

Utilities and Transportation Commission Standard Inspection Report for Intrastate Gas Distribution Systems Records Review and Field Inspection

A completed **Standard Inspection Checklist, OQ Field Validation Protocol form and Cover Letter/Field Report** are to be submitted to the Chief Engineer within **30 days** from completion of the inspection.

Inspection Report			
Inspection ID/Docket Number	5822		
Inspector Name & Submit Date	Ronda Shupert/Scott Rukke		
Chief Eng Name & Review/Date	Joe Subsits, 7/23/2014		
Operator Information			
Name of Operator:	City of Ellensburg	OP ID #:	4400
Name of Unit(s):	N/A		
Records Location:	Ellensburg		
Date(s) of Last (unit) Inspection:	DIMP Week of June 10 th , 2013	Inspection Date(s):	June 17 th thru 19 th , 2014

<p>Inspection Summary:</p> <p>This was a standard inspection of the City of Ellensburg's gas distribution system. It involved pre-field days, records review, and field verification. The operator was prepared for the inspection with the required leak surveys, pressure monitoring, OQ records, valve maintenance, marker surveys, odorant testing, public awareness, and other required tasks were performed as indicated in the O&M manual within the required timeframes. The OQ portion of the inspection with the operators performing the covered tasks with knowledge and confidence went well. They were aware of what abnormal operating conditions could arise and how to mitigate these potential safety hazards.</p>

HQ Address: 501 N Anderson St Ellensburg, WA 98926	System/Unit Name & Address:	
Co. Official: Phone No.: Fax No.: Emergency Phone No.:	Phone No.: Fax No.: Emergency Phone No.:	
Persons Interviewed	Title	Phone No.
Stephen Prue	Gas Engineer	509-962-7229
Darren Larsen	Gas Engineering & Operations Manager	509-962-7227
Heather Forgey	Gas Specialist	509-925-8603
Larry Dunbar	Energy Services Director	

<p>WUTC staff conducted an abbreviated procedures inspection on 192 O&M and WAC items that changed since the last inspection. This checklist focuses on Records and Field items per a routine standard inspection.</p> <p style="text-align: center;">(check one below and enter appropriate date)</p>			
<input checked="" type="checkbox"/>	Team inspection was performed (Within the past five years.) or,	Date:	July 18 th – 20 th , 2012

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	Other WUTC Inspector reviewed the O & M Manual (Since the last yearly review of the manual by the operator.)	Date:	2010
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S – Satisfactory U – Unsatisfactory N/A – Not Applicable N/C – Not Checked
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GAS SYSTEM OPERATIONS			
Gas Supplier		Williams	
Services: <i>Residential Commercial Industrial Other</i>			
Number of reportable safety related conditions last year		0	Number of deferred leaks in system
Number of <u>non-reportable</u> safety related conditions last year		0	Number of third party hits last year
Miles of transmission pipeline within unit (total miles and miles in class 3 & 4 areas)		0	Miles of main within inspection unit (total miles and miles in class 3 & 4 areas)
			123.253 all viewed as class 4
Operating Pressure(s):		MAOP (Within last year)	Actual Operating Pressure (At time of Inspection)
Feeder:	145 psi	150	
Town:	40	42	
Other:			
Does the operator have any transmission pipelines?		no	
Compressor stations? Use Attachment 1.		no	

Pipe Specifications:			
Year Installed (Range)	1956 - 1980	Pipe Diameters (Range)	1" – 6"
Material Type	steel	Line Pipe Specification Used	Unknown-classed as Grade "A"
Mileage	42.542	SMYS %	19%

Pipe Specifications:			
Year Installed (Range)	1981 - present	Pipe Diameters (Range)	0.5" – 6"
Material Type	PE	Line Pipe Specification Used	D2513
Mileage	80.711	SMYS %	

Operator Qualification Field Validation

Important: Per OPS, the OQ Field Inspection Protocol Form (Rev 4, May 2007) shall be used by the inspector as part of this standard inspection. When completed, the inspector will upload this information into the PHMSA OQ Database (OQDB) located at <http://primis.phmsa.dot.gov/oqdb/home.oq> **Date Completed/Uploaded**

Integrity Management Field Validation

Important: Per PHMSA, IMP Field Verification Form (Rev 6/18/2012) shall be used by the inspector as part of this standard inspection. When completed, the inspector will upload this information into the PHMSA IM Database (IMDB) located at <http://primis.phmsa.dot.gov/gasimp/home.gim> **Date Completed/Uploaded:**

PART 199 Drug and Alcohol Testing Regulations and Procedures		S	U	NA	NC
Subparts A - C	Drug & Alcohol Testing & Misuse Prevention Program – Use PHMSA Form #13, Rev 3/19/2010. Do not ask the company to have a drug and alcohol expert available for this portion of your inspection.	X			

