Pacific Gas and Electric Company

Michelle Roberts
Principal Negotiator
Labor Relations

245 Market Street., 241B
San Francisco, CA 94105
415-973-9900

18-01-ESC

January 11, 2018

Joshua Sperry, Senior Union Representative
Engineers and Scientists of California, Local 20
IFPTE (AFL-CIO & CLC)
810 Clay Street
Oakland, CA 94607

Dear Mr. Sperry:

The Company and Union have concluded negotiations for newly represented employees in the Senior and Expert Gas Distribution Engineer classifications. The agreed upon contract language and job descriptions are included as attachments to this agreement.

1. **Implementation Date**
   All these employees will be included in the general ESC-PG&E contract as of the implementation date of November 1, 2017.

2. **Classification Groups**
   All Classifications will be added to the existing Distribution Engineering classification group in Exhibit D.IV.10 in the Gas Distribution Engineer Line of Progression. The classification of "Expert Gas Distribution Engineer" will be changed to "Senior Consulting Gas Distribution Engineer." Senior Gas Distribution Engineer will be next higher to Gas Distribution Engineer, and Senior Consulting Gas Distribution Engineer will be next higher to Senior Gas Distribution Engineer. This incorporates the "Distribution Engineer II" from item 8 of the current contract cover letter, and the commitment to negotiate a "Distribution Engineer II" classification in Gas Engineering is hereby satisfied.

3. **Seniority**
   Seniority shall be determined per Title 13 using each employee's date of hire at PG&E.

4. **STIP**
   STIP target participation rate will remain at current rate of 10%.

5. **Recognition Clause**
   The parties agree to modify Title 3 of the Contract to reflect the inclusion of these groups by referring to the NLRB case numbers as shown below and adding the next number to the list in section 3.1:

   TITLE 3. RECOGNITION
   3.1 RECOGNITION
   ##. NLRB Case 20-RC-183495, October 31, 2016, Senior and Expert Gas Distribution Engineers

6. **Exhibit A, Exhibit D and Appendix 1**
   All classifications will be added to Exhibit A. Pre-bid codes will be established for all positions. Classification-specific working conditions will be added to Exhibit D and job descriptions will be added to Appendix 1.

7. Distribution Engineer job descriptions

The Union and Company also agree to modify the job description and requirements of the Gas Distribution Engineer journey and Associate as shown in Attachment 3.

The Union and Company agree to establish an ad-hoc committee to review and potentially modify the threshold of $100,000 for Project Management responsibilities of Gas Distribution Engineers.

If you agree, please so indicate in the space provided below and return one executed copy of this letter to the Company.

Very truly yours,

PACIFIC GAS & ELECTRIC COMPANY

By: Michelle S Roberts

Michelle Roberts
Principal Negotiator

The Union is in agreement.

ENGINEERS AND SCIENTISTS OF CALIFORNIA
LOCAL 20, IFPTE, AFL-CIO and CLC

1/16, 2018

By:

Joshua Sperry
Senior Union Representative

Additions to Exhibit D.IV.10

I. Senior Advising Engineer

When considering candidates for Senior Consulting Engineer vacancies, the selection committee may elect to fill a Senior Advising Engineer position if the best qualified candidate does not possess an active California Professional Engineer registration. The duties and pay range will be the same for Senior Advising and Senior Consulting Engineers. If the Company elects to fill vacancies, the Company shall determine if creating a Senior Advising Engineer position is appropriate and will notify the selection committee.

J. Disciplines within the Gas Distribution Engineer classification

Each classification has several disciplines, as noted in the job descriptions: Division Engineering and Design, Planning, and Control Center. Employees will work in one discipline, but may be assigned the work of other disciplines. PG&E will provide appropriate training as needed. Gas Distribution Control Center (GDCC) working conditions will only apply to Engineers assigned to the GDCC headquarters.

