our contact is: *REDACTED*.

➤ **Road Closed Signs:**

PSE has 12 plastic barricades at our Vashon Facility, located next to the Oxygen/ Acetylene storage rack (see attached diagram).

The Fire Department can gain access by using the Knox box.

➤ **Direct Communication With Dispatch**

Our dispatch numbers are:

**ELECTRIC-**

*NUMBER REDACTED* use this number to gain record information

**GAS**

Fire & Police hot line for direct access to Gas Dispatch

*NUMBERS REDACTED*

Use this number to gain record information from Gas Dispatch

*NUMBER REDACTED*

➤ **Vashon Response Time**

PSE's goal is to meet or exceed the 55-minute SQI (Service Quality Index) agreed to with the WUTC.

➤ **Annual Valve Surveys**

PSE's Gas First Response PI (Public Improvement) Inspector will meet with the Vashon Fire Department annually. They will provide an updated service valve list and review the completed service valve survey results with the chief and his staff.

➤ **Tools & Material**

We will review the number of valve keys and wooden plugs they presently are equipped with, re-supply where needed.

# Toledo

## EMERGENCY RESPONSE PLAN

### TABLE OF CONTENTS

#### Toledo

Users Guide .....	2
How it will be served .....	3
Regular business hours .....	3
After hours.....	3
Floods .....	3

#### PSE Staff

Who reside in Toledo .....	4
Who work in Toledo .....	4
Live near Toledo .....	4

#### Maps

Directions.....	5
City Map .....	6
Gas Operations Map Key .....	7
Plat Map Key .....	8

#### Service Provider

Roles and Responsibilities.....	9
---------------------------------	---

# USERS GUIDE

## Dispatch

PSE Staff .....	4
Directions .....	5
City Map .....	6
Gas Operations Map Key .....	7
Plat Map Key .....	8
Roles and responsibility of Service Providers .....	9

## First Responders

PSE Staff .....	4
Directions .....	5
City Map .....	6
Gas Operations Map Key .....	7
Plat Map Key .....	8
Roles and responsibility of Service Providers .....	9

## CFS

PSE Staff .....	4
Directions .....	5
City Map .....	6
Gas Operations Map Key .....	7
Plat Map Key .....	8
Roles and responsibility of Service Providers .....	9

## Gas Control

PSE Staff .....	4
Directions .....	5
City Map .....	6
Gas Operations Map Key .....	7
Plat Map Key .....	8
Roles and responsibility of Service Providers .....	9

# EMERGENCY RESPONSE PLAN

## Toledo

### How Toledo will be served

#### Regular business hours:

During regular business hours we will utilize employees who are working in Toledo. This could include Gas First Response, SC&P, or Pilchuck personnel.

#### After Hours:

We have one (1) gas employee who lives in Toledo. We have identified those gas employees that live in close proximity to Toledo. Outside of normal business hours we will contact the Gas First Response employee who lives in Toledo. If this employee is not going to be available he will notify Dispatch.

Dispatch will first contact the GFR staff that live near Toledo. If that fails, Dispatch will move the closest GFR personnel to the problem per the Standard Call-Out process. In the case were GFR personnel is unavailable, Dispatch will contact SC&P staff trained for First Response.

#### Floods:

Lewis County has had numerous 100-year floods in past years; this area is prone to flooding. This area may be closed to any traffic except for emergency vehicles and local traffic. In the past I-5 has been shut down. During flooding, the best way to get there may be through Littlerock or Bucoda. The City of Centralia and Chehalis as well as Lewis Co. has historically informed PSE of any wash outs or any other problems we may need to be aware of. PSE may need to isolate areas of the gas system during flooding.

#### Alternative Access:

If access by conventional means is unavailable, you may be able to deliver personnel and materials to the Winlock area by helicopter. The System Manager *NUMBER REDACTED* on duty should be called to arrange helicopter support.

**PSE STAFF WHO RESIDE IN TOLEDO**

NAME REDACTED, Gas  
ADDRESS REDACTED  
Toledo, WA 98591  
Home phone: NUMBER REDACTED  
Cell phone: NUMBER REDACTED  
Pager: NUMBER REDACTED

**PSE STAFF WHO WORK IN TOLEDO**

NAME REDACTED, Gas  
ADDRESS REDACTED  
Toledo, WA 98591  
Home phone: NUMBER REDACTED  
Cell phone: NUMBER REDACTED  
Pager: NUMBER REDACTED

NAME REDACTED, Gas  
ADDRESS REDACTED  
Chehalis, WA 98532  
Home phone: NUMBER REDACTED  
Cell phone: NUMBER REDACTED  
Pager: NUMBER REDACTED

**PSE STAFF WHO LIVE NEAR TOLEDO**

NAME REDACTED, Gas  
ADDRESS REDACTED  
Centralia, WA 98531  
Home phone: NUMBER REDACTED  
Cell phone: NUMBER REDACTED  
Pager: NUMBER REDACTED

NAME REDACTED, Gas  
ADDRESS REDACTED  
Centralia, WA 98531  
Home phone: NUMBER REDACTED  
Cell phone: NUMBER REDACTED  
Pager: NUMBER REDACTED

NAME REDACTED, Gas  
ADDRESS REDACTED  
Chehalis, WA 98532  
Home phone: NUMBER REDACTED  
Cell phone: NUMBER REDACTED  
Pager: NUMBER REDACTED