REPORTING RECORDS	S	U	N/A	N/C

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REPORTING RECORDS			S	U	N/A	N/C
1.	49 U.S.C. 60132, Subsection (b)	For Gas Transmission Pipelines and LNG Plants. Submission of Data to the National Pipeline Mapping System Under the Pipeline Safety Improvement Act of 2002 Updates to NMPS: Operators are required to make update submissions every 12 months if any system modifications have occurred. <u>If no modifications have occurred since the last complete submission (including operator contact information), send an email to opsgis@rspa.dot.gov stating that fact.</u> Include operator contact information with all updates.			X No transmis sion	
2.	RCW 81.88.080	Pipeline Mapping System: Has the operator provided accurate maps (or updates) of pipelines, operating over two hundred fifty pounds per square inch gauge, to specifications developed by the commission sufficient to meet the needs of first responders?			X No transmis sion	
3.	191.5	Immediate Notice of certain incidents to NRC (800) 424-8802 , or electronically at http://www.nrc.uscg.mil/nrchp.html , and additional report if significant new information becomes available. Operator must have a written procedure for calculating an initial estimate of the amount of product released in an accident.	X			
4.	191.7	Reports (except SRCR and offshore pipeline condition reports) must be submitted electronically to PHMSA at https://opsweb.phmsa.dot.gov at unless an alternative reporting method is authorized IAW with paragraph (d) of this section.	X			
5.	191.15(a)	30-day follow-up written reports to PHMSA (Form F7100.2) Submittal must be electronically to http://pipelineonlinereporting.phmsa.dot.gov	X			
6.	191.15(c)	Supplemental report (to 30-day follow-up)	X			
7.	191.17	Complete and submit DOT Form PHMSA F 7100-2.1 by March 15 of each calendar year for the preceding year. (NOTE: June 15, 2011 for the year 2010).	X			
8.	191.22	Each operator must obtain an OPID, validate its OPIDs, and notify PHMSA of certain events at https://opsweb.phmsa.dot.gov	X			
9.	191.23	Filing the Safety Related Condition Report (SRCR)				
10.	191.25 49 U.S.C. 60139, Subsection (b)(2)	Filing the SRCR within 5 days of determination, but not later than 10 days after discovery. Note: Operators of gas transmission pipelines that if the pipeline pressure exceeds maximum allowable operating pressure (MAOP) plus the build-up, owner/operator must report the exceedance to PHMSA on or before the fifth day following the date on which the exceedance occurs. The report should be titled “Gas Transmission MAOP Exceedance” and provide the following information: <ul style="list-style-type: none"> • The name and principal address of the operator date of the report, name, job title, and business telephone number of the person submitting the report. • The name, job title, and business telephone number of the person who determined the condition exists. • The date the condition was discovered and the date the condition was first determined to exist. • The location of the condition, with reference to the town/city/county and state or offshore site, and as appropriate, nearest street address, offshore platform, survey station number, milepost, landmark, and the name of the commodity transported or stored. • The corrective action taken before the report was submitted and the planned follow-up or future corrective action, including the anticipated schedule for starting and concluding such action. 			X No transmis sion	
11.	.605(d)	Instructions to enable operation and maintenance personnel to recognize potential Safety Related Conditions	X			
12.	191.27	Offshore pipeline condition reports – filed within 60 days after the inspections			X No waterwa ys	

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REPORTING RECORDS			S	U	N/A	N/C
13.	192.727(g)	Abandoned facilities offshore, onshore crossing commercially navigable waterways reports			X No navigab le waterwa ys	
14.	480-93-200(1)	Telephonic Reports to UTC Pipeline Safety Incident Notification 1-888-321-9146 (Within 2 hours) for events which results in;	X			
15.	480-93-200(1)(a)	A fatality or personal injury requiring hospitalization;	X			
16.	480-93-200(1)(b)	Damage to property of the operator and others of a combined total exceeding fifty thousand dollars;	X			
17.	480-93-200(1)(c)	The evacuation of a building, or high occupancy structures or areas;	X			
18.	480-93-200(1)(d)	The unintentional ignition of gas;	X			
19.	480-93-200(1)(e)	The unscheduled interruption of service furnished by any operator to twenty five or more distribution customers;	X			
20.	480-93-200(1)(f)	A pipeline pressure exceeding the MAOP plus ten percent or the maximum pressure allowed by proximity considerations outlined in WAC 480-93-020;	X			
21.	480-93-200(1)(g)	Is significant, in the judgment of the operator, even though it does not meet the criteria of (a) through (f) of this subsection;	X			
22.	480-93-200(2)	Telephonic Reports to UTC Pipeline Safety Incident Notification 1-888-321-9146 (Within 24 hours) for;	X			
23.	480-93-200(2)(a)	The uncontrolled release of gas for more than two hours;	X none			
24.	480-93-200(2)(b)	The taking of a high pressure supply or transmission pipeline or a major distribution supply gas pipeline out of service;	X none			
25.	480-93-200(2)(c)	A gas pipeline operating at low pressure dropping below the safe operating conditions of attached appliances and gas equipment; or			X No low pressure	
26.	480-93-200(2)(d)	A gas pipeline pressure exceeding the MAOP	X none			
27.	480-93-200(4)	Did written incident reports (within 30 days of telephonic notice) include the following	X			
28.	480-93-200(4)(a)	Name(s) and address(es) of any person or persons injured or killed, or whose property was damaged;	X none			
29.	480-93-200(4)(b)	The extent of injuries and damage;	X none			
30.	480-93-200(4)(c)	A description of the incident or hazardous condition including the date, time, and place, and reason why the incident occurred. If more than one reportable condition arises from a single incident, each must be included in the report;	X			
31.	480-93-200(4)(d)	A description of the gas pipeline involved in the incident or hazardous condition, the system operating pressure at that time, and the MAOP of the facilities involved;	X			
32.	480-93-200(4)(e)	The date and time the gas pipeline company was first notified of the incident;	X			
33.	480-93-200(4)(f)	The date and time the ((operators')) gas pipeline company's first responders arrived on-site;	X			
34.	480-93-200(4)(g)	The date and time the gas ((facility)) pipeline was made safe;	X			
35.	480-93-200(4)(h)	The date, time, and type of any temporary or permanent repair that was made;	X			
36.	480-93-200(4)(i)	The cost of the incident to the ((operator)) gas pipeline company;	X			
37.	480-93-200(4)(j)	Line type;	X			
38.	480-93-200(4)(k)	City and county of incident; and	X			
39.	480-93-200(4)(l)	Any other information deemed necessary by the commission.	X			
40.	480-93-200(5)	Supplemental report if required information becomes available after 30 day report submitted	X			
41.	480-93-200(6)	Written report within 5 days of receiving the failure analysis of any incident or hazardous condition due to construction defects or material failure	X			

