

**EXHIBIT NO. ___(RJR-28)
DOCKETS UE-17___/UG-17___
2017 PSE GENERAL RATE CASE
WITNESS: RONALD J. ROBERTS**

**BEFORE THE
WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION**

**WASHINGTON UTILITIES AND
TRANSPORTATION COMMISSION,**

Complainant,

v.

PUGET SOUND ENERGY,

Respondent.

Docket UE-17___

Docket UG-17___

**TWENTY-SEVENTH EXHIBIT (NONCONFIDENTIAL) TO THE
PREFILED DIRECT TESTIMONY OF**

RONALD J. ROBERTS

ON BEHALF OF PUGET SOUND ENERGY

JANUARY 13, 2017



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**REQUEST FOR PROPOSAL
FOR
Lower Snake River
Service and Maintenance
ON BEHALF OF
Puget Sound Energy ("PSE")**

**Bellevue, WA 98004
United States**

February 22, 2016

These Instructions ("Instructions") are a part of PSE's Request for Proposal ("RFP") and must be followed in the preparation of any proposal ("Proposal").

This RFP is PSE confidential and proprietary information subject to restrictions stated herein.

Signed Nondisclosure Agreement and Confidentiality Agreement (Attachment A) and Intent to Respond (Attachment B) DUE Monday, February 29, 2016

Proposals DUE Tuesday, April 5, 2016

LSR Post Warranty RFP.docx

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1.0 Introduction

1.1 Corporate Overview

Puget Sound Energy (PSE) is Washington State’s oldest energy company, providing electric and natural gas service to homes and businesses primarily in the Puget Sound area. PSE has a service area that covers more than 6,000 square miles and stretches from south Puget Sound to the Canadian border, and from central Washington's Kittitas Valley west to the Kitsap Peninsula. PSE serves more than 1.1 million electric customers and more than 790,000 natural gas customers in 10 counties.

PSE is headquartered in the Puget Sound region of Washington State with major offices in Bellevue, Kent and Bothell. PSE’s staff currently consists of approximately 3,700.

The Lower Snake River Wind Facility (LSR) is located in southeast Washington State. The site is spread across approximately 21,610 acres of leased land in Garfield County, 12 miles west of Pomeroy and 300 miles southeast of Seattle. The Operations and Maintenance (O&M) building is located at 39 Falling Springs Road, Pomeroy, Washington 99347. Site and location maps can be found in Attachment C.

Total facility generation capacity is 342.7 megawatts (MW) generated from 149 Siemens SWT 101 2.3 MW wind turbine generators (WTGs) installed and commissioned between April 2011 and February 2012.

For more information about the company, visit www.PSE.com.

1.2 Statement of Purpose

The purpose of this RFP is to invite prospective bidders (“Bidders”) to submit a proposal to service, maintain, and troubleshoot 149 WTGs and related SCADA equipment at LSR.

PSE makes no representations, warranties, or agreements with respect to this RFP. In addition, PSE makes no commitment to purchase any products or services or take any other action, including but not limited to, awarding a contract to the Bidder submitting the lowest cost proposal. Materials contained in this RFP are to be considered PSE’s confidential and proprietary information, subject to restrictions outlined in Section 2.2 below. PSE reserves the right to amend or cancel this RFP at any time for any or no reason. All amendments to this RFP shall be in writing.

1.3 Description of Need

Currently, the LSR’s fleet of 149 WTGs and related SCADA equipment is maintained by Siemens Energy Inc. (“Siemens”) under the terms of the original Service and Maintenance Agreement. Siemens is responsible for providing all parts, labor, engineering, consumables, and services required to keep the turbines operational and for meeting a performance guarantee.



Preventive and corrective maintenance are part of the existing Scope of Services which expires on March 1, 2017.

PSE seeks proposals for the ongoing maintenance of the LSR wind turbine fleet as defined in Section 3.4. These proposals should describe the most seamless, reliable, and cost-effective solution that balances cost, performance, and risk to the WTGs over their lifetime.

1.4 Critical Proposal Dates

The table below lays out critical tasks and due dates.

Date & Time*	Day of Week	Description
2/29/16 5:00pm (PST)	Monday	Signed Nondisclosure Agreement (Attachment A) and Intent To Respond (Attachment B) due from Bidders
3/16/16 9:00am (PST)	Wednesday	Site visit at LSR
3/25/16 5:00pm(PST)	Friday	Final date for Questions or Comments from Bidders due, if any
3/31/16 5:00pm (PST)	Thursday	PSE Responses to Questions or Comments due from Bidders
4/5/16 5:00pm (PST)	Tuesday	Proposal Due Date

*PSE reserves the right to revise these dates and times.

1.5 RFP Coordinator

Upon Bidder receipt of this RFP, all communications concerning the RFP must be directed in writing to PSE’s RFP Coordinator (the “RFP Coordinator”) listed below. Thereafter, contact regarding the RFP with other PSE employees may result in Bidder being disqualified from any further participation in this solicitation or from further business with PSE.

Amy C. Ng, RFP Coordinator
Puget Sound Energy
10885 NE 4th Street
Bellevue, WA 98004

E-Mail: amy.ng@PSE.com (preferred method of communication)
Telephone Number: 425-462-3532

1.6 Bidders List

The following Bidders were selected based on:

1. Bidder's experience with Siemens and comparable WTGs
2. Prequalification interviews
3. Bidder's financial strength, stability, and safety record

Bidder 1 - Duke Energy Renewable Services

Bidder 2 - E.ON Energy Services, LLC

Bidder 3 - Siemens Energy, Inc.

Bidder 4 - Vestas American Wind Technology, Inc.

2.0 RFP Response Guidelines & Information

2.1 Definitions

For purposes of this RFP the following capitalized terms shall have the meanings below:

- A. **"Agreement"** means the mutually negotiated contract between PSE and the successful Bidder to provide service and maintenance at LSR.
- B. **"Bidder"** refers to any company that submits a proposal in response to this RFP.
- C. **"Commencement Date"** has the meaning set forth in Section 2.12.2
- D. **"DOSH"** means Department of Occupational Safety and Health
- E. **"Expiration Date"** has the meaning set forth in Section 2.12.2
- F. **"Extra Work"** has the meaning set forth in Section 3.4.2(h)
- G. **"FAA"** means Federal Aviation Administration
- H. **"Maintenance Records"** has the meaning set forth in Section 3.4.2 (d)
- I. **"Major Components"** has the meaning set forth in Section 3.4.2 (b)
- J. **"Minor Components"** has the meaning set forth in Section 3.4.2 (b)
- K. **"NERC GADS"** means the North American Electric Reliability Corporation's Generating Availability Data Systems
- L. **"OSHA"** means the Occupational Safety and Health Administration
- M. **"Proposal Due Date"** has the meaning set forth in Section 1.4

- N. **“RFP Coordinator”** has the meaning set forth in Section 1.5
- O. **“SCADA”** has the meaning set forth in Section 3.4.1
- P. **“Scheduled Services”** has the meaning set forth in Section 3.4.2(a)
- Q. **“Service Provider”** means the company who is selected through this RFP process and who successfully negotiates an Agreement to provide the Services.
- R. **“Serviced Equipment”** has the meaning set forth in Section 3.4.1
- S. **“Services”** has the meaning set forth in Section 3.4.2
- T. **“Term”** has the meaning set forth in Section 2.12.2
- U. **“Units of Property”** has the meaning set forth in Section 3.4.2(c)(iii)
- V. **“Unscheduled Services”** has the meaning set forth in Section 3.4.2(b)
- W. **“WISHA”** means the Washington Industrial Safety and Health Act of 1973
- X. **“Yellowbook”** means the program PSE has established, documented, and implemented to manage safety and health risks. The program is continuously maintained to meet the requirements of the OSHA 18001:2007. The components of this program are presented in a PSE document referred to as the “Yellow Book”.

2.2 Confidential Information

This RFP, including any information provided by PSE in connection with it, is to be treated by Bidder as PSE confidential and proprietary information and subject to the restrictions stated in PSE’s *Confidentiality and Non-Disclosure Agreement* (“NDA”), entered into by Bidder and PSE in contemplation of this RFP. In addition, and notwithstanding the foregoing, as a condition to the receipt of such information, Bidder agrees that all information provided by PSE to the Bidder in connection with this RFP shall be treated confidentially and used by the Bidder for the sole purposes of preparing its proposal. Furthermore, the Bidder shall restrict the distribution of this RFP, including any related PSE communications, only to the Bidder’s employees who have a need to use it for preparing Bidder’s proposal. No access, use, or disclosure of PSE confidential and proprietary information provided in connection with this RFP shall be made to any other person or entity without PSE’s written approval and execution of an NDA by the intended recipient, which contains equivalent or greater protections for PSE’s confidential and proprietary information.



If the Bidder is not selected to provide services in connection with this RFP, upon request by PSE, the Bidder will immediately return all PSE provided RFP information and documentation to PSE.

All proposals and materials submitted by the Bidder in connection with this RFP become the property of PSE. In the event of Bidder non-selection, PSE may retain same.

2.3 Errors and Omissions

PSE has put forth its best effort to prepare this RFP. Any errors or omissions discovered by Bidder in this RFP or during the RFP process should be brought to the attention of PSE promptly. Notwithstanding the foregoing, PSE shall not be responsible for or liable to any party for any errors or omissions that may exist in this RFP or may occur during the RFP process. However, in the event of such an error or omission, PSE may elect to amend this RFP.

2.4 Submittal and Requirements and Delivery

Bidders are responsible for errors or omissions contained in their proposals. A proposal may be withdrawn or amended prior to the Proposal Due Date. To withdraw or amend a proposal, the Bidder Contact Person identified in Section 3.2.2 must submit a written request to the RFP Coordinator. After withdrawing a Proposal, Bidder may submit another proposal at any time up to the Proposal Due Date. Bidders are referred to Section 3.1 for additional proposal submission instructions.

Bidder shall not be permitted to alter its proposal after the Proposal Due Date.

The preferred method of submittal is by e-mail to the RFP Coordinator. Bidder assumes all responsibility for missing or misdirected proposal submissions.

2.5 Proposal Preparation

2.5.1. Proposal Requirements

Specific requirements that Bidders should include in their proposal are identified with bracketed numbers [] and summarized in Attachment D

2.5.2 Proposal Costs

Any resources and costs expended by Bidder in responding to this RFP are the sole responsibility of the Bidder. PSE may ask Bidder to make a presentation of their proposals. All costs and expenses associated with such presentations shall be the sole responsibility of the Bidder.

2.5.3. Intent to Respond

The Bidder is required to notify the RFP Coordinator in writing, using the form attached in Attachment B ("Intent to Respond Form"), by **February 29, 2016** of its intent to submit a proposal [1].



The Intent to Respond Form must provide the name and title of the single point of contact within Bidder's organization ("Bidder Contact Person") who should be contacted in the event PSE has questions or other communications regarding Bidder's proposal.

2.5.4 Proposal Format

Bidders shall furnish all the information required by this RFP in the format set forth in Section 3.0. Failure to do so may be grounds for rejection of Bidder's proposal.

2.6 Exceptions, Variances and Alternate Proposals

Any exceptions, variances, or alternative proposals to the requirements of this RFP, including but not limited to terms, delivery dates and provisions, must be specifically identified in Bidder's proposal. Such submissions must comply with Section 3.0 below. Exceptions and variances may be a basis for proposal rejection.

Unless otherwise indicated by Bidder, signature on its proposal will indicate unqualified acceptance of all terms and provisions of this RFP, including all attachments hereto.

2.7 RFP Communications

2.7.1 Bidder Questions or Requests for Clarification

- a) It is the Bidder's obligation to become fully acquainted with all aspects of this RFP.
- b) Bidder questions or requests for clarification must be submitted in writing by e-mail to the RFP Coordinator.
- c) Inquiries must be made in writing and shall make reference to the applicable RFP requirement section and page number. PSE may communicate a question and its response or clarification to other participating Bidders.
- d) All questions or requests for clarification are due NO LATER THAN **Friday, March 25, 2016 [2]**.
- e) Questions directed to anyone other than the RFP Coordinator **will not be answered.**

2.7.2 Contact with PSE Personnel

- a) All communications regarding this RFP must be submitted as provided in Sections 1.5 and 2.7.1.
- b) **No communications or inquiries may be made by Bidder to any other individual within PSE unless specifically instructed to do so by the RFP Coordinator.** Unauthorized communications regarding this RFP with any other PSE employee, even those employees associated with current Bidder relationships and existing agreements with PSE, may result in the disqualification of Bidder from further consideration for this RFP and even future PSE business.

2.8 Terms of Negotiation

Bidder’s response to this RFP indicates its understanding and agreement that the RFP is not an offer to contract by PSE with Bidder. PSE reserves the right, in its sole discretion, to withdraw or amend the RFP; to reject or disqualify proposals; to select or not select Bidders, including, without limitation, participants in this RFP process; and/or to identify one or more RFP participants with whom PSE wants to solicit additional or supplemental offers (i.e. “best and final” offers) and/or to whom PSE may want to issue a modified RFP. The foregoing is without limitation of PSE’s further right, in its sole discretion, to award any or all of its business to one or more Bidders or potential Bidders, within the context of this RFP, or independently of this RFP, or to discuss matters related to such business with any of the foregoing.

2.9 Validity Period

Bidder must guarantee its pricing and other terms provided in its proposal shall remain valid for a period of at least One Hundred Eighty (180) days following submission of its proposal.

2.10 Proposal Evaluation

On receipt of proposals from potential Bidders, PSE will conduct an evaluation process using requirements and criteria set forth in this RFP. Responses to this RFP will be evaluated on the basis of:

Cost		30%
	24/7 remote monitoring	
	Preventative and corrective maintenance	
	Major and minor components	
	SCADA maintenance and monitoring	
Risk		25%
	Corrective maintenance risk	
	Financial stability of company	
	Wind O&M track record	
Capability		25%
	Maintenance and maintenance planning	
	Safety and Training programs	
	Manage material, maintenance inventory, spare parts	
	Turbine management and optimization	
	Technical and engineering support	
Quality		10%
	Work executed according to specifications	

2.10 Proposal Evaluation (continued)

	Timeliness	
	Overall customer satisfaction	
	Programs consistent with ISO 9001/14001 standards	
Cultural Fit		10%
	Degree of openness about technology	
	Willingness to engage in two-way knowledge sharing	
	Partnership with communities near plants	
	Support for PSE processes and reporting requirements	
	Information sharing and work process education	

PSE may also consider its prior experience with the Bidder as well as information obtained from references, public resources, or other parties for whom the Bidder has provided services.

PSE reserves the right to amend or modify the criteria by which it conducts its evaluation, and the relative ratings of such criteria.

2.11 Notification of Award

In the event of a selection, PSE will give written notice to the selected Bidder regarding the award. However, PSE will be under no obligation to provide information concerning any selection, if any, to non-selected Bidders, nor will PSE be obligated to provide the basis for any non-selection to non-selected Bidders.

2.12 Agreement Terms and Conditions

2.12.1 Agreement Provisions

- a) Nothing in this RFP or any Bidder proposal shall create any contractual relationship between PSE and Bidder. Entering into any agreement to provide services hereunder shall be subject to PSE’s internal review and approvals, including approval by PSE’s senior management.

- b) Bidder’s response to this RFP shall constitute its agreement to accept the terms and conditions set forth in this RFP as the basis for a contract, if one should be offered by PSE to Bidder. Any award made pursuant to this RFP is expressly conditioned upon the execution of a final agreement between the parties which shall include the Terms and Conditions below. Unless Bidder specifically objects in writing in the submission of its proposal, Bidder shall be deemed to have accepted the Terms and Conditions in this RFP.