CONFIDENTIAL PER WAC 480-07-160

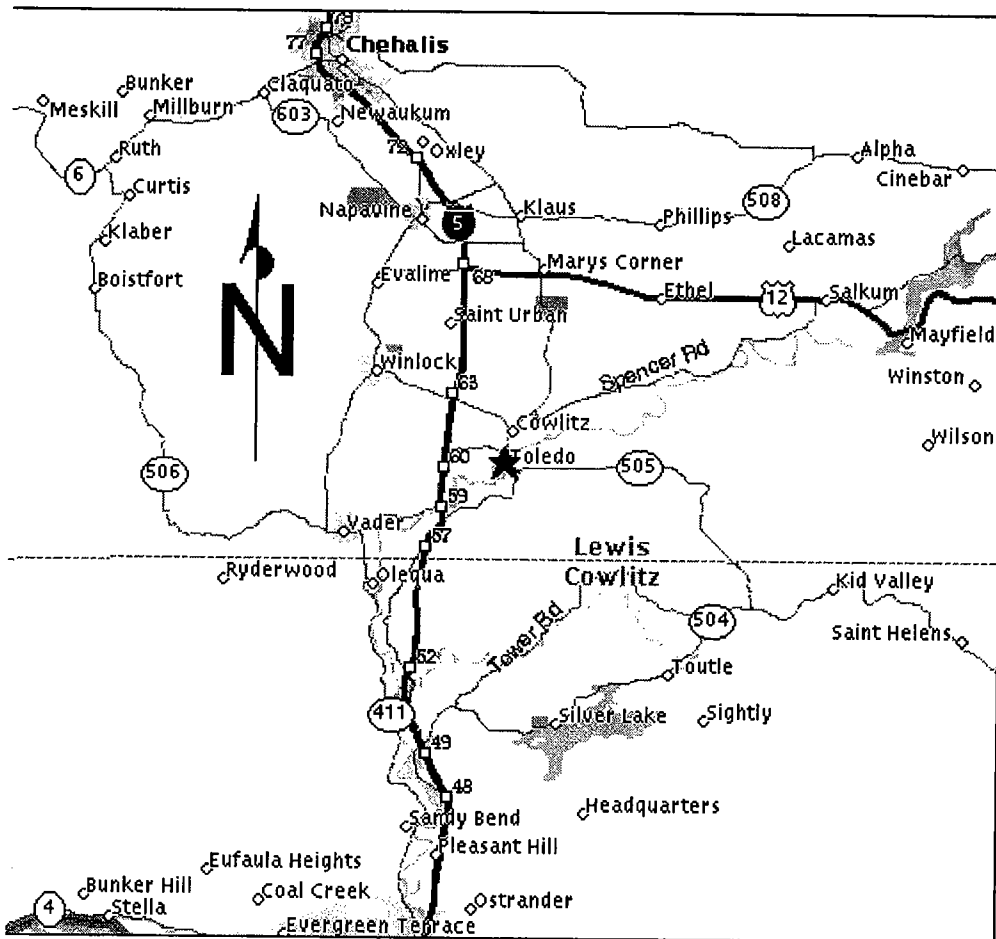
# DIRECTIONS

## (From Olympia)

DIRECTIONS REDACTED

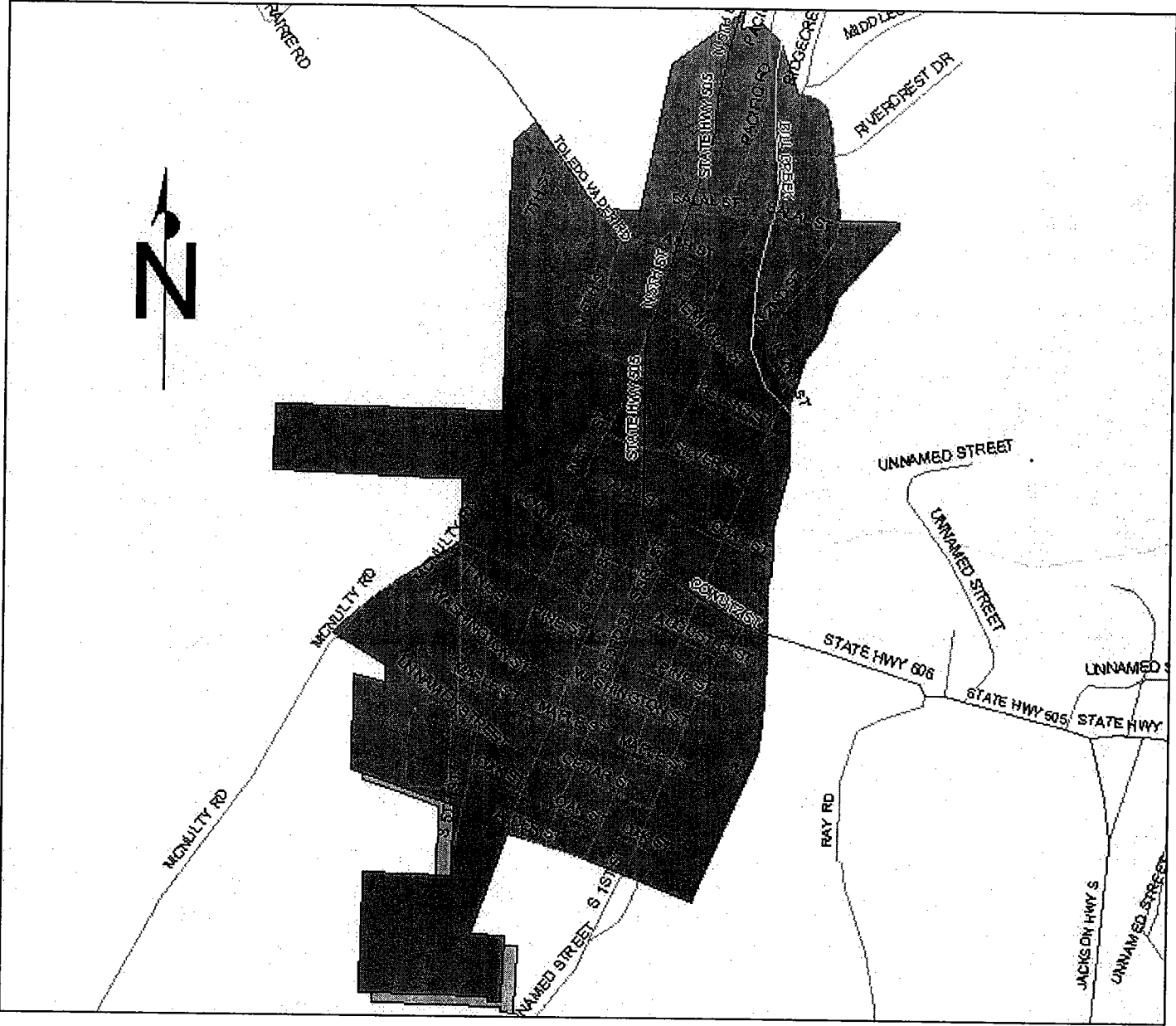
Total Estimated Driving Time from Olympia: 54 minutes