K. Professional Engineer (PE) License Requirement, Stamping of Documents and Drawings

1. Senior and Senior Consulting Level Engineers may be required to have a current California PE license as described below. Their job duties include signing and stamping and acting as the engineer in "responsible charge" for engineering drawings, specifications, reports, or documents that are to be released for construction.
    a. Current incumbent Senior Gas Distribution Engineers will be "grandfathered" into the classification and will not be required to hold the PE license or sign and stamp documents; however, unlicensed incumbents will not be permitted to bid into positions in the SCADA/ Regulator Station group except by agreement between the Company and the Union.
    b. For operational needs, management may require a PE License for other vacancies for Senior Gas Distribution Engineer, so long as the total percentage of Senior Gas Distribution Engineers holding the PE License is not more than 60%; however, management may exceed this percentage to require a PE License for any Senior or Senior Consulting Engineer vacancies in the SCADA/Regulator Station group.
2. The PE license is not required for Associate and Journey Engineers.
3. Any engineer who stamps documents must meet all the following criteria:
    a. hold a current and valid California PE license in the applicable field of engineering,
    b. be fully competent and proficient by education and experience in the field or fields of professional engineering relevant to the project,
    c. possess sufficient knowledge of the project to make, or review and approve, the engineering decisions for the project, and
    d. be capable of answering questions asked by other similarly licensed, competent and proficient engineers so as to leave little questions as to the engineer's technical knowledge of the engineering performed.

L. Seniority and Title 22 Application

In the event that Demotions and Layoffs are needed, the Company will follow the provisions of Title 22 of the Agreement. Senior and higher Gas Distribution Engineers may not displace another less senior ESC-represented incumbent unless the Gas Distribution Engineer has previously held that classification on a regular basis, meets all current requirements for the position, and has more ESC service than the impacted employee.

2017 Salary Ranges

	Min	Max	Min	Max
GAS DISTRIBUTION ENGINEERING	**Monthly Rates**		**Annual Equivalent**	
Gas Distribution Engineer, Senior	9,760	12,536	117,120	150,432
Gas Distribution Engineer, Senior Consulting	11,029	13,552	132,348	162,624

Job Description

Gas Distribution Engineer, Associate and Gas Distribution Engineer

A. DUTIES

Gas Distribution System Planning

1. Uses gas planning workstation and associated software to prepare and/or update distribution system models. This includes: facility model review, loading, validating, analyzing results, preparing recommendations, preparing documentation, future growth planning of distribution systems only.
2. Recommends distribution main sizing for new business, reconstruction, work requested by others (WRO), and pipeline replacement jobs.
3. Prepares annual and future capacity planning recommendations within assigned area.
4. Establishes distribution regulator station design criteria, minimum inlet pressures, outlet pressures and flow rates.
5. Completes and reviews request for calculations (RFC) for new large customer load additions and approves elevated pressure requests within delegated authority.
6. Reviews requirements for service line sizing and/or large meter sets (i.e. piping size, equipment) as requested for unusual situations. Associate Distribution Engineers (ADEs) also perform this task.
7. Uses planning workstation to provide recommendations for distribution system operation - e.g. throttle valves, regulator settings, curtailments, emergency, bypass sizing, etc., to ensure adequate pressure and capacity for normal seasonal operations and during emergency operations.
8. Prepares low pressure flow analysis calculations, BTU zone analysis. Reviews distribution shutdown plans to ensure gas capacity. Reviews distribution Emergency Shutdown Zone (ESDZ) binder and maintains appropriate sections.
9. Develops, recommends and communicates distribution winter operating plan for facilities. Distribution winter chart planning and monitoring.
10. Performs gas loss calculations (also performed by estimating).
11. Assists in investigating customer pressure complaints.
12. Distribution Clearances: Creates pre-clearance form and provides endorsement when required. Writes clearance procedure for operational changes as assigned (also performed by other classifications).
13. Provides support for emergencies as necessary, including providing support to the local Operation Emergency Center.

<u>Non-routine activities to be performed as assigned (typically performed by other classifications)</u>:

14. May support Gas Transmission Planning Engineers to complete steady state analysis of local transmission facilities, in accordance with Letter of Agreement 01-01-R1.

Gas Distribution Engineering & Design

15. Acts as job owner (responsible for project management duties) for gas distribution capacity and reliability projects of $100,000 or less. Estimators may also be job owners for service-only work.
    a. Leads project from inception to close out
    b. Manages project scope, schedule, and budget
    c. Obtains proper approvals to proceed with work
    d. Ensures materials, including long lead time, are available per the project schedule
    e. Ensures that dependencies are clear
    f. Ensures timely completion of project (CN24 is completed by the required date)
16. Performs relief valve calculations and maintains appropriate sections of hard copy Maximum Allowable Operating Pressure (MAOP) Binder.