2.12.2 Term

The term of the agreement shall commence on March 1, 2017 (the “Commencement Date”) and shall continue until November 27, 2025 (the “Expiration Date”).

The Bidder shall provide a transition plan to provide for an orderly transfer of knowledge, responsibilities, and accountability from the previous Service Provider [3].

2.12.3 Draft Agreement

PSE will provide a first draft service and maintenance agreement after selecting a Service Provider. The draft agreement will align with the Terms and Conditions in this RFP and serve as the basis for negotiating a final agreement between PSE and the Service Provider.

2.12.4 Limitation of Liability

No limitation of liability for third party infringement indemnification obligations, breach of confidentiality, bodily injury or property damage, or gross negligence or willful misconduct will be accepted.

2.12.5 Indemnification

Bidder must agree to indemnify PSE from and against (actual or alleged) claims arising out of the work in connection with the resulting agreement

2.12.6 Insurance

The Service Provider shall at its sole expense, procure and maintain throughout the Term the types and amounts of insurance specified below and such other insurance as PSE may require under the Agreement. Prior to the Commencement Data and throughout the Term, the Service Provider will provide to PSE certificates of such insurance.

- a) General Liability (minimum \$5,000,000)
- b) Automotive (minimum \$2,000,000)
- c) Excess Liability (minimum \$10,000,000)
- d) Professional Liability (minimum \$1,000,000)
- e) Pollution Liability (minimum \$5,000,000)
- f) Worker’s Comp and Employer’s Liability (minimum \$1,000,000)

2.12.7 Information Security Policies and Procedures

Bidder shall be cognizant of PSE’s Information Security Policies and Procedures while providing services to PSE and accessing PSE’s facilities. Some or all of this policy may be incorporated by reference in the Bidder’s proposal and is attached hereto as Attachment E.

Bidder must submit a copy of its security policy with its proposal and how it would apply to PSE. In lieu of a copy, Bidder may provide an accessible link to Bidder’s security policy available on the Internet [4].

2.12.8 Code of Business Conduct and Ethics Policy

Bidder shall be cognizant of and in compliance with PSE’s Code of Business Conduct and Ethics Policy while providing services to PSE and accessing PSE’s facilities. This policy shall be incorporated by reference in the Bidder’s proposal and is attached hereto as Attachment F.

2.13 Subcontracting Requirements

PSE will accept proposals which include the use of Subcontractors. For clarity, Subcontractors shall include any entity providing products and services to PSE by or on behalf of the Service Provider as part of fulfilling its contractual obligations to PSE. PSE will consider proposals which contemplate the use of Subcontractors only if the Service Provider shall be fully responsible to PSE for all acts and omissions of its Subcontractors and of the persons directly or indirectly employed by a Subcontractor. Bidder shall provide a comprehensive list of any and all Subcontractors it intends to use to fulfill any part of the Services with the proposal. Included with the listing shall be the Subcontractor’s name, address, and phone number; area of specialty; and percentage of the Services it is to receive [5]. PSE retains the right to reject any and all Subcontractors.

Bidder is responsible for obtaining any applicable Non-Disclosure Agreements with Subcontractors prior to sharing this RFP as further set forth in Section 2.2 [6] Subcontractors shall be subject to the same requirements as the selected bidder.

2.14 New Agreement May Supersede Existing Agreement

PSE may already have agreements in place with Bidder for similar products and services (“Existing Agreements”). PSE, at its sole option, may choose to supplant any Existing Agreements, at the earliest possible convenience, with the Agreement that may result from this RFP.

Therefore, in the event that Bidder is a party to one or more Existing Agreements, by submitting a proposal in response to this RFP, Bidder hereby agrees to offer PSE the option of terminating those Existing Agreements upon thirty (30) days notice.

In addition, Bidder agrees to allow such early termination without any termination liability or increased prices on the remaining portion of the Existing Agreements. Bidder agrees to refund any prepayments or credits on a prorated basis if terminated.

If Bidder is party to any Existing Agreement(s), a copy of such Existing Agreement shall be provided by Bidder to the RFP Coordinator upon request.

3.0 Proposal Content

3.1 Proposal Instructions and Format

For ease of PSE’s evaluation, Bidder’s proposal must contain, at a minimum, all the information set forth below. Non-conforming proposals may be disqualified.

Electronic submittal of proposals is preferred. Proposals should be scanned to print (without additional formatting by PSE) on 8½” x 11” single-sided paper. All pages should be numbered. The proposal package (“Proposal Package”) shall contain the following:

- a) **Proposal Cover Letter [7]** Bidder shall submit a cover letter transmitting its proposal to PSE. The cover letter shall be signed and dated by an individual authorized to contract with PSE on behalf of Bidder.
- b) **Company Information** This section shall include a summary of the technical, management, and other pricing proposals; Bidder’s qualifications; and any other information Bidder believes is relevant to the proposal. Detailed proposal requirements are described in Section 3.2.
- c) **Statement of Qualifications** The statement of qualifications is a presentation of the qualifications and experience of the Bidder’s senior management and key personnel that will be participating in and/or providing the services proposed should Bidder be selected. Detailed proposal requirements are described in Section 3.3.
- d) **Detailed Scope of Service** This portion of Bidder’s proposal addresses the proposal requirements in detail. Technical specifications, product support, maintenance, warranties, pricing and other relevant product and service requirements will be addressed. Detailed proposal requirements are described in Section 3.4.

3.2 Company Information

3.2.1 Executive Summary

Bidder shall summarize Bidder’s business, e.g., its corporate history, identity, and experience in the marketplace so that PSE may better understand the Bidder’s ability to provide the products and services that will be compliant with this RFP and meet PSE’s business needs [8]. The summary should be in a form appropriate for executive management review. More weight will be given to an Executive Summary tailored to PSE’s needs as understood by the Bidder than generic boilerplate.

3.2.2 General

All Bidders must provide the following information at the beginning of their Proposal:

Bidder Contact Person:	Bidder’s Full Legal Name:
Name:	E-Mail:
Title:	Address:
Office Phone:	Main Phone:
Mobile Phone:	Bidder’s Website:

3.2.3 Company Profile [9]

Provide a background of Bidder's company, including size, lines of business, technical resources, research and development resources, date established, ownership type and location of offices, total number of employees (full and part time), and number of employees engaged in providing support for products and services which are the subject of this RFP.

3.2.4 Company Experience [10]

Summarize past and present experience in development, implementation, and support of the Services called for in this RFP. Highlight any technological leadership, awards, innovative products, product support, and customer support programs. Special emphasis should be in describing experience in the following areas:

- a) Service and Maintenance portfolio of projects under contract
- b) Service and Maintenance capabilities
- c) Presence in the Pacific Northwest including offices, technical centers, and parts depots
- d) WTG plant monitoring and diagnostics capabilities
- e) Engineering and technical capabilities
- f) SCADA configuration and troubleshooting capabilities
- g) Parts procurement, logistics, and supply chain
- h) Availability and Forced Outage rates of WTGs under service

3.2.5 Products and Services [11]

Provide a summary description of the products and services that Bidder is proposing, noting any characteristics distinguishing or differentiating Bidder's products and services from its competition. Future evolution plans may also be summarized.

3.3 Statement of Qualifications

3.3.1 Roles of Senior Managers and Key Personnel [12]

Provide a list of the roles and responsibilities of specific senior managers and key personnel who will be participating in and/or providing the services proposed should Bidder be selected. Provide a resume for each staff member listed.

3.3.2 Corporate Financial Information [13]

Provide the following minimum detail for the entity submitting the Proposal:

1. Indicate if the entity is public or private (if private, skip to 3, if public go to 2)
2. Provide the stock exchange and ticker symbol
3. Describe ownership structure (attach additional information if required)
4. Provide YTD Results (2015)
 - a. Revenue
 - b. Profit
5. Provide Current Balance Sheet Information including
 - a. Cash and cash equivalents

- b. Other current assets
 - c. Current liabilities
 - d. Quick ratio (current assets / current liabilities)
 - e. Total amount of debt
6. Are you currently in any discussion about being acquired?
7. Provide your Dun & Bradstreet number.

3.3.3. Financial Statements [14]

Provide audited financial statements for the past three (3) years. For public companies, Bidder may provide links to public documents available on the Internet where such information is easily accessible.

3.3.4 References [15]

Provide the names, telephone numbers, and addresses of five (5) current customer references. These references shall be organizations of comparable size and complexity with needs similar to those of PSE. The list shall provide the appropriate person at this site who can be independently contacted by PSE.

3.3.5 Complaints and Lawsuits [16]

Indicate whether Bidder, or its predecessors, parent company(s), or subsidiaries, has been involved as a defendant in, or the subject of, any administrative complaint, investigation, or civil or criminal, safety or environmental actions in the past six (6) years. Bidder should attach a separate sheet furnishing details, including the name of plaintiffs, investigatory body or regulatory agency, action number or other reference number, type of complaint and current status.

3.4 Scope of Services

3.4.1 Serviced Equipment

During the Term, the Service Provider shall perform all Scheduled and Unscheduled Services, diagnostics, repair, and replacement services on the Serviced Equipment. The Serviced Equipment shall include but not be limited to all WTG equipment from the top of the foundation to the tip of each blade including all towers, turbines, electrical cables/equipment starting with the terminations on the Q1 Main breaker, fiber/communication equipment starting from the fiber distribution panel in the basement of each tower, blades, climb assist, WTG aviation lights, WTG anemometers, and miscellaneous appurtenances. Serviced Equipment shall also include the Supervisory Control and Data Acquisition (SCADA) system.

Refer to WTG Specifications, Attachment G and SCADA Specifications, Attachment H for specifications for the components in the WTGs and the SCADA system. Note that these documents are publicly available. PSE is relying on the Service Provider as an expert in the wind industry, to fully assess PSE's needs to provide a complete service and maintenance solution of the Serviced Equipment. For purposes of this RFP, PSE will not provide any Original Equipment

Manufacturer (“OEM”) documents such as maintenance manuals, drawings, work procedures or other propriety materials.

3.4.2 Services To Be Provided (“Services”)

Bidder will provide a detailed proposal that ensures the safe, dependable, and efficient operation and maintenance of the Serviced Equipment [17]. The proposal shall include the following services:

a) WTG Scheduled Services

- i. Perform scheduled maintenance, inspection, repair, testing, and servicing of the WTGs as required by the OEM service manual requirements, or as otherwise agreed between the Service Provider and PSE. This includes supply and/or replacement of consumables such as lubricants, filters, and fluids of like kind and quality recommended by the OEM or as otherwise agreed to by the Service Provider and PSE.
- ii. The Bidder shall propose an oil maintenance program including oil handling, sampling, analysis, and change criteria [18]. Service Provider will perform at least one complete oil change of all WTG gearboxes and hydraulic systems during the Term.
- iii. Foundation bolt inspections and maintenance will include condition and tension checks based on a 10% sample of bolts (selected randomly and from all 4 quadrants), carried out at all WTGs every other calendar year. If more than two bolts out of the 10% that are checked do not meet the specified minimum tension, all bolts in the affected foundation shall be re-tensioned.

b) WTG Unscheduled Services

- i. Perform unscheduled services, troubleshooting, inspections, testing, repairs, and replacements as required to maintain the operational performance of the Serviced Equipment. All WTG components will be classified as either “Major Components” or “Minor Components”.
 - a. The Major Components are: Blades, Blade Bearings, Gearbox, Generator, Hub, Main Shaft, Main Shaft Bearing, Nacelle, Bedplate, Tower, Yaw System Externally Geared Slew Ring, Yaw Drives, Power Frequency Converter including Delta Modules, Siemens Turbine Interface Computer (STIC), and Blade Pitch Cylinders.
 - b. The Minor Components include all components not identified as Major Components.
- ii. Operate, maintain, and isolate the WTG Main Q1 Breaker as necessary or appropriate to perform the Services or as otherwise requested by PSE.

c) Other Services

- i. WTG Monitoring and Remote & Onsite Resets
 - a. Service Provider will perform remote and onsite control system “resets” on the WTGs as needed including those attributable to failure or planned outage of the collection system or transmission grid.
 - b. Service Provider will remotely monitor and reset of the WTGs on a 24 hours a day, 7 days a week basis (24x7).

- ii. SCADA Monitoring and Maintenance
 - a. Service Provider shall monitor and maintain SCADA to keep the system in full operational capability. This includes any onsite or remote response on a 24x7 basis.
 - b. Periodic software upgrades will be performed by the Service Provider as they become available and with PSE approval.
 - c. Service Provider will be responsible for the data collection, monitoring, and response on a 24x7 basis. Operational data from the Serviced Equipment will be maintained at LSR and be accessible to PSE.
 - d. The Service Provider is not responsible for controlling the plant's power output, unless an emergency or reliability situation occurs and PSE requests such operation.
 - e. All of the Service Provider’s computer servers, laptops, and desktop systems running or capable of accessing data systems for the Serviced Equipment must be protected from malicious code and software. Service Provider shall install security patches and updated operating system service packages universally across applicable systems within 90 days of their release upon PSE approval.

- iii. Support for PSE’s Units of Property accounting process
As a requirement of utility accounting procedures, PSE must document any changes to the book value of the Serviced Equipment throughout its normal operational lifecycle. Certain components, such as gearboxes and generators among others, have been designated as “Units of Property” and must be documented for accounting purposes when replaced. Service Provider shall provide PSE with a monthly report showing the replacement date, equivalent value, and removal cost of all such component removals and replacements.

- iv. Tower Cleaning
Service Provider shall provide any cleaning or painting of the interior or exterior of the Serviced Equipment, if required as a result of performance of the Services or failure of the Serviced Equipment. To the extent any cleaning or painting of the Serviced Equipment is required that does not result from performance of the Services or failure of the Serviced Equipment, Service Provider may be asked to propose such cleaning or painting as Extra Work for PSE approval.

- v. Special Tools
The Service Provider shall be responsible for supplying any special tools required for the performance of the Services. PSE accepts no responsibility for special tooling required for the Services. Special lifting equipment for disassembly and reassembly of the WTG, routine lifting equipment, such as slings, lifting eyes, and shackles shall all be provided by the Service Provider.

- vi. Diagnostic Services
Service Provider shall be responsible to perform complete Serviced Equipment diagnostics and analysis of condition monitoring system data to maintain equipment performance and inform ongoing maintenance activities. The results of this analysis shall be reported to PSE on a monthly basis so that response activities may be coordinated.

- vii. Engineering and Technical Support
Service Provider shall have a dedicated engineering and technical support team to assist in the evaluation of performance issues, component failures, advanced diagnostics, condition monitoring, and troubleshooting. The engineering and technical support team shall be accessible to PSE and be willing to work together with PSE engineers on issues and initiatives.

- viii. Continuous Improvement
PSE is always interested in adapting lessons-learned and continuous improvement to its operations and maintenance practices, and expects Service Provider will do the same. When improved working practices or safety procedures are identified onsite or offsite, Service Provider will incorporate such work practice improvements into the Services.

- ix. NERC GADS Reporting
NERC GADS reporting is uniform approach to measuring and reporting North American generating plant availability, performance, and other related reliability data. The Service Provider shall assist PSE in acquiring the necessary WTG data, converting that data into a suitable GADS format, and submitting the data to GADS. The Bidder shall describe how it will assist PSE in complying with GADS reporting requirements [19].

