



# PUGET SOUND ENERGY

*The Energy To Do Great Things*

Puget Sound Energy  
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PSE.com

July 30, 2009

## VIA ELECTRONIC FILING AND REGULAR MAIL

Mr. Dave Danner, Executive Director and Secretary  
Washington Utilities and Transportation Commission  
PO Box 47250  
Olympia, WA 98504-7250

**Re: PSE Service Quality Program Filing - Gas Emergency Response Plans Report  
Docket Nos. UE-072300 and UG-072301**

Dear Mr. Danner:

Pursuant to Appendix D to Order 12 of consolidated Docket Nos. UE-072300 and UG-072301; the Partial Settlement Stipulation of Service Quality, Meter and Billing Performance, and Low-Income Bill Assistance (the "Stipulation"); Puget Sound Energy, Inc. ("PSE") provides an original and twelve copies of PSE's Service Quality Program Filing – Gas Emergency Response Plans Report for the outlying areas.

This reporting requirement was set forth originally in Docket Nos. UE-011570 and UG-011571 but has been further extended without modification in Docket Nos. UE-072300 and UG-072301 until such time as directed otherwise by the Commission.

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

- ✓ Centralia / Chehalis
- ✓ Kittitas County
- ✓ Toledo
- ✓ Vashon Island
- ✓ Winlock
- ✓ Sumas Generating Station and Pipeline

The response plans filed herewith have been redacted for security purposes.

Please contact Mei Cass at (425) 462-3800 for additional information about this filing. If you have any other questions, please contact me at (425) 462-3495.

Sincerely,

Tom DeBoer  
Director, Federal & State Regulatory Affairs

Enclosures

cc: Deborah Reynolds – WUTC  
Mary Kimball – Public Counsel

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# **Centralia/Chehalis** **EMERGENCY RESPONSE PLAN**

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# 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 (“GFR”), 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 *TELEPHONE NUMBERS 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*

*NAME REDACTED (Gas)*  
*ADDRESS REDACTED*  
Olympia, WA 98579  
Home phone: *NUMBER REDACTED*  
Cell Phone: *NUMBER REDACTED*  
Pager: *NUMBER REDACTED*

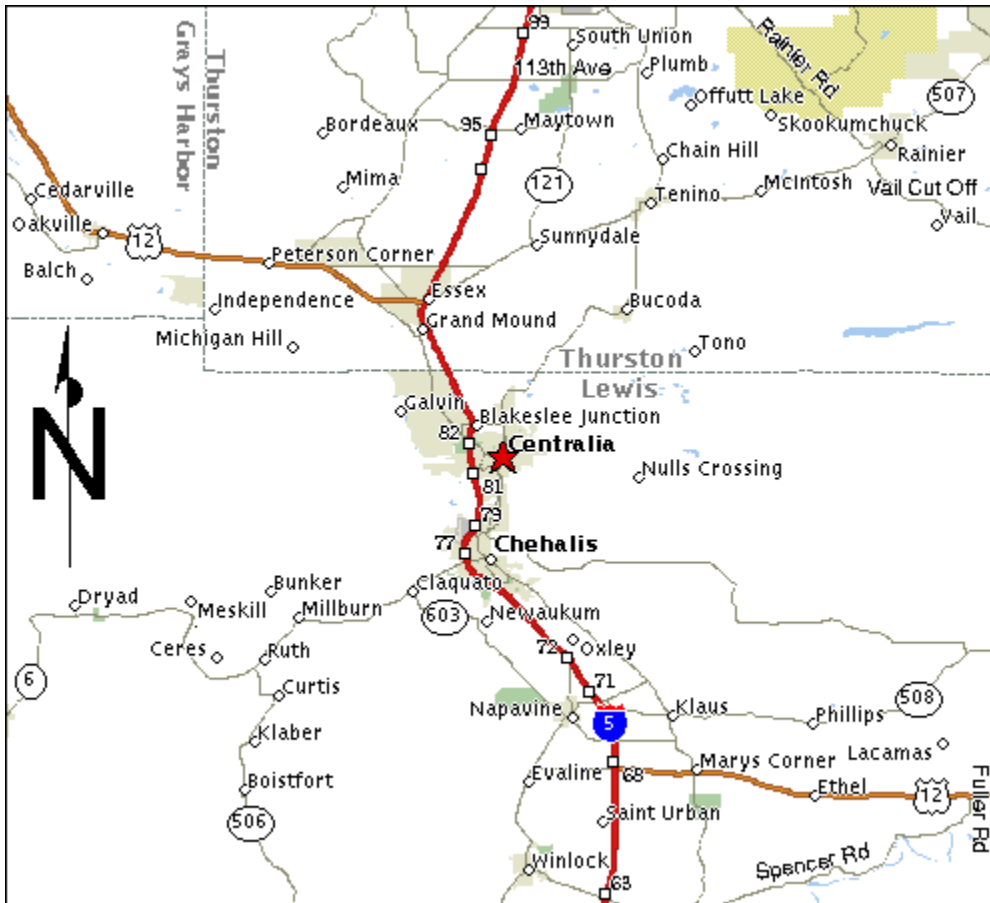
**PSE STAFF WHO WORK IN CENTRALIA/CHEHALIS**

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

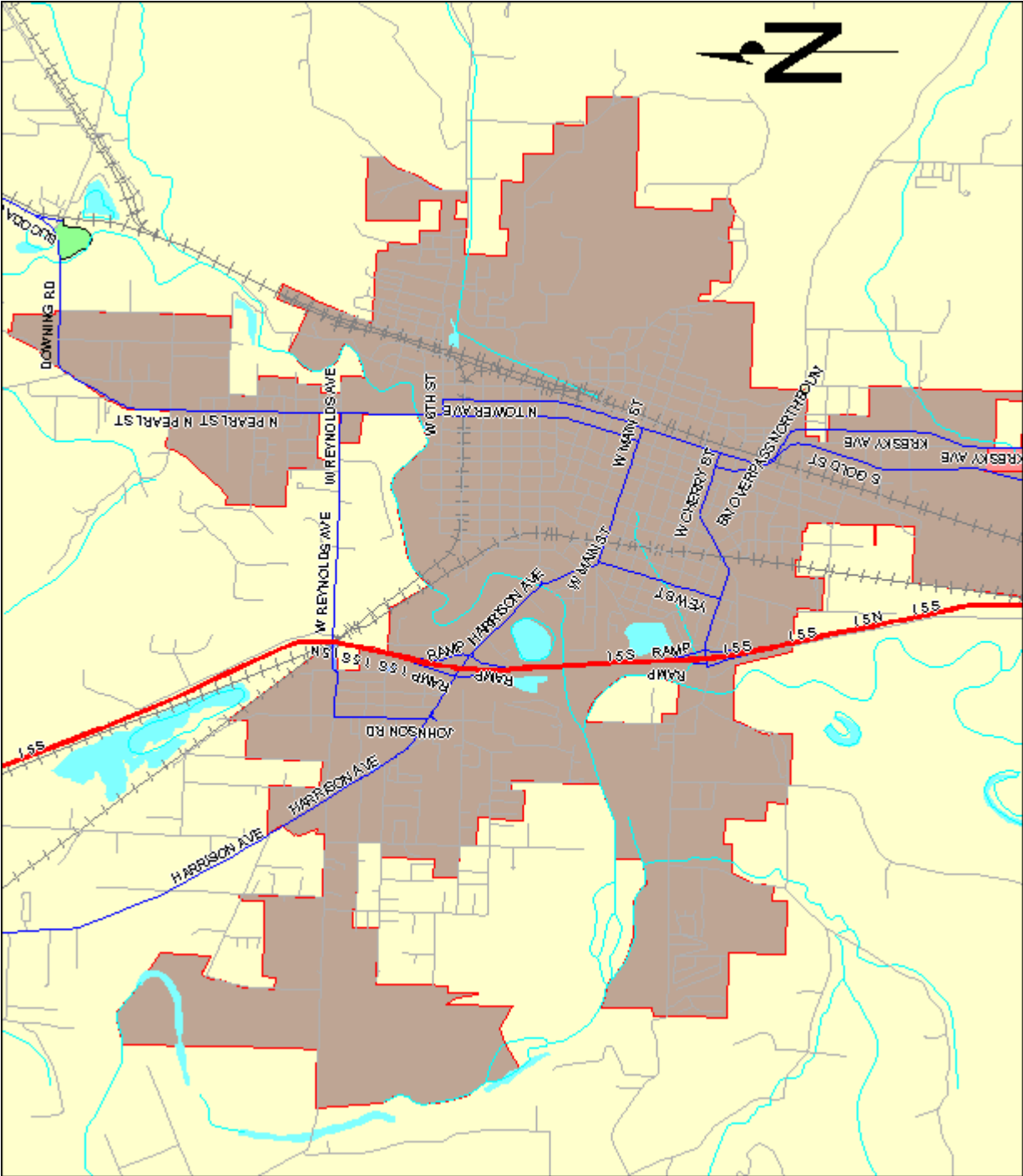
# DIRECTIONS/CENTRALIA OPERATING BASE (From Olympia)