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REPORTING RECORDS			S	U	N/A	N/C
42.	480-93-200(7)	Filing Reports of Damage to Gas Pipeline Facilities to the commission. (eff 4/1/2013) (Via the commission's Virtual DIRT system or on-line damage reporting form)	X			
43.	480-93-200(7)(a)	Does the operator report to the commission the requirements set forth in RCW 19.122.053(3) (a) through (n)	X Reviewed DIRT reports			
44.	480-93-200(7)(b)	Does the operator report the name, address, and phone number of the person or entity that the company has reason to believe may have caused damage due to excavations conducted <u>without facility locates</u> first being completed?	X Reviewed DIRT Reports			
45.	480-93-200(7)(c)	Does the operator retain all damage and damage claim records it creates related to damage events reported under 93-200(7)(b), including photographs and documentation supporting the conclusion that a facilities locate was not completed? Note: Records maintained for two years and made available to the commission upon request.	X Reviewed records			
46.	480-93-200(8)	Does the operator provide the following information to excavators who damage gas pipeline facilities?	X			
47.	480-93-200(8)(a)	<ul style="list-style-type: none"> Notification requirements for excavators under RCW 19.122.050(1) 	X			
48.	480-93-200(8)(b)	<ul style="list-style-type: none"> A description of the excavator's responsibilities for reporting damages under RCW 19.122.053; and 	X			
49.	480-93-200(8)(c)	<ul style="list-style-type: none"> Information concerning the safety committee referenced under RCW 19.122.130, including committee contact information, and the process for filing a complaint with the safety committee. 	X			
50.	480-93-200(9)	Reports to the commission only when the operator or its contractor observes or becomes aware of the following activities... <ul style="list-style-type: none"> An excavator digs within thirty-five feet of a transmission pipeline, as defined by RCW 19.122.020(26) without first obtaining a facilities locate; (200(9)(a) A person intentionally damages or removes marks indicating the location or presence of gas pipeline facilities. 200(9)(b) 	X			
51.	480-93-200(10)	Annual Reports filed with the commission no later than March 15 for the proceeding calendar year	X			
52.	480-93-200(10)(a)	A copy of PHMSA F-7100.1-1 and F-7100.2-1 annual report required by U.S. Department of Transportation, PHMSA/Office of Pipeline Safety	X			
53.	480-93-200(10)(b)	Reports detailing all construction defects and material failures resulting in leakage. Categorizing the different types of construction defects and material failures. The report must include the following: (i) Types and numbers of construction defects; and (ii) Types and numbers of material failures.	X			
54.	480-93-200(11)	Providing updated emergency contact information to the commission and appropriate officials of all municipalities where gas pipeline companies have facilities	X			
55.	480-93-200(12)	Providing by email, reports of daily construction and repair activities no later than 10:00 a.m.	X			
56.	480-93-200(13)	Submitting copy of DOT Drug and Alcohol Testing MIS Data Collection Form when required	X			

Comments:
 Reviewed random selection of records.

CUSTOMER and EXCESS FLOW VALVE INSTALLATION NOTIFICATION	S	U	N/A	N/C
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CUSTOMER and EXCESS FLOW VALVE INSTALLATION NOTIFICATION			S	U	N/A	N/C
57.	192.16	Customer notification - Customers notified, within 90 days , of their responsibility for those service lines not maintained by the operator	X			
58.	192.381	Does the excess flow valve meet the performance standards prescribed under §192.381?	X			
59.	192.383	Does the operator have an installation and reporting program for excess flow valves and does the program meet the requirements outlined in §192.383? Are records adequate?	X			

Comments:

CONSTRUCTION RECORDS			S	U	N/A	N/C
60.	480-93-013	OQ records for personnel performing New Construction covered tasks	X			
61.	192.225	Test Results to Qualify Welding Procedures	X			
62.	192.227	Welder Qualification	X			
63.	480-93-080(1)(b)	Appendix C Welders re-qualified 2/Yr (7.5Months)	X			
64.	480-93-080(2)	Plastic pipe joiners re-qualified 1/Yr (15 Months)	X			
65.	480-93-080(2)(b)	Plastic pipe joiners re-qualified if no production joints made during any 12 month period	X			
66.	480-93-080(2)(c)	Tracking Production Joints or Re-qualify joiners 1/Yr (12Months)	X			
67.	480-93-115(2)	Test leads on casings (without vents) installed after 9/05/1992	X			
68.	480-93-115(3)	Sealing ends of casings or conduits on transmission lines and mains	X			
69.	480-93-115(4)	Sealing ends (nearest building wall) of casings or conduits on services	X			
70.	192.241(a)	Visual Weld Inspector Training/Experience	X			
71.	192.243(b)(2)	Nondestructive Technician Qualification	X			
72.	192.243(c)	NDT procedures			X	
73.	192.243(f)	Total Number of Girth Welds			X	
74.	192.243(f)	Number of Welds Inspected by NDT			X	
75.	192.243(f)	Number of Welds Rejected			X	
76.	192.243(f)	Disposition of each Weld Rejected			X	
77.	.273/.283	Qualified Joining Procedures Including Test Results	X			
78.	192.303	Construction Specifications	X			
79.	192.325 WAC 480-93-178(4)(5)	Underground Clearances	X			
80.	192.327	Amount, location, cover of each size of pipe installed	X			
81.	480-93-160(1)	Report filed 45 days prior to construction or replacement of transmission pipelines ≥ 100 feet in length Transmission			X	
82.	480-93-160(2)	Did report describe the proposed route and the specifications for the pipeline and must include, but is not limited to the following items: Transmission			X	
83.	480-93-160(2)(a)	Description and purpose of the proposed pipeline; Transmission			X	

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CONSTRUCTION RECORDS			S	U	N/A	N/C
84.	480-93-160(2)(b)	Route map showing the type of construction to be used throughout the length of the line, and delineation of class location as defined in 49 CFR Part 192.5, and incorporated boundaries along the route. Transmission			X	
85.	480-93-160(2)(c)	Location and specification of principal valves, regulators, and other auxiliary equipment to be installed as a part of the pipeline system to be constructed Transmission			X	
86.	480-93-160(2)(d)	MAOP for the gas pipeline being constructed; Transmission			X	
87.	480-93-160(2)(e)	Location and construction details of all river crossings or other unusual construction requirements encountered en route. Transmission			X	
88.	480-93-160(2)(f)	Proposed corrosion control program to be followed inc specs for coating and wrapping, and method to ensure the integrity of the coating using holiday detection equipment;			X	
89.	480-93-160(2)(g)	Welding specifications; and Transmission			X	
90.	480-93-160(2)(h)	Bending procedures to be followed if needed. Transmission			X	
91.	480-93-170(1)	Commission notified 2 days prior to pressure testing pipelines with an MAOP producing a hoop stress \geq 20% SMYS? Transmission			X	
92.	480-93-170(7)	Pressure tests records at a minimum include required information listed under 480-93-170(a-h) Reviewed a large plat installation and test record.	X			
93.	480-93-170(9)	Individual pressure test records maintained for single installations where multiple pressure tests were performed? Reviewed a large plat installation and test record.	X			
94.	480-93-170(10)	Pressure Testing Equipment checked for accuracy/intervals (Manufacturers Rec or Operators schedule) Reviewed a large plat installation and test record. The test instrument records were on the asbuilt.	X			
95.	480-93-175(2)	Study prepared and approved prior to moving and lowering of metallic pipelines > 60 psig None in this unit.			X	
96.	480-93-175(4)	Leak survey within 30 days of moving or lowering pipelines \leq 60 psig None in this unit.			X	