- x. WTG FAA Lights
Service Provider shall perform all diagnostic services on the WTG FAA Lights as are reasonably necessary to comply with the applicable operating, maintenance and repair manuals, and other instructions for the FAA Lighting. Service Provider shall coordinate with PSE to obtain all necessary permits, authorizations, or other approvals required in connection with the performance of any diagnostic or repair or replacement services for the FAA Lighting.

xi. WTG Anemometers

Service Provider shall perform all diagnostic services on the WTG anemometers as are reasonably necessary to comply with the applicable operating, maintenance and repair manuals. Service Provider shall be responsible for conducting any diagnostic or repair or replacement services for the WTG anemometers.

d) Maintenance Records

- i. Service Provider shall maintain complete and accurate books, accounts, and records of all Services (including WTG specific tests and diagnostic services) performed on the Serviced Equipment (collectively, the “Maintenance Records”).
- ii. All Maintenance Records relating to the Serviced Equipment shall be kept at the LSR project site. PSE shall have the right to inspect and copy such Maintenance Records during normal working hours.
- iii. All Maintenance Records required to be kept pursuant to this Section 3.4.2(d) shall be left at the LSR project site by the Service Provider upon expiration of the Term.
- iv. All Maintenance Records shall at all times remain the property of PSE.

e) Root Cause Analysis

- i. If Service Provider elects to conduct a root cause analysis on any Major Component failure, PSE shall have the right to participate and/or to engage a qualified independent third-party to participate with the Service Provider. Service Provider shall provide the final result of any root cause analysis to PSE.
- ii. PSE, at its sole discretion, will have the right to conduct a root cause analysis at PSE’s expense of any component installed at LSR that fails or exhibits abnormal wear and tear. This may include onsite or offsite inspections, non-destructive examinations, engineering review, etc. Service Provider will be invited to participate and will receive the final result of any such analysis.

f) Training of PSE Personnel

- i. Where the Service Provider has specific tools, techniques, or systems that will be required to perform the Services, training will be provided to PSE personnel. Service Provider shall provide training in the service and maintenance procedures, performance analytic tools, vibration monitoring tools, troubleshooting techniques and instructions, and specific safety procedures.
- ii. PSE’s personnel will have the right to observe and otherwise review Service Provider’s personnel at LSR during the performance of the Services so long as it does not unreasonably interfere with any work being performed by the Service Provider.

g) Annual Operating Plan

PSE and the Service Provider shall agree upon a written annual operating plan for LSR (the “Annual Operating Plan”). Each Annual Operating Plan shall include information for reporting, compliance activities, service schedule, work instructions, procedures, safety, security, Service Provider rules, and PSE site rules, and other topics of mutual interest. The Annual Operating Plan will become effective and continue in good faith until changed by PSE and Service Provider.

h) Extra Work

If requested by PSE, Service Provider may perform extra work not originally included within the scope of the Services (“Extra Work”). Service Provider shall provide a proposal to PSE to perform the Extra Work using agreed upon labor rates and overheads.

i) Warranty

Service Provider warrants that: (i) the Services shall be performed in a workmanlike and skillful manner; (ii) the Services shall in all respects be of first-class quality, free from all faults and defects in workmanship, material, design and title, and (iii) the work shall be in compliance with the requirements of the Agreement; and (iv) all materials, equipment and other items incorporated (or to be incorporated) in the Services or consumed in the performance of the Services shall be new or newly refurbished per Section 3.4.4 and of the most suitable grade for the purpose intended. This warranty shall continue for a one (1) year period after completion of the Services.

j) PSE Provided Services

PSE provides and maintains the service and maintenance facilities at LSR that are dedicated for use by the Service Provider in the performance of the Services. The Service Provider is required to use such facilities for the performance of the Services and shall not use such facilities for the service and maintenance of any wind energy generating project other than LSR unless otherwise agreed to by PSE. The facilities are shared by PSE and the Service Provider. PSE will provide janitorial service. However the Service Provider shall be responsible for the general cleanliness of its office and crew facilities as appropriate to maintain a safe working environment. All of PSE's facilities are designated as non-smoking areas.

The Service Provider shall pay for the telephone, broadband internet, and fax services used by the Service Provider at such facilities. The telephone and fax lines and broadband internet access provided in these facilities cannot be the same physical lines as that used for the SCADA System.

PSE will provide the following facilities and services:

FACILITIES AND SERVICES
Facilities – See Maps Attachments I and J, LSR O&M Building and LSR O&M Building Yard
Operations and Maintenance Building (O&M Building) - Office Space with Furniture, Technician room, Kitchen, Conference room, Worker Change room, Restrooms, Network jacks, SCADA/Communications room
O&M Building - Shop/Storage area, including Secured Inventory & Tool Rooms and pallet racking and storage shelving
O&M Building Yard - Fenced and Secure area for Parking and Equipment
O&M Building Yard - Product Storage area with Secondary Containment Receptacles
O&M Building Yard - Waste Accumulation area with Secondary Containment Receptacles
O&M Building Yard - Propane Storage area
Phalen Gulch Substation Control House – SCADA Equipment Area
Dodge Junction Substation Control House – SCADA Equipment Area
Tools & Equipment
30-Ton Overhead Crane (located in Operations & Maintenance Building (O&M Building) Shop/Storage area)
Field two-way communication system (radio)- Handheld Units and Vehicle Mobiles
Phone Equipment
1 Copier/Printer
Ice Machine
In-Door Climb Training Ladder
Compressed Air Outlet (located in O&M Building Shop/Storage area)
Fire protection system in O&M Building Offices and Shop/Storage area
Other
O&M Building Security System
Business Garbage Service
Balance of Plant Maintenance including grading, snow removal & weed control on turbine access roads, crane pads, turbine aprons, substations, & O&M Building
Janitorial Services

3.4.3 Personnel, Training, and Work Quality

a) Personnel

- i. Service Provider shall provide labor and professional, supervisory, and managerial personnel in sufficient numbers as are reasonably required to perform the Services.
- ii. All personnel shall be qualified (including possessing appropriate licenses) and experience, or trained in the duties to which they are assigned by the Service Provider. All individuals provided by the Service Provider in the performance of the Services shall be employees of the Service Provider or its Subcontractors. From time to time the Service Provider's personnel will be asked to attend various PSE training sessions.
- iii. The Bidder shall describe its employee retention plan and provide average tenure (in years) by classification for its U.S. wind operations and maintenance workforce [20].
- iv. The Service Provider shall appoint an individual representative who is authorized and empowered to act for and on behalf of the Service Provider on all matters concerning performance of the Services.
- v. Bidder shall describe their proposed staffing plan for the LSR facility, labor rates (for Extra Work), and worker training and qualification programs [21].

b) Communication and Reporting Programs

- i. The Bidder shall describe its proposed communication and reporting program including but not limited to recurring meetings, progress reports, documentation of the Services, and notification procedures in the event of an emergency or an unusual event [22]. At minimum, Bidder should expect to participate in daily plan-of-the-day meetings, monthly safety meetings, a quarterly performance and status review, annual maintenance planning meeting for the succeeding year, and an annual executive meeting.
- ii. The Service Provider acknowledges that all data and records relating to the Services provided during the Term are the sole property of PSE and shall not be used for any other purpose or disclosed to third-parties by the Service Provider without PSE's expressed written permission.

c) Work Quality

- i. Bidder shall be fully responsible for the quality of any Services provided, and shall describe its internal quality control and quality assurance programs [23].
- ii. Service Provider shall have in effect, at all times and as applicable, a quality plan for the Services in accordance with ISO 9000/9001 and/or ANSI/ASQC E1 and ANSI/ASQC E2. Service Provider shall use commercially reasonable efforts to ensure

that all direct Subcontractors and suppliers of the Service Provider adhere to these standards and practices.

- iii. From time to time PSE will conduct quality inspections, performance audits, quality assessments, and or other specific monitoring of the Services. At the reasonable request of PSE, the Service Provider shall accommodate PSE during these times.
- iv. The Bidder shall describe its work management process including the scheduling of work and resources as well as documenting work performed [24].

d) Transition After Expiry of Term

The Service Provider will provide an orderly transfer of knowledge, responsibilities, and accountability to the succeeding Service Provider at the end of the Term.

e) Cultural Fit

PSE is committed to developing a cohesive “One-Team” environment with the Service Provider for the overall operation and maintenance of LSR. PSE expects to partner and collaborate with the Service Provider on all aspects of facility operations in a manner focused on mutually agreed shared values that incorporate safety culture, environmental stewardship, community relations, best-practice operations & maintenance, solid financial performance, and developing a One-Team attitude producing superior performance. The Bidder shall propose measures to achieve a One-Team environment as well as its strategy to foster and maintain good community relations [25].

3.4.4 Parts and Inventory Management

- a) Service Provider shall manage all spare parts during the Term to minimize downtime and maximize production. Bidder shall describe its parts procurement program including the process and logistics of obtaining parts, qualifying suppliers, and setting refurbishment and performance standards [26].
- b) Certain spare parts (“PSE Spares”) will be supplied initially by PSE that may be used and replenished by the Service Provider in performance of the Services. During the Term, the Service Provider may provide additional spare parts at its expense to perform the Services, and store those parts at LSR. Upon the expiration of the Term or termination, the Service Provider shall retain ownership of any such parts other than the PSE Spares.
- c) All parts shall be new or newly refurbished and of like-new quality and of a quality equal to or better than the parts originally incorporated into the Serviced Equipment. However, if the Service Provider employs any newly refurbished parts or components in performing the Services, the Service Provider shall provide advance notice to PSE and grant PSE a reasonable opportunity to review the use of such parts or components, determine if they meet the requirements of PSE, and approve their use.

3.4.5 Environmental, Health, and Safety

- a) The Service Provider is responsible for the proper collection, removal, and transportation of any hazardous and non-hazardous waste generated as a result of performance of the Services or an environmental remediation.
- b) Additionally, the Bidder must manage all hazardous materials and wastes in compliance with PSE's LSR Spill Response Procedures, Attachment K, and PSE LSR Service Provider Waste Management Procedures, Attachment L and as required by local, State and Federal environmental regulations. This includes proper identification, storage, documentation, chain of custody, and implementation of pollution prevention methods (e.g. secondary containment).
- c) The Service Provider shall have in effect, at all times and as applicable, an environmental plan for the Services in accordance with ISO 14000/14001 and/or other relevant standard practice. The Service Provider shall use commercially reasonable efforts to ensure that all Subcontractors and suppliers adhere to these standards and practices.
- d) The Bidder will describe the policies, plans, programs and procedures it will use to meet the expectations described in Sections 3.4.5 (a-c) above [27]. At minimum, this shall include a copy of the following:
 - i. Environmental Program that demonstrates compliance with and commitment to all applicable Federal, State, and Local regulations, laws, ordinances, and related procedures applicable to the Bidder's activities or anticipated activities.
 - ii. Spill and Waste Management Program, including documentation procedures, emergency spill response procedures.
 - iii. Environmental training programs for site personnel.
- e) The Service Provider is responsible for providing a safe and healthy workplace for its employees in accordance with OSHA, WISHA, and DOSH laws and regulations, as well as PSE policies and standards. The Service Provider will share information related to worker safety, violations, incidents, and investigations to ensure understanding and clarification of issues that may surface between PSE and the Service Provider. The Service Provider has the responsibility to discuss recurring issues and safety violations with PSE site management and safety personnel.
- f) In addition to the above PSE expects the Service Provider will:
 - i. Review and provide OSHA 300A reports monthly. Confidential information may be omitted.

- ii. Attend the regular monthly PSE Southeast Washington Wind Facilities and Service Providers Safety meetings scheduled by PSE and will be prepared to discuss the following:
 - a. Accidents and injuries
 - b. Citations
 - c. Near misses
 - d. Safety alerts, bulletins, and directives
 - e. Training opportunities
 - f. Safety planning
 - g. Safety Audit findings
- iii. The Service Provider will report any work related fatalities and/or a Serious Incidents as defined by the PSE's Yellow Book, Attachment M within two (2) hours of occurrence. The name of the individual involved in the incident is not required to be reported in order to be in compliance.
- iv. The Service Provider will provide a copy of and report any OSHA or DOSH citation received while working on PSE projects within two (2) days of receipt of said citation regardless if the citation is appealed.
- v. The Service Provider will provide, upon request, any and all training records applicable to work performed on PSE property to verify its conformance with Federal, State, and Local regulations, laws, and ordinances.
- i. PSE shall have the right to require immediate removal from the LSR project site any personnel that is found under the influence of or in possession of alcohol or illegal drug (including marijuana), in violation of safety requirements, or otherwise presents a danger or disruption to the operations of the project.
- g) The Bidder will describe the policies, plans, programs, procedures and training your company will use to meet the expectations described Sections 3.4.5 (e-f) above [28]. At minimum, this shall include a copy of the following:
 - i. Current Safety and Health Program that demonstrates:
 - a. Compliance with all applicable Federal, State and Local regulations, laws, ordinances, and OSHA/DOSH related procedures applicable to the Service Provider's activities or anticipated activities.
 - b. Safety procedures, practices, and training program documentation applicable to Service Provider's work on PSE property, including but not limited to: Lock-out tagout, fall protection, tower rescue, emergency response, confined spaces, hot works and hazard communications.
 - c. Incident investigation and reporting procedure

- ii. Fitness For Duty program (aka Drug and Alcohol Program) that demonstrates, at a minimum:
 - a. Pre-employment screening
 - b. Background checks
 - c. Post-Accident screening
 - d. For cause or suspicion screening
 - e. Random screening

3.4.6 Compensation

- a) Bidder must guarantee that its proposed pricing and delivery schedules shall remain firm for a period of at least one hundred eighty (180) days following the submission of its Proposal.
- b) Bidder shall propose an annual fixed fee to perform the Services [29]. All materials, equipment, labor, and expenses necessary to complete the work in a safe, lawful, and workmanlike manner shall be included in the pricing set forth in Pricing Form, Attachment N. The annual fixed fee will begin on the Commencement Date and be payable in twelve (12) equal monthly installments.
- c) PSE recognizes that the wind services industry uses numerous pricing structures, performance guarantees, incentives, and warranties. Bidder may also provide an alternative pricing structure for PSE consideration [30]. PSE will consider pricing structures or agreement provisions that place performance incentives on production, energy yield, or availability. Other incentives may also be proposed for PSE consideration.
- d) Bidder shall provide a rate sheet with labor and equipment rates, such as that in Attachment O.[31]

Attachment A – Confidentiality and Nondisclosure Agreement

One (1) page document provided separately from this RFP document. It is Bidder's responsibility to confirm receipt of all referenced Attachments for their review.



Attachment B – Intent to Respond Form

For REQUEST FOR PROPOSAL RFP Name: Lower Snake River Service and Maintenance

In response to the Request for Proposal (RFP) dated February 22, 2016 the undersigned provides notice to Puget Sound Energy (“PSE”) of its intent to submit a proposal in response thereto. The undersigned also acknowledges that it has examined the RFP, including without limitation, Section 1.2 and 2.4 thereof.