*DIRECTIONS REDACTED*

**Total Estimated Driving Time from Olympia: 31 minutes**  
**Total Distance: Approximately 28 miles**

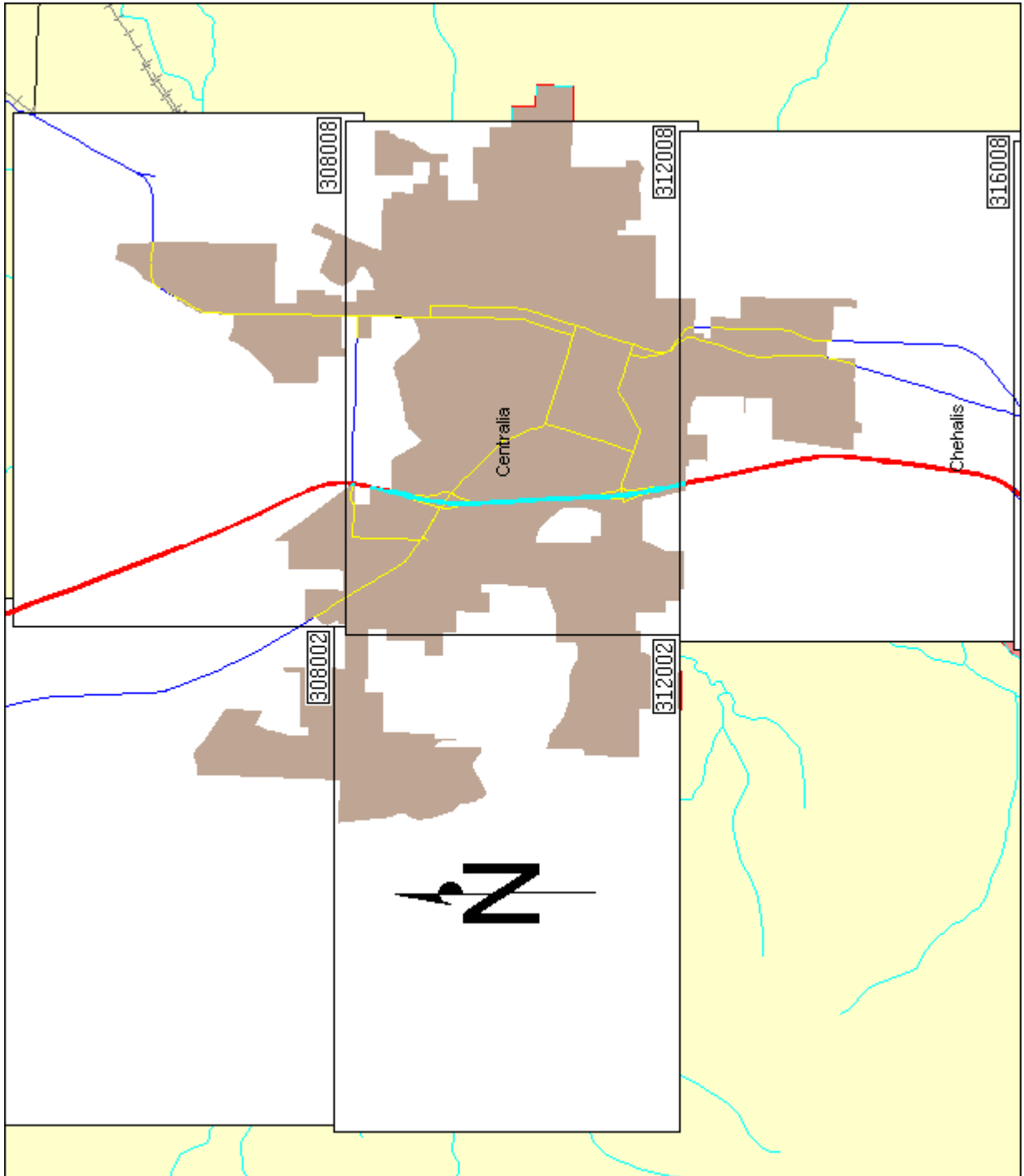


# CITY MAP Centralia



# OPERATIONS MAP KEY

## Centralia

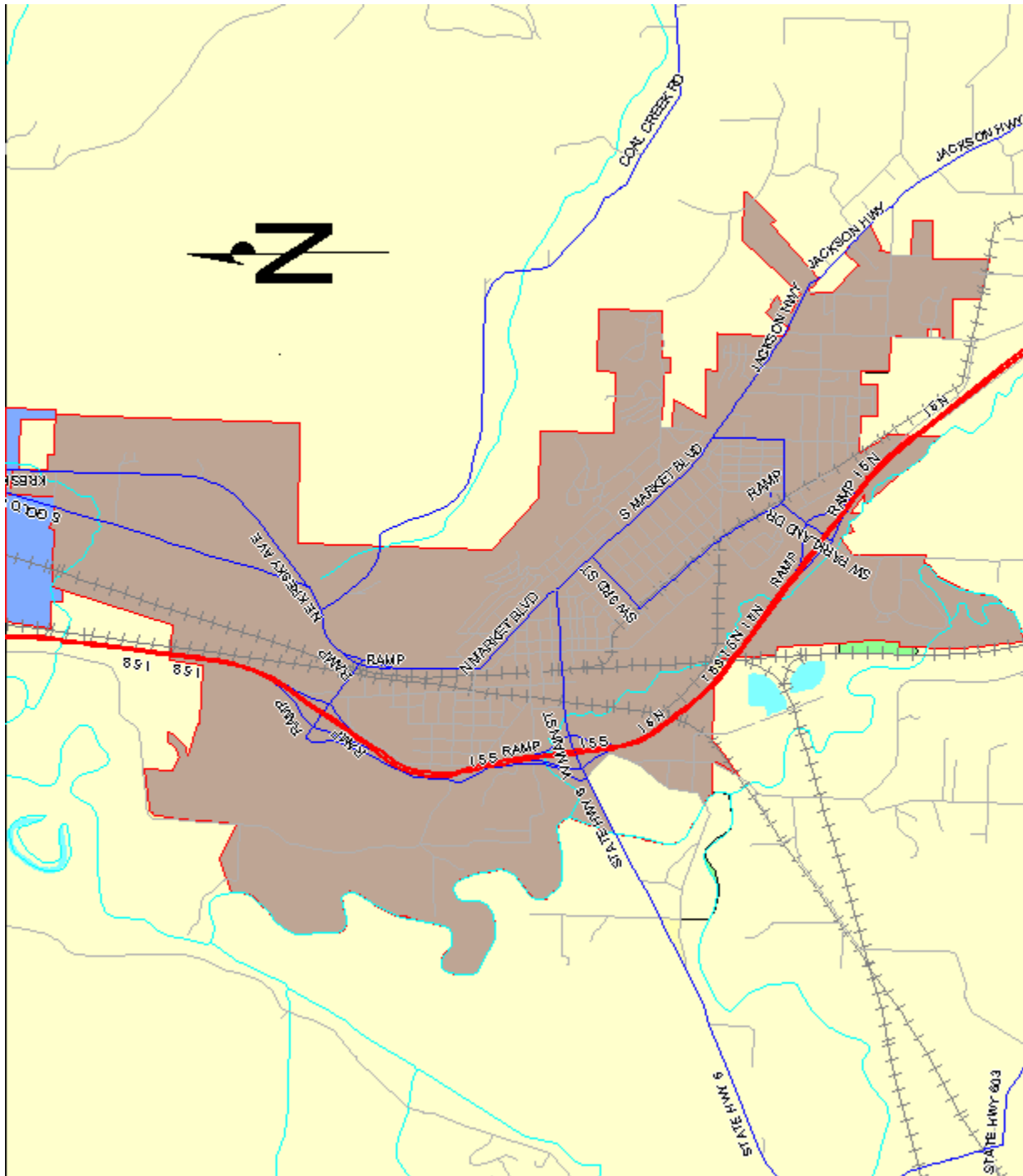






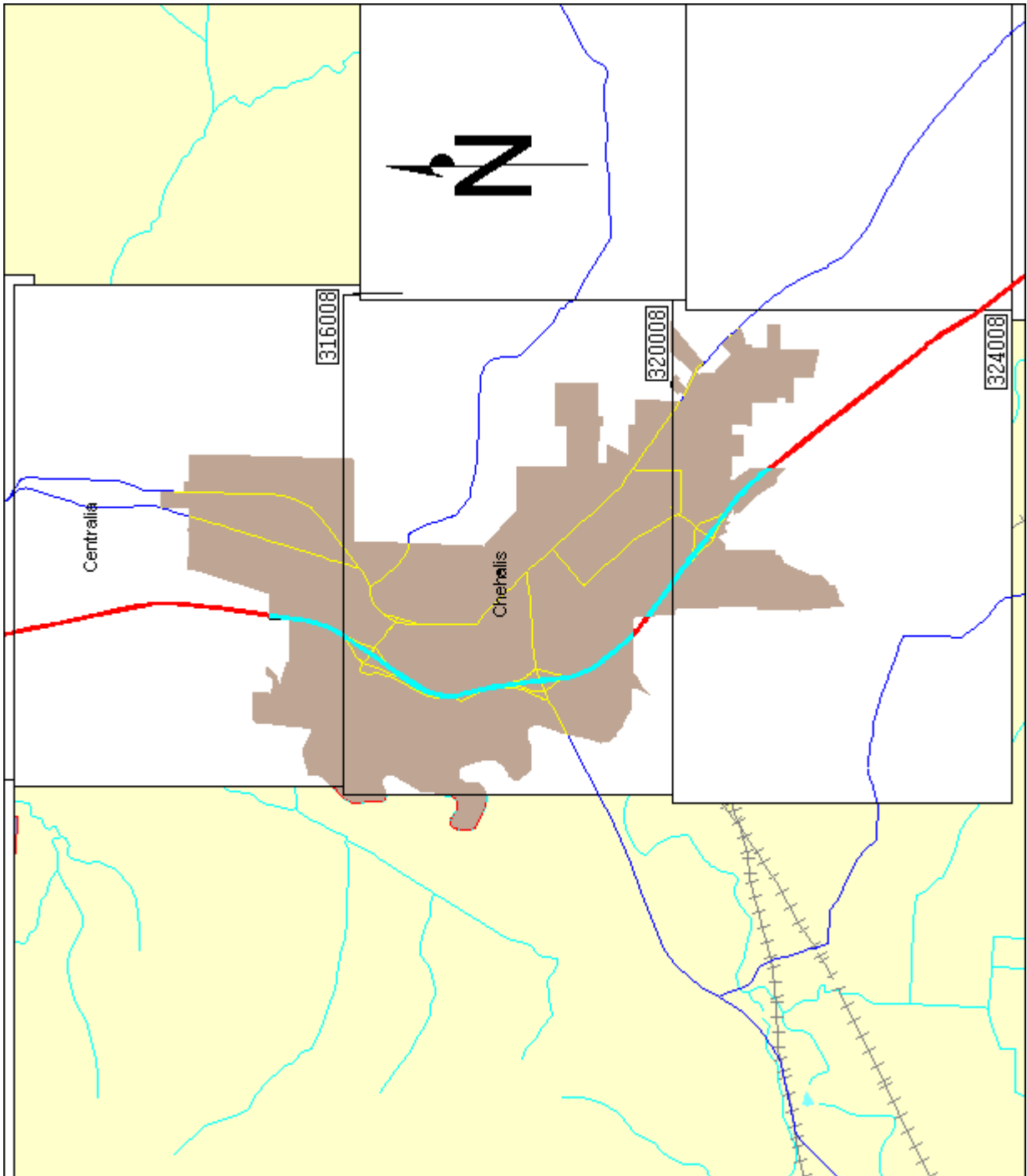


# CITY MAP Chehalis



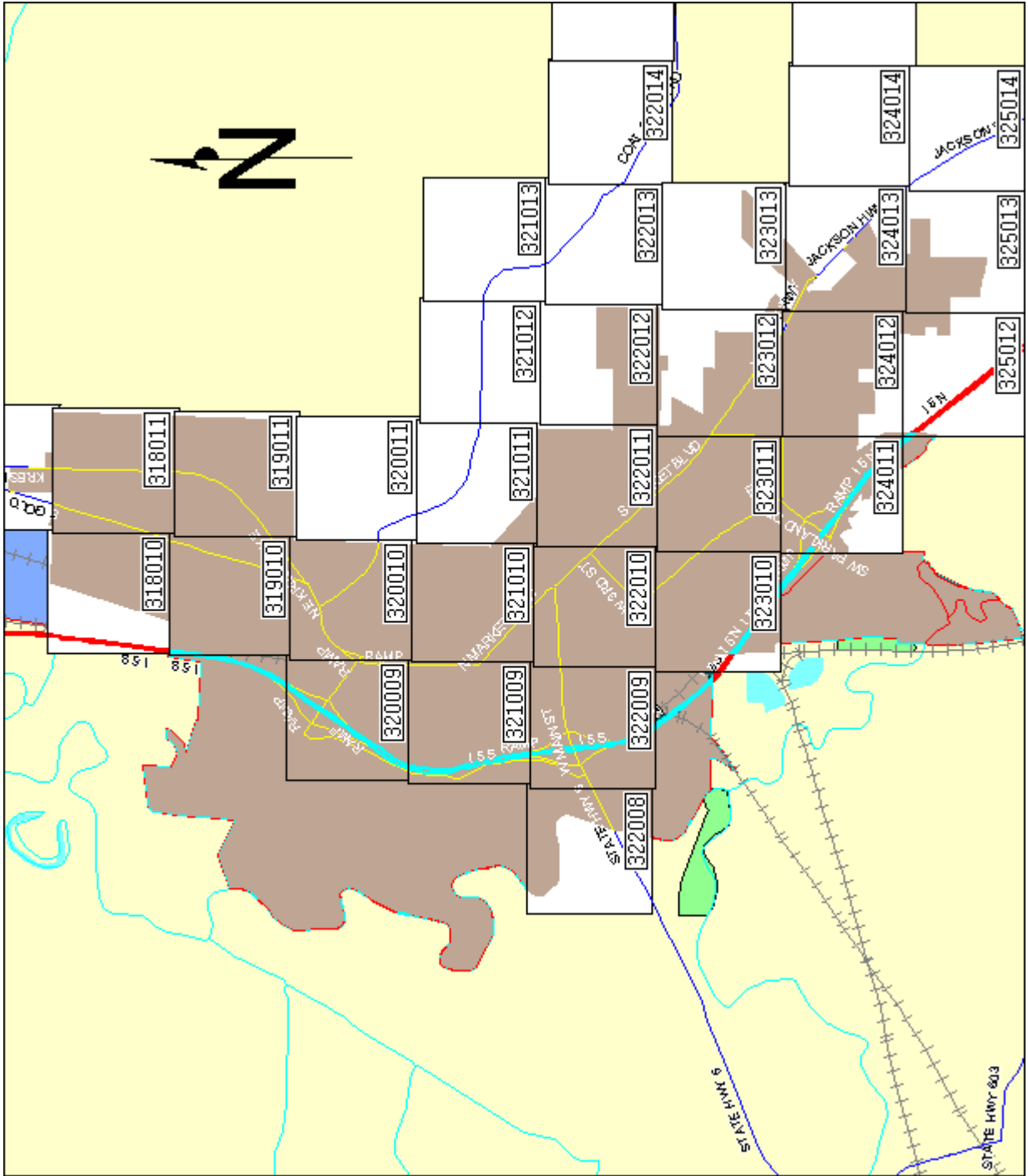
# OPERATIONS MAP KEY

## 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.

# **Kittitas County**

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# 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 *TELEPHONE NUMBERS REDACTED* to make arrangements for aerial transport to Ellensburg.

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

Name	Home	Cell	Pager	Nextel	Addr	Job
					REDACTED, Ellensburg	CFS Tech
		REDACTED			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
	REDACTED				Kittitas	CSR1
	REDACTED				Cle Elum	Field Rep
					Ellensburg	Comm Rel MGR
					Ellensburg	MLM/MCP
					Ellensburg	NCCR

*NAMES REDACTED* all carry current flagging cards, as do the electric servicemen *NAMES REDACTED* noted below.

PSE Electric servicemen in Kittitas

	Dispatch	After hours	Sys Mgr	Addr	Job
	REDACTED			Cle Elum	Serviceman
	REDACTED			Cle Elum	Serviceman

**Facilities**

Puget Sound Energy's Kittitas Base is located just Off I-90 at Exit 101 West of Ellensburg.

**Address**

*ADDRESS REDACTED*

**Map and Driving Directions to Facility**

*DIRECTIONS REDACTED.*

*MAPS REDACTED.*

**Key Number**

*DIRECTIONS REDACTED.*

**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

Three 24" spreaders and pump

Four - 4 X 4' sheets of board (in PSE secured parking)

Four – 4 x 8' sheets of board (in PSE secured parking)

**Fusion:**

2" and 4" plates facer etc.

**Flagging:**

Signs and standards – Available in PSE secured parking in area next to pre-tested pipe

**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 *NUMBERS REDACTED* during normal working hours. The operator's name is *NAME REDACTED*.