Comments:

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Items 72-76- No steel construction

OPERATIONS and MAINTENANCE RECORDS			S	U	N/A	N/C
97.	192.517(a)	Pressure Testing (operates at or above 100 psig) – useful life of pipeline	X			
98.	192.517(b)	Pressure Testing (operates below 100 psig, service lines, plastic lines) – 5 years	X			
99.	192.605(a)	Procedural Manual Review – Operations and Maintenance (1 per yr/15 months) Note: Including review of OQ procedures as <u>suggested</u> by PHMSA - ADB-09-03 dated 2/7/09	X			
100.	192.605(b)(3)	Availability of construction records, maps, operating history to operating personnel Maps are all on laptops and available in the field.	X			
101.	480-93-018(3)	Records, including maps and drawings updated within 6 months of completion of construction activity? Reviewed some newer jobs and all were mapped within 3-4 months.	X			
102.	192.605(b)(8)	Periodic review of personnel work – effectiveness of normal O&M procedures	X			
103.	192.605(c)(4)	Periodic review of personnel work – effectiveness of abnormal operation procedures	X			
104.	192.609	Class Location Study (If applicable) Nothing over 40% in this unit.			X	
105.	192.611	Confirmation or revision of MAOP Nothing over 40% in this unit.			X	
106.		Damage Prevention (Operator Internal Performance Measures)				
107.		Does the operator have a quality assurance program in place for monitoring the locating and marking of facilities? Do operators conduct regular field audits of the performance of locators/contractors and take action when necessary? (CGA Best Practices v. 6.0, Best Practice 4-18. Recommended only, not required) No contractors used.			X	
108.		Does operator including performance measures in facility locating services contracts with corresponding and meaningful incentives and penalties?			X	
109.		Do locate contractors address performance problems for persons performing locating services through mechanisms such as re-training, process change, or changes in staffing levels?			X	
110.	192.614	Does the operator periodically review the Operator Qualification plan criteria and methods used to qualify personnel to perform locates?			X	
111.		Review operator locating and excavation <u>procedures</u> for compliance with state law and regulations.			X	
112.		Are locates being made within the timeframes required by state law and regulations? Examine record sample. Reviewed 2013 locates.	X			
113.		Are locating and excavating personnel properly <u>qualified</u> in accordance with the operator’s Operator Qualification plan and with federal and state requirements?	X			

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OPERATIONS and MAINTENANCE RECORDS			S	U	N/A	N/C
114.		Follow-up inspection performed on the pipeline where there is reason to believe the pipeline could be damaged .614(c) (6) 1. Is the inspection the done as frequently as necessary during and after the activities to verify the integrity of the pipeline? 2. In the case of blasting, does the inspection include leakage surveys?	X			

Comments:

115.		Emergency Response Plans	S	U	N/A	N/C
116.	192.603(b)	Prompt and effective response to each type of emergency .615(a)(3) Note: Review operator records of previous accidents and failures including third-party damage and leak response	X			
117.	192.615(b)(1)	Location Specific Emergency Plan Reviewed 6-inch specific emergency plan.	X			
118.	192.615(b)(2)	Emergency Procedure training, verify effectiveness of training Reviewed training and safety meeting records.	X			
119.	192.615(b)(3)	Employee Emergency activity review, determine if procedures were followed. See above.	X			
120.	192.615(c)	Liaison Program with Public Officials	X			
121.	192.616	Public Awareness Program				
122.	192.616(e&f)	Documentation properly and adequately reflects implementation of operator’s Public Awareness Program requirements - Stakeholder Audience identification, message type and content, delivery method and frequency, supplemental enhancements, program evaluations, etc. (i.e. contact or mailing rosters, postage receipts, return receipts, audience contact documentation, etc. for emergency responder, public officials, school superintendents, program evaluations, etc.). See table below:	X			
123.		Operators in existence on June 20, 2005, must have completed their written programs no later than June 20, 2006. See 192.616(a) and (j) for exceptions.	X			
124.		API RP 1162 Baseline* Recommended Message Deliveries				

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125.		Stakeholder Audience (LDC's)	Baseline Message Frequency (starting from effective date of Plan)	X			
		Residence Along Local Distribution System	Annual				
		LDC Customers	Twice annually				
		One-Call Centers	As required of One-Call Center				
		Emergency Officials	Annual				
		Public Officials	3 years				
		Excavator and Contractors	Annual				
		Stakeholder Audience (Transmission line operators)	Baseline Message Frequency (starting from effective date of Plan)				
		Residence Along Local Distribution System	2 years				
		One-Call Centers	As required of One-Call Center				
		Emergency Officials	Annual				
		Public Officials	3 years				
		Excavator and Contractors	Annual				
		126.					
127.	192.616(g)	The program conducted in English and any other languages commonly understood by a significant number of the population in the operator's area.	X				
128.	.616(h)	IAW API RP 1162, the operator's program should be reviewed for effectiveness within four years of the date the operator's program was first completed. <u>For operators in existence on June 20, 2005</u> , who must have completed their written programs no later than June 20, 2006, the first evaluation is due no later than June 20, 2010 . .616(h)	X				
129.	192.616(j)	Operators of a Master Meter or petroleum gas system – public awareness messages 2 times annually: (1) A description of the purpose and reliability of the pipeline; (2) An overview of the hazards of the pipeline and prevention measures used; (3) Information about damage prevention; (4) How to recognize and respond to a leak; and (5) How to get additional information.				X	
130.	192.617	Review operator records of accidents and failures including laboratory analysis where appropriate to determine cause and prevention of recurrence .617 Note: Including excavation damage and leak response records (PHMSA area of emphasis) (NTSB B.10) None since last inspection.				X	

Comments:

131.	192.619/621/623	Maximum Allowable Operating Pressure (MAOP) Note: New PA-11 design criteria is incorporated into 192.121 & .123 (Final Rule Pub. 12/24/08) Not using this design criteria.				X
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Standard Inspection Report for Intrastate Gas Distribution Systems
Records Review and Field Inspection

S – Satisfactory U – Unsatisfactory N/A – Not Applicable N/C – Not Checked
 If an item is marked U, N/A, or N/C, an explanation must be included in this report.