Total Distance: 48.36 miles



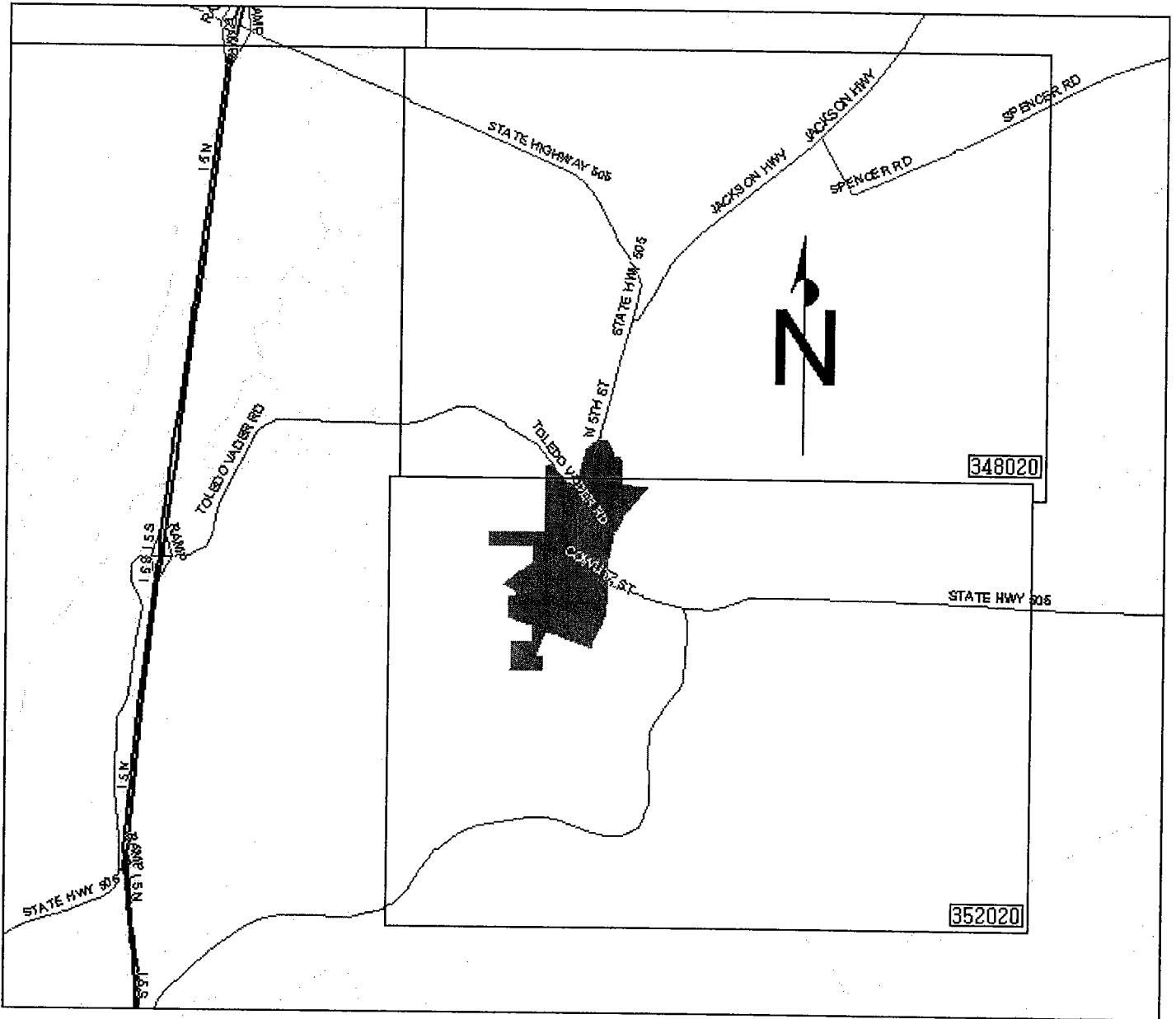
CONFIDENTIAL PER WAC 480-07-160

# City Map

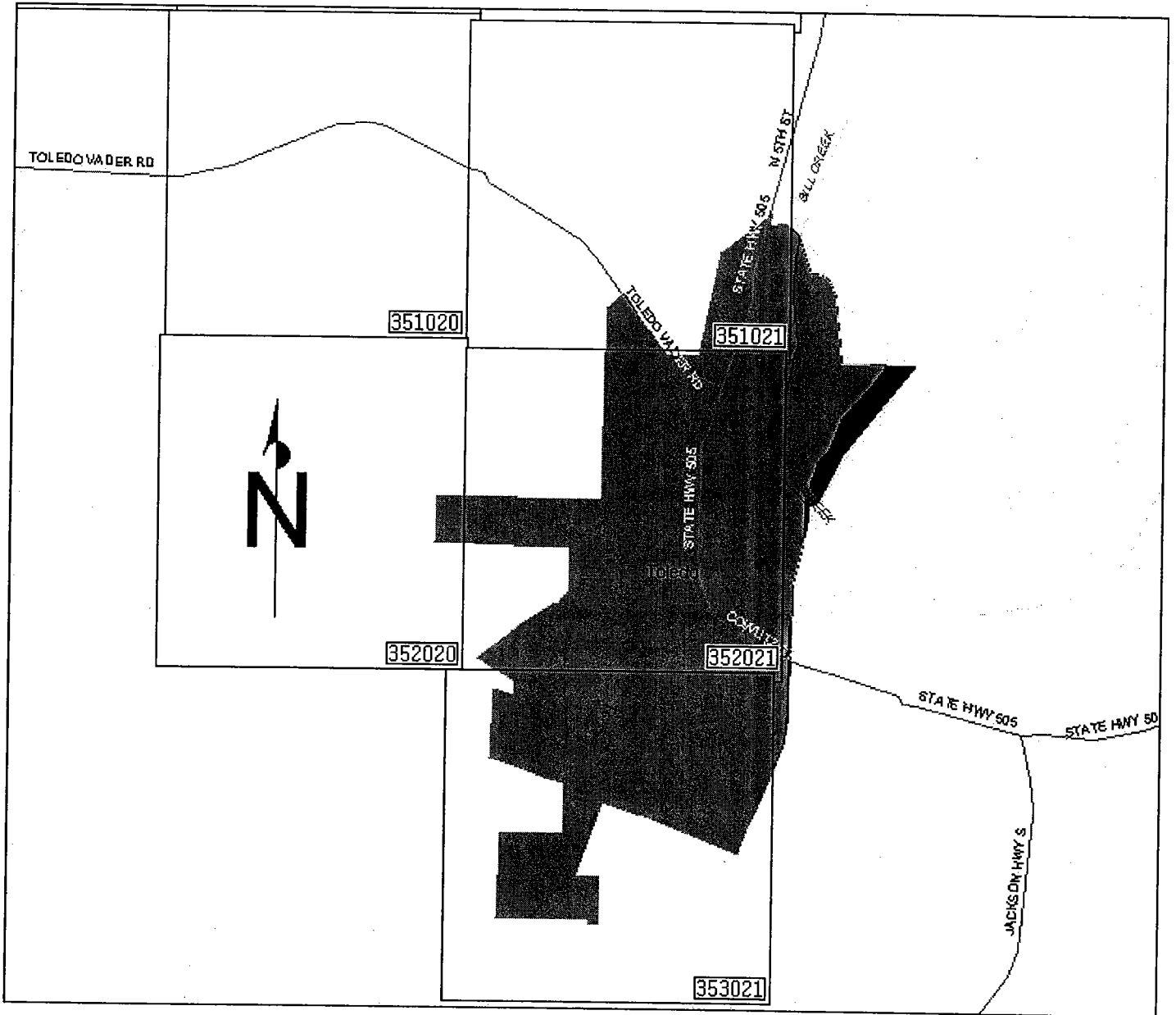




# OPERATIONS MAP KEY



# PLAT MAP KEY



## **ROLES AND RESPONSIBILITIES OF THE SERVICE PROVIDERS**

Pilchuck Contractors performs the installation of new customer construction on both residential and commercial gas services. They perform gas system upgrades and replacements, as well as, gas system operation and maintenance. In addition, Pilchuck responds to breaks at the request of PSE Gas Dispatch.

# Kittitas County

## EMERGENCY RESPONSE PLAN

### TABLE OF CONTENTS

#### Kittitas

Users guide .....	2
How it will be served .....	3
Regular business hours .....	3
After hours .....	3

#### PSE Staff

Who reside in and around Kittitas .....	3,4
---	-----

#### Facilities

Driving directions .....	4
Kittitas base .....	5,6,7
Maps of Distribution and supply system .....	7

#### Roles and Responsibilities

Service providers .....	7
Mutual aid agreement .....	7,8
Williams Pipeline .....	8

#### Material / tool List

Weld Equipment .....	8
Emergency Trailer .....	8
Tool Room .....	9
Backhoe .....	9

# Users Guide

## Dispatch

PSE Staff .....	3,4
Facilities .....	4,5,6
Material / tool List .....	8,9
Maps of Distribution and supply system .....	7
Roles and responsibility of Service Providers .....	7
Agreement between PSE/City of Ellensburg .....	7,8

## First Responders

PSE Staff .....	3,4
Facilities .....	4,5,6
Material / tool List .....	8,9
Maps of Distribution and supply system .....	7
Roles and responsibility of Service Providers .....	7
Agreement between PSE/City of Ellensburg .....	7,8

## CFS

PSE Staff .....	3,4
Facilities .....	4,5,6
Maps of Distribution and supply system .....	7
Material / tool List .....	8,9
Roles and responsibility of Service Providers .....	7

## Gas Control

PSE Staff .....	3,4
Facilities .....	4,5,6
Material / tool List .....	8,9
Maps of Distribution and supply system .....	7

# Emergency Response Plan

## Kittitas - GAS

### How Kittitas is served

#### Regular business hours:

During regular business hours we will utilize employees who are working in Kittitas. This could include Gas First Response personnel or SC&P.

#### After Hours:

Outside of normal business hours we will first contact the Gas First Response employees who live in Kittitas. Two of these employees are expected to provide 24 hour 7 days per week coverage on an alternating week basis. If one of the four resident employees is not going to be available, we will move a First Responder from the west side of the mountains. If none of these people are available, use the normal callout procedure, calling the closest person(s) to the emergency.

#### What to do if the pass is closed and support is needed:

The primary link between the Kittitas service territory and the rest of the company is I-90. If inclement weather has the pass closed and support personnel or material are required from the West side, call the System Manager at *NUMBER REDACTED* to make arrangements for aerial transport to Ellensburg.

#### PSE gas staff who reside in/near Kittitas

Name	Home	Cell	Pager	Pvt ID	Addr	Job
					REDACTED, Ellensburg	CFS Tech
					REDACTED, Ellensburg	Fitter
					REDACTED, Ellensburg	PI Inspector
					REDACTED, Cle Elum	PI Inspector
					REDACTED, Selah	Supervisor

- These personnel have received basic training on regulator station operations and using the main line valves to control the 16" high pressure main.