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# **Sumas Generating Station and Pipeline**

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**Purpose of this plan:**

This document is intended to provide guidance for responding to emergencies on the pipeline serving the Sumas Generating Station which is isolated from our franchised distribution service territory.

This plan is not intended to be a detailed and comprehensive emergency plan. For those details, please refer to the Corporate Emergency Plan, Gas Operating Standards and Field Procedures.

In the case that this document conflicts with the Corporate Emergency Plan, Gas Operating Standards or Field Procedures, those documents shall take precedence.

**How Sumas Generating Station is served**

**Regular business hours:**

During regular business hours we will first utilize employees who are working at the Generating Station and get Gas Operations employees enroute from Snohomish County. This could include Gas First Response personnel and/or SC&P.

When personnel from Gas Operations travel to the Sumas area for regular duties they should notify Gas Control and Gas Operations Dispatch to let them know they will be in the area, and for approximately how long.

Gas Control *NUMBER REDACTED*

Gas Operations Dispatch *NUMBER REDACTED*

**After Hours:**

Outside of normal business hours we will first contact the Gas First Response and System Control & Protection employees who live closest to Sumas. If none of these people are available, use the normal callout procedure, calling the closest person(s) to the emergency.

**What to do if highways are closed and support is needed:**

If inclement weather, an accident or incident has the primary routes (I-5 and SR-9) closed and support personnel or material are required from the service area, call the System Manager at *NUMBERS REDACTED* to make arrangements for aerial transport to Sumas.

**PSE gas staff who reside nearest to Sumas or are responsible for the pipeline and stations in the Sumas Area**

Name	Home	Cell	Pager	Job
<i>REDACTED</i>				Pressure Control
				Instrumentation
				PI Inspector
				CFS Technician
				CFS Technician
				Pressure Control
				CFS Technician
				CFS Technician
				Industrial Meter Operations
				GFR Fitter
				GFR Fitter
				GFR Supervisor
GFR Supervisor				
GFR Supervisor				
Pressure Control Supervisor				

- These personnel have received basic training on pipeline and station operations and using the main line valves to control the 8" high pressure transmission line.
- Call PI Inspectors for emergency locates.

**PSE support Staff in Whatcom County –**

Knowledge of area and keys to facilities

**PSE Generating Station Staff**

Name	Home	Cell	Office	Job
<i>REDACTED</i>				Plant Manager
				Plant O&M Supervisor
<i>REDACTED</i>				CT Journey Worker
				CT Journey Worker
				CT Journey Worker

**PSE Electric servicemen in Whatcom County**

Name	Home	Cell	Pager	Job
<i>REDACTED</i>				Service Lineman
				Service Lineman
				Service Lineman
				Service Lineman
				Service Lineman
				Service Lineman

## Emergency Numbers

<b>Police / Fire / 911 / Emergency Management</b>		
Whatcom County 911	Dispatch	(360) 676-6911
Whatcom County Emergency Management		(360) 676-6711
Washington State Patrol		(360) 676-2076
Sumas Police Department		(800) 556-1345
Sumas Fire Department	NAME REDACTED	(360) 224-0901
Bellingham Fire Department		(360) 778-8400
Lynden Fire Department	NAME REDACTED	(360) 354-4400 (360) 815-1605
<b>Puget Sound Energy – Gas and Electric Operations</b>		
Gas Control	PSE ext Outside dialing	NUMBERS REDACTED
Gas Operations Dispatch	PSE ext Outside dialing	
Load Office	PSE ext Outside dialing Toll free	
System Operations Supervisor	Toll Free	
<b>U.S. Government – Department of Homeland Security</b>		
U.S. Customs		(360) 988-2971
U.S. Border Patrol		(360) 332-8781
Canada Customs (Canada Border Services Agency)		(204) 983-3500
<b>Sumas Generating Station</b>		
Generating Station	24 hour	NUMBERS REDACTED
Control Room Mobile phone	Emergency only	
Plant O&M Supervisor		
Plant Manager		
<b>Other Utilities and Pipelines</b>		
Westcoast Energy / Spectra Energy	Gas Control	NUMBERS REDACTED
Williams Pipeline Sumas District Office	Office Gas Control	
Cascade Natural Gas	Dispatch	
<b>Contractors</b>		
Pilchuck Contractors Inc. NAME REDACTED	Office Mobile	NUMBERS REDACTED
NAME REDACTED		

**Facilities**

Puget Sound Energy's Sumas Generating Station is located at *DIRECTIONS REDACTED*.

**Generating Station – ADDRESS REDACTED**



*DIRECTIONS REDACTED.*



*DIRECTIONS REDACTED.*



*INSTRUCTIONS REDACTED*



*INSTRUCTIONS REDACTED*



**Border Crossing/Regulator Station – INSTRUCTIONS REDACTED**



*DIRECTIONS REDACTED*



*INSTRUCTIONS REDACTED.*

## Map and Driving Directions to Generating Station

The facility is located at *ADDRESS REDACTED* (see page 10 for map to Border Crossing / Regulator Station).

**From I-5 North at Bellingham  
Instruction**

**For**

*DIRECTIONS REDACTED*

*MAP REDACTED*

**Map and Driving Directions to Border Crossing / Regulator Station**

The facility is located at *DIRECTIONS REDACTED*.

**From I-5 North at Bellingham  
Instruction**

**For**

*DIRECTIONS REDACTED*

*MAP REDACTED*



**Directions from Generating Station to Border Station**

For directions from I-5 northbound, see page 9 for map to Generating Station, and page 10 for map to Border Crossing / Regulator Station.

**Mile      Instruction**

**For**

*DIRECTIONS REDACTED*

*MAP REDACTED*

**Access to Facilities**

*INSTRUCTIONS REDACTED*

**Sumas Generating Station**

*INSTRUCTIONS REDACTED*

**Border Regulator Station**

*INSTRUCTIONS REDACTED*

**Border Custody Transfer Point**

*INSTRUCTIONS REDACTED*

## **Emergency Response – Odors, leaks or line breaks**

The plant is operated 7x24

If emergency calls are received at the Sumas plant phone number; upon receipt of an emergency call, plant personnel will;

- Immediately notify PSE Gas Control @ *NUMBERS REDACTED*
- Immediately respond to the location of the report.
- Upon arriving on site, plant personnel will call Gas Control to notify them of their arrival.
- Investigate the report to the best of their ability and notify Gas Control of their findings.
- If the situation presents a threat to life or property, they shall shut down the pipeline.
- If it is necessary to shut down the pipeline;
  - Determine if the automated equipment has shut down the pipeline.
  - If the automated equipment has not shut down the pipeline,
    - Call Gas Control to contact Spectra Energy/Westcoast Energy to shut down the pipeline.
    - Shut the pipeline down manually.
  - Do not attempt to restore service on the pipeline once it has been shut down.
- Wait for Gas Operations personnel to arrive on site and assist them as necessary.
- Contact the appropriate local emergency response personnel for assistance if needed.
- Keep unauthorized personnel an appropriate distance away from the area if required.
- Provide regular updates to Gas Control.
- Notify electric operations departments and/or personnel as required.

Gas Control will

- Dispatch a Pressure Control Technician.
- Notify Gas Operations Dispatch to send GFR personnel.
- Contact Spectra Energy/Westcoast Energy to shut down the pipeline from the Canadian side if requested.
- Document all pertinent information in the Gas Controllers Log.

Gas Operations Dispatch will

- Dispatch GFR personnel as needed to assist Pressure Control.
- Start an emergency report and track response to the incident.
- Provide emergency notifications per the matrix.
- Respond to additional requests for equipment or field personnel as needed.

Pressure Control and GFR field responders will

- Investigate the odor per the appropriate Operating Standards and Field Procedures.
- Document the investigation as required.

### **Locate Requests / Emergency Locate Requests**

If emergency locate requests are received by plant personnel they will

- Take the appropriate information from the caller.
- Instruct the caller to call 811 to make a request for locates through the one-call system.
- Call Gas Operations Dispatch at *NUMBERS REDACTED*.

The Dispatcher will

- Dispatch the appropriate personnel to provide locates as requested.

- **Emergency Shutdown of Pipeline**

*INSTRUCTIONS REDACTED*

## **Maps of Distribution and Supply System**

The maps for this area follow the standard numeric system, however, since they are well north of the rest of our service territory, the numbers are unusual.

**See the following OP (Operations) maps:**

*NUMBERS REDACTED*

**See the following plat maps**

*NUMBERS REDACTED*

**Road Crossings**

*MAP REDACTED*

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

Pilchuck Contractors responds to breaks at the request of PSE Gas Dispatch.

## **Backhoe**

PSE does not maintain a backhoe at the Sumas facility. In the case of an emergency where a backhoe is required on site Pilchuck Contractors will be notified by Gas Operations Dispatch.