<u>Routine activities to be performed as directed</u>

17. Project identification and scoping for gas distribution capacity and reliability projects. Estimators may also perform these duties for service-only work.
    a. Develops and defines project scope and objectives
    b. Prepares and submits project funding requests as needed. Program Managers and others also perform this task.

c. Prepares EASOP (economic analysis) for assigned projects. Senior Distribution Engineers and Project Managers may also perform this task. Other classifications also provide economic analysis.
d. Prepares request for calculation (RFC) for reconstruction, work requested by others (WRO) and pipeline replacement jobs.
e. Prepare engineering, calculations and sizing for projects.
f. Respond to engineering requests from asset owners.

18. As the Engineer assigned to a project:
    a. Review gas distribution construction drawings and associated documents for technical accuracy – this may include 30/60/90% reviews
    b. Support construction and troubleshoot field issues.
    c. Assist in pre-construction meeting as assigned.
    d. Assist in completing Process Hazard Analyses (PHAs) and Pre Start-up Safety Reviews (PSSRs).
    e. Support and review Field Change Control requests.
    f. Ensure project compliance with industry regulation and company standards.
19. General duties include:
    a. Perform Engineering Review/Validation of Other Corrective Work (OCW) notifications as assigned.
    b. Create OCW notifications for corrective work where other groups are not creating notifications.

Non-routine activities to be performed as assigned:

20. Participate in responding to CPUC and internal audits, field visits and requests for information.
21. Represent PG&E gas engineering to outside agencies. Other Engineers and supervisors may also perform this duty.
22. Write clearances for planned distribution work. Estimator, ADE or other classifications generally perform this task as defined in Letter of Agreement 15-05.
23. Assist in updating and revising Gas standards and procedures.
24. Support Compliance Reviews (e.g., MAOP Annual review, Relief Valve Calculation Annual Review, Stub review, etc.).
25. Act as a company witness, liaison, and/or information provider to outside parties.

Gas Distribution Control Center Planning Engineering

26. Uses gas planning workstation and associated software to provide hydraulic engineering support for the Gas Distribution Control Center and support Emergency Operations Centers as necessary.
27. First point of contact in emergencies that require hydraulic analysis for distribution system operations.
28. Reviews high consequence and overlapping clearances when required for hydraulic feasibility prior to distribution clearance execution.
29. Supports Gas Distribution System Planning engineers in all duties outlined in "Gas Distribution System Planning."

General Functions

30. Performs distribution engineering analysis as assigned.
31. Participates in interfacing, coordinating, and providing distribution technical support to other departments.
32. Recommends and reviews distribution alarm set points as assigned.
33. Participates in system wide technical and process improvement efforts.
34. Participates in providing training, guidance, instruction and coaching to other engineers and estimator classifications.
35. Participates in submitting various capital and expense items for budgeting purposes.
36. Participates in the Company's Corrective Action Program (CAP) to include, submitting, resolving, coordinating, acting as notification and task owner, etc.
37. Participates in Distribution Integrity Management Program (DIMP) initiatives including execution of capital/expense projects stemming from causal analyses, implementing solutions to constructability issues, etc.

B. REQUIREMENTS

A BS or higher degree in Mechanical or Civil Engineering from a college or university accredited by the Accreditation Board of Engineering and Technology is required for Gas Distribution Engineers. Applicants with other Engineering degrees may be considered by mutual agreement of the interview panel.