**PSE support Staff in Kittitas –**  
 Knowledge of area and keys to facilities

Name	Home	Cell	Pager	Nextel	Addr	Job
					Ellensburg	Op Clerk
	<i>REDACTED</i>				Ellensburg	CCR
					Ellensburg	Meter Reader
					Cle Elum	Meter Reader
					Ellensburg	Cashier

*NAMES REDACTED* all carry current flagging cards.

PSE Electric servicemen in Kittitas

Dispatch	After hours	Sys Mgr	Addr	Job
			Cle Elum	Serviceman
	<i>REDACTED</i>		Ellensburg	Serviceman
			Cle Elum (part time)	Serviceman

**Facilities**

Puget Sound Energy's Kittitas Base is located *DIRECTIONS REDACTED*.

**Address**

*ADDRESS REDACTED*

**Map and Driving Directions to Facility**

*DIRECTIONS REDACTED*

*MAP REDACTED*

CONFIDENTIAL PER WAC 480-07-160



*MAP REDACTED*

CONFIDENTIAL PER WAC 480-07-160

**Key Number**

NUMBER REDACTED fits the door and electronic gate

NUMBER REDACTED opens the door to the tool room

You will need a NUMBER REDACTED key to enter the facility – Note there is a Lock Box near the front door that a NUMBER REDACTED Key will open. In the lock box is a key to the front door/Yard as well as the tool room

**Material**

PSE maintains a trailer at our Kittitas facility, which will be used to carry Tools and materials needed in case of a gas emergency (see Material and Tool List Available at the Facility, page 8,9).

**Map of Distribution and Supply System**

See the following OP (Operations) maps:

MAP NUMBERS REDACTED

**Roles and Responsibilities of the Service Providers and others**

PSE performs the installation of new customer construction on both residential and commercial gas services, as well as, gas system operation and maintenance. Pilchuck responds to breaks at the request of PSE Gas Dispatch.

**Mutual Assistance Agreement City of Ellensburg:**

PSE has entered into a mutual aid agreement with the municipal natural gas utility at the City of Ellensburg. In the case of emergency they can be reached through the following numbers.

City of Ellensburg natural gas (daytime)      NUMBER REDACTED

Kittitas County 911 (dispatch after hours)      NUMBER REDACTED

NAME REDACTED City of Ellensburg Gas engineer      NUMBER REDACTED

**Williams Pipeline:**

NAME REDACTED – Operations Technician

Cell      NUMBER REDACTED

Office      NUMBER REDACTED

Sat      NUMBER REDACTED

## Material and Tool List Available at the Facility

### Kittitas Emergency Supply Equipment

#### Weld Equipment

Oxy/acetylene - One bottles each of oxygen and acetylene will be stored at the facility in the warehouse.

#### Equipment store on the trailer at PSE's facility

##### **Squeeze Tools:**

4" and 6" PE Squeeze Machines and Hydraulic pump

##### **Breathing Air:**

4 – 1 hour bottles

4 – 5 min bottles

4 – large face masks

##### **Electrofusion:**

2", 4" and 6" clamps

1 – 2500 watt generator

Electrofusion machine

##### **Leak Clamps:**

Full circle clamps - 2" by 12" long - two

Full circle clamps - 4" by 12" long - two

Full circle clamps – 6" by 12" long - one

##### **Incidental equipment:**

Wood plugs – variety of sizes

Fire Extinguisher

#### Tool Room Inventory:

**Shoring:** - in tool room

Two 24" spreaders and two - 4 X 4' sheets of board

**Fusion:**

2" and 4" plates facer etc.

**Flagging:**

Signs and standards – access thorough tool room back into battery room

**Covered Storage next to covered parking:**

Pre tested pipe 1¼", 2", 4" and 6" pipe.

Valve Keys

**Backhoe**

PSE does not maintain a backhoe at the Kittitas facility. When a backhoe has been required one has been either rented from Potelco (who co-occupies the base) or United Rentals located in Ellensburg.

In the case of an emergency where a backhoe is required on site the following options are presented:

1. The PSE electric shift operators at *NUMBERS REDACTED* who regularly dispatch electric outage work to Potelco in Kittitas. As such, they would notify Potelco of an immediate need for a backhoe and the location for it to be delivered. If so specified, they could provide an IBEW operator as well.
2. The City of Kittitas has an operator and hoe that can be used for emergencies within the city limits of Kittitas if they can be reached and the equipment is available. They can be reached at *NUMBER REDACTED* during normal working hours. The operator's name is *NAME REDACTED*.

# Centralia/Chehalis EMERGENCY RESPONSE PLAN

## TABLE OF CONTENTS

### Centralia/Chehalis

Users Guide .....	2
How it will be served .....	3
Regular business hours .....	3
After hours .....	3
Floods.....	3

### PSE Staff

Who reside in Centralia/Chehalis.....	4
Who work in Centralia/Chehalis .....	4

### Maps

Directions to Centralia Base .....	5
City Map Centralia .....	6
Gas Operations Map Key Centralia.....	7
Plat Map Key Centralia .....	8
Directions to Chehalis .....	9
City Map Chehalis .....	10
Gas Operations Map Key Chehalis .....	11
Plat Map Key Chehalis .....	12

### Service Provider

Roles and Responsibilities .....	13
----------------------------------	----

# USERS GUIDE

## Dispatch

PSE Staff .....	4
City Map Centralia .....	6
Gas Operations Map Key Centralia.....	7
Plat Map Key Centralia .....	8
City Map Chehalis .....	10
Gas Operations Map Key Chehalis .....	11
Plat Map Key Chehalis .....	12
Roles and responsibility of Service Providers.....	13

## First Responders

PSE Staff .....	4
City Map Centralia .....	6
Gas Operations Map Key Centralia.....	7
Plat Map Key Centralia .....	8
City Map Chehalis .....	10
Gas Operations Map Key Chehalis .....	11
Plat Map Key Chehalis .....	12
Roles and responsibility of Service Providers.....	13

## CFS

PSE Staff .....	4
City Map Centralia .....	6
Gas Operations Map Key Centralia.....	7
Plat Map Key Centralia .....	8
City Map Chehalis .....	10
Gas Operations Map Key Chehalis .....	11
Plat Map Key Chehalis .....	12
Roles and responsibility of Service Providers.....	13

## Gas Control

PSE Staff .....	4
City Map Centralia .....	6
Gas Operations Map Key Centralia.....	7
Plat Map Key Centralia .....	8
City Map Chehalis .....	10
Gas Operations Map Key Chehalis .....	11
Plat Map Key Chehalis .....	12
Roles and responsibility of Service Providers.....	13

# EMERGENCY RESPONSE PLAN

## Centralia/Chehalis

### How Centralia/Chehalis will be served

#### Regular business hours:

During regular business hours we will utilize employees who are working in Centralia/Chehalis. This could include Gas First Response, SC&P, or Pilchuck personnel.

#### After Hours:

We have identified those gas employees that live in and in close proximity to Centralia/Chehalis. Outside of normal business hours we will contact the Gas First Response employees who live in Centralia/Chehalis. (If these employees know they will be unavailable they will notify Dispatch). If the resident employees are not available, we will notify the staff identified that lives near Centralia/Chehalis, if that fails, we will move First Responders per the standard callout process, which dispatch the closest GFR personnel to the problem.

#### Floods:

Lewis County has had numerous 100-year floods in the past several years; this area is prone to flooding. This area may be closed to any traffic except for emergency vehicles and local traffic. In the past I-5 has been shut down. During flooding, the best way to get there may be through Littlerock or Bucoda. The Cities of Centralia, Chehalis and Lewis Co. generally inform PSE of any wash outs or any other road problems. Portions of the distribution system may need to be shut down in case of flooding.

#### Alternative Access:

If access by conventional means is unavailable, you may be able to deliver personnel and materials to the Centralia/Chehalis area by helicopter. The System Manager *NUMBER REDACTED* on duty should be called to arrange helicopter support.