Bidder: _____
Address: _____
Authorized _____
Signature: _____
Printed Name: _____
Title: _____
Date: _____

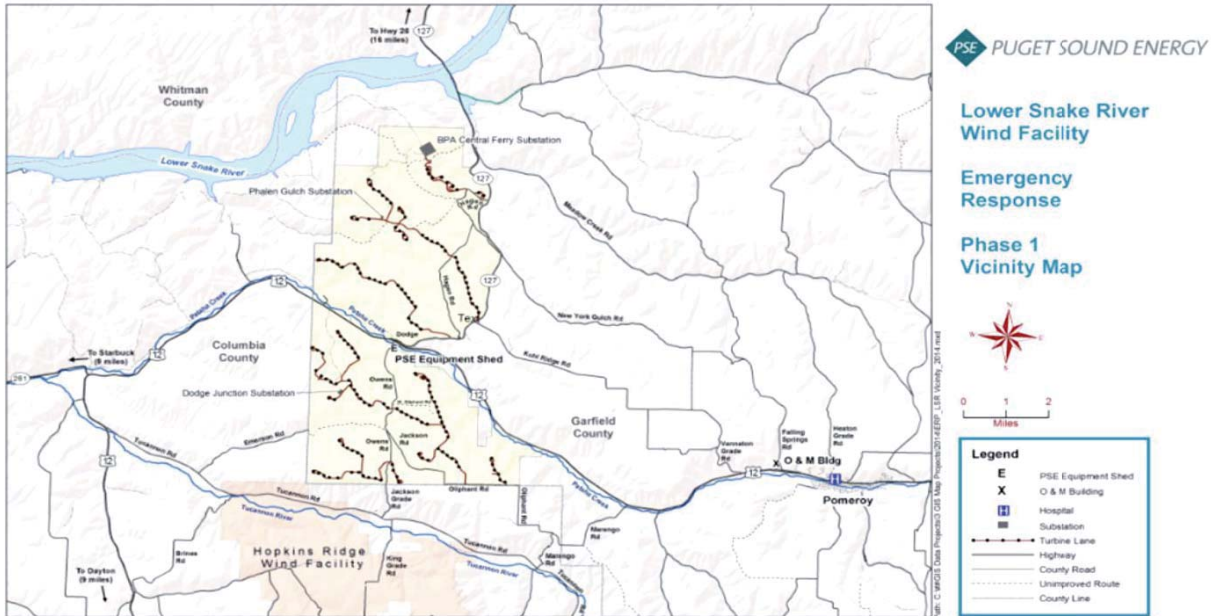
Name and title of the single point of contact within Bidder’s organization who should be contacted in the event PSE has questions or other communications regarding Bidder’s Proposal:

Contact Person: _____
Title: _____
Direct Phone: _____
Direct Fax: _____
E-Mail: _____

RETURN by 5:00pm (PST) Monday February 29, 2016 to:

Amy C. Ng, RFP Coordinator
Puget Sound Energy
10885 NE 4th Street
Bellevue, WA 98004
E-Mail: amy.ng@PSE.com (preferred method of communication)

Attachment C – Vicinity and Site Maps



DIRECTIONS TO WIND FACILITY PSE EQUIPMENT SHED

FROM NORTH (Hwy 26)

Turn SOUTH on Hwy 127, drive 26.5 miles
 At Dodge Junction, turn LEFT toward Hwy 12 E
 Go STRAIGHT on Owens Rd and cross bridge
 The PSE Equipment Shed is on your left

FROM EAST (Pomeroy/Clarkston)

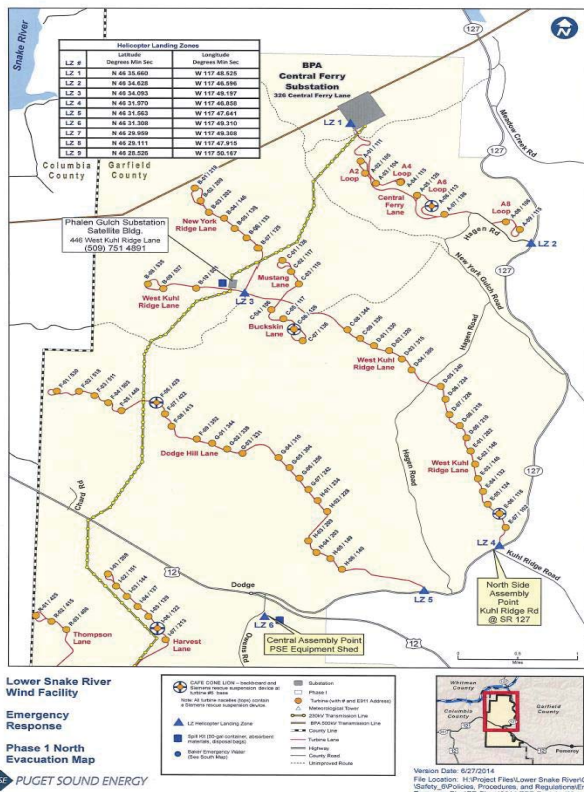
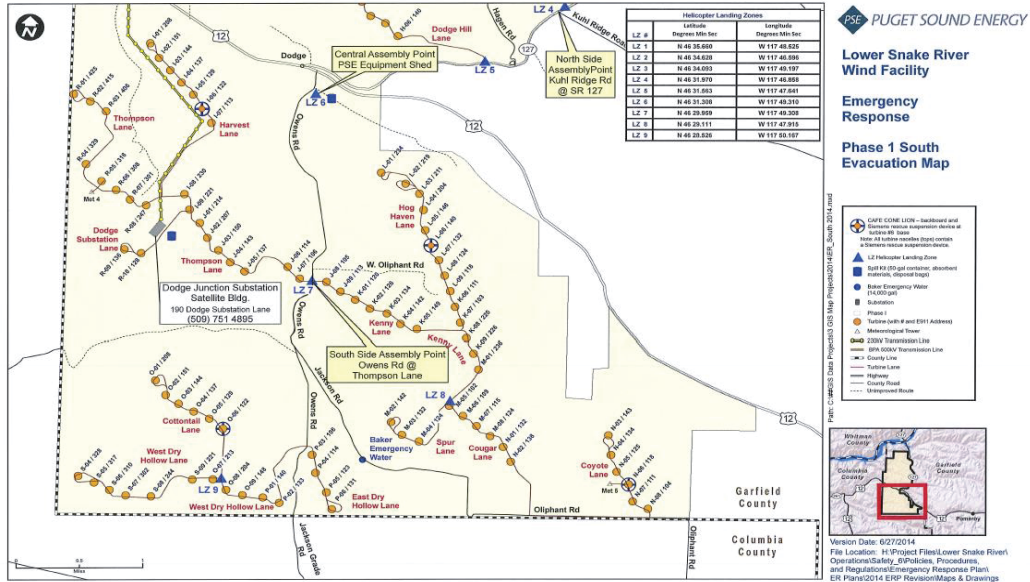
After leaving Pomeroy on Hwy 12, drive 12.5 miles
 Turn LEFT on Owens Road and cross bridge
 The PSE Equipment Shed is on your left

FROM SOUTH/SOUTHWEST (Dayton/Tri-Cities)

After leaving Dayton on Hwy 12, drive 14.6 miles
 At junction with Hwy 261, stay on Hwy 12, drive 9 miles
 Turn RIGHT on Owens Road and cross bridge
 The PSE Equipment Shed is on your left

Version Date: 6/27/14
 File Location: H:\Project Files\Lower Snake River
 Operations\Safety_ERP\Policies, Procedures, and Regulations
 Emergency Response Plan\ER Plans
 2014 ERP Revision\Maps & Drawings

Attachment C – Vicinity and Site Maps (continued)



Attachment D - Bidder Response Requirements

Item	Description	Section
1	Intent to Respond form	2.5.3
2	Bidder questions or requests for clarification	2.7.1
3	Transition plan	2.12.2
4	Security policy	2.12.7
5	List of subcontractors	2.13
6	Subcontractor Non-Disclosure agreements	2.13
7	Proposal cover letter	3.1.2(a)
8	Executive summary	3.2.1
9	Company profile	3.2.3
10	Company experience	3.2.4
11	Products and services	3.2.5
12	Senior managers and key personnel	3.3.1
13	Corporate financial information	3.3.2
14	Financial statements	3.3.3
15	References	3.3.4
16	Complaints and lawsuits	3.3.5
17	Services proposal	3.4.2
18	Oil maintenance plan	3.4.2(a)(ii)
19	GADS reporting	3.4.2(c)(ix)
20	Employee retention plan	3.4.3(a)(iii)
21	Staffing plan	3.4.3(a)(v)
22	Communication and reporting plan	3.4.3(b)(i)
23	Quality control and quality assurance plan	3.4.3(c)(i)
24	Work management process	3.4.3(c)(iv)
25	One-Team environment	3.4.3(e)
26	Parts and inventory management	3.4.4(a)
27	Environmental program	3.4.5(d)
28	Health and safety program	3.4.5(g)
29	Price	3.4.6(b)
30	Alternate pricing	3.4.6(c)
31	Labor and equipment rates	3.4.6(d)

Attachment E – Information Security Policies and Procedures

This Information Security Requirements Addendum (“Addendum”) is by and between **Puget Sound Energy, Inc.** (“PSE”) and the party identified in the signature block below (“Vendor”). It supplements that certain agreement between PSE and Vendor dated _____ (“Agreement”).

This Addendum is incorporated by reference into the Agreement, and defines the Information Security, Disaster Recovery and Business Continuity activities to be performed by Vendor for PSE. Capitalized terms not defined herein shall have the meanings given those terms in the Agreement.

1. System Security and Data Backup

1.1. Information Security

- (a) As used in this Addendum “PSE Company Information” means (1) all information previously or subsequently received by Vendor in connection with the Agreement or this Addendum that is identified as being proprietary and/or confidential, or that, by the nature of the circumstances surrounding the disclosure, reasonably ought to be treated as proprietary and confidential; and (2) any information about persons or entities that Vendor obtains in any manner from any source under the Agreement or this Addendum, which concerns prospective and existing customers or employees of PSE, or any third party PSE has a business relationship with, including, without limitation, addresses, telephone numbers, e-mail addresses, social security numbers, credit card numbers, call-detail information, purchase information, product and service usage information, account information, credit information and demographic information.
- (b) Vendor is fully responsible to protect the confidentiality, integrity and availability of all PSE Company Information, whether or not such PSE Company Information (such as PSE customer names) may be available publicly. Vendor will implement and maintain physical and logical security controls to prevent unauthorized access, collection, storage, disclosure, misuse, damage and destruction of PSE Company Information.
- (c) Vendor will implement and maintain an information security program that is subject to audit by an independent third party and that complies with the requirements of this Addendum to safeguard PSE Company Information. In addition, Vendor shall provide to PSE annually (beginning one (1) year after the execution of the Agreement) a current summary description of its information security program. The information security program shall be documented and

Attachment E – Information Security Policies and Procedures

(continued)

- (d) available for review and audit by PSE upon request. Such information security program and security controls will include, without limitation:
 - (i) Physical Security - maintaining physical security of all premises in which PSE Company Information will be processed, stored and/or transmitted;
 - (ii) Background Checks - taking reasonable precautions with respect to the employment of, and access given to, all employees and contractors (“Vendor Personnel”) who have access to PSE Company Information, including background checks and security clearances that assign specific access privileges to Vendor Personnel;
 - (iii) Training - training of Vendor Personnel on the proper use of data, computer systems, and the importance of information security;
 - (iv) Access - restricting access to records and files containing PSE Company Information to those who need such information to perform their job duties; encryption of all records and files containing PSE Company Information that will travel across public networks without secure connections or VPN, transmitted wirelessly, or transmitted outside of the secure system of the business; and encryption of all PSE Company Information on laptops and other portable devices. In addition, Vendor will ensure that only Vendor Personnel who have a need to know PSE Company Information may access such information, and will require such Vendor Personnel to comply with the terms and conditions of this Addendum;
 - (v) Monitoring - monitoring of systems for unauthorized use of or access to PSE Company Information;
 - (vi) Testing - testing system changes to ensure the security posture of the system(s) and environments are not compromised by the change;
 - (vii) Network Security - maintaining network and electronic security perimeter controls to protect PSE Company Information;
 - (viii) Incident Response - taking appropriate corrective action; documenting and training on how to respond to an Unplanned Event (defined in Section 3.1 below) and testing the plan on at least an annual basis;
 - (ix) No Commingling of Data - maintaining all PSE Company Information so as to be compartmentalized or otherwise logically separate from, and in no way commingled with, other information of Vendor or its other customers;
 - (x) Security Patches - applying security patches in a timely manner;
 - (xi) Anti-virus/anti-malware - utilizing anti-virus/anti-malware software; and

Attachment E – Information Security Policies and Procedures

(continued)

- (xii) Data and Hardcopy Destruction - destroying (and certifying in writing such destruction) any and all PSE Company Information upon the earlier of (A) any termination of the Agreement, or (B) when no longer needed by Vendor to fulfill its performance obligations under the Agreement, but in no event more than five (5) years from when the particular PSE Company Information was first obtained.

1.2. Systems and Network Access

Vendor will comply with PSE policies and standards pertaining to access to the PSE network and systems. Access includes, but is not limited to, the use of PSE's network; use of PSE provisioned accounts on PSE systems, and access to PSE systems for the purpose of providing maintenance.

1.3. Audit

- (a) Vendor will procure from an independent third party, on at least an annual basis, a SOC 2 audit as set forth in the American Institute of Certified Public Accountants Statement on Auditing Standards for Attestation Engagements (SSAE) No. 16. Such audit will cover Vendor's networks, systems and premises (collectively, the "Vendor Systems"). Vendor will provide PSE with the report of each such audit within five (5) business days of completion of the audit; including (i) whether the audit revealed any material vulnerability in the Vendor Systems; and (ii) if so, the nature of each vulnerability discovered. If the audit reveals one or more material vulnerabilities, Vendor will correct each such vulnerability at its sole cost and expense and will certify in writing to PSE that it has corrected all such vulnerabilities. Vendor will complete all vulnerability corrections within fifteen (15) business days of completion of the audit, unless the vulnerabilities by their nature cannot be corrected within such time, in which case the corrections must be completed within a mutually agreed upon time not to exceed sixty (60) days.
- (b) PSE, at its own expense, may engage an independent third party to conduct an information security audit of the Vendor documented security processes described in Section 1.1(c) from time to time subject to such third party entering into a commercially reasonable, mutually agreed upon Non-Disclosure Agreement with Vendor. If any such audit reveals a material vulnerability in the Vendor documented security processes, PSE will notify Vendor of such vulnerability and Vendor will correct each such vulnerability at its sole cost and expense and certify in writing to PSE that it has corrected all such vulnerabilities within fifteen (15) business days of PSE's notice of the audit results, unless the

Attachment E – Information Security Policies and Procedures

(continued)

vulnerabilities by their nature cannot be corrected within such time in which case the corrections must be completed within a mutually agreed upon time not to exceed sixty (60) days. Vendor's failure to complete corrections in a timely manner will be a breach of the Agreement, giving PSE the remedies made available in this Addendum. No cure period in this Addendum (other than those set forth above) or the Agreement will apply to any such breach.

- (c) PSE or its authorized representatives may, upon reasonable notice, visit any or all locations of the Vendor Systems to inspect the Vendor Systems and to assess the Vendor's performance of its obligations under this Addendum subject to such authorized representative entering into a commercially reasonable, mutually agreed upon Non-Disclosure Agreement with Vendor. For purposes of such an inspection, Vendor grants PSE and its representatives reasonable access, during normal business hours, to the Vendor Systems and to all books, records, procedures and information that relates to the Vendor's performance under this Addendum. If in connection with any such inspection PSE notifies Vendor in writing that Vendor has failed to perform any of its obligations under this Addendum, then Vendor will within ten (10) business days develop a corrective action plan in cooperation with PSE, and Vendor will implement such plan at its sole expense.

2. Incident Reporting

Vendor shall notify PSE of any physical or logical breach of the security of the Vendor Systems subject to the following:

- (a) PSE and Vendor shall agree in writing on well-defined escalation procedures that are verified for accuracy every 6 months and tested for efficacy every year. These two cases will be tested separately: (i) where the contact is originated by PSE; and (ii) where the contact is originated by the Vendor;
- (b) Vendor shall initiate escalation procedures within the following time schedule:
 - i. Recognized breach involving PSE Company Information: 2 hours;
 - ii. Suspected breach involving PSE Company Information: 4 hours;
 - iii. Recognized breach not involving PSE Company Information: 12 hours;
 - iv. Suspected breach not involving PSE Company Information: 24 hours;
- (c) In the case of a suspected or recognized security breach, Vendor shall promptly provide PSE with relevant security logs involving PSE Company Information for PSE's own investigative purposes;

Attachment E – Information Security Policies and Procedures

(continued)

- (d) Upon recognizing a security breach, Vendor shall also, at PSE's request, modify its data retention as specified by PSE until ninety (90) days after the breach is resolved; and
 - (e) Initial contact with PSE shall be through PSE's IOC at 425-398-6020, and subsequent contact shall be as specified by PSE.
-

3. Technology Recovery

3.1. Definitions. For the purposes of this Addendum the following definitions shall apply:

“Business Continuity” means Vendor’s ability to continue critical business operations without stoppage, irrespective of the adverse circumstances of an Unplanned Event.