## **Material**

PSE maintains materials at the Sumas Generating Station, which will be used as needed in case of a gas emergency (see Material and Tool List Available at the Facility, page #).

### **1. Materials and Equipment Available at the Generating Station Site**

- Hand and Power Tools
- Radios
- Oxygen, Lower Explosive Limit (LEL), and Hydrocarbon Monitors
- Assorted First-Aid, Safety, and Personal Protective Equipment

### **2. Materials and Equipment Available at the Border Tie-in Station**

200' 8" Prestested Straight Pipe (40' length & 1,200 psi)

### **3. Materials and Equipment Available from Pilchuck Contractors,**

**Inc.,**

**Marysville, Washington**

**Pickups, Trucks, and Trailers**

## **Dozers and Loaders**

Dozers, loaders, sideboom

## **Cranes and Excavators**

Backhoes, excavators, cranes, trenchers, backhoes with pavement breakers

## **Welding and Tapping Equipment**

Arc and gas welding equipment, tapping machines, beveling machines, fusion equipment

## **Air Equipment**

Compressors, pavement breakers, impact tools, tampers.

## **Miscellaneous Boring Equipment and Rock Saws**

Hole hogs, moles, directional drilling equipment, rock/concrete saws.

## **Compactors and Rollers**

Compactors and rollers

## **Manhole and Trench Shields**

Shoring, plates, mud mats

## **Miscellaneous Equipment and Tools**

Generators, lights, pumps, pipe threaders, heaters, hoists, jacks, holiday detectors, pipe benders

## **Additional Equipment and Tools**

Lineup clamps, barricades, traffic cones, saws, drills

*Pagination on redacted version may differ from original due to redaction and font change.*

# **Toledo**

## EMERGENCY RESPONSE PLAN

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# 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 identified those gas employees that live in close proximity to Toledo. Outside of normal business hours 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 where GFR personnel are 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 *TELEPHONE NUMBERS REDACTED* on duty should be called to arrange helicopter support.

**PSE STAFF WHO WORK IN TOLEDO**

*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*

*NAME REDACTED* (Gas)  
*ADDRESS REDACTED*  
Olympia, WA 98579  
Home phone: *NUMBER REDACTED*  
Cell Phone: *NUMBER REDACTED*  
Pager: *NUMBER REDACTED*

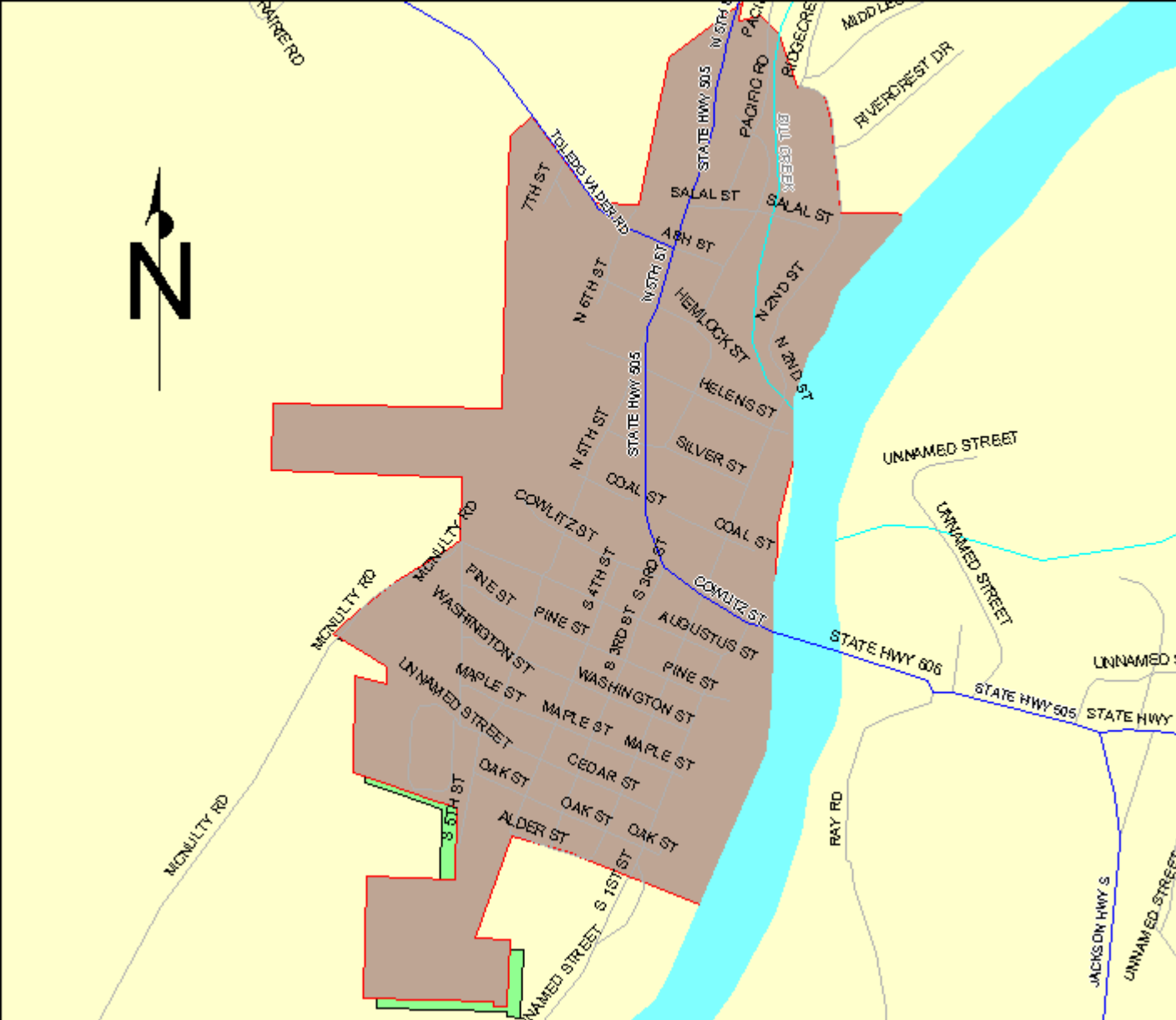
# DIRECTIONS (From Olympia)