**PSE STAFF WHO RESIDE IN CENTRALIA/CHEHALIS**

NAME REDACTED, Gas  
ADDRESS REDACTED  
Centralia, WA 98531  
Home phone: NUMBER REDACTED  
Cell Phone: NUMBER REDACTED  
Pager: NUMBER REDACTED

NAME REDACTED, Gas  
ADDRESS REDACTED  
Centralia, WA 98531  
Home phone: NUMBER REDACTED  
Cell Phone: NUMBER REDACTED  
Pager: NUMBER REDACTED

NAME REDACTED, Gas  
ADDRESS REDACTED  
Chehalis, WA 98532  
Home phone: NUMBER REDACTED  
Cell Phone: NUMBER REDACTED  
Pager: NUMBER REDACTED

**PSE STAFF WHO WORK IN CENTRALIA/CHEHALIS**

NAME REDACTED, Gas  
ADDRESS REDACTED  
Toledo, WA 98591  
Home phone: NUMBER REDACTED  
Cell Phone: NUMBER REDACTED  
Pager: NUMBER REDACTED

NAME REDACTED, Gas  
ADDRESS REDACTED  
Chehalis, WA 98532  
Home phone: NUMBER REDACTED  
Cell Phone: NUMBER REDACTED  
Pager: NUMBER REDACTED

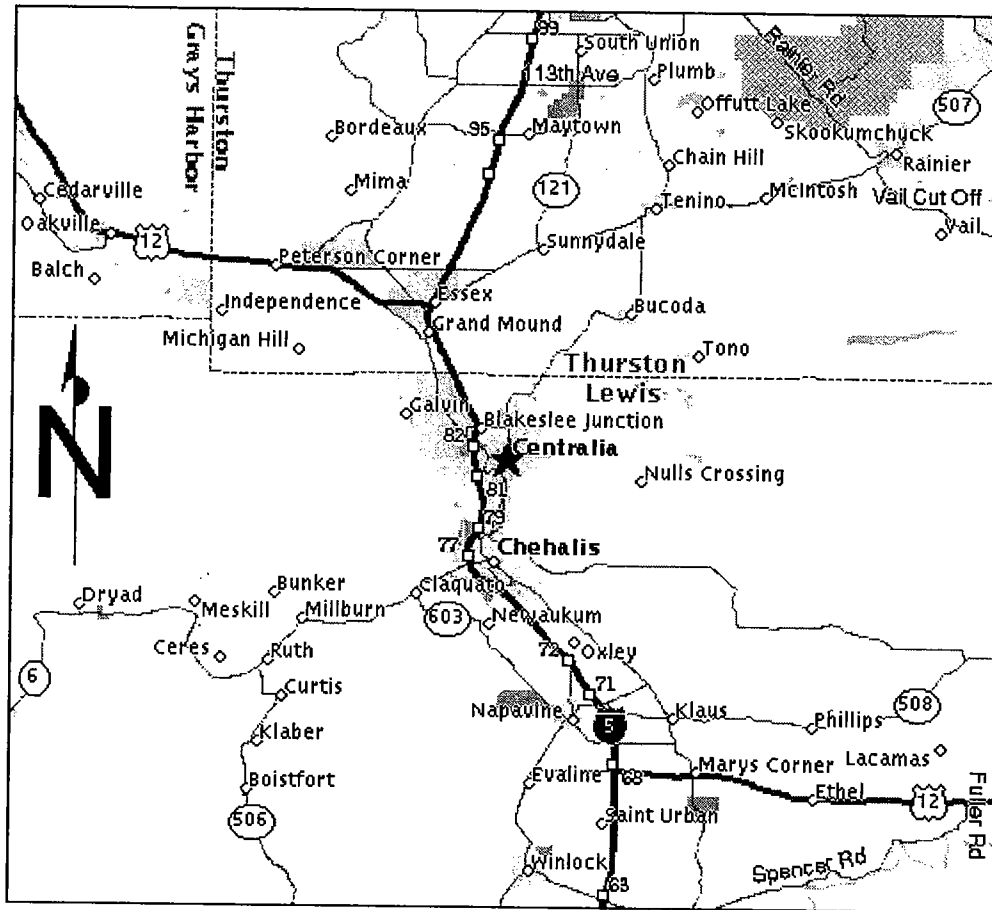


# DIRECTIONS/CENTRALIA OPERATING BASE (From Olympia)

DIRECTIONS REDACTED

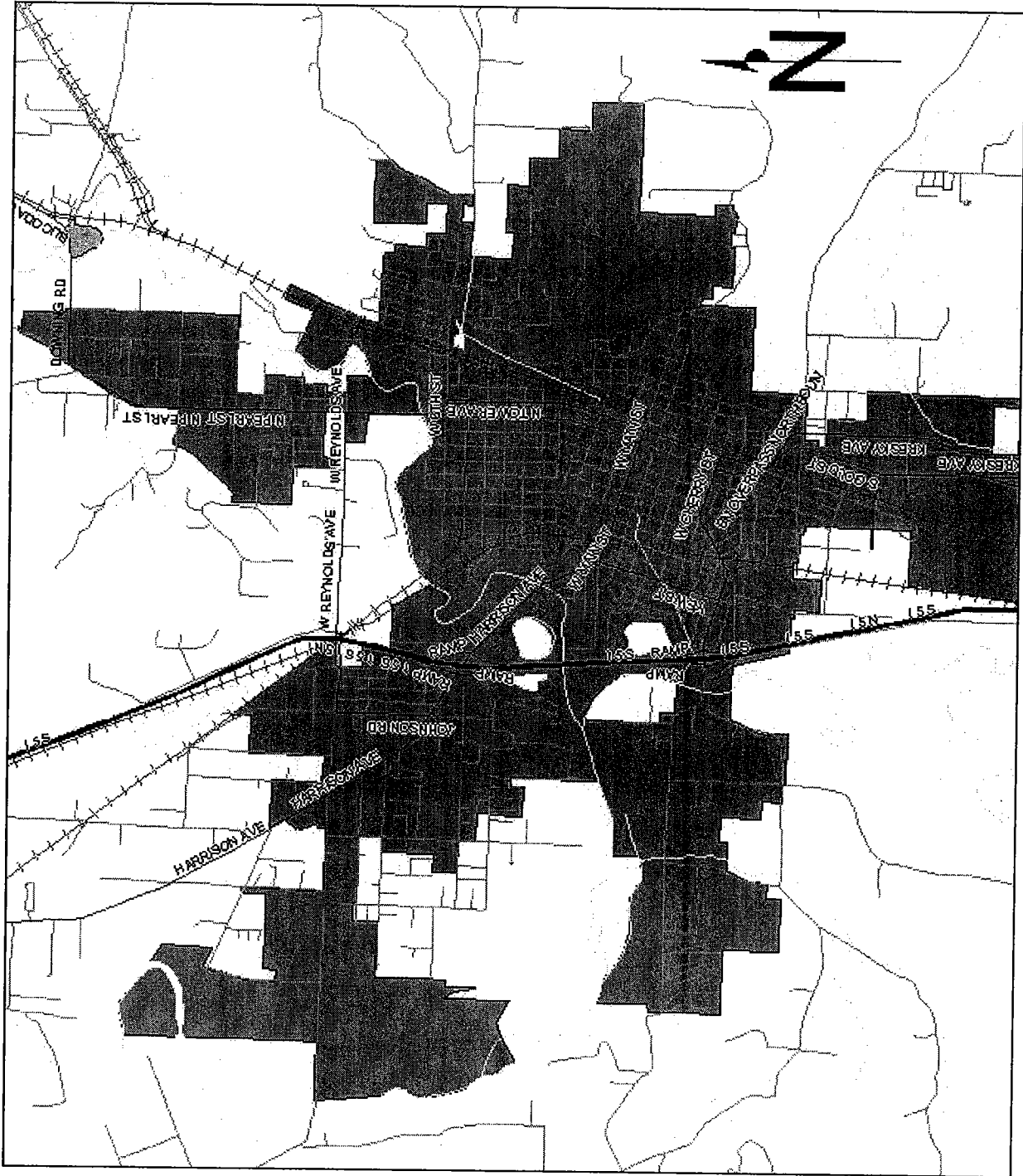
Total Estimated Driving Time from Olympia: 31 minutes