“Business Continuity Plan” means the logistical plan created and documented by Vendor which specifies the policies, processes, and procedures Vendor will apply to recover after an Unplanned Event to partially or completely restore interrupted critical business operations within a predetermined period of time.

“Disaster Recovery” is defined as Vendor’s ability to recover or continue critical technology infrastructure and computing systems after an Unplanned Event.

“Disaster Recovery Plan” is defined as the logistical plan created and documented by Vendor which specifies the processes, policies, and procedures Vendor will apply to recover after an Unplanned Event to partially or completely restore interrupted critical technology infrastructure and computing systems within a predetermined period of time.

“Recovery Point Capability” or “RPC” is defined as the actual tested and proven amount of data loss measured backward in time from the start of an Unplanned Event to the point of the last recoverable backup.

“Recovery Point Objective” or “RPO” is defined as the maximum acceptable amount of data loss measured backward in time from the start of an Unplanned Event to the point of the last recoverable backup, as solely defined by PSE. The RPO for purposes of the Agreement shall be ____ hours (**12 hours if left blank**).

Attachment E – Information Security Policies and Procedures

(continued)

“Recovery Time Objective” or “RTO” is defined as the duration of time within which the Services, supporting technology infrastructure, and Vendor’s critical business operations must be restored after an Unplanned Event in order to avoid unacceptable consequences associated with an interruption in Vendor’s business processes. The RTO is measured forward in time, from the initial occurrence of an Unplanned Event to the restoration of the Services, and is solely defined by PSE. The RTO for purposes of this Addendum shall be ___ hours (4 hours if left blank).

“Recovery Time Capability” or “RTC” means the actual tested and proven duration of time within which the Services, supporting technology infrastructure, and Vendor’s critical business operations are restored after an Unplanned Event. The RTC is measured forward in time, from the initial occurrence of an Unplanned Event to the restoration of the Services.

“Service Provider” means a third party entity that Vendor contracts with to provide technology services and/or systems access in support of the Services provided under the Agreement.

“Unplanned Event” is defined as a logical or physical incident or event causing an unexpected disruption in the Vendor’s ability to provide the Services to PSE, including without limitation: malware, compromised information systems, natural, technical, or man-made disasters, acts of crime or terrorism, or other business or technical disruptions.

3.2. Unplanned Events. Should an Unplanned Event occur, Vendor shall:

- (a) Initiate the Disaster Recovery Plan and/or Business Continuity Plan, as applicable;
- (b) Notify PSE as soon as possible, with initial contact to be made either to PSE’s Help Desk at (425) 456-2020 (Monday-Friday 6:00am-12:00am) or the IOC at (425) 398-6020 (all other hours), and subsequent contact shall be as specified by PSE;
- (c) Provide PSE updates hourly, or sooner should major status changes occur;
- (d) Restore all Services and business operations that support the Services in a timeframe that meets or exceeds both the RTO and RPO; and
- (e) Notify PSE upon the restoration of normal operations and/or Services.

Attachment E – Information Security Policies and Procedures

(continued)

3.3. Disaster Recovery Planning. Throughout the term of the Agreement Vendor shall perform, at a minimum, the following Disaster Recovery activities to ensure Vendor's ability to provide uninterrupted Services after an Unplanned Event, or to recover within agreed-upon times:

- (a) Build and maintain a Disaster Recovery Plan which shall be updated:
 - i. at least once a year;
 - ii. in the event of major organizational changes;
 - iii. if professional or other services that support Vendor's ability to provide the Services are outsourced to a Service Provider;
 - iv. if any outsourced services are outsourced to an alternate Service Provider; and
 - v. if any outsourced services are insourced to be within Vendor's purview.
- (b) Maintain a recovery facility or subscribe to recovery facility services that allow Vendor to restore Services per the requirements set forth herein;
- (c) Perform comprehensive exercises of its Disaster Recovery capabilities at least once a year, and also when major changes are made to production systems that affect the Services;
- (d) Allow PSE to participate during scheduled recovery exercises, and allow PSE access to all systems to ensure all functionality and data have been restored;
- (e) Allow PSE site visits unrelated to scheduled exercises; and
- (f) Comply with PSE's requests for documentation to satisfy recovery questions.

3.4. Business Continuity Planning. Throughout the term of the Agreement Vendor shall perform, at a minimum, the following Business Continuity activities to ensure Vendor's ability to provide critical business operations should an Unplanned Event occur:

- (a) Build and maintain a Business Continuity Plan, which shall be updated:
 - i. at least once a year;
 - ii. in the event of major organizational changes;
 - iii. if professional or other services that support Vendor's ability to provide the Services are outsourced to a Service Provider;
 - vi. if any outsourced services are outsourced to an alternate Service Provider; and
 - vii. if and outsourced services are insourced to be within Vendor's purview.

(b) Attachment E – Information Security Policies and Procedures

(continued)

- (c) Perform comprehensive exercises of its Business Continuity capabilities on at least an annual basis, and also when major changes are made to production systems that affect the Services.

3.5. Documentation. Vendor will provide the following documentation to PSE either directly or through an independent auditor on at least an annual basis:

- (a) Evidence of an owned and operational recovery facility or current subscription to recovery facility services;
- (b) Evidence that the Disaster Recovery Plan and Business Continuity Plan are both updated as specified herein;
- (c) Evidence that Disaster Recovery and Business Continuity exercises are both performed at least annually; and
- (d) Results from the Disaster Recovery and Business Continuity exercises demonstrating:
 - i. Vendor’s execution of the respective plans; and
 - ii. Exercise results detailing:
 - A. successes;
 - B. failures;
 - C. remediation plan for failures and issues encountered during testing; and
 - D. RTC and RPC capabilities.

3.6. Communication. Upon Addendum execution Vendor shall provide PSE with current contact information for Vendor’s recovery management team, and shall provide updates during the Agreement term as necessary.

3.7. Ownership; Third Party Service Providers. Vendor may own and operate the services and systems necessary to provide the Services, or the Services may be provided through Service Providers if allowed by the Agreement. Any agreement with a Service Provider must contain terms and provisions substantially similar as those specified herein such that Vendor can comply with its obligations hereunder. Upon execution of the Agreement and whenever PSE requests, Vendor shall provide PSE with the names of any such current Service Providers and confirm pass-through provisions are in place, and shall also update PSE should there be a change to Vendor’s Service Provider relationships during the Agreement term.

Attachment E – Information Security Policies and Procedures

(continued)

3.8. Cost. There shall be no additional cost to PSE for any of the Disaster Recovery or Business Continuity activities identified herein.

Intending to be legally bound, PSE and Vendor have caused their duly authorized representatives to execute this Addendum in the space provided below.

PSE:
Puget Sound Energy, Inc.

Vendor:

By: _____
Printed Name: _____
Title: _____
Date signed: _____

By: _____
Printed Name: _____
Title: _____
Date signed: _____

Attachment F – Code of Business Conduct and Ethics

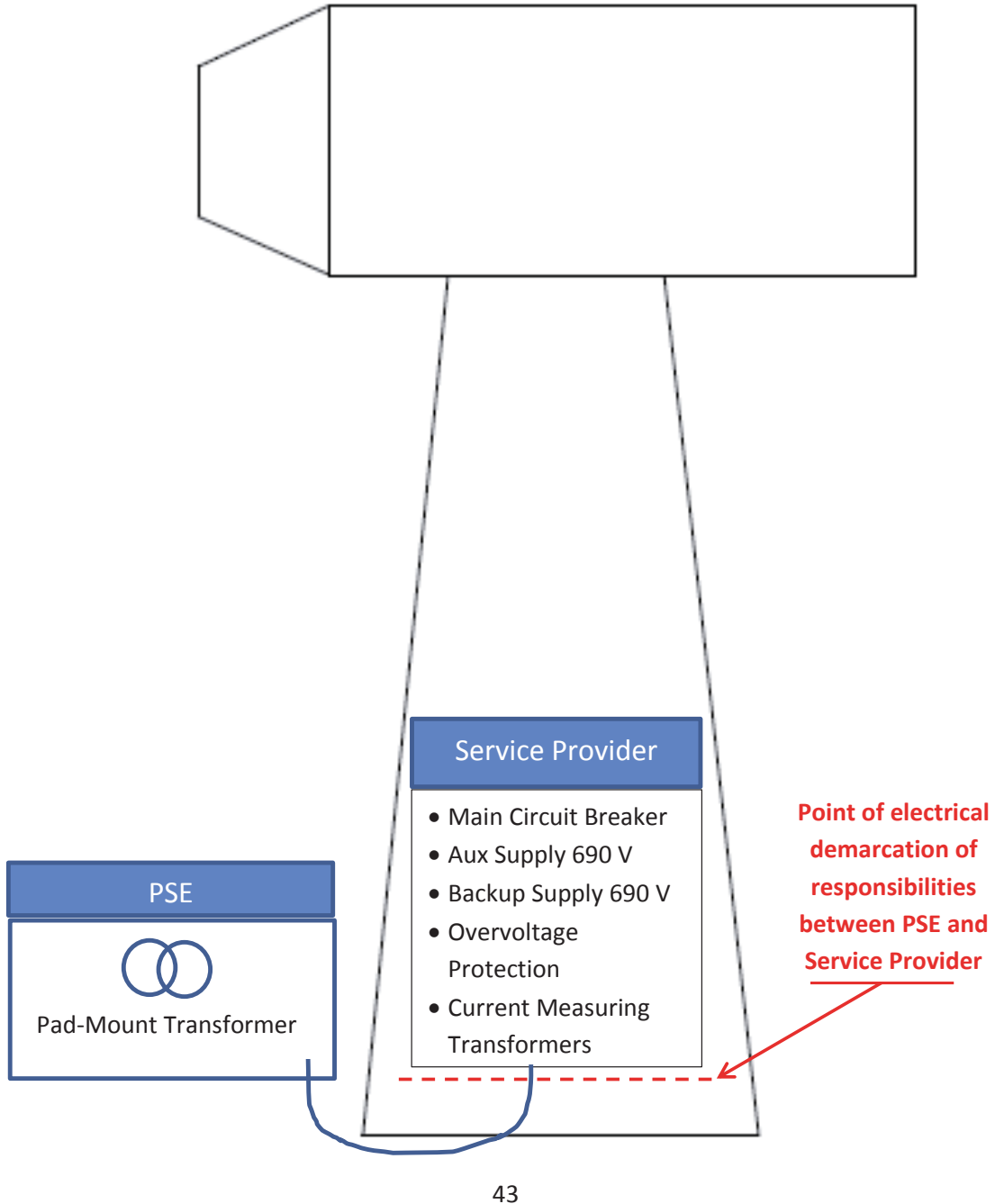
Bidder shall be cognizant of and in compliance with *PSE's Corporate Ethics & Compliance Code* (<http://www.pugetenergy.com/pages/codeethics.html>) while providing services to PSE and accessing PSE's facilities. The Policy shall be incorporated by reference to the Proposed Agreement.

Attachment G – WTG Specifications

Siemens SWT – 2.3 – 101

Electrical System - Turbine electrical point of demarcation of responsibilities between PSE and Service Provider:

The point of demarcation for all electrical components in the WTG is the grid side terminations of the turbine main circuit breaker.



Attachment G – WTG Specifications

Turbine Component Specifications/Configuration:

Rotor

Type: 3-bladed, horizontal axis
 Position: Upwind
 Diameter: 101 m
 Swept area: 8000 m'
 Synchronous speed: 6-16 rpm
 Power regulation: Pitch regulation with variable speed

Blades

Type: Self-supporting
 Blade length: 49 m
 Root chord: 3.4 m
 Surface glo: Semi-mat, < 30/1502813
 Surface color: White, RAL 9010

Pitch System

Type: Hydraulic Ram with emergency accumulators

Hydraulic Station

Type: Cold Weather Package
 Oil Type: Shell Tellus S4 VX 32

Rotor Hub

Type: Nodular cast iron

Main Shaft

Type: Alloy steel

Main Bearing

Make: SKF
 Type: Spherical roller bearing

Gearbox

Make: Winergy
 Model: PEAB 4456.6
 Type: 3-stage planetary/helical
 Ratio: 1:91
 Lubrication: Splash / forced lubrication
 Oil volume: Approx. 400 liters
 Oil filtering: online and offline
 Oil Type: Castrol X320
 Cooling: Separate oil cooler

Generator

Make: ABB
 Type: Asynchronous
 Nominal power: 2300 kW
 Voltage: 690 V
 Frequency: 60 Hz
 Insulation class: F

Yaw System

Type: Active
 Yaw bearing: Externally geared slew ring
 Drive Type: Electric gear motor with frequency converter
 # of Drives: 8
 Yaw brake: Passive friction brake

Tower

Type: Tapered tubular steel
 Hub height: 80 m
 Corrosion protection: Painted
 Surface gloss: Semi-gloss, 30-50, 1502813
 Color: White, RAL 9010

Fall Arrest System

Type: Vertical guide rail with Soll
 Glide loc

Climb Assist

Type: Continuous loop
 Make: Avanti
 Model: Type VI

FAA Lights

Type: GPS synchronized
 Style: LED
 Make: Orga
 Model: 350 or 450
 Quantity: 41

Controller

Type: Microprocessor
 Make: KK Electronic AIS

Turbine Condition Monitoring

Type: Siemens TCM
 Make: Gram & Juhl

Power Frequency Converter

Make: Convertteam
 Cooling: Liquid

Emergency rescue equipment

Make: Skylotec
 Model: Milan AGR_A-020

Cold Weather Package

The cold weather package comprises the following main items:

- Cold-resistant steel for turbine tower where needed, according to EN 1993-1-10:2005
- Additional heating of controller panels
- Additional heating of gearbox
- Additional heating of hydraulic unit
- Low temperature cooling liquid
- Low temperature damper liquid
- Ultrasonic wind sensor with integrated heating

Attachment H – SCADA Specifications

SCADA hardware:

- Monitor, Keyboard and Monitor Switch
- 1 Server for Wind Power Supervisor (WPS)
- 1 Server for WPS Structured Query Language (SQL) Database
- 1 Server for Turbine Condition Monitoring (TCM)
- 1 Server for Wind Farm Data Infrastructure (WFDI)
- 3 VPN router Ring switch / media converter / Single Mode for Turbine Loops
- 3 60 minute Uninterruptable Power Supply (UPS)

Grid Measuring Station (GMS)

- 2 Hirschman switch, single mode
- 2 ION 7650, Power measurement instrument
- 2 Power supply 24V DC
- 2 60 min UPS
- 1 GPS time server
- 1 Server for Governor
- 2 Servers for High Performance Park Pilot (HPPP)

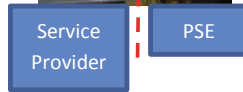
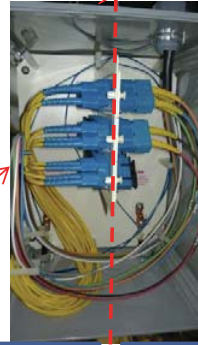
Software

- 1 Windows server for WPS server
- 1 Windows Server Licence for WPS database server
- 1 Windows Server License for WFDI server
- 1 Windows Server License for TCM
- 1 Windows Server License for Park Pilot Server
- 1 MS SQL Server License
- 1 OPC XML Interface
- 1 Configuration of WebWps
- 1 MS Office License for Workstation
- 1 SQL Database access (via ODBC)