*DIRECTIONS REDACTED*

**Total Estimated Driving Time from Olympia: 54 minutes**  
**Total Distance: 48.36 miles**

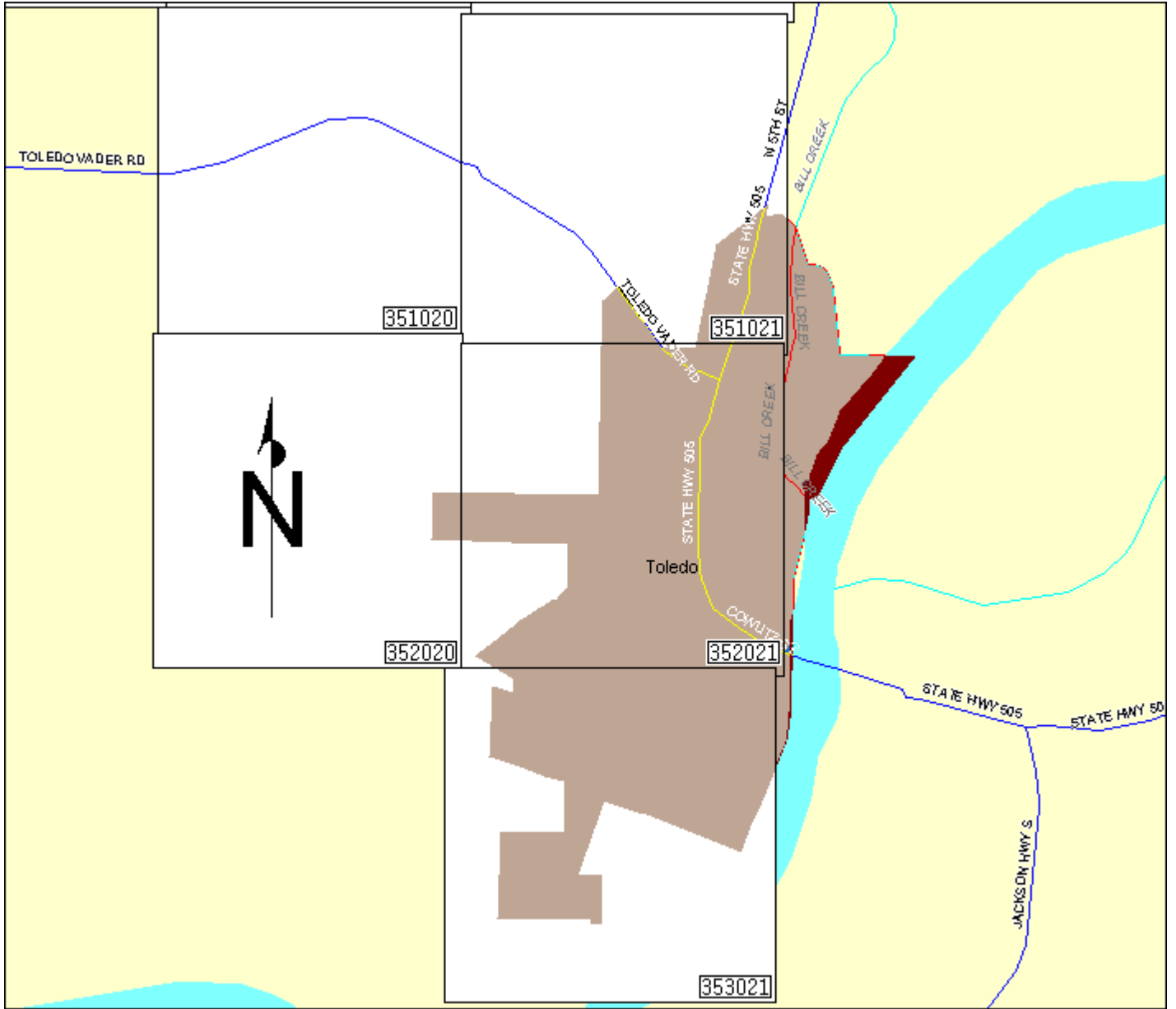


# CITY MAP





# 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.

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# 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 one Electric employee who lives on the Island. PSE has also identified those gas employees that live near the ferry terminals at Fautleroy, 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 *NUMBERS 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 at *NUMBERS 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: *NUMBERS REDACTED*

Verizon phone: *NUMBERS REDACTED*

**PSE STAFF WHO WORK ON THE ISLAND**

*NAME REDACTED (Electric Employee)*

*ADDRESS REDACTED*

Vashon, WA 98070

Home phone: *NUMBERS REDACTED*

Verizon phone: *NUMBERS REDACTED*

*NAME REDACTED (Supv. Community Services – Vashon)*

*ADDRESS REDACTED*

University Place, WA 98467

Home phone: *NUMBERS REDACTED*

Verizon phone: *NUMBERS REDACTED*

*NAME REDACTED (Customer Service Rep. 1)*

*ADDRESS REDACTED*

Tacoma, WA 98407

Home phone: *NUMBERS REDACTED*

Verizon phone: *NUMBERS REDACTED*

*NAME REDACTED (Customer Service Rep. 1)*

*ADDRESS REDACTED*

Tacoma, WA 98406

Home phone: *NUMBERS REDACTED*

Verizon phone: *NUMBERS REDACTED*

## PSE STAFF WHO LIVE NEAR A FERRY TERMINAL

### Fauntleroy

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

<i>NAME REDACTED</i>	<b>1<sup>st</sup> Response CFS</b>	<i>ADDRESS REDACTED</i>
<i>NAME REDACTED</i>	<b>1<sup>st</sup> Response CFS</b>	<i>ADDRESS REDACTED</i>
<i>NAME REDACTED</i>	<b>1<sup>st</sup> Response CFS</b>	<i>ADDRESS REDACTED</i>
<i>NAME REDACTED</i>	<b>1<sup>st</sup> Response CFS</b>	<i>ADDRESS REDACTED</i>
<i>NAME REDACTED</i>	<b>1<sup>st</sup> Response CFS</b>	<i>ADDRESS REDACTED</i>
<i>NAME REDACTED</i>	<b>1<sup>st</sup> Response CFS</b>	<i>ADDRESS REDACTED</i>

### Southworth

<i>NAME REDACTED</i>	<b>Corrosion Control Fitter</b>	<i>ADDRESS REDACTED</i>
<i>NAME REDACTED</i>	<b>1<sup>st</sup> Response CFS</b>	<i>ADDRESS REDACTED</i>
<i>NAME REDACTED</i>	<b>Corrosion Control Fitter</b>	<i>ADDRESS REDACTED</i>
<i>NAME REDACTED</i>	<b>1<sup>st</sup> Response CFS</b>	<i>ADDRESS REDACTED</i>

### Tacoma - Tahlaquah (Pt. Defiance)

<i>NAME REDACTED</i>	<b>1<sup>st</sup> Response Fitter</b>	<i>ADDRESS REDACTED</i>
<i>NAME REDACTED</i>	<b>1<sup>st</sup> Response Fitter</b>	<i>ADDRESS REDACTED</i>
<i>NAME REDACTED</i>	<b>1<sup>st</sup> Response CFS</b>	<i>ADDRESS REDACTED</i>
<i>NAME REDACTED</i>	<b>1<sup>st</sup> Response CFS</b>	<i>ADDRESS REDACTED</i>

## FACILITIES

Puget Sound Energy's Vashon Service Center 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 7 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 an authorized security access card to enter the facility.

### **Hours of Operation**

The Vashon Service Center hours of operation are between 9:00 a.m. to 4:00 p.m., Monday through Friday. The service center is closed on all company recognized holidays.

### **Gate Access**

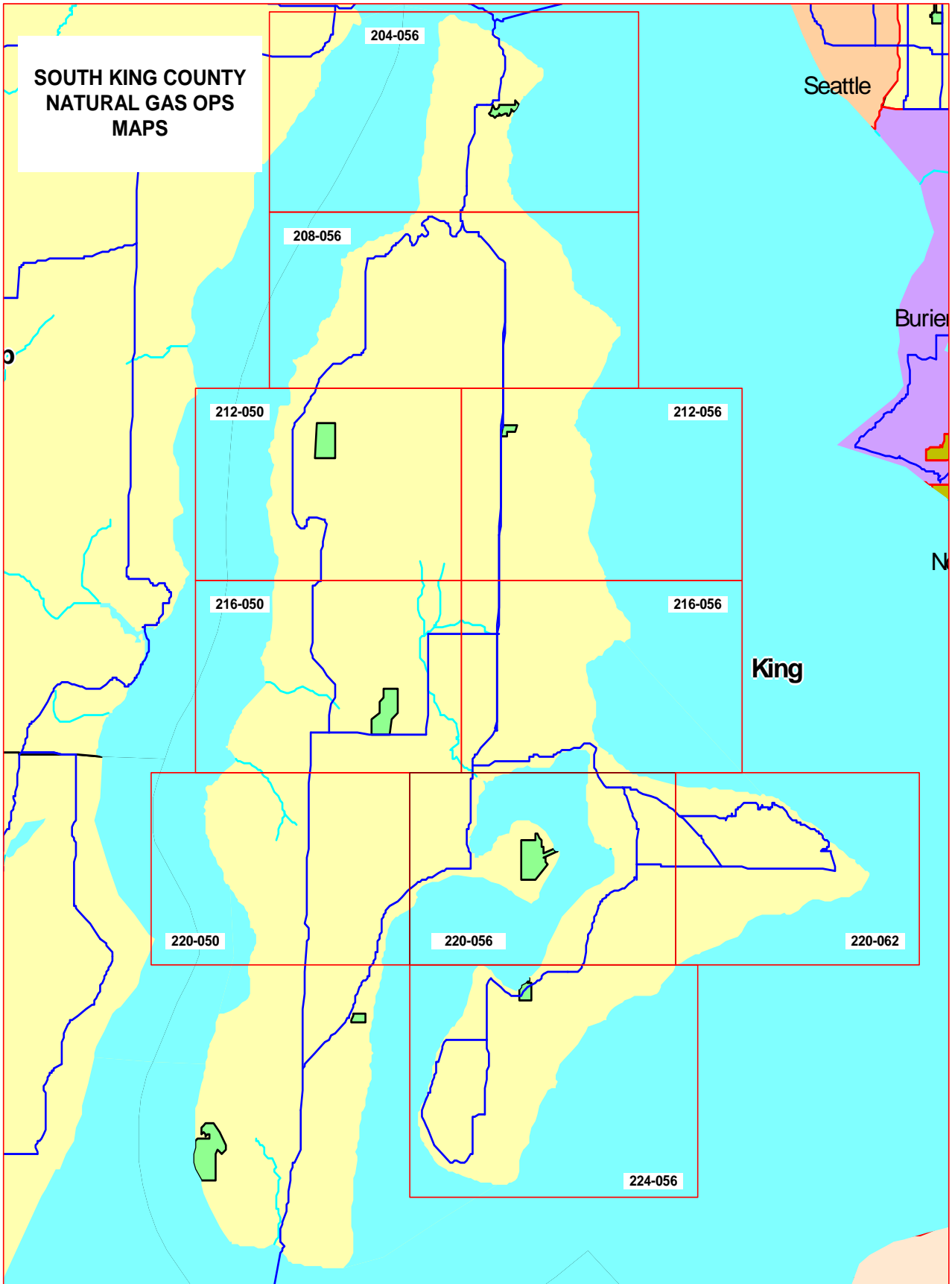
The gate for facility access is key card controlled. *DIRECTIONS REDACTED*