132.	480-93-015(1)	Odorization of Gas – Concentrations adequate Reviewed 2012, 2013 and 2014	X			
133.	480-93-015(2)	Monthly Odorant Sniff Testing Reviewed 2012, 2013 and 2014	X			
134.	480-93-015(3)	Prompt action taken to investigate and remediate odorant concentrations not meeting the minimum requirements No reads even close to being out of compliance.			X	
135.	480-93-015(4)	Odorant Testing Equipment Calibration/Intervals (Annually or Manufacturers Recommendation)	X			
136.	480-93-124(3)	Pipeline markers attached to bridges or other spans inspected? 1/yr(15 months) Pipeline patrols are done bi-monthly above code requirements.	X			
137.	480-93-124(4)	Markers reported missing or damaged replaced within 45 days?	X			
138.	480-93-140(2)	Service regulators and associated safety devices tested during initial turn-on Reviewed a sampling of new meter set records. All good.	X			
139.	480-93-155(1)	Up-rating of system MAOP to >60 psig? Procedures and specifications submitted 45 days prior? No uprates.			X	
140.	480-93-185(1)	Reported gas leaks promptly investigated? Graded in accordance with 480-93-186? Records retained? Reviewed 2012 and 2013 leaks. Ellensburg grades all meter and some inside leaks. We discussed the PHMSA 7100 form and the instructions that state meter sets do not need to be graded if they can just be tightened and repaired and are non-hazardous.	X			
141.	480-93-185(3)(a)	Leaks originating from a foreign source. Take appropriate action to protect life and property regarding the pipeline company's own facilities, and; None noted.			X	
142.	480-93-185(3)(b)	Leaks originating from a foreign source reported promptly/notification by mail. Records retained? None noted.			X	
143.	480-93-186(3)	Leak evaluations: Are follow-up inspections performed within 30 days of a leak repair? A records review of leaks from 2012 to 2014 revealed no leaks that were repaired with residual gas.			X	
144.	480-93-186(4)	Leak evaluations: Grade 1 and 2 leaks (if any), downgraded once to a grade 3 without physical repair? A records review of leaks from 2012 to 2014 revealed no leaks that were downgraded.			X	
145.	480-93-187	Gas leak records: at a minimum include required information listed under 480-93-187(1-13)	X			
146.	480-93-188(1)	Gas leak surveys	X			

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147.	480-93-188(2)	Gas detection instruments tested for accuracy/intervals (Mfct recommended or monthly not to exceed 45 days)	X															
148.	480-93-188(3)	Leak survey frequency (Refer to Table Below)	X			Review ed 2012 & 2013 records												
<table border="1"> <tr> <td>Business Districts (implement by 6/02/07)</td> <td>1/yr (15 months)</td> </tr> <tr> <td>High Occupancy Structures</td> <td>1/yr (15 months)</td> </tr> <tr> <td>Pipelines Operating ≥ 250 psig</td> <td>1/yr (15 months)</td> </tr> <tr> <td>Other Mains: CI, WI, copper, unprotected steel</td> <td>2/yr (7.5 months)</td> </tr> </table>							Business Districts (implement by 6/02/07)	1/yr (15 months)	High Occupancy Structures	1/yr (15 months)	Pipelines Operating ≥ 250 psig	1/yr (15 months)	Other Mains: CI, WI, copper, unprotected steel	2/yr (7.5 months)				
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High Occupancy Structures	1/yr (15 months)																	
Pipelines Operating ≥ 250 psig	1/yr (15 months)																	
Other Mains: CI, WI, copper, unprotected steel	2/yr (7.5 months)																	
149.	480-93-188(4)(a)	Special leak surveys - Prior to paving or resurfacing, following street alterations or repairs There are post construction special survey records.	X															
150.	480-93-188(4)(b)	Special leak surveys - areas where substructure construction occurs adjacent to underground gas facilities, and damage could have occurred There are post construction special survey records.	X															
151.	480-93-188(4)(c)	Special leak surveys - Unstable soil areas where active gas lines could be affected None since last inspection.			X													
152.	480-93-188(4)(d)	Special leak surveys - areas and at times of unusual activity, such as earthquake, floods, and explosions None since last inspection.			X													
153.	480-93-188(4)(e)	Special leak surveys - After third-party excavation damage to services, operators must perform a gas leak survey from the point of damage to the service tie-in	X															
154.	480-93-188(5)	Gas Survey Records (Min 5 yrs) and at a minimum include required information listed under 480-93-188 (5) (a-f)	X															
155.	480-93-188(6)	Leak program - Self Audits Leak self audits are performed on a frequent basis, sometimes daily. All leak records are reviewed by the gas engineer and entered into a database as they come in.	X															
156.	192.709	Patrolling (Transmission Lines) (Refer to Table Below) .705 No transmission.			X													
<table border="1"> <tr> <td>Class Location</td> <td>At Highway and Railroad Crossings</td> <td>At All Other Places</td> </tr> <tr> <td>1 and 2</td> <td>2/yr (7½ months)</td> <td>1/yr (15 months)</td> </tr> <tr> <td>3</td> <td>4/yr (4½ months)</td> <td>2/yr (7½ months)</td> </tr> <tr> <td>4</td> <td>4/yr (4½ months)</td> <td>4/yr (4½ months)</td> </tr> </table>							Class Location	At Highway and Railroad Crossings	At All Other Places	1 and 2	2/yr (7½ months)	1/yr (15 months)	3	4/yr (4½ months)	2/yr (7½ months)	4	4/yr (4½ months)	4/yr (4½ months)
Class Location	At Highway and Railroad Crossings	At All Other Places																
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3	4/yr (4½ months)	2/yr (7½ months)																
4	4/yr (4½ months)	4/yr (4½ months)																
157.	192.709	Leak Surveys (Transmission Lines) (Refer to Table Below) .706 No transmission.			X													