Point of Demarcation – WTG



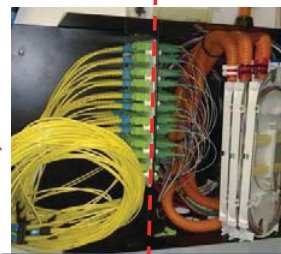
Turbine Fiber Distribution Panel
-
Located in basement of WTG



Point of Demarcation – Phalen Gulch



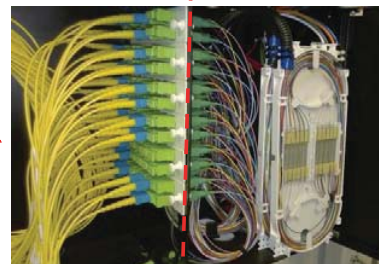
Turbine Fiber Distribution Panel
-
Located in substation control



Point of Demarcation – Dodge Junction



Turbine Fiber Distribution Panel
-
Located in substation control

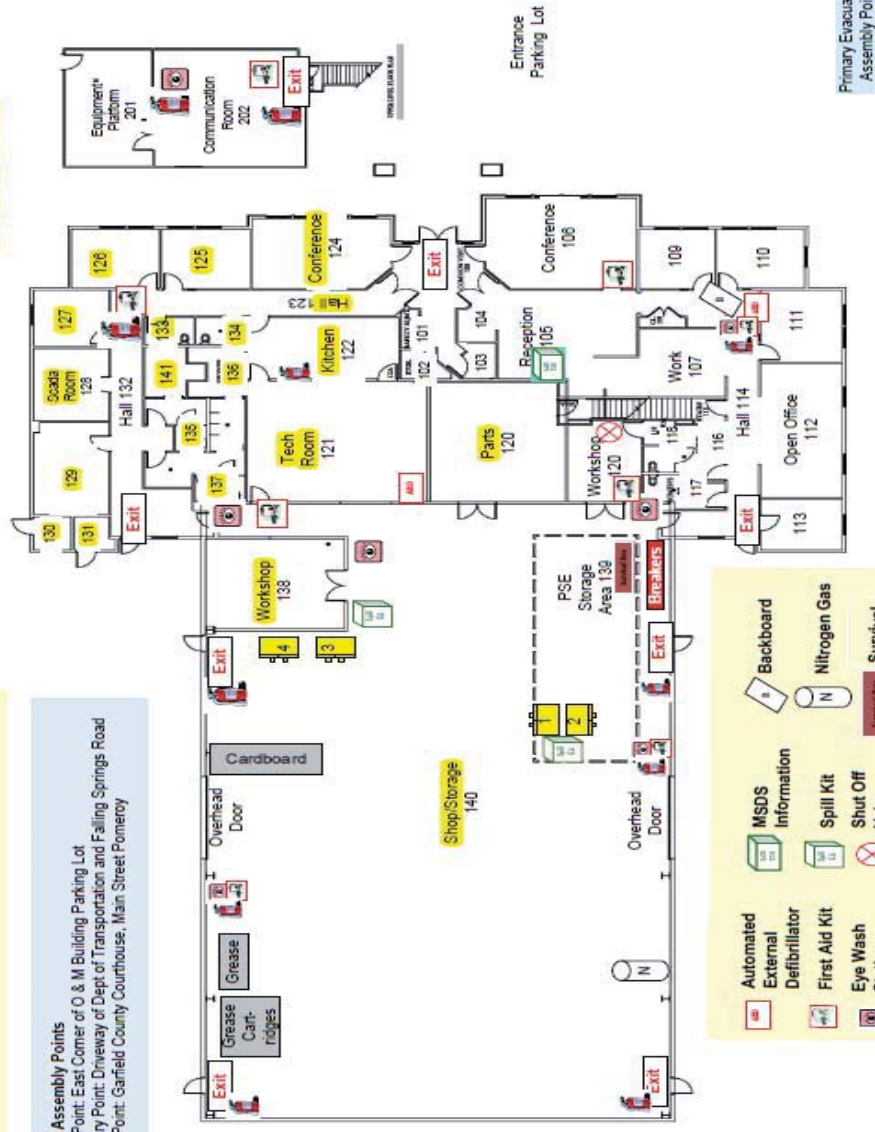


Attachment I – Map of LSR O&M Building

FACILITIES HIGHLIGHTED IN YELLOW ARE AVAILABLE FOR USE BY SELECTED BIDDER

Lower Snake River Wind Facility Operations & Maintenance Building
EVACUATION PLAN & EMERGENCY EQUIPMENT LOCATIONS

- Evacuation Assembly Points**
- Primary Point: East Corner of O & M Building Parking Lot
 - Secondary Point: Driveway of Dept of Transportation and Falling Springs Road
 - Tertiary Point: Garfield County Courthouse, Main Street Pomeroy



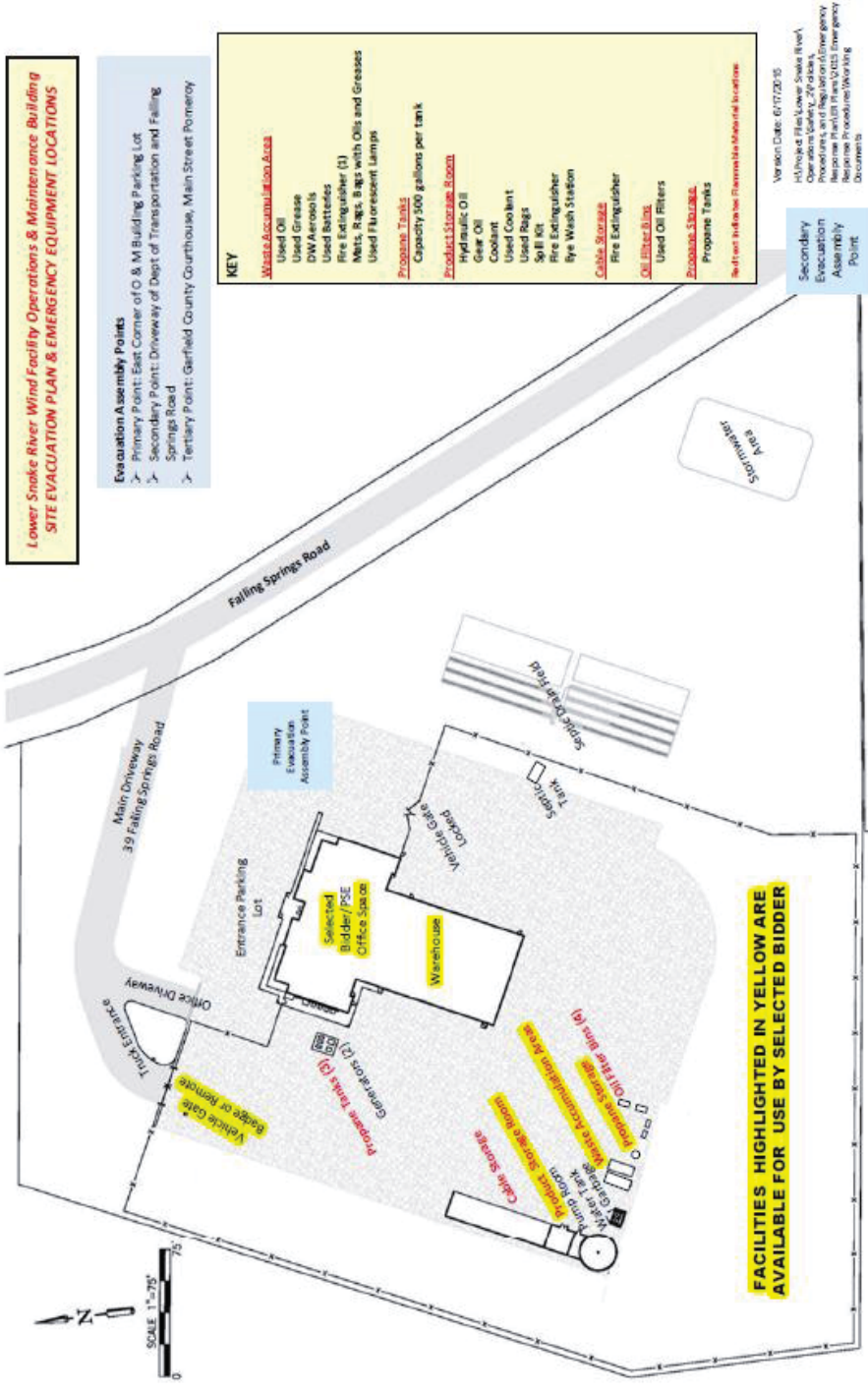
Primary Evacuation Assembly Point

Version Date: 6/17/2015
File Location: H:\Project Files\Lower Snake River\Operations\Safety_2\Public_Procedures_and_Regulations\Emergency_Response_Plan\ERP_Main\2015_Emergency_Response_Procedures_Working_Documenta

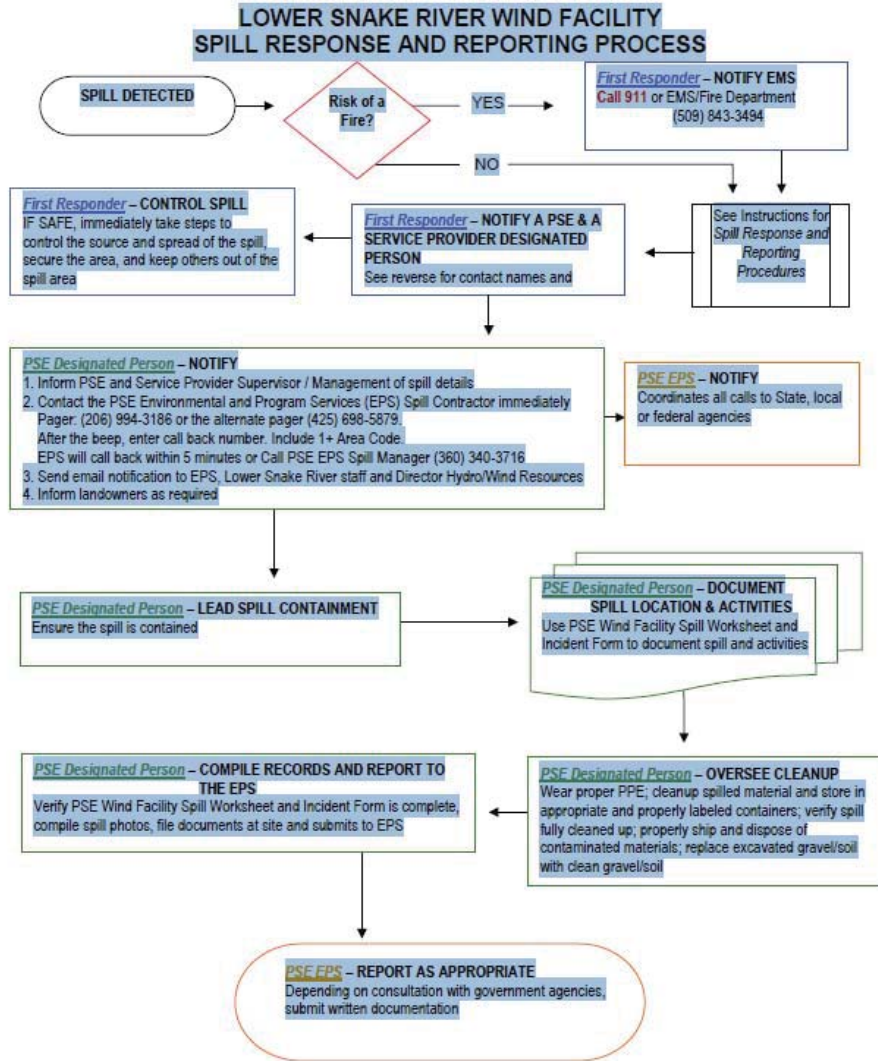
	Automated External Defibrillator		Backboard
	First Aid Kit		Nitrogen Gas
	Eye Wash Station		Survival Box
	Fire Extinguisher		Flammable Cabinet
	MSDS Information		Spill Kit
	Shut Off Valve		Fire Extinguisher



Attachment J – LSR O&M Building Yard



Attachment K – PSE Spill Response Procedures



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Revised: Feb 2015

Attachment K – PSE Spill Response Procedures

(Continued)

LOWER SNAKE RIVER WIND FACILITY SPILL RESPONSE AND REPORTING PROCESS

GARFIELD COUNTY EMERGENCY MANAGEMENT SERVICES CONTACTS

IN AN EMERGENCY DIAL 911
Or 9-911 if at Lower Snake River O&M Building

DISPATCH CENTER EMS OR FIRE DEPARTMENT: 509-843-3494

PSE & SERVICE PROVIDER DESIGNATED PERSONS

PSE DESIGNATED PERSONS

Person	Position	Office Number	Cell Number
Paul Smith	Plant Manager	509-751-4801 or 509-382-3228	208-816-0614
Tony Mathews	Program Manager	509-751-4806	509-540-6102
Selena Wolf	Project Coordinator	509-751-4807	509-592-0474
Miranda Bowen	Sr. ERG Analyst	509-751-4805	509-540-9285
Anne Walsh	Sr. Enviro/Comm. Mgr.	509-382-2043 or 509-751-4803	509-540-9226

SERVICE PROVIDER DESIGNATED PERSONS

Person	Position	Office Number	Cell Number
John Doe	Site Supervisor	509-751-4815	407-399-6117
Mick Jagger	Site Lead	509-751-4814	509-240-4115

PSE Environmental Services

Person	Position	Primary Pager	Secondary Pager
	PSE Environmental Services Department (EPS)	206-994-3186	425-698-5879
Gordon (Gordy) Johnston	PSE Spill Manager	253-437-6789	360-340-3716
John Rork	Manager-Environmental Services	425-456-2228	360-340-3718

PSE Hydro and Wind Resources

Person	Position	Office Number	Cell Number
Irena Netik	Director	425-462-3671	425-577-9978

H:\Project Files\Lower Snake River\Operations\Agreements & Contracts_1\Siemens Energy Inc - 460005368\Contract Evaluation for Post Warranty\3 Procurement Process\RFP\RFP Drafts\Walsh Drafts\RFP TEXT Safety Attachment 1 Process Map and Spill Procedures.doc
Revised: Feb 2015

Attachment K – PSE Spill Response Procedures

(Continued)

LOWER SNAKE RIVER WIND FACILITY SPILL RESPONSE AND REPORTING PROCEDURE

1. Initiate Incident Response

General

If there is a risk of fire immediately notify the EMS/Fire Department by calling 911 or 509-843-3494

All spills, no matter size, are to be immediately reported. The First Responder will:

- a. Notify a PSE Designated Person.
- b. If you have any concerns with a spill, no matter what the quantity, contact the PSE Environmental and Program Services (EPS) Pager (206) 994-3186 or the PSE EPS Spill Manager Cell 360-340-3716 for directives.

2. Control Spill

General

Immediately assess situation for safety hazards and if safe, take steps to control the source and spread of the spill, and secure the area.

The First Responder will:

- a. Identify the spill source and all safety and environmental hazards.
- b. If safe to do so, stop the spill at the source: Make sure all electrical equipment is de-energized off by qualified personnel. Plug, cap or block off any leaks or holes to prevent further discharge.
- c. Capture any free flowing liquid if the leak can't be stopped at its source: Use buckets or other containers available to capture any free flowing liquid if possible and if safe to do so.
- d. Secure the area using markers/pylons.
- e. Keep others out of the spill area.