Total Distance: Approximately 28 miles



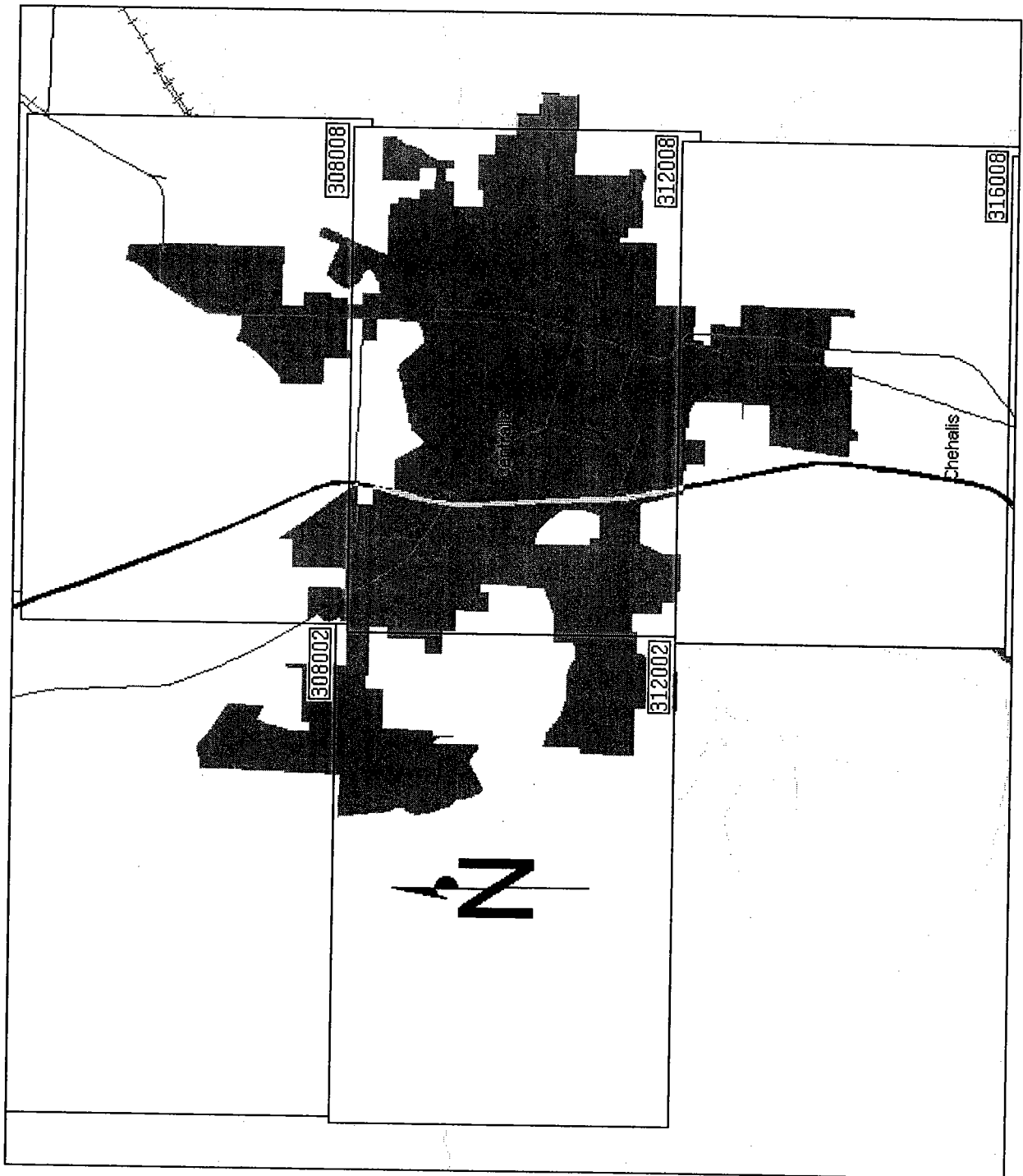
CONFIDENTIAL PER WAC 480-07-160

# City Map Centralia



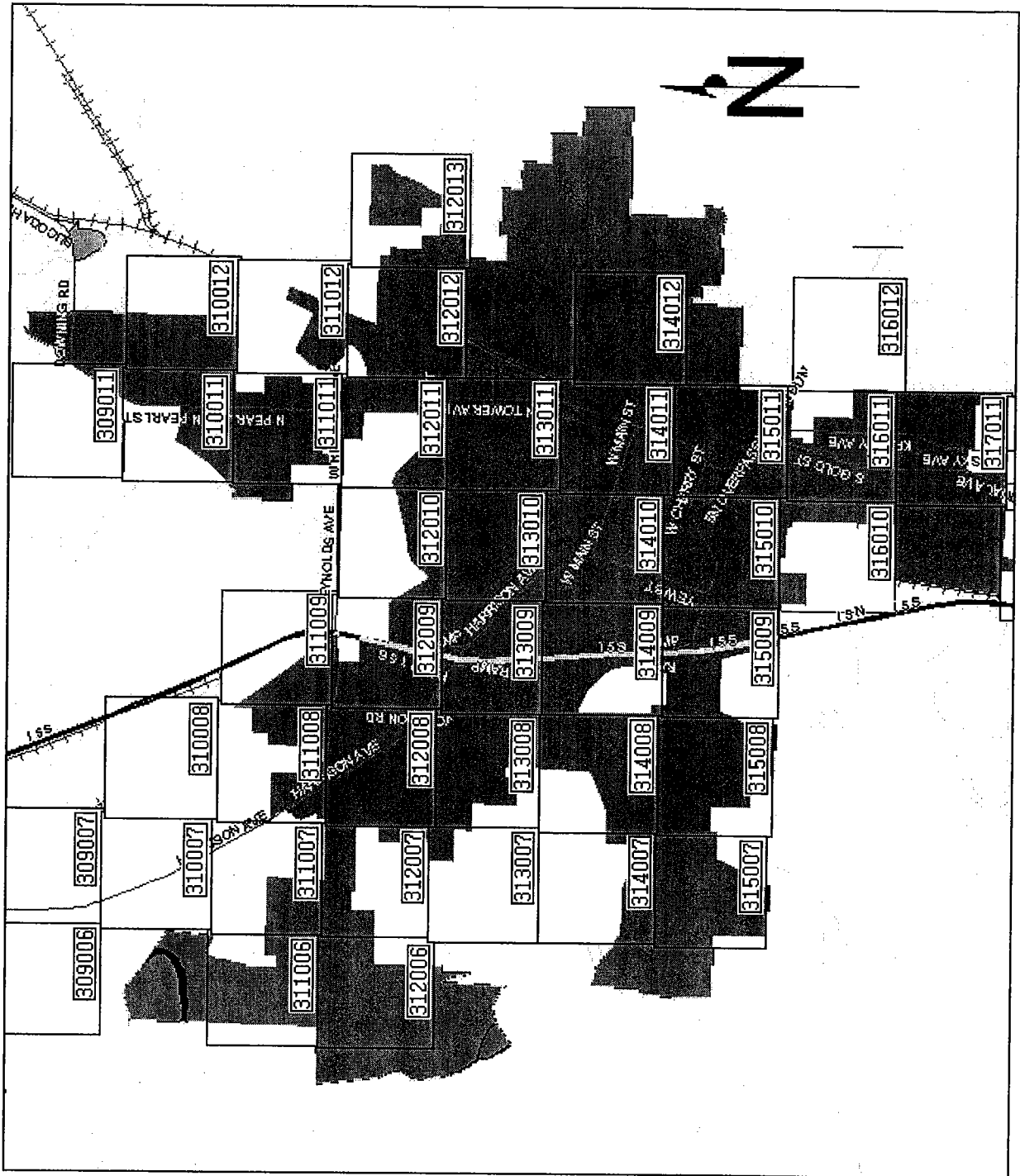
# OPERATIONS MAP KEY

## Centralia



# PLAT MAP