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		Class Location	Required	Not Exceed			
		1 and 2	1/yr	15 months			
		3	2/yr	7½ months			
		4	4/yr	4½ months			
158.	192.603(b)	Patrolling Business District (4 per yr/4½ months) .721(b)(1)		X			
159.	192.603(b)	Patrolling Outside Business District (2 per yr/7½ months) 192.721(b)(2)		X			
160.	192.603(b)	Leakage Survey - Outside Business District (5 years) 192.723(b)(1)		X			
161.	192.603(b)	Leakage Survey 192.723(b)(2) <ul style="list-style-type: none"> • Outside Business District (5 years) • Cathodically unprotected distribution lines (3 years) 		X			
162.	192.603(b)	Tests for Reinstating Service Lines 192.725 Add this question to the WAC test after damage requirement.		X			
163.	192.603(b)/.727(g)	Abandoned Pipelines; Underwater Facility Reports 192.727				X	
164.	192.709	Pressure Limiting and Regulating Stations (1 per yr/15 months) .739 Reviewed 2012, 2013 and 2014.		X			
165.	192.709	Pressure Limiting and Regulator Stations – Capacity (1 per yr/15 months) .743 Reviewed 2012, 2013 and 2014.		X			
166.	192.709	Valve Maintenance – Transmission (1 per yr/15 months) .745				X	
167.	192.709	Valve Maintenance – Distribution (1 per yr/15 months) .747 The City of Ellensburg maintains all valves, whether they are emergency valves or not, on an annual basis. Emergency and isolation valves are maintained twice per year. Well above code requirements. Reviewed 2012, 2013 and 2014 records.		X			
168.	480-93-100(3)	Service valve maintenance (1 per yr/15 months) The City of Ellensburg maintains all valves, whether they are emergency valves or not, on an annual basis. Emergency and isolation valves are maintained twice per year. Well above code requirements. Reviewed 2012, 2013 and 2014 records.		X			
169.	192.709	Vault maintenance (≥200 cubic feet)(1 per yr/15 months) .749 No vaults.				X	
170.	192.603(b)	Prevention of Accidental Ignition (hot work permits) .751 No current jobs that require a hot work permit. Reviewed the procedure.		X			
171.	192.603(b)	Welding – Procedure 192.225(b) Check question 61 and 62.		X			
172.	192.603(b)	Welding – Welder Qualification 192.227/.229 Check question 61 and 62.		X			
173.	192.603(b)	NDT – NDT Personnel Qualification .243(b)(2) Nothing over 20%				X	

Utilities and Transportation Commission
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174.	192.709	NDT Records (pipeline life) .243(f) Nothing over 20%			X	
175.	192.709	Repair: pipe (pipeline life); Other than pipe (5 years) Nothing over 20%			X	
176.	192.905(c)	Periodically examining their transmission line routes for the appearance of newly identified area's (HCA's) Nothing over 20%			X	

Comments:

CORROSION CONTROL RECORDS			S	U	N/A	N/C
177.	192.455(a)(1)	Pipeline coatings meet requirements of 192.461 (<i>for buried pipelines installed after 7/31/71</i>) Reviewed procedure.	X			
178.	192.455(a)(2)	CP system installed on and operating within 1 yr of completion of pipeline construction (<i>after 7/31/71</i>) No steel jobs completed since last inspection.			X	
179.	192.465(a)	Annual Pipe-to-soil Monitoring (1 per yr/15 months) for short sections (10% per year; all in 10 years) No isolated sections of steel.			X	
180.	192.491	Test Lead Maintenance .471 Verified procedure.	X			
181.	192.491	Maps or Records .491(a) Reviewed deep well anode beds.	X			
182.	192.491	Examination of Buried Pipe when exposed .459	X			
183.	480-93-110(8)	CP test reading on all exposed facilities where coating has been removed	X			
184.	192.491	Annual Pipe-to-soil monitoring (1 per yr/15 months) .465(a) Reviewed records for 2011, 2012, 2013 and 2014.	X			
185.	192.491	Rectifier Monitoring (6 per yr/2½ months) .465(b) Reviewed 2011, 2012, 2013 and 2014.	X			
186.	192.491	Interference Bond Monitoring – Critical (6 per yr/2½ months) .465(c) None in system.			X	
187.	192.491	Interference Bond Monitoring – Non-critical (1 per yr/15 months) .465(c) None in system.			X	

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CORROSION CONTROL RECORDS			S	U	N/A	N/C
188.	480-93-110(2)	Remedial action taken within 90 days (Up to 30 additional days if other circumstances. Must document) .465(d) Saw no low reads.			X	
189.	480-93-110(3)	CP equipment/ instrumentation maintained, tested for accuracy, calibrated, and operated in accordance with manufactures recommendations, or at appropriate schedule determined by gas company if no recommendation. One analog meter had no calibration records. Personnel stated they did not use it and thought it was removed from service permanently. They will verify where it is and make it a “calibrate prior to service piece of equipment” 0151 serial number.	X			
190.	192.491	Unprotected Pipeline Surveys, CP active corrosion areas (1 per 3 cal yr/39 months) .465(e) No unprotected pipelines.			X	
191.	192.491	Electrical Isolation (Including Casings) .467	X			
192.	480-93-110(5)	Casings inspected/tested annually not to exceed fifteen months A couple casings have periodic high reads. Ellensburg procedure 12.6 G-1 states they must evaluate within 90 days which they did. The reads generally go up and down depending on rainy conditions. Probably a liquid short.	X			
193.	480-93-110(5)(a)	Casings w/no test leads installed prior to 9/05/1992. Demonstrate other acceptable test methods None in system.			X	
194.	480-93-110(5)(b)	Possible shorted conditions – Perform confirmatory follow-up inspection within 90 days	X			
195.	480-93-110(5)(c)	Casing shorts cleared when practical No known shorted casings.			X	
196.	480-93-110(5)(d)	Shorted conditions leak surveyed within 90 days of discovery. Twice annually/7.5 months No known shorted casings. Any high reads are leak surveyed within 90 days whether shorted or not.	X			
197.	192.491	Interference Currents .473 None in system.			X	
198.	192.491	Internal Corrosion; Corrosive Gas Investigation .475(a) None.			X	
199.	192.491	Internal Corrosion; Internal Surface Inspection; Pipe Replacement .475(b) No internal corrosion has been found. Coupons are inspected after they are removed.	X			
200.	192.491	Internal Corrosion Control Coupon Monitoring (2 per yr/7½ months) .477 No coupons in system.			X	
201.	192.491	Atmospheric Corrosion Control Monitoring (1 per 3 cal yr/39 months onshore; 1 per yr/15 months offshore) .481	X			