3. Notifications

For all spills the PSE Designated Person will:

- a. Notify a Supervisor/Manager of spill details (see contacts list on back of Spill Response Process diagram).
- b. Notify the Environmental Services Department (EPS) Spill Contractor on its Pager (206) 994-3186, or alternate pager (425) 698-5879, and report the spill date, time, GPS location the spill was identified, and estimated quantity. After the beep, enter call back number. Include 1+ Area Code. The EPS Spill Contractor will call back within 5 minutes or Call PSE EPS Spill Manager (360) 340-3716.
- c. Send email to EPS, Lower Snake River staff and PSE Director Hydro/Wind Resources.
- d. Inform Landowner as required.

For all spills the PSE Environmental and Program Services (EPS) will:

- a. Will coordinate all necessary calls to state, local or federal agencies.
- b. Serve as a spill information resource for onsite staff.

4. Containment

General

Ensure the spill is properly contained after the source of the spill is under control and the appropriate parties have been notified.

The PSE Designated Person will lead spill containment actions as needed:

- a. Confine and prevent further spread of the spill: Dig ditches, build berms, divert the spill to an uphill location, or use sock/boom sorbents.
- b. Protect nearby drains and other possible entries into waterways: Plug or block off any nearby drains. Protect all potential waterway sources with any means necessary. Oil booms may be necessary to place around drains. If booms are not available use any nearby resources possible to build berms around the drains to prevent entry into the water system.

Attachment K – PSE Spill Response Procedures

(Continued)

5. Document the Spill Location and Activities

General

Document the spill location and actions taken using the Puget Sound Energy (PSE) Wind Facility Spill Worksheet and Incident Form (see Attachment A).

The PSE Designated Person will coordinate documentation of the incident:

- a. Document the incident on the PSE Wind Facility Spill Worksheet and Incident Form (see Attachment A). If a PSE Designated Person is not available, Service Provider will document the incident using the PSE form (see Attachment A).
- b. Photographs are to be taken and sketches drawn of the impacted area on the PSE form (see Attachment A). The impacted area must be outlined to measure and quantify size and boundaries of the spill. Use landmarks such as turbine base, stairs or stakes driven in the ground as reference points in the drawing and photos.
- c. The PSE Designated Person will verify and finalize information on the PSE form.
- d. PSE will track and document all incident activities including cleanup on the PSE form.

6. Cleanup

General

Cleanup activities require wearing proper Personal Protection Equipment (PPE); cleaning up all spilled materials and storing them in appropriate and properly labeled containers; verifying that the spill is fully cleaned up; properly shipping and disposing of contaminated materials and that clean soil and gravel replaces excavated materials.

The PSE Designated Person must oversee that clean-up procedures are implemented and verify the following:

- a. Personal protection equipment (PPE) is worn at all times: Minimum PPE includes: long pants, long sleeves, closed toe shoes, safety glasses and protective gloves. Large spills may require additional equipment.
- b. All free liquid waste (in nacelle, on concrete, etc.) is absorbed or removed and placed into Department of Transportation (DOT) approved drums with locking lids.
- c. Absorbent materials used to remove spilled materials are placed into DOT approved drums with locking lids.
- d. All contaminated dirt and gravel is excavated and placed into DOT approved drums with locking lids.
- e. Used PPEs to be discarded are placed into DOT approved drums.
- f. Cleanups managed by site personnel will use the Sheen Test before, during and after the cleanup activities to determine the site is adequately cleaned up. Spills that are cleaned-up by a third party contractor are required to provide soil samples analyzed by a certified laboratory to demonstrate adequate site clean-up. The soil sample analysis results shall meet MTCA Method A, Table 740-1 Soil Cleanup Levels for Unrestricted Land Uses (see Attachment B: MTCA Cleanup Regulations).
- g. PSE will ensure drums are properly labeled.
- h. Removed soil and gravel is replaced with clean material.
- i. If contaminated soils cannot be removed because of freezing or unsafe weather conditions, contaminated soil locations are to be documented on a PSE Wind Facility Spill Worksheet and Incident Form (see Attachment A) and properly contained (e.g. cover with tarps, install berms, booms, etc.). After the contaminated materials thaw, remove them and replace them with clean material.

Clean-up Procedures for Spills Cleaned up by Facility Personnel

Follow the General cleanup procedures listed above and the following procedures:

- a. After consulting with PSE Environmental and Program Services (EPS) oil contaminated material may be removed by Facility personnel with PSE supervision.
- b. A water sheen test is to be conducted before, during and after excavation to determine the boundary of the oil contaminated areas and to verify that the clean-up is complete.
- c. Contaminated materials and used PPEs are to be placed into DOT approved drums with locking lids.
- d. DOT approved drums are to be properly labeled.
- e. Contaminated materials are to be disposed of at a PSE and Service Provider approved disposal location. A landfill is an acceptable location IF acceptance documentation from the landfill and a copy of an approved material profile is on record with the landfill and with PSE's Wind Facility. Soil that is "soupy" or soaked with oily liquid cannot be accepted at a landfill. Kitty litter or absorbent may be used to solidify.

Attachment K – PSE Spill Response Procedures

(Continued)

Clean-up Procedures for Spills Cleaned up by Consulting Subcontractors

Follow the **General** cleanup procedures listed above and the following procedures:

- a. After consulting with PSE Environmental Services Department, PSE may contact the PSE approved spill response

NAME	NUMBER	SERVICES
SAFETY KLEEN 814 E Ainsworth Pasco, WA 99301	1-509-547-8771	Vector Trucks Land Spills Water Spills
NRC ENVIRONMENTAL 414 N Julia Road Spokane, WA 99202	1-800-33 SPILL 1-800-337-7455	Vector Trucks Land Spills Water Spills
EMERALD SERVICES, INC. 3808 N Sullivan Rd., Bldg. 11, Suite C Spokane, WA 99218	1-509-928-6789	Vector Trucks Land Spills Water Spills

contractor. PSE approved contractors are identified in the table below.

- b. PSE is required to ensure that contractors are wearing the appropriate PPE before initiating any sampling or removal activities.
- c. When hydrocarbon contaminated materials are removed by an approved PSE cleanup contractor, PSE will ensure that the cleanup contractor uses visual staining and odors to identify the boundary of the impacted area(s). The PSE approved contractor should use a visual screen such as the Sheen Test, Photo-Ionization Detector (PID), a Flame-Ionization Detector or a similar device to analyze for the presence of hydrocarbon vapors.
- d. PSE will oversee the excavation of all impacted media (ie. Snow, soil, gravel, etc) and will verify that the contractor performs a precision excavation and that all impacted materials are placed into DOT approved drums with locking lids. Record the number of drums.
- e. PSE will ensure the DOT drums containing waste materials from the spill are properly labeled.
- f. Soil samples (before and after) are to be collected by a cleanup contractor and analyzed by a laboratory. The laboratory analysis will determine MTCA Method A levels in the sample.
- g. After the excavation/removal is complete, PSE will verify that the contractor performs another inspection of the site looking for additional signs of contamination.
- h. PSE will verify that the contractor collects one or more confirmation soil samples from the base of the excavation (the confirmation samples will be used to demonstrate adequate removal of contaminated material). The contractor should follow good sampling and handling techniques during sampling activities.
- i. PSE will ensure that soil sample identifications, precise sample locations (with reference measurements and/or stakes) and sample test results are clearly identified and reported on Attachment A: Wind Facility Spill Worksheet and Incident form.
- j. When the analytical lab report is returned, PSE will attach the test report results to Attachment A: Wind Facility Spill Worksheet and Incident form.
- k. Compare the values to Attachment B: MTCA Cleanup Regulations, Table 740-1. Laboratory analyzed soil samples shall meet MTCA Method A Soil Cleanup levels for any listed substance prior to discontinuing cleanup efforts. If the values are above MTCA Method A, additional cleanup will be required. If sample results are below 2,000 mg/kg then no further removal is required.
- l. Contaminated materials are to be disposed of at a PSE and Service Provider approved disposal facility.
- m. The **General** cleanup principles listed above also apply.

Attachment K – PSE Spill Response Procedures

(Continued)

7. Records and Reporting

General

All spills are required to have a completed record documenting the incident on a PSE Wind Facility Spill Worksheet and Incident Form (see Attachment A).

The PSE Designated Person will oversee and verify the following:

- a. PSE photographs are compiled and a PSE Wind Facility Spill Worksheet and Incident Form is accurate and complete.
- b. A copy of all records that correspond to the spill incident are compiled and maintained in the Wind Facility Spill Response binder and in an electronic file under a unique spill case number. These records will include the following:
 - ✓ A completed PSE Wind Facility Spill Worksheet and Incident Form
 - ✓ Photographs documenting the spill area (before and after cleanup).
 - ✓ Chain of Custody (COC) (for soil samples analyzed at laboratories)
 - ✓ Analytical lab reports for soil and liquid samples (for soil samples analyzed at laboratories)
 - ✓ Bill of Ladings or Waste Manifests for removed wastes cleaned up and transported
 - ✓ Soil disposal records or certificates of disposal from the waste repository facility are required when specified by EPS Spill Contractor.
- c. Spill records will be available for review three years from the incident date are maintained at the Wind Facility O&M Building.
- d. The PSE Designated Person will send a copy of the completed PSE Spill Worksheet and Incident Form to the PSE Environmental and Program Services (EPS) via fax or email at SKC-WMF or fax to 82-6740 (external 253-437-6740).
- e. The PSE EPS will submit written documentation to local, state and federal agencies, as appropriate.
- f. If you have any concerns with a spill, no matter what the quantity, contact the PSE EPS Pager (206) 994-3186 or the PSE EPS Spill Manager Cell 360-340-3716 for directives.

Attachment K – PSE Spill Response Procedures

(Continued)

Attachment A: Wind Facility Spill Worksheet and Incident Form

PSE REPRESENTATIVE CONTACTED		TODAY'S DATE	
NAME OF PERSON FINDING SPILL			
PCB CONTENT INFORMATION: NO PCBs ON SITE	ppm	PSE TURBINE #	CASE # (Yr/Mo/Dy/PSE #)

Spill Information

DATE OF SPILL	TIME OF SPILL am / pm	DATE SPILL DISCOVERED	TIME SPILL DISCOVERED am / pm
ADDRESS / LOCATION OF SPILL			
<input type="checkbox"/> Fluid Nameplate Amount: _____ Type _____ Gals			
<input type="checkbox"/> Description and cause of release/spill: _____ _____			
<input type="checkbox"/> How was the release mitigated? _____ _____			
<input type="checkbox"/> Do the other turbines need to be inspected? _____		<input type="checkbox"/> Quantity recovered in nacelle / tower _____	
<input type="checkbox"/> Estimated quantity released to environment _____ (attach pictures)		<input type="checkbox"/> Quantity required to refill system _____	

Clean-up Activities

<input type="checkbox"/> Contained oil on ground	<input type="checkbox"/> Cleaned up spilled oil	<input type="checkbox"/> Made final check of spill scene
<input type="checkbox"/> Obtained oil samples in sample bottle	<input type="checkbox"/> Removed contaminated soil	<input type="checkbox"/> Picked up oil contaminated debris
<input type="checkbox"/> Removed faulty transformer/device	<input type="checkbox"/> Removed contaminated vegetation	<input type="checkbox"/> Wiped down surface twice
<input type="checkbox"/> Solvent used _____	<input type="checkbox"/> Other _____	<input type="checkbox"/> Removed contaminated snow _____
<input type="checkbox"/> Photographs _____		
VACTOR TRUCK REQUIRED? <input type="checkbox"/> YES <input type="checkbox"/> NO		CLEANUP CONTRACTOR ON SITE
NAME OF CLEAN-UP CREW		
<input type="checkbox"/> Clean-up notes (e.g. volume of soil removed & method of sample collection): _____ _____		

Field Information

Descriptive Sample ID	Sample Location	Sample Depth (ft)	Sample Date	Field Screening Results		Lab Results	Other Results
				Visual Oil (Y/N)	Sheen Test OK? Passed Your Initials	Oil-range (mg / kg)	PID (ppm)

DATE SPILL CLEAN UP STARTED	DATE SPILL CLEAN UP COMPLETED
Materials Removed from Site: _____ Date of Removal: _____ <input type="checkbox"/> # of 55-gal drums <input type="checkbox"/> gals of liquid <input type="checkbox"/> cubic yards of solids <input type="checkbox"/> # of trash bags	Take to: <input type="checkbox"/> PSE SKC-WMF <input type="checkbox"/> TPS <input type="checkbox"/> O & M Bldg <input type="checkbox"/> Other _____

Disposal Information

Name of disposal facility:	Method of Disposal? <input type="checkbox"/> Landfill <input type="checkbox"/> Other: _____	<input type="checkbox"/> Thermal Treatment
Notes: Attach the	<input type="checkbox"/> Chain of Custody (C)OC <input type="checkbox"/> Bill of Lading/Waste Manifest <input type="checkbox"/> Certificate of Disposal	<input type="checkbox"/> Analytical Lab Report <input type="checkbox"/> Soil Disposal Records to this Spill Work Report
CLEAN UP CONTRACTOR FOREMAN (PRINT NAME)	SIGNATURE	DATE
CLEAN UP CREW SUPERVISOR (PRINT NAME)	SIGNATURE	DATE
CLEAN UP APPROVED BY PSE (PRINT NAME)	SIGNATURE	DATE
DISPOSAL DOCUMENTED BY PSE (PRINT NAME)	SIGNATURE	DATE

Attachment K – PSE Spill Response Procedures







(Continued)

Attachment A (cont'd) Wind Facility Spill Worksheet and Incident Form

Denote approximate area and location of spill using significant landmarks & identify sample locations:

1. Draw outline of total spill area based on field measurements (include field measurements on map).
2. Locate on map the following:
 - Oil spill on turbine concrete pad
 - Oil spill on ground (concentrated area)
 - Oil spray on ground area



Key	 Turbine	 Oil Spill on Ground or Turbine Concrete Pad (concentrated area)
	 Turbine with Turbine Pad	 Oil Spray on Ground Area (On drawing note spacing of oil spray)
	 Turbine Stairs	 Sheen Test Locations

Notes _____

Prepared by: _____

Attachment K – PSE Spill Response Procedures

(Continued)

173-340-900 Attachment B: MTCA Cleanup Regulation

- q **Tetrachloroethylene.** Cleanup level based on protection of ground water for drinking water use, using the procedures described in WAC 173-340-747(4).
 - r **Toluene.** Cleanup level based on protection of ground water for drinking water use, using the procedures described in WAC 173-340-747(4).
 - s **Total Petroleum Hydrocarbons (TPH).** TPH cleanup values have been provided for the most common petroleum products encountered at contaminated sites. Where there is a mixture of products or the product composition is unknown, samples must be tested using both the NWTPH-Gx and NWTPH-Dx methods and the lowest applicable TPH cleanup level must be met.
 - **Gasoline range organics** means organic compounds measured using method NWTPH-Gx. Examples are aviation and automotive gasoline. The cleanup level is based on protection of ground water for noncarcinogenic effects during drinking water use using the procedures described in WAC 173-340-747(6). Two cleanup levels are provided. The lower value of 30 mg/kg can be used at any site. When using this lower value, the soil must also be tested for and meet the benzene soil cleanup level. The higher value of 100 mg/kg can only be used if the soil is tested and found to contain no benzene and the total of ethyl benzene, toluene and xylene are less than 1% of the gasoline mixture. No interpolation between these cleanup levels is allowed. In both cases, the soil cleanup level for any other carcinogenic components of the petroleum [such as EDB and EDC], if present at the site, must also be met. Also, in both cases, soil cleanup levels for any noncarcinogenic components [such as toluene, ethylbenzene, xylenes, naphthalene, and MTBE], also must be met if these substances are found to exceed ground water cleanup levels at the site. See Table 830-1 for the minimum testing requirements for gasoline releases.
 - **Diesel range organics** means organic compounds measured using method NWTPH-Dx. Examples are diesel, kerosene, and #1 and #2 heating oil. The cleanup level is based on preventing the accumulation of free product on the ground water, as described in WAC 173-340-747(10). The soil cleanup level for any carcinogenic components of the petroleum [such as benzene and PAHs], if present at the site, must also be met. Soil cleanup levels for any noncarcinogenic components [such as toluene, ethylbenzene, xylenes and naphthalenes], also must be met if these substances are found to exceed the ground water cleanup levels at the site. See Table 830-1 for the minimum testing requirements for diesel releases.
 - **Heavy oils** means organic compounds measured using NWTPH-Dx. Examples are #6 fuel oil, bunker C oil, hydraulic oil and waste oil. The cleanup level is based on preventing the accumulation of free product on the ground water, as described in WAC 173-340-747(10) and assuming a product composition similar to diesel fuel. The soil cleanup level for any carcinogenic components of the petroleum [such as benzene, PAHs and PCBs], if present at the site, must also be met. Soil cleanup levels for any noncarcinogenic components [such as toluene, ethylbenzene, xylenes and naphthalenes], also must be met if found to exceed the ground water cleanup levels at the site. See Table 830-1 for the minimum testing requirements for heavy oil releases.
 - **Mineral oil** means non-PCB mineral oil, typically used as an insulator and coolant in electrical devices such as transformers and capacitors, measured using NWTPH-Dx. The cleanup level is based on preventing the accumulation of free product on the ground water, as described in WAC 173-340-747(10). Sites using this cleanup level must also analyze soil samples and meet the soil cleanup level for PCBs, unless it can be demonstrated that: (1) The release originated from an electrical device that was manufactured after July 1, 1979; or (2) oil containing PCBs was never used in the equipment suspected as the source of the release; or (3) it can be documented that the oil released was recently tested and did not contain PCBs. Method B must be used for releases of oils containing greater than 50 ppm PCBs.
- See Table 830-1 for the minimum testing requirements for mineral oil releases.
- t **1,1,1 Trichloroethane.** Cleanup level based on protection of ground water for drinking water use, using the procedures described in WAC 173-340-747(4).
 - u **Trichloroethylene.** Cleanup level based on protection of ground water for drinking water use, using the procedures described in WAC 173-340-747(4).
 - v **Xylenes.** Cleanup level based on protection of ground water for drinking water use, using the procedures described in WAC 173-340-747(4). This is a total value for all xylenes.