### **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 14).

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

*OFFICE MAP REDACTED*



# 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 06/02/06

## 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 are:

- 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. Call 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

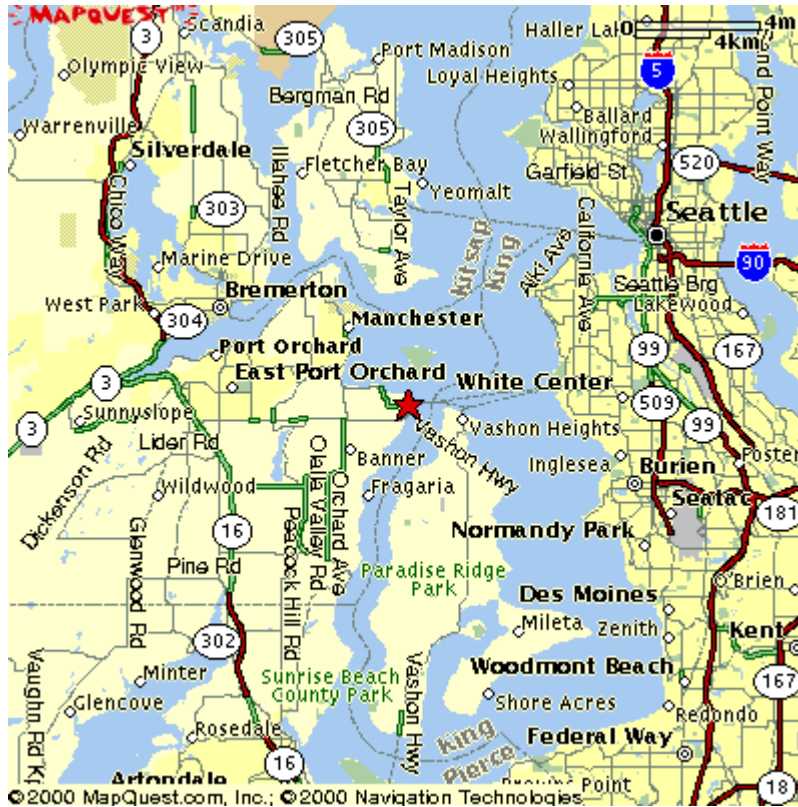
- The **Operations Watch Supervisor will contact the dock attendant** at the affected terminal and communicate the information.

- **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*

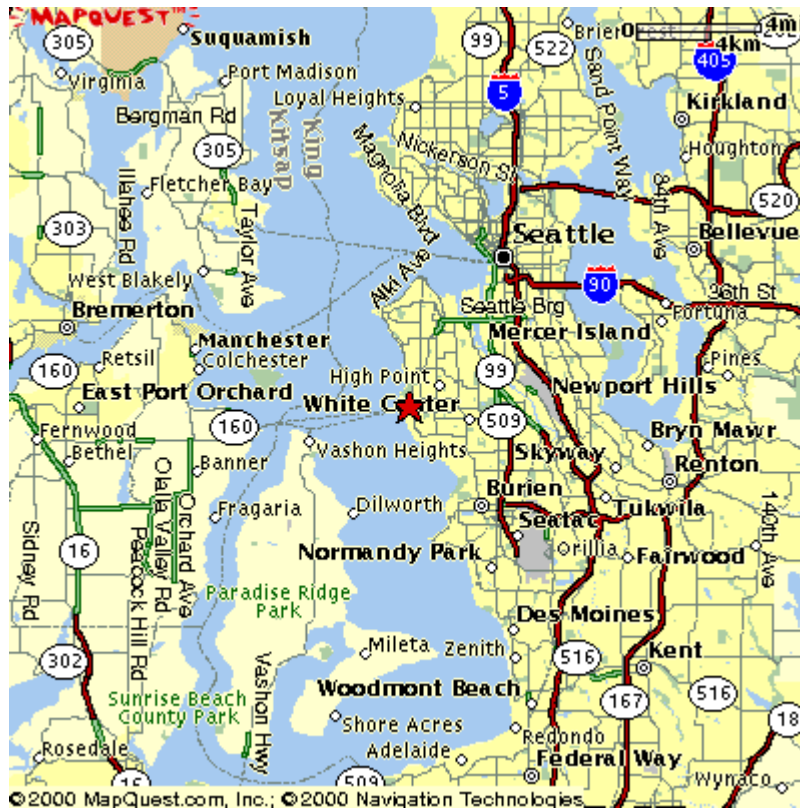




# Fauntleroy Terminal

4829 SW Barton  
Seattle, WA 98136

*DIRECTIONS REDACTED*



**Pt. Defiance / Tahlequah Terminal**

5810 N. Pearl St.  
Tacoma WA 98405

*DIRECTIONS REDACTED*

## **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 *DIRECTION 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*
  
- **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-**

**Fire and police hit line for direct access to Electric Dispatch**

*NUMBER REDACTED*

*NUMBER REDACTED* - **Use this number to gain record information**

**GAS**

**Fire & Police hot line for direct access to Gas Dispatch**

*NUMBER REDACTED*

*NUMBER 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.

*Pagination on redacted version may differ from original due to redaction and font change.*

# **Winlock**

## EMERGENCY RESPONSE PLAN

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*Pagination on redacted version may differ from original due to redaction and font change.*

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# 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 *NUMBERS REDACTED* on duty should be called to arrange helicopter support.

**PSE STAFF WHO WORK IN WINLOCK.**

*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*  
Chehalis, WA 98532  
Home phone: *NUMBER REDACTED*  
Cell phone: *NUMBER REDACTED*  
Pager: *NUMBER REDACTED*

*NAME REDACTED (Gas)*  
*ADDRESS REDACTED*  
Olympia, WA 98579  
Home phone: *NUMBER REDACTED*  
Cell phone: *NUMBER REDACTED*  
Pager: *NUMBER REDACTED*

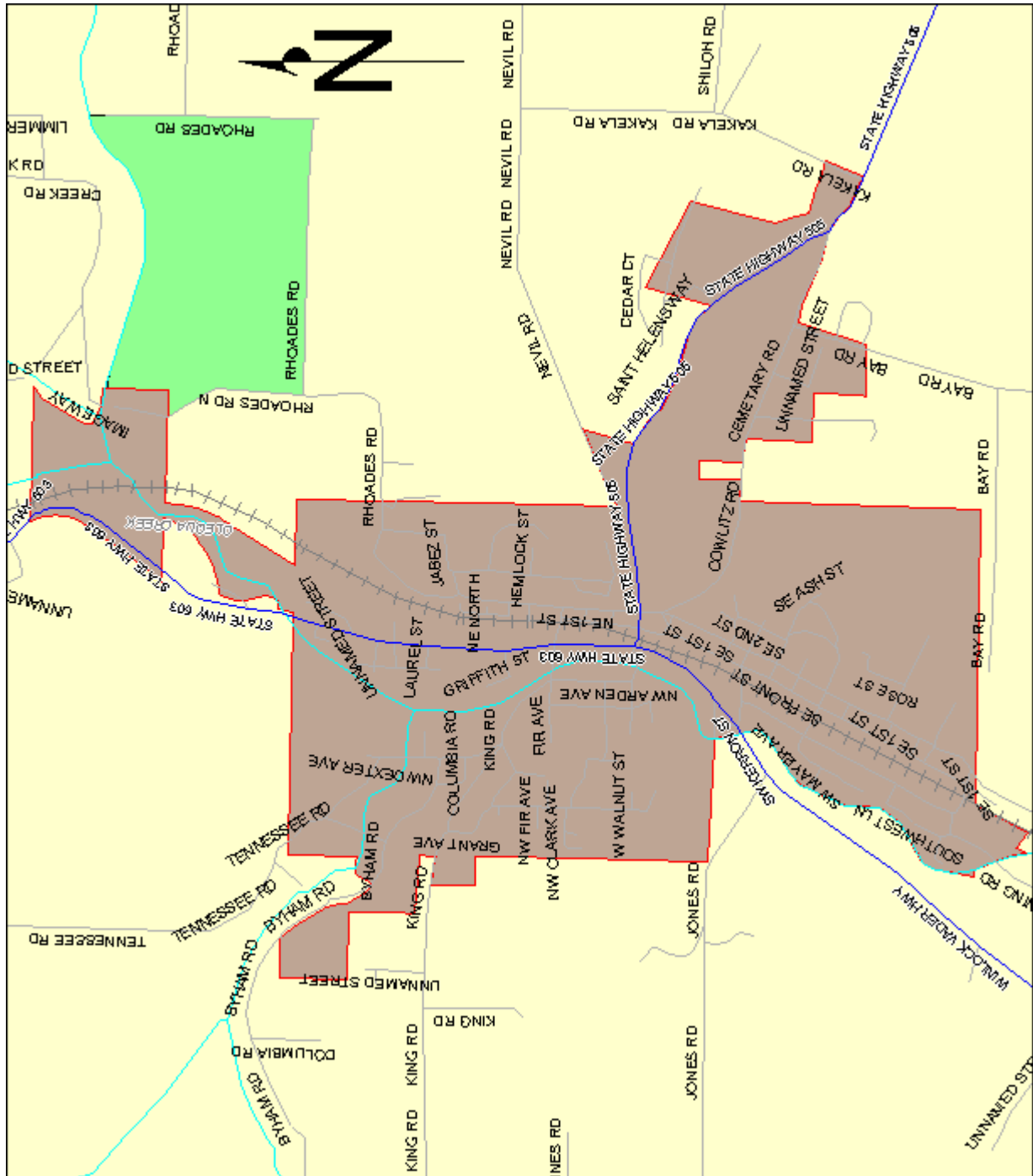
# Directions (From Olympia)