	Senior Gas Distribution Engineer
Summary	This is a senior level Engineer position. This position plays an integral role in ensuring that safety, reliability, and compliance is maintained within the gas distribution system by supporting resolution to compliance issues, identifying, reviewing, or recommending corrective work (including main replacement), and ensuring Gas Design Standard adherence. Additionally, the Senior Gas Distribution Engineer (SDE) provides design support, coaching, technical advice, knowledge transfer and assistance to technical employees and teams.
Job Duties	Able to perform all the duties of the journey level Gas Distribution Engineer with a higher level of independence or for more complex activities, and in addition: 1. Acts as Responsible Engineer for assigned projects requiring PE approval 2. Performs assigned conflict reviews, including Agency coordination to identify WRO scope of work and avoidance of facility relocation. 3. Reviews, processes and/or approves (if permitted by the standard) Gas Standards variance requests. (other classifications, including management employees also perform) 4. Approves Strength Test Pressure Reports for assigned projects. (other classifications also perform) 5. Reviews Distribution Regulator Station Operating Diagram revisions, if required by process. 6. Acts as a lead in assigned root cause analyses and makes recommendations to address problems. 7. Endorse Maintenance Clearances (Non-routine) 8. Review As-Builts and provide guidance to Documentation QC group 9. Provide guidance on W&C Matrix and set dates as assigned 10. Providing Customer Service Delivery (CSD) Support by reviewing bridge designs and meter rooms, reviews and dispositions of variance requests, and general engineering support. 11. Approves Compliance Reviews (e.g. MAOP Annual review, Relief Valve Calculation Annual Review, Stub review, etc.) 12. May Interpret Gas Rules and Tariffs, often by corresponding with Land, Law, Tariffs, and other departments to support GDED and Service Planning.
Interaction	External contacts are with public agencies, contractors, and vendors. Internal contacts are with GDED team members, Company management and leadership. Exchanges information and solves problems with others outside GDED.
Knowledge / Abilities	• Applies extensive knowledge of engineering principles, industry practice, and Codes & Standards to resolve complex problems. • Ability to perform stress calculations for gas distribution facilities and interpret results • Strong and effective organizational, analytical, time management skills • Ability to prioritize and to meet tight deadlines in an environment of competing priorities with a degree of autonomy and integrity • Efficient knowledge of Microsoft Office Excel
Job Qualifications:	
Education	A BS or higher degree in Mechanical or Civil Engineering from a college or university accredited by the Accreditation Board of Engineering and Technology is required for Gas Distribution Engineers. Applicants with other Engineering degrees may be considered by mutual agreement of the interview panel.
Licenses / Certifications	Current and active California PE license may be required.
Experience	Mastery of the Associate and Journey level Engineer job duties and demonstrated knowledge and ability to perform the basic duties of the senior level Engineer. Meets specific technical requirements gained through a minimum of eight (8) years of cumulative experience in engineering and design. Applicants with Electric Engineering degrees may be considered by mutual agreement for positions that will be focused on SCADA or other special programs.

	Senior Consulting Gas Distribution Engineer
Summary	This is a senior consulting-level engineer job that requires mastery of the senior engineer duties. The Senior Consulting Engineer leads complex engineering projects, is a recognized expert within their area of responsibility, and applies extensive knowledge of concepts, principles, and practices to resolve complex problems with only general direction. Provides technical leadership and coaching. Researches and identifies practical solutions to highly complex problems. Identifies opportunities and brings in ideas to help improve Company performance.
Job Duties	May perform all the duties of Senior Gas Distribution Engineer and in addition: 1. Provide engineering support for large highly complex projects, and perform engineering analyses, studies, and develop conceptual designs. 2. Develop innovative solutions to solve challenging technical issues. 3. Develops technical policies, procedures, and contributes to the development of standards, specifications, construction documents, and guidelines. 4. Represents PG&E at external industry associations, committees, trade organizations and other inter-utility groups. 5. Acts as an engineering mentor and role model.
Knowledge / Abilities	Demonstrates knowledge and abilities required for the Associate, Journey and Senior level Engineer and also: 1. Able to handle multiple large and complex projects without supervision and serve as team leader. 2. Provide leadership, direction, and assistance to engineers and designers. Coach and develop engineers. 3. Successfully negotiate cost effective solutions beneficial to our customers and PG&E. 4. Complete complex assignments with few or no precedents or standards. 5. Apply extensive knowledge of concepts, principles and practices in a specific field or area of expertise to resolve complex problems.
Job Qualifications:	
Education	A BS or higher degree in Mechanical or Civil Engineering from a college or university accredited by the Accreditation Board of Engineering and Technology is required for Gas Distribution Engineers. Applicants with other Engineering degrees may be considered by mutual agreement of the interview panel.
Licenses / Certifications	Current and active California PE license may be required.
Experience	Mastery of the Associate, Journey and Senior level Engineer job duties and demonstrated knowledge and ability to perform the basic duties of the Senior Consulting level Engineer. Meets specific technical requirements gained through a minimum of thirteen (13) years of cumulative experience in engineering and design.