KEY

## Centralia



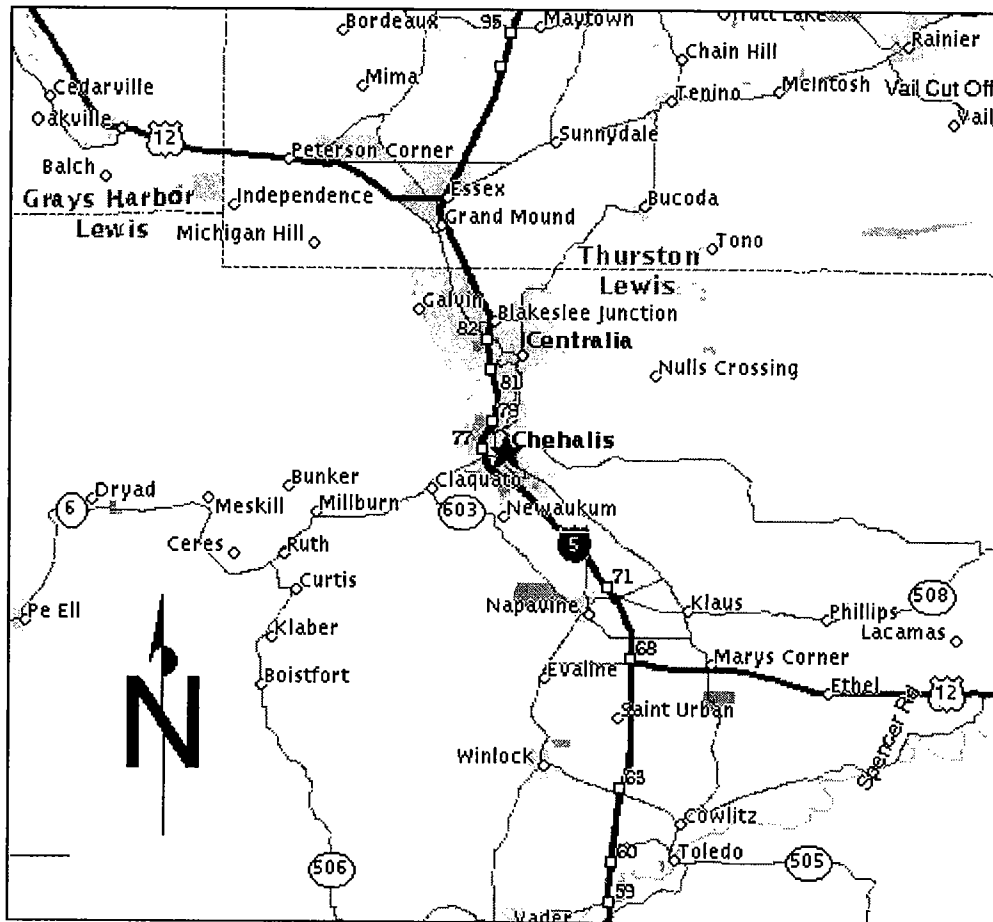
# DIRECTIONS/CHEHALIS

## (From Olympia)

*DIRECTIONS REDACTED*

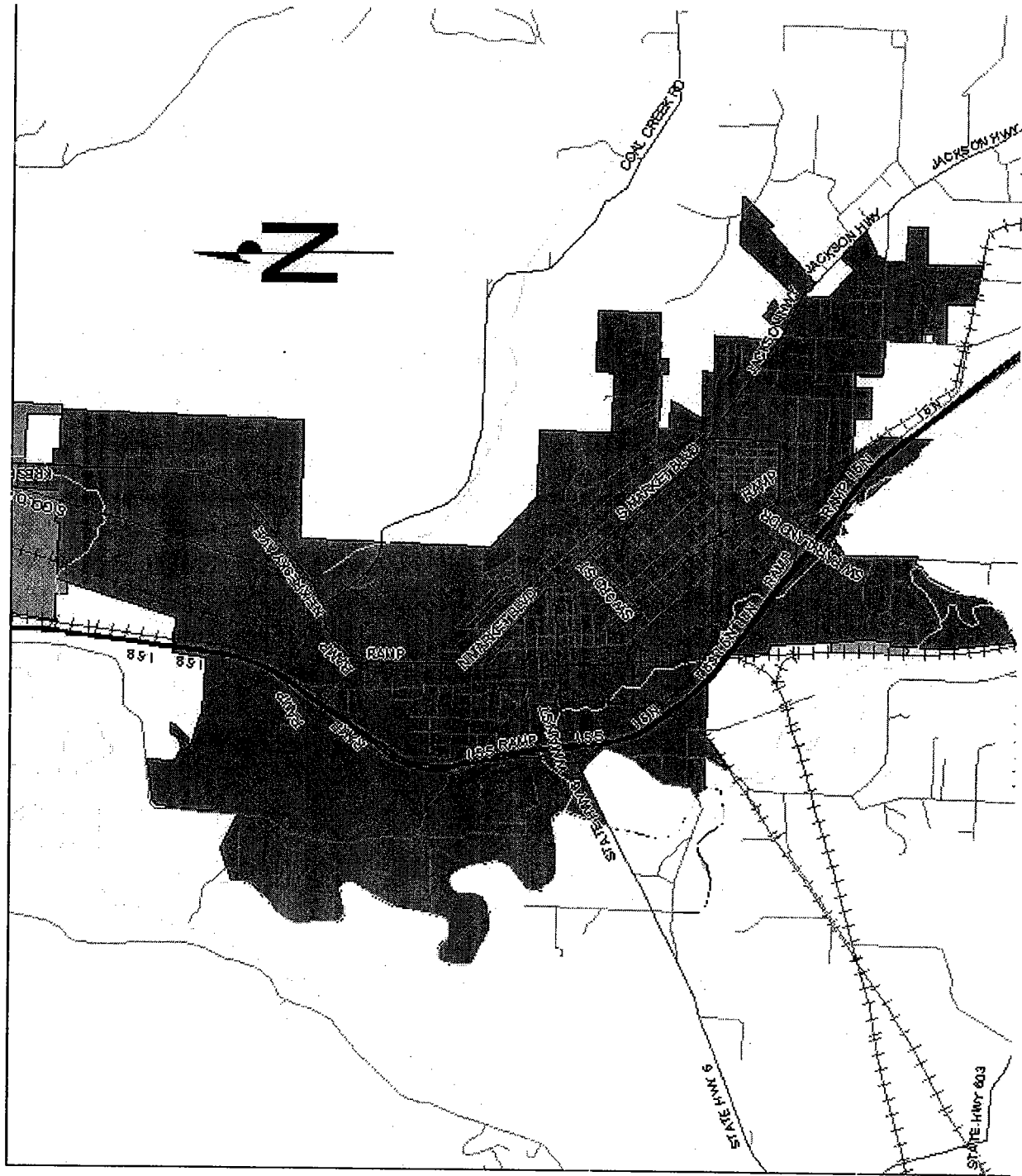
**Total Estimated Driving Time from Olympia: 32 minutes**