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CORROSION CONTROL RECORDS			S	U	N/A	N/C
202.	192.491	Remedial: Replaced or Repaired Pipe; coated and protected; corrosion evaluation and actions .483/.485	X			

Comments:

PIPELINE INSPECTION (Field)			S	U	N/A	N/C
203.	192.161	Supports and anchors	X			
204.	480-93-080(1)(d)	Welding procedures located on site where welding is performed?	X			
205.	480-93-080(1)(b)	Use of testing equipment to record and document essential variables	X			
206.	480-93-080(2)(a)	Plastic procedures located on site where welding is performed?	X			
207.	480-93-080(3)	Identification and qualification cards/certificates w/name of welder/joiner, their qualifications, date of qualification and operator whose qualification procedures were followed.	X			
208.	480-93-013	Personnel performing “New Construction” covered tasks OQ qualified?	X			
209.	480-93-015(1)	Odorization	X			
210.	480-93-018(3)	Updated records, inc maps and drawings made available to appropriate operations personnel?	X			
211.	192.179	Valve Protection from Tampering or Damage	X			
212.	192.455	Pipeline coatings meet requirements of 192.461 (<i>for buried pipelines installed after 7/31/71</i>)	X			
213.	192.463	Levels of cathodic protection	X			
214.	192.465	Rectifiers	X			
215.	192.467	CP - Electrical Isolation	X			
216.	192.476	Systems designed to reduce internal corrosion	X			
217.	192.479	Pipeline Components exposed to the atmosphere	X			
218.	192.481	Atmospheric Corrosion: monitoring	X			
219.	192.491	Test Stations – Sufficient Number .469	X			
220.	480-93-115(2)	Casings – Test Leads (casings w/o vents installed after 9/05/1992)	X			
221.	480-93-115(2)	Mains or transmission lines installed in casings/conduit. Are casing ends sealed?	X			
222.	480-93-115(4)	Service lines installed in casings/conduit. Are casing ends nearest to building walls sealed?	X			
223.	192.605(a)	Appropriate parts of manuals kept at locations where O&M activities are conducted	X			
224.	192.605	Knowledge of Operating Personnel	X			
225.	480-93-124	Pipeline markers	X			
226.	480-93-124(4)	Markers reported missing or damaged replaced within 45 days?	X			
227.	192.719	Pre-pressure Tested Pipe (Markings and Inventory)	X			
228.	192.195	Overpressure protection designed and installed where required?	X			
229.	192.739/743	Pressure Limiting and Regulating Devices (Mechanical/Capacities)	X			
230.	192.741	Telemetry, Recording Gauges	X			

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PIPELINE INSPECTION (Field)			S	U	N/A	N/C
231.	192.751	Warning Signs	X			
232.	192.355	Customer meters and regulators. Protection from damage	X			
233.	192.355(c)	Pits and vaults: Able to support vehicular traffic where anticipated.	X			
234.	480-93-140	Service regulators installed, operated and maintained per state/fed regs and manufacturers recommended practices?	X			
235.	480-93-178(2)	Plastic Pipe Storage facilities – Maximum Exposure to Ultraviolet Light (2yrs)	X			
236.	480-93-178(4)	Minimum Clearances from other utilities. For parallel lines a minimum of twelve inches. Where a minimum twelve inches of separation is not possible, must take adequate precautions, such as inserting the plastic pipeline in conduit, to minimize any potential hazards.	X			
237.	480-93-178(5)	Minimum Clearances from other utilities. For perpendicular lines a minimum of six inches of separation from the other utilities. Where a minimum six inches of separation is not possible, must take adequate precautions, such as inserting the plastic pipeline in conduit, to minimize any potential hazards	X			
238.	480-93-178(6)	Are there Temporary above ground PE pipe installations currently? Yes No X				
239.	480-93-178(6)(a)	If yes, is facility monitored and protected from potential damage?			X	
240.	480-93-178(6)(b)	If installation exceeded 30 days, was commission staff notified prior to exceeding the deadline?			X	
241.	192.745	Valve Maintenance (Transmission) No transmission.			X	
242.	192.747	Valve Maintenance (Distribution)	X			

Facility Sites Visited:

Facility Type	Facility ID Number	Location
Regulator station		Seattle Ave, Ellensburg
Tap Station		
Rectifier		9 th & Maple, Ellensburg

Comments:

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Recent Gas Pipeline Safety Advisory Bulletins: (Last 2 years)

<u>Number</u>	<u>Date</u>	<u>Subject</u>
ADB-2012-10	Dec 5, 12	Using Meaningful Metrics in Conducting Integrity Management Program Evaluations
ADB-2012-09	Oct 11, 12	Communication During Emergency Situations
ADB-2012-08	Jul 31, 12	Inspection and Protection of Pipeline Facilities After Railway Accidents
ADB-12-07	Jun 11, 12	Mechanical Fitting Failure Reports
ADB-12-06	May 7, 12	Verification of Records establishing MAOP and MOP
ADB-12-05	Mar 23, 12	Cast Iron Pipe (Supplementary Advisory Bulletin)
ADB -12-04	Mar 21, 12	Implementation of the National Registry of Pipeline and Liquefied Natural Gas Operators
ADB-12-03	Mar 6, 12	Notice to Operators of Driscopipe 8000 High Density Polyethylene Pipe of the Potential for Material Degradation
ADB-11-05	Sep 1, 11	Potential for Damage to Pipeline Facilities Caused by the Passage of Hurricanes
ADB-11-04	Jul 27, 11	Potential for damage to pipeline facilities caused by severe flooding.
ADB-11-03	May 17, 11	National Pipeline Mapping System Data Submissions and Submission Dates for Gas Transmission and Gathering Systems and Liquefied Natural Gas Annual Reports