*DIRECTIONS REDACTED*

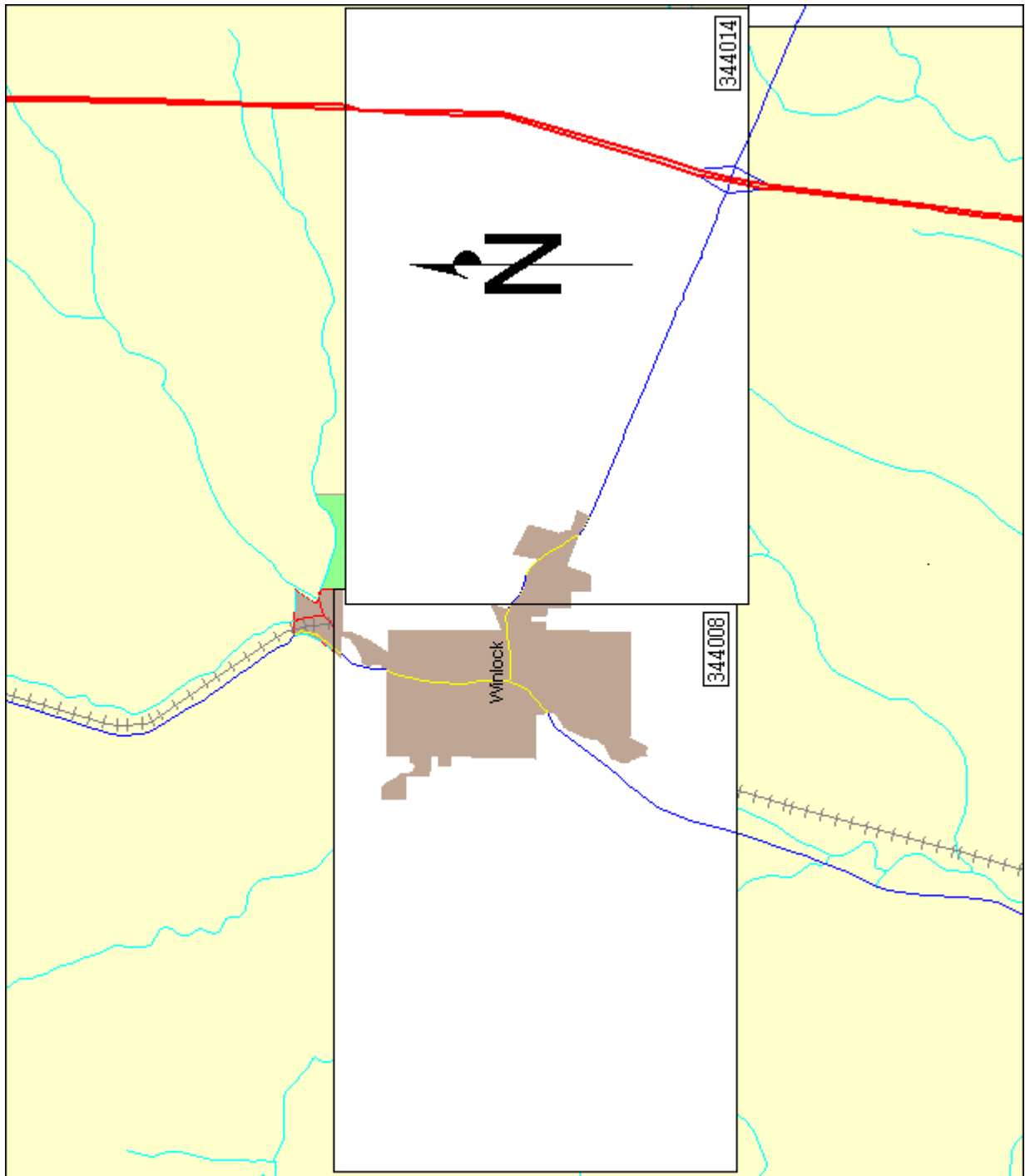
**Total Estimated Driving Time from Olympia: 32 minutes**  
**Total Distance: 30.71 miles**



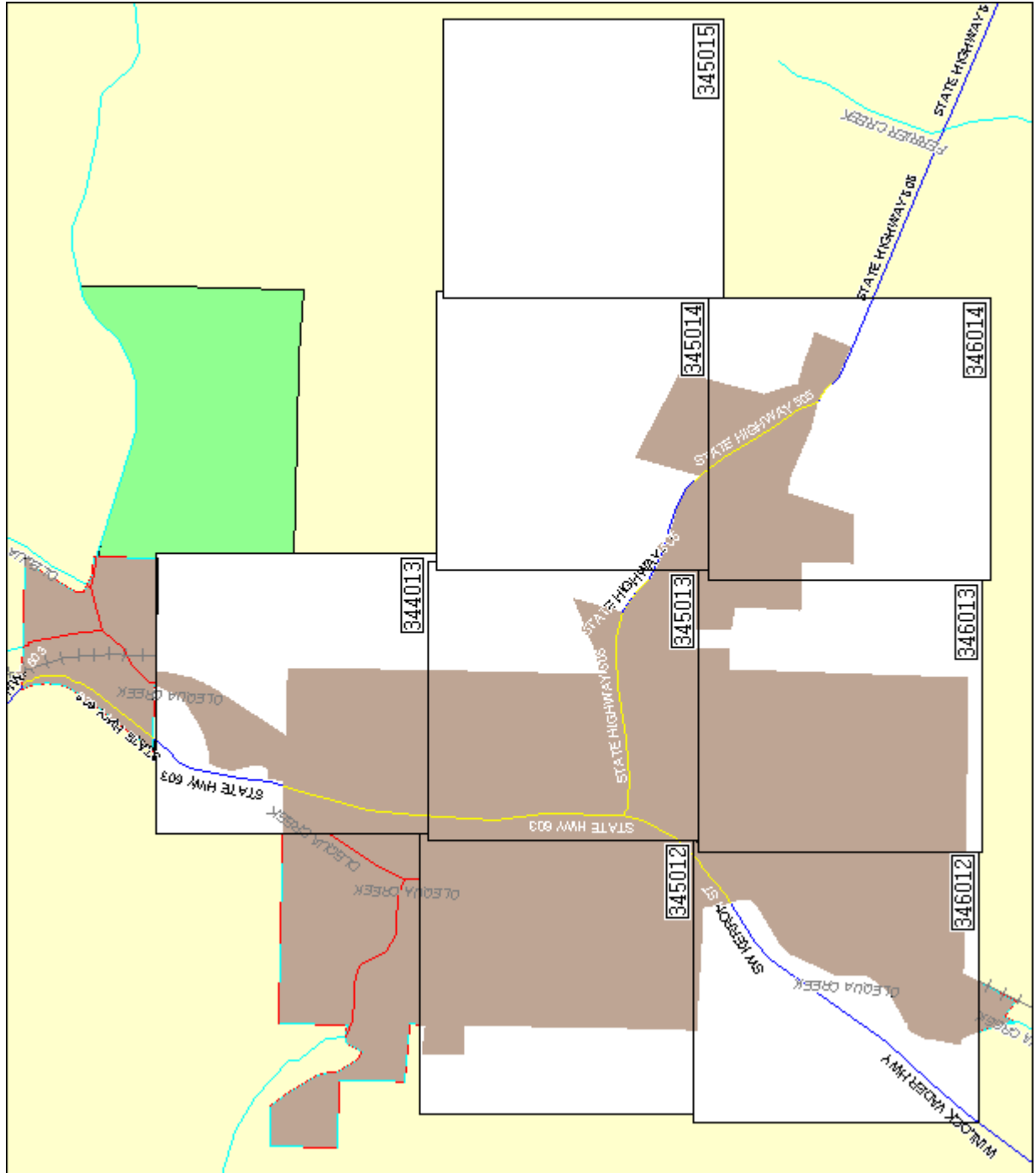
# CITY MAP Winlock



# 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.