



**Pacific Gas and
Electric Company.**



PACIFIC GAS AND ELECTRIC COMPANY
LABOR RELATIONS
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JOSHUA SPERRY
SR. UNION REPRESENTATIVE

Memorandum of Understanding

This MOU is to summarize the agreement made by the parties at the Letter Agreement 18-02 Committee on Fielding on June 1, 2018 and again on July 30, 2018.

Specifically, the parties agreed to the following:

The Company and Union agree to a six-month pilot period beginning August 1, 2018 and ending January 31, 2019 and with the following provisions:

1. Job Owners (JO's) will utilize the attached "Job Package Checklist" for every New Business job.
2. In addition, for each job, Job Owners will be expected to fill out the items of the appropriate Field Note Template that are shown on the attached in black. JO's are encouraged to collect the points of information shown in red if qualified.
3. During the pilot period, Job Owners may be assigned to perform these duties for all New Business jobs.
4. During the pilot period, the Fielding committee will meet on a regular basis to assess the impact of the above assignments on workload and make any adjustments if needed. The committee will also work to develop the training program.
5. At the conclusion of the pilot, the parties will meet to discuss the field checking checklists, the need for definition of "single location," and what types of jobs they will apply to. If there is no agreement by the parties, at the conclusion of the pilot, Company and Union will negotiate the definition of "single location," and specific field check checklists; such checklists will only apply to jobs appropriate to NBR's as shown in LOA 18-02 Attachment 1 section G ("Work Jurisdiction").

PACIFIC GAS & ELECTRIC COMPANY

August 7, 2018

By: Matthew Levy

Matthew Levy
Director

ENGINEERS & SCIENTISTS OF CA
LOCAL 20, IFPTE, AFL-CIO AND CLC

8/1 2018

By: Joshua Sperry

Joshua Sperry
Senior Union Representative

Job Package Checklist

Intended Audience: Job owners, ADEs and estimators

Background: Job owners use this checklist as a guide to obtain and note relevant information in the **long text of the notification** before an order can be created and estimate can be scheduled:

References:

[TD-9100P-15, "Design Estimator Procedure"](#)

[TD-9100P-16, "Project Coordination Procedure"](#)

[TD-9500P-10 Customer Load Study](#)

[Field Accounting Handbook](#)

CHECK APPLICABLE ☐ Gas or ☐ Electric Estimate Job Package Checklist

Date Submitted _____ Estimating End Date _____ Rep./J.O. _____

Job Location: _____

Notification # _____

Design Bid Opt. _____ Install Bid Option _____ EA Status _____

Application Type: ☐ Residential ☐ Commercial ☐ Sub-Division ☐ Ag ☐ EGI ☐ WDT

Job Type:

<input type="checkbox"/> New Business	<input type="checkbox"/> Special Facilities	<input type="checkbox"/> Additional Meter
<input type="checkbox"/> WRO (Fully reimbursed)	<input type="checkbox"/> R20A	<input type="checkbox"/> AG
<input type="checkbox"/> WRO (Part reimbursed)	<input type="checkbox"/> GPRP	<input type="checkbox"/> EGI
<input type="checkbox"/> WRO non-reimbursed	<input type="checkbox"/> Post Estimate	<input type="checkbox"/> WDT
<input type="checkbox"/> Reconstruction	<input type="checkbox"/> TEMP <1 YR	<input type="checkbox"/> Gas Meter Work Only
<input type="checkbox"/> EPCM	<input type="checkbox"/> TEMP >1 YR	<input type="checkbox"/> Other: _____

To Be Placed in Job Package	INCLUDED	N/A	Electrical Information	
Distribution Plat Map/Web Viewer			Overhead or Underground	
Indicate job site/Proposed location Required on Plat Map/ Web Viewer			Rules(s)	
Circuit Map			MAT Code	
Utility Plans			Rate	
Existing Transformer Loading			Main Switch Size	
Location map (Google Earth/Maps)			Singe or Three Phase	
Scaled Site Plans & Mark G/E Meter Loc.			Voltage	
Building Elevation Plans			Number of Meter(s)	
Demand Calc Sheet			Demand Load in KVA***	
Updated Application and PIP			Bldg./House Floor Area in ft2	
Site Pictures			Air Condition Tons	

Job Package Checklist

To Be Placed in Job Package	INCLUDED	N/A	Electrical Information	
Planning Review****			Air Condition LRA	
Electric Conceptual Design			Solar KW	
Tract Map/Parcel Map			PEV Load	
Improvement Plans			Nameplate Data	
Improvement Plans (included mark-up)			Streetlight Information	
Grading Plans (included mark-up)			Number of Streetlight(s)	
Landscape Plans (included mark-up)			Wattage	
Environmental Conditions (included mark-up)			Lamp Style	
Trenching Information	APPLICANT	PG&E	Streetlight Type	
Onsite Trenching			Type of pole	
Offsite Trenching			Mounting height	
Who provides Composite DWG/FORM B			Number and size of each meters	
Joint Trench Occupants	INCLUDED	N/A	Length of arm (or post top)	
Electric			Gas Information	
Gas			Total Gas BTU Load*	
Phone			Requested Gas Pressure**	
CATV			Number of Meter(s)	
Other			Rules(s)	
Other Documents	INCLUDED	N/A	Rate	
ACAD File (version 2012 or earlier)			Max Occupancy Capacity	
Electric switchboard drawing			Number off Floors	
Land Issues			Building Purpose	
Who provides Easement/ROW Doc.			Gas Meter Location	
			Meter Room	
			Meter Cabinet	
			Master Meter	
			Meter Manifold	

*Provide BTU Load Break Down per appliance.

**Gas Pressure over 2 psig requires RFC approval.

*** If Ag load in HP motor code is required

**** For Planning Review, Refer to [TD-9100B-003 Electronic Routing System for Planning Reviews](#)

Job Story:



OHFieldNotes_Version2
2/22/2016

**Location #:**

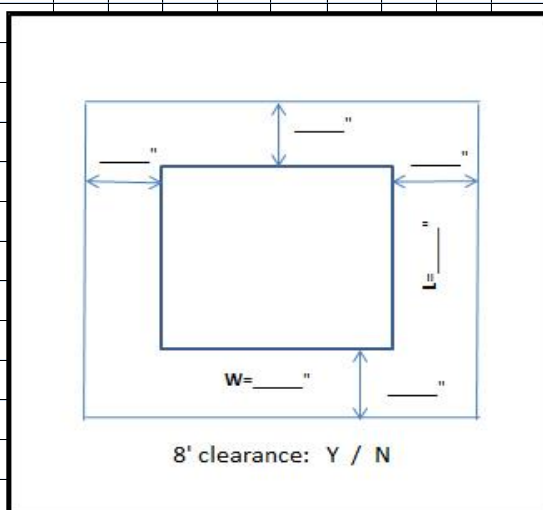
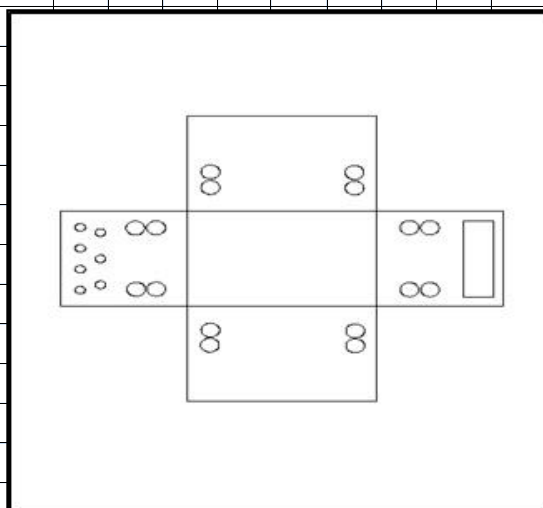
OHFieldNotes_Version2
2/22/2016



Design Optimization UG Field Note Templates

Underground Field Notes		PM#	Not #	MAT
Estimator:		PH	Job Owner	PH
Address:		City	County	
GPS Coordinates - Lat:		Long:	Mile Marker Number:	
Location: Franchise / Rear Easement / Private Property		Location: SW / Asphalt / Dirt / Landscape		SW width _____ ft
Traffic Control Required: Y N		Accessible to Line Truck: Y N		Special Clearance: Y N
Traffic Conditions:		Special Equipment Required:		Encr. Permit: Y N
Hwy City Suburban Rural		Backhoe Crane Lift Truck		Land Survey: Y N
Site Location#		Enclosure Size	3' x 5' 4' x 6'6" 4'6" x 8'6"	Depth ' "
Equip Type:		Equip Number:		Switch #s:
Lid Type:		Pri Terminations:	Sec Connector:	FI:
G.O. 128 Infractions:				

Notes:





UGFieldNotes_Version2			
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Show North Arrow



Design Optimization Gas Estimating Field Note Template

Gas Estimating Field Notes	PM#:	Not #:	MAT:
Estimator:	PH:	Job Owner:	PH:
Address:	City:	County:	

JOB SITE & SERVICE/MANIFOLD INFORMATION (Check only what applies)			
Potential Hazards / Traffic / Other conditions that may affect the site:			
<div>Other Utilities:</div> <div> <div>Service:</div> <div> <input type="checkbox"/> Existing <input type="checkbox"/> Proposed </div> </div> <div> <div>Off the:</div> <div> <input type="checkbox"/> Main <input type="checkbox"/> Service </div> </div> <div> <div>Size:</div> <div>EFV Required</div> <div> <input type="checkbox"/> Yes <input type="checkbox"/> No </div> </div>			
Relocate Meter/Riser: <input type="checkbox"/> Yes <input type="checkbox"/> No	Transmission Gas in Area: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Curb Valve: <input type="checkbox"/> Yes <input type="checkbox"/> No	UG Electric in Area: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Cabinet Door Vent Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Alterations: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Regulator Vent Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No	City Utility Release of Houseline: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Required		
Bio Swales <input type="checkbox"/> Yes <input type="checkbox"/> No	Meter Protection Post Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Cover over Pipe: <input type="checkbox"/> Asphalt <input type="checkbox"/> Concrete <input type="checkbox"/> Dirt <input type="checkbox"/> Landscape			

METER AND RISER INFORMATION (Check only what applies)			
Meter: <input type="checkbox"/> Existing <input type="checkbox"/> Proposed <input type="checkbox"/> Relocate			
Meter Location: <input type="checkbox"/> Existing <input type="checkbox"/> Proposed			
Meter Location Meets J15.1: <input type="checkbox"/> Yes <input type="checkbox"/> No			
Meter Size/Brand:			
Manifold --- Need New: <input type="checkbox"/> Yes <input type="checkbox"/> No		If Existing: <input type="checkbox"/> Use <input type="checkbox"/> Replace	
Size: <input type="checkbox"/> 1-1/4" <input type="checkbox"/> 2"			
Existing Reg. Model(s)		Orifice Size:	
Number of Outlets:		Stacked:	
Add Outlet:			
<div> Cabinet Size: <div>width X height X depth</div> </div>			
<div> Room Size: <div>width X height X depth</div> </div>			
Riser: <input type="checkbox"/> Existing <input type="checkbox"/> Proposed			
Riser Size:			
Riser Location: <input type="checkbox"/> Outside <input type="checkbox"/> Inside <input type="checkbox"/> Pre-Fab <input type="checkbox"/> Case Pipe <input type="checkbox"/> Welded			
Variances from Greenbook? (Please Describe)			

METER LOCATION/MANIFOLD ELEVATION VIEW																
																Photo Checklist:



Design Optimization Gas Estimating Field Note Template

- ☐ Address / Front / Side of House
- ☐ Substructures
- ☐ The Street
- ☐ Meter / Riser / Location
- ☐ Obstructions
- ☐ Proposed Service Route

SERVICE PLAN VIEW

(Fill in the North Arrow)



Measurements Checklist:

- ☐ Distance from Cross Street
- ☐ Service Length from PL
- ☐ Street Width
- ☐ Set Back to PL
- ☐ Sidewalk Width