Attachment K – PSE Spill Response Procedures

(Continued)

Attachment B: MTCA Cleanup Regulation

173-340-900

**Table 740-1
Method A Soil Cleanup Levels
for Unrestricted Land Uses.^a**

Hazardous Substance	CAS Number	Cleanup Level
Arsenic	7440-38-2	20 mg/kg ^b
Benzene	71-43-2	0.03 mg/kg ^c
Benzo(a)pyrene	50-32-8	0.1 mg/kg ^d
Cadmium	7440-43-9	2 mg/kg ^e
Chromium		
Chromium VI	18540-29-9	19 mg/kg ^f
Chromium III	16065-83-1	2,000 mg/kg ^g
DDT	50-29-3	3 mg/kg ^h
Ethylbenzene	100-41-4	6 mg/kg ^h
Ethylene dibromide (EDB)	106-93-4	0.005 mg/kg ⁱ
Lead	7439-92-1	250 mg/kg ^j
Lindane	58-89-9	0.01 mg/kg ^k
Methylene chloride	75-09-2	0.02 mg/kg ^l
Mercury (inorganic)	7439-97-6	2 mg/kg ^m
MTBE	1634-04-4	0.1 mg/kg ⁿ
Naphthalenes	91-20-3	5 mg/kg ^o
PAHs (carcinogenic)		See benzo(a)pyrene ^d
PCB Mixtures		1 mg/kg ^p
Tetrachloroethylene	127-18-4	0.05 mg/kg ^q
Toluene	108-88-3	7 mg/kg ^r
Total Petroleum Hydrocarbons ^s		
[Note: Must also test for and meet cleanup levels for other petroleum components—see footnotes!]		
Gasoline Range Organics		
Gasoline mixtures without benzene and the total of ethyl benzene, toluene and xylene are less than 1% of the gasoline mixture		100 mg/kg
All other gasoline mixtures		30 mg/kg
Diesel Range Organics		2,000 mg/kg
Heavy Oils		2,000 mg/kg
Mineral Oil		4,000 mg/kg
1,1,1 Trichloroethane	71-55-6	2 mg/kg ^t
Trichloroethylene	79-01-6	0.03 mg/kg ^u
Xylenes	1330-20-7	9 mg/kg ^v

Footnotes:

- a** **Caution on misusing this table.** This table has been developed for specific purposes. It is intended to provide conservative cleanup levels for sites undergoing routine cleanup actions or for sites with relatively few hazardous substances, and the site qualifies under WAC 173-340-7491 for an exclusion from conducting a simplified or site-specific terrestrial ecological evaluation, or it can be demonstrated using a terrestrial ecological evaluation under WAC 173-340-7492 or 173-340-7493 that the values in this table are ecologically protective for the site. This table may not be appropriate for defining cleanup levels at other sites. For these reasons, the values in this table should not automatically be used to define cleanup levels that must be met for financial, real estate, insurance coverage or placement, or similar transactions or purposes. Exceedances of the values in this table do not necessarily mean the soil must be restored to these levels at a site. The level of restoration depends on the remedy selected under WAC 173-340-350 through 173-340-390.
- b** **Arsenic.** Cleanup level based on direct contact using Equation 740-2 and protection of ground water for drinking water use using the procedures in WAC 173-340-747(4), adjusted for natural background for soil.
- c** **Benzene.** Cleanup level based on protection of ground water for drinking water use, using the procedures in WAC 173-340-747(4) and (6).
- d** **Benzo(a)pyrene.** Cleanup level based on direct contact using Equation 740-2. If other carcinogenic PAHs are suspected of being present at the site, test for them and use this value as the total concentration that all carcinogenic PAHs must meet using the toxicity equivalency methodology in WAC 173-340-708(8).
- e** **Cadmium.** Cleanup level based on protection of ground water for drinking water use, using the procedures described in WAC 173-340-747(4), adjusted for the practical quantitation limit for soil.
- f** **Chromium VI.** Cleanup level based on protection of ground water for drinking water use, using the procedures described in WAC 173-340-747(4).
- g** **Chromium III.** Cleanup level based on protection of ground water for drinking water use, using the procedures described in WAC 173-340-747(4). Chromium VI must also be tested for and the cleanup level met when present at a site.
- h** **DDT (dichlorodiphenyltrichloroethane).** Cleanup level based on direct contact using Equation 740-2.
- i** **Ethylbenzene.** Cleanup level based on protection of ground water for drinking water use, using the procedures described in WAC 173-340-747(4).
- j** **Ethylene dibromide (1,2 dibromoethane or EDB).** Cleanup level based on protection of ground water for drinking water use, using the procedures described in WAC 173-340-747(4) and adjusted for the practical quantitation limit for soil.
- k** **Lead.** Cleanup level based on preventing unacceptable blood lead levels.
- l** **Lindane.** Cleanup level based on protection of ground water for drinking water use, using the procedures described in WAC 173-340-747(4), adjusted for the practical quantitation limit.
- m** **Methylene chloride (dichloromethane).** Cleanup level based on protection of ground water for drinking water use, using the procedures described in WAC 173-340-747(4).
- n** **Mercury.** Cleanup level based on protection of ground water for drinking water use, using the procedures described in WAC 173-340-747(4).
- o** **Methyl tertiary-butyl ether (MTBE).** Cleanup level based on protection of ground water for drinking water use, using the procedures described in WAC 173-340-747(4).
- p** **Naphthalenes.** Cleanup level based on protection of ground water for drinking water use, using the procedures described in WAC 173-340-747(4). This is a total value for naphthalene, 1-methyl naphthalene and 2-methyl naphthalene.
- q** **PCB Mixtures.** Cleanup level based on applicable federal law (40 C.F.R. 761.61). This is a total value for all PCBs.

Attachment L – PSE LSR Service Provider Waste Management Procedures

1. Always wear proper Personal Protective Equipment (PPE) when handling waste materials (e.g. loading and unloading).
2. Transport any waste in compliance with DOT/HAZMAT regulations.
3. Transport waste material to the appropriate waste collection/storage location at the PSE O and M Bldg. See PSE’s waste management matrix.
4. Identify the proper collection container by its label and deposit waste into the correct container.
5. Always keep waste containers securely closed when not in use – this is a Federal & State requirement!
6. For spilled product types that are not listed on PSE’s waste management matrix do the following to manage the spill:
 - a. Stop spill if safe to do so
 - b. Consult with Service Provider Site Manager or Lead
 - c. Read SDS, Section VI-Spill Procedures/Waste Disposal
 - d. Wear proper PPE
 - e. Place waste in an approved container type and
 - f. Label waste container properly

PSE DUMPSTER DISPOSALS

1. **No aerosols, batteries or florescent bulbs are to be disposed of in the dumpster.**
2. Only certain used products and empty containers may be disposed in the dumpster.
3. Air out empty containers that may contain flammables or corrosive materials. Use PSE’s product and waste management matrix for container disposal information.

THIRD PARTY RECYCLING & RECOVERY PICK-UPS

1. A Service Provider representative will monitor the transfer of waste materials.
2. Properly label new drums/containers from Third Party Recycling as “EMPTY” or with the waste content, see PSE’s waste management matrix for labeling requirements.
3. Get copy of the **Bill of Lading** from Third Party Recycling driver for hazardous, non-hazardous, non-regulated or Universal Wastes.

Attachment L – PSE LSR Service Provider Waste Management Procedures

(continued)

4. File the Service Provider's copy of the Bill of Lading in the notebook labeled "*Lower Snake River Materials & Manifests, Material Bills of Lading,*" which is located in Service Provider's office. Maintain records onsite for five years.
5. For spill cleanups please identify on the Bill of Lading the location of the spill (e.g. turbine number, road name or closest turbine number) as applies.

*****NOTE*****

FAILURE TO PROPERLY LABEL, WEAR PPE, HANDLE, TRANSPORT, STORE, AND DOCUMENT WASTE MATERIALS COULD RESULT IN VIOLATION OF STATE AND FEDERAL LAWS

Attachment M – PSE Yellow Book

Definitions and Reporting for Serious Incidents

Definitions

<p>Serious Near-Miss Incident</p>	<p>An incident that “almost” or “could have” resulted in a fatality, hospitalization, serious incident, or significant damage to property.</p>
<p>Serious Safety Incident</p>	<p>An injury or illness that results in any of the following:</p> <ul style="list-style-type: none"> ▪ Emergency medical treatment. ▪ Transport by EMS and/or transport to an emergency room. ▪ Hospitalization. ▪ A fatality. <p style="text-align: center;">OR</p> <p>An incident that includes any of the following:</p> <ul style="list-style-type: none"> ▪ Electrical contact. ▪ Thermal burns. ▪ Gas ignition. ▪ Significant or functional damage to PSE facilities. ▪ Injury or possible harm to the public. ▪ Damage to facilities that may require evacuation of buildings, homes, or businesses. <p style="text-align: center;">OR</p> <p>A safety incident that an employee feels may negatively impact PSE on a large scale.</p>

Attachment M – PSE Yellow Book

Definitions and Reporting for Serious Incidents (continued)

Incident Type	Reporting Procedure
Serious Near-Miss Incident	<p>Provide the following information:</p> <ul style="list-style-type: none"> ▪ Brief description of how the incident occurred. (What? When? Where? How? Why?) ▪ Specifics of the work location (e.g., service center, work assignment). ▪ The people who were involved in the near-miss (e.g., employees, contractors). ▪ The name/number of the person who can be contacted for follow up. ▪ Information about whether the cause of the near miss has been corrected.

Incident Type	Reporting Procedure
Serious Safety Incident	<p>Provide the following information:</p> <ul style="list-style-type: none"> ▪ Name of the person in charge. ▪ Craft and job title of the injured person (e.g., Apprentice Lineman, Pipefitter). ▪ Current status of the injured person (e.g., in transit to the hospital, in the ER). ▪ The name/number of the person who will provide future status updates. ▪ Brief description of how the incident occurred. (What? When? Where? How? Why?) ▪ Specifics of the work location (e.g., service center, work assignment).

Attachment N – Pricing Form

TOTAL FIXED ANNUAL PRICE FOR ALL SERVICES	\$
PER WTG ANNUAL PRICE <i>(Fixed Annual Price divided by 149 WTGs)</i>	\$

SERVICES	WTG SCHEDULED SERVICES	\$
	<i>The scheduled maintenance, inspection, repairs, and servicing of the WTGs as required by the OEM service manual requirements, or as otherwise agreed. This includes consumables, oil maintenance programs, and foundation bolt inspections and maintenance</i>	
	WTG UNSCHEDULED SERVICES	\$
	Major Component Unscheduled Services	\$
	<i>The troubleshooting, repair, and/or replacement of the Major Components as required or otherwise necessary to maintain or restore the WTG to full operational capability. Includes crane costs</i>	
	Minor Component Unscheduled Services	\$
	<i>The troubleshooting, repair and/or replacement of the Minor Components as required or otherwise necessary to maintain or restore the WTG to full operational capability. Includes operation of the WTG Main Breaker as necessary or appropriate to perform the Services or as otherwise requested by PSE</i>	
	WTG MONITORING AND REMOTE & ONSITE RESETS	\$
	<i>Provide remote monitoring and resets of the WTG on a 24 hours a day, 7 days a week basis. Includes the actions necessary to clear a fault and restore to operational status, including any resets necessary due to a grid failure and planned grid outages</i>	
	SCADA MONITORING AND MAINTENANCE	\$
<i>Monitor and maintain SCADA to keep the system in full operation capability. This includes software and security updates. Collect data and monitor on a 24 hours a day, 7 days a week basis. Does not include controlling the plant's power output, unless an emergency or reliability situation occurs and PSE requests such operation.</i>		
DIAGNOSTIC SERVICES	\$	
<i>Machinery diagnostics and analysis of condition monitoring system data</i>		

All prices will include all parts, consumables, tooling (calibrated and tested as appropriate), supplies, service vehicles, forklifts, cranes, permits, waste collection and removal, maintenance equipment, safety equipment, and labor to perform, communicate, and report on the Services. Labor expense will include the cost to employ, hire, train, and direct all employees providing the Services, including qualified supervision of employees and contractors; and technical and engineering support.

Attachment O – Labor and Equipment Rates

Rates	Regular	Overtime	Holiday
Field Labor Technician			
Technical Support			
Administrative			
Shop Labor			
Blade Repair Labor			
Supervisor/Engineer/ High-Voltage Labor			
Subcontract Work	Provide percentage mark up		
Parts and Materials – Internal Parts	Provide percentage mark up		
Turbine parts – External Supply			
Materials such as grease, tape, rags, or solvents			
<u>Travel</u> Overnight Stay			
Airfare			
Travel Time & Mileage			

Notations: (review)

1. All repair work, equipment work, and other work authorized on a time and material basis shall be charged at the hourly rates set forth in this schedule.
2. All subcontract work (including equipment rentals) and parts and materials shall be charged at the full amount of the contracted charge plus the percentage set forth in this schedule, excepting parts and materials supplied by the Service Provider.
3. Overtime and Holiday work will be performed only by mutual agreement between Service Provider and PSE.
4. The Service Provider shall provide personnel, hand tools, equipment, small routine supplies (such as hand tools or stationary supplies), and vehicles. Any parts and materials will be charged at total cost plus the percentage set forth in the schedule.
5. Regular work hours shall be understood to mean Monday through Friday, 7:00 a.m. to 4:00 p.m., except Holidays.
6. All rates are in US Dollars.
7. Applicable taxes will be additionally included.