**Total Distance: 30.71 miles**



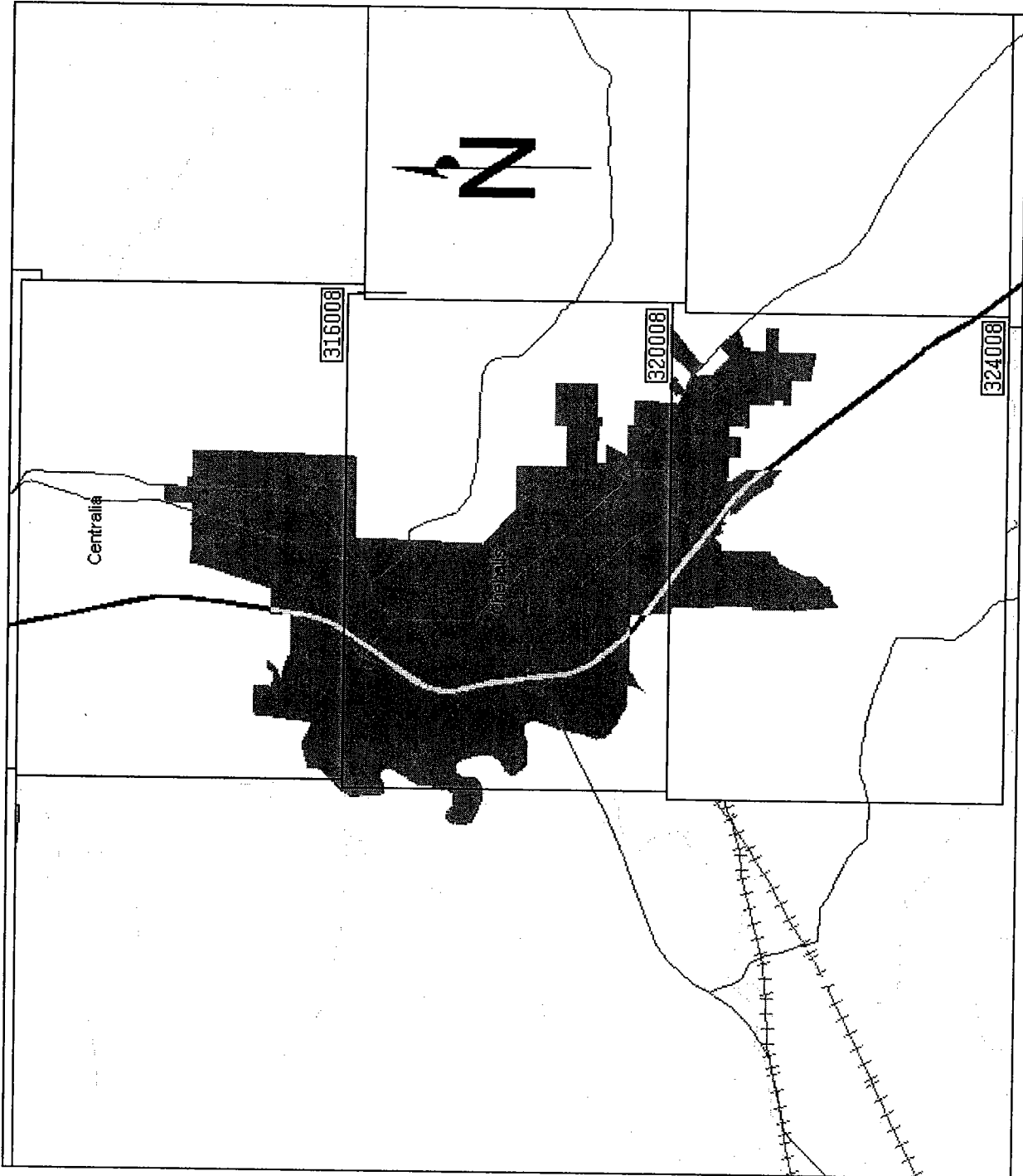
CONFIDENTIAL PER WAC 480-07-160

# City Map Chehalis



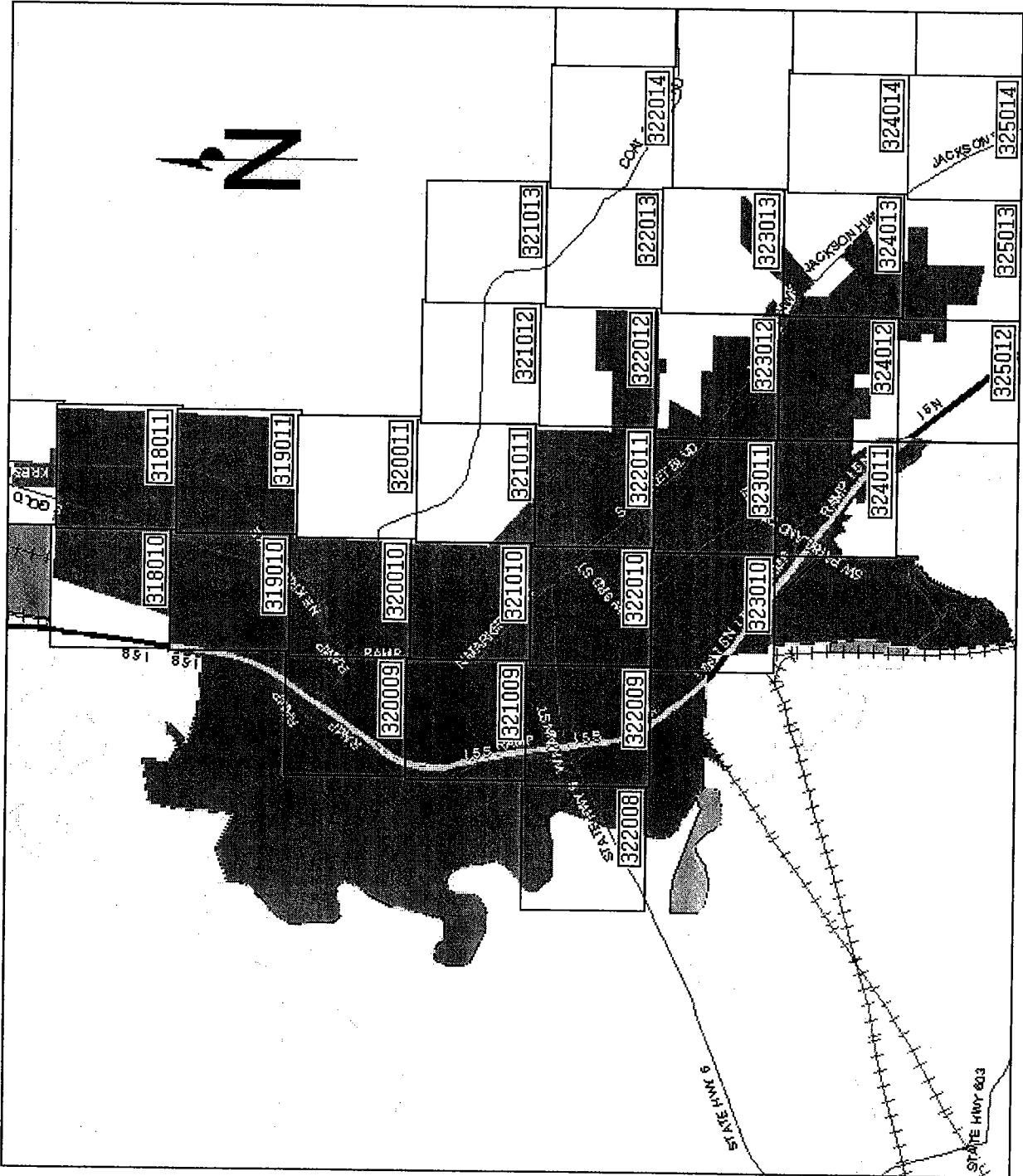
# OPERATIONS MAP KEY

## Chehalis



# PLAT MAP KEY

## Chehalis





## ROLES AND RESPONSIBILITIES OF THE SERVICE PROVIDERS

Pilchuck Contractors performs the installation of new customer construction on both residential and commercial gas services. They perform gas system upgrades and replacements, as well as, gas system operation and maintenance. In addition, Pilchuck responds to breaks at the request of PSE Gas Dispatch.