For more PHMSA Advisory Bulletins, go to <http://phmsa.dot.gov/pipeline/regs/advisory-bulletin>

Attachment 1

Distribution Operator Compressor Station Inspection

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		COMPRESSOR STATION PROCEDURES		S	U	N/A	N/C
243.	.605(b)						
244.		.605(b)(6)	Maintenance procedures, including provisions for isolating units or sections of pipe and for purging before returning to service			X	
245.		.605(b)(7)	Starting, operating, and shutdown procedures for gas compressor units			X	
246.		.731	Inspection and testing procedures for remote control shutdowns and pressure relieving devices (1 per yr/15 months), prompt repair or replacement			X	
247.		.735	(a) Storage of excess flammable or combustible materials at a safe distance from the compressor buildings			X	
248.			(b) Tank must be protected according to NFPA #30			X	
249.		.736	Compressor buildings in a compressor station must have fixed gas detection and alarm systems (must be performance tested), unless:			X	
250.			• 50% of the upright side areas are permanently open, or			X	
251.			• It is an unattended field compressor station of 1000 hp or less			X	

Comments:

			COMPRESSOR STATION O&M PERFORMANCE AND RECORDS		S	U	N/A	N/C
252.	.709	.731(a)	Compressor Station Relief Devices (1 per yr/15 months)			X		
253.		.731(c)	Compressor Station Emergency Shutdown (1 per yr/15 months)			X		
254.		.736(c)	Compressor Stations – Detection and Alarms (Performance Test)			X		

Comments:

				COMPRESSOR STATIONS INSPECTION (Field)		S	U	N/A	N/C
				(Note: Facilities may be “Grandfathered”)					
255.	.163	(c)	Main operating floor must have (at least) two (2) separate and unobstructed exits					X	
256.			Door latch must open from inside without a key					X	
257.			Doors must swing outward					X	
258.		(d)	Each fence around a compressor station must have (at least) 2 gates or other facilities for emergency exit					X	
259.			Each gate located within 200 ft of any compressor plant building must open outward					X	
260.			When occupied, the door must be opened from the inside without a key					X	
261.		(e)	Does the equipment and wiring within compressor stations conform to the National Electric Code, ANSI/NFPA 70?					X	
262.	.165	(a)	If applicable, are there liquid separator(s) on the intake to the compressors?					X	
263.		(b)	Do the liquid separators have a manual means of removing liquids?					X	

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COMPRESSOR STATIONS INSPECTION (Field)			S	U	N/A	N/C
(Note: Facilities may be “Grandfathered”)						
264.		If slugs of liquid could be carried into the compressors, are there automatic dumps on the separators, Automatic compressor shutdown devices, or high liquid level alarms?			X	
265.	.167 (a)	ESD system must:				
266.		- Discharge blowdown gas to a safe location			X	
267.		- Block and blow down the gas in the station			X	
268.		- Shut down gas compressing equipment, gas fires, electrical facilities in compressor building and near gas headers			X	
269.		- Maintain necessary electrical circuits for emergency lighting and circuits needed to protect equipment from damage			X	
270.		ESD system must be operable from at least two locations, each of which is:				
271.	.167	- Outside the gas area of the station			X	
272.		- Not more than 500 feet from the limits of the station			X	
273.		- ESD switches near emergency exits?			X	
274.	(b)	For stations supplying gas directly to distribution systems, is the ESD system configured so that the LDC will not be shut down if the ESD is activated?			X	
275.	(c)	Are ESDs on platforms designed to actuate automatically by...				
276.		- For unattended compressor stations, when:				
277.		▪ The gas pressure equals MAOP plus 15%?			X	
278.		▪ An uncontrolled fire occurs on the platform?			X	
279.		- For compressor station in a building, when				
280.		▪ An uncontrolled fire occurs in the building?			X	
281.		▪ Gas in air reaches 50% or more of LEL in a building with a source of ignition (facility conforming to NEC Class 1, Group D is not a source of ignition)?			X	
282.	.171 (a)	Does the compressor station have adequate fire protection facilities? If fire pumps are used, they must not be affected by the ESD system.			X	
283.	(b)	Do the compressor station prime movers (other than electrical movers) have over-speed shutdown?			X	
284.	(c)	Do the compressor units alarm or shutdown in the event of inadequate cooling or lubrication of the unit(s)?			X	
285.	(d)	Are the gas compressor units equipped to automatically stop fuel flow and vent the engine if the engine is stopped for any reason?			X	
286.	(e)	Are the mufflers equipped with vents to vent any trapped gas?			X	
287.	.173	Is each compressor station building adequately ventilated?			X	
288.	.457	Is all buried piping cathodically protected?			X	
289.	.481	Atmospheric corrosion of aboveground facilities			X	
290.	.603	Does the operator have procedures for the start-up and shut-down of the station and/or compressor units?			X	
291.		Are facility maps current/up-to-date?			X	
292.	.615	Emergency Plan for the station on site?			X	
293.	.619	Review pressure recording charts and/or SCADA			X	
294.	.707	Markers			X	
295.	.731	Overpressure protection – relief’s or shutdowns			X	
296.	.735	Are combustible materials in quantities exceeding normal daily usage, stored a safe distance from the compressor building?			X	

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COMPRESSOR STATIONS INSPECTION (Field)			S	U	N/A	N/C
(Note: Facilities may be “Grandfathered”)						
297.		Is aboveground oil or gasoline storage tanks protected in accordance with NFPA standard No. 30?			X	
298.	.736	Gas detection – location			X	

Comments: