

Case No. 80911

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**In the Supreme Court of Nevada**

SOUTHWEST GAS CORPORATION,  
Appellant,

*vs.*

PUBLIC UTILITIES COMMISSION OF  
NEVADA; and STATE OF NEVADA  
BUREAU OF CONSUMER PROTECTION,  
Respondents.

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Elizabeth A. Brown  
Clerk of Supreme Court

**APPEAL**

from the Eighth Judicial District Court, Clark County  
The Honorable WILLIAM KEPHART, District Judge  
District Court Case No. A-19-791302-J

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**JOINT APPENDIX  
VOLUME 14  
PAGES 3251-3500**

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**CERTIFICATE OF SERVICE**

I certify that on January 4, 2021, I submitted the foregoing “Joint Appendix” for filing *via* the Court’s eFlex electronic filing system. Electronic notification will be sent to the following:

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A. SWG uses the fair market rents ("FMR") as determined by the U.S. Department of Housing and Urban Development ("HUD"). *See* Attachment AED-37, SWG's response to DR Staff-356. For the Incline Village home, SWG utilized the FMR for Washoe County, Nevada; which equated to \$1,621 for fiscal year 2017.

74. **Q. Does SWG use the correct location to determine the U.S. HUD FMR for Incline Village house?**

A. No. SWG uses the Washoe County, Nevada general area data. However, using the Washoe County general area data does not provide a fair market rent value for homes located near Lake Tahoe. Rather, SWG should be using the zip code in which the home is located to determine the U.S. HUD FMR.<sup>13</sup> The zip code for Incline Village, Nevada near Lake Tahoe is 89451.

75. **Q. What is the U.S. HUD FMR for zip code 89451?**

A. The fiscal year 2017 FMR for zip code 89451 is \$2,360.<sup>14</sup>

76. **Q. Do you have any concerns regarding the amount of the monthly rent SWG imputes as income for the Lake Tahoe District Manager's house?**

A. Yes. My primary concern is that Nevada ratepayers should not be asked to pay for the cost of a District Manager to live in a million-dollar home in Incline Village, Nevada. If SWG wants to offer free housing for its employees as part of its compensation plan, its shareholders should pay for those costs, not ratepayers, unless SWG can show that this perquisite is part of a below-normal salary package.<sup>15</sup> In addition, because SWG is not imputing the fair market value for the Incline Village home, there could be corporate and private tax implications. However, that is a tax issue between SWG, the District Manager, the Internal Revenue Service and perhaps Washoe County.

77. **Q. Please describe the apartments that SWG rents in Las Vegas.**

<sup>13</sup> HUD establishes the FMR each year for the Section 8 Program. For a detailed description of FMRs, see <https://www.huduser.gov/portal/datasets/fmr.html>.

<sup>14</sup> [https://www.huduser.gov/portal/datasets/fmr/fmrs/FY2017\\_code/select\\_geography\\_sa.odn](https://www.huduser.gov/portal/datasets/fmr/fmrs/FY2017_code/select_geography_sa.odn).

<sup>15</sup> Because the property tax and other fees associated with these homes are not specifically identifiable since the costs not specific to the homes but are instead rolled into total O&M costs, Staff was not able to get a meaningful estimate on these costs to disallow them. Staff witness Karen Olesky discusses SWG's compensation requests in her testimony.

1 A. SWG stated that it rents two apartments in Las Vegas that are used for new hires while  
2 they obtain permanent housing, and for temporary housing of employees attending  
3 training, or other short-term activities at a monthly cost of approximately \$2,350. The  
4 quantification and allocation to SWG's Southern and Northern Nevada ratepayers is  
5 provided in Attachment AED-38, SWG's response to DR Staff-311. SWG did not  
6 provide any analysis showing whether the apartment rents were more cost effective  
7 than individual hotel costs for the test period.

8 78. Q. **Please explain the expenses related to lodging at the VDARA Hotel.**

9 A. SWG paid approximately \$7,800 to reserve hotel rooms at the VDARA Hotel. In  
10 response to discovery, SWG stated that the charges related to the VDARA Hotel were  
11 for [REDACTED]

12 [REDACTED]  
13 [REDACTED] See Confidential Attachment AED-50, SWG's  
14 response to DR Staff-393.

15 79. Q. **What is your recommendation regarding the homes SWG owns in Winnemucca,  
16 and Incline Village, Nevada, the apartments SWG rents in Las Vegas, Nevada,  
17 and the VDARA Hotel lodging expenses?**

18 A. I recommend that the Commission disallow all of the costs associated with SWG's  
19 Northern Nevada Work Order No. 0026W0000877 – District Manager's House, the  
20 Lake Tahoe District Manager's House that SWG owns in Incline Village, Nevada, the  
21 two apartments SWG rents in Las Vegas, Nevada and the VDARA Hotel lodging  
22 expenses. The quantification and accounting treatment of the disallowance with  
23 respect to the two apartments SWG rents in Las Vegas and the VDARA Hotel are  
24 reflected in the revenue requirement model attached to the testimony of Staff witness  
25 Kimberly Burakowski, and the disallowance associated with the houses are addressed  
26 in the testimony of Staff witness Charles Whitman.

27 80. Q. **Please describe Work Order No. 0026W1423077 – Winnemucca Cyanco  
28 MSA/Regulator.**

Docket No. 18-05031

1 A. SWG initiated Work Order 0026W1423077 ("Cyanco MSA Replacement Project") to  
2 relocate and replace the meter set assembly for the Cyanco plant in Winnemucca,  
3 Nevada. The Cyanco MSA Replacement Project cost approximately \$223,306, all of  
4 which SWG allocated to its Northern Nevada jurisdiction. *See* Attachment AED-39,  
5 SWG's response to DR Staff-177.

6 **81. Q. Please provide SWG's justification for the Winnemucca Cyanco MSA/Regulator**  
7 **Project.**

8 A. SWG initiated the Cyanco MSA/Regulator Project primarily due to Cyanco's plant  
9 expansion and corresponding increase in its gas demand. Therefore, a new MSA with  
10 greater capacity needed to be installed. *See* Attachment AED-40, SWG's response to  
11 DR Staff-371.

12 **82. Q. Did you review the costs associated with the Cyanco MSA/Regulator Project.**

13 A. Yes. SWG indicated that it utilized NPL Construction for the Cyanco MSA/Regulator  
14 Project. However, in NPL's vouchers, NPL notes that the MSA/Regulator was used to  
15 assist Paiute Pipeline, not Cyanco. In fact, the payment authorization for NPL's  
16 vouchers also came from Paiute Pipeline. *See* Attachment AED-41, NPL Construction  
17 Voucher Number 71605258.

18 **83. Q. Please explain why SWG included the costs associated with the Cyanco**  
19 **MSA/Regulator Project in its Northern Nevada Division rate base?**

20 A. SWG stated that the project costs were justified by the additional margin and  
21 allowable investment provided solely by Cyanco's plant expansion project and  
22 forecasted gas usage increase at their current negotiated gas service rate. *See*  
23 Attachment AED-40, SWG's response to DR Staff-371.

24 **84. Q. Do you believe SWG's retail customers should pay for all or some portion of the**  
25 **facilities used to being served Cyanco**

26 A. No. Cyanco is a contract customer of SWG who pays negotiated rates to SWG and  
27 does not pay a full margin rate. Thus, any upgrades to SWG's system that alone  
28 benefit Cyanco should be paid for by Cyanco—not SWG captive ratepayers.

1 Certainly, for full margin customers that pay a retail rate, Staff agrees that Rule 9 an  
2 be appropriately used to extend service at the Company's expense less any  
3 contribution in aid of construction ("CIAC") made by the customer being served.  
4 Under such a scenario, SWG recovers the Company's cost of extension from other  
5 retail customers minus the CIAC paid by the customer that benefited from the  
6 extension. As a policy, this Commission permits utilities, and specifically SWG under  
7 its Rule 9, to charge retail ratepayers with such extension costs because the customer ...  
8 served by the new line extension creates additional billing determinants that will, over  
9 a period of time, offset or reduce the rates being paid by all other customers. It's a  
10 trade-off in a sense – ratepayers pay some portion of the line extension costs but their  
11 rates are reduced later because of that extension. But, because customers being served  
12 pursuant to a contract pay a discounted rate, other full margin ratepayers pay an  
13 increased share of the costs for the billing determinants created by the contract  
14 customer. As such, the trade-offs between all ratepayers and customer benefiting from  
15 the line extension are not the same when we compare full margin to contract  
16 customers.

17 As such, from a policy standpoint, Staff does not believe that this Commission  
18 should support retail ratepayers paying any portion of the costs that SWG incurs to  
19 serve customers who pay something less than a full margin or full retail rate.  
20 Moreover, neither Schedule No. ST-1/NT-1 nor SWG's Rule 9 state explicitly that  
21 SWG may adjust or reduce the costs it incurs to build facilities to serve contract  
22 customers

23 **85. Q. Should SWG's Northern Nevada ratepayers pay for the costs associated with the**  
24 **Cyanco MSA/Regulator Project?**

25 A. No. Additionally, since the vouchers from NPL Construction are from Paiute  
26 Pipeline, it appears that SWG may have incorrectly allocated the costs of the Cyanco  
27 MSA/Regulator Project to SWG's Northern Nevada Division.

28 **86. Q. What is your recommendation regarding the Cyanco MSA/Regulator Project?**

Docket No. 18-05031

1 A. I recommend that the Commission disallow all of the costs associated with SWG's  
2 Cyanco MSA/Regulator Project. The quantification and accounting treatment of my  
3 disallowance is addressed in the testimony of Staff witness Charles Whitman.

4 87. Q. What is your recommendation regarding SWG Northern Nevada work orders  
5 closed to plant from June 2012 through the end of the Certification Period?

6 A. I recommend that the Commission disallow all of the costs associated with the  
7 following: --

- 8 1) SWG's Northern Nevada Work Order Nos. 0026W0000877 (District  
9 Manager's House) and 0026W1423077 (Winnemucca Cyanco  
10 MSA/Regulator) that SWG closed to Plant June 2012 through January  
11 2018, as contained in Exhibit No. RLC-4 of Direct Testimony of Randi  
12 Cunningham;
- 13 2) Lake Tahoe District Manager's House that SWG owns in Incline  
14 Village, Nevada;
- 15 3) Two apartments SWG rents in Las Vegas; and
- 16 4) VDARA Hotel lodging expense.

17 The quantification and accounting treatment of the disallowance with respect to the  
18 two apartments SWG rents in Las Vegas and the VDARA Hotel are reflected in the  
19 revenue requirement model attached to the testimony of Staff witness Kimberly  
20 Burakowski, and the remaining disallowances are addressed in the testimony of Staff  
21 witness Charles Whitman.

22  
23 **Northern Nevada GIR Projects**

24 88. Q. Please explain your review regarding SWG's GIR Projects in Northern Nevada.

25 A. Similar to the review process I discussed in the background section above, I reviewed  
26 the contracts, invoices, and SWG's GIR filings. Additionally, I reviewed the dollar  
27 per foot pipe replacement costs for each project listed in Exhibit EEP-2 of the Direct  
28

1 Testimony of Erin Potokar. *See* Attachment AED-42, SWG's response to DR Staff-  
2 266.

3 **89. Q. Did you identify any issues or concerns regarding your review of SWG's**  
4 **Northern Nevada GIR Projects?**

5 A. No. I did not identify any concerns during my review of SWG's Northern Nevada  
6 GIR Projects.

7 **90. Q. What is your recommendation regarding SWG's Northern Nevada GIR**  
8 **Projects?**

9 A. I recommend that the Commission find that the costs associated with SWG's Northern  
10 Nevada GIR Projects are reasonable.

11  
12 **III. Recommendation #3: Disallow all incremental costs associated with the price increases**  
13 **contained in Change Order 4 in Contract Number 205579 with APL that were greater**  
14 **than the CPI adjustment of 2.1 percent**

15 **SWG Southern Nevada GIR Projects**

16 **91. Q. Please explain your review regarding SWG's Southern Nevada GIR Projects.**

17 A. Similar to the review process I discussed in the background section above, I reviewed  
18 the contracts, invoices, and SWG's GIR filings with the Commission. Additionally, I  
19 reviewed the dollar per foot pipe replacement costs for each project listed in Exhibit  
20 EEP-2 of the Direct Testimony of Erin Potokar. *See* Attachment AED-42, SWG's  
21 response to DR Staff-266.

22 **92. Q. Did you identify any issues or concerns regarding your review of SWG's**  
23 **Southern Nevada GIR Projects?**

24 A. Yes. I identified a concern regarding SWG's contract number 205579 with Arizona  
25 Pipeline Company ("APL").

26 **93. Q. Please describe SWG's contract number 205579 with APL.**

27 A. SWG entered into a contract with APL on November 17, 2015, for the five-year term  
28 January 1, 2016 through December 31, 2020 for the installation, abandonment,



1 replacement, relocation, and as-built of polyvinyl chloride ("PVC"), Steel ("STL"),  
2 Aldyl-A ("AA"), Aldyl-HD ("AHD"), and polyethylene ("PE"), referred to as early  
3 vintage plastic pipe ("EVPP"), and mains and services, referred to as the ("APL EVPP  
4 Contract"). A copy of the APL EVPP Contract is provided in Attachment AED-43.

5 94. Q. **Was the APL EVPP Contract bid through a request for proposals ("RFP")**  
6 **process?**

7 A. No. SWG did not bid this contract. In an October 9, 2015, email from Jo Taylor to  
8 Shane Thacker, SWG provided justification for renegotiating the APL EVPP Contract,  
9 stating that renegotiating the contract would capitalize on the advances that have been  
10 made during the previous contract. However, SWG noted that its justification was  
11 contingent upon the pricing APL offered; that is, if APL's pricing were to increase  
12 greater than SWG anticipated, SWG would consider bidding the contract. *See*  
13 Attachment AED-44, October 9, 2015 email from Jo Taylor to Shane Thacker.

14 95. Q. **Was SWG's justification for not bidding the APL EVPP Contract in 2015**  
15 **reasonable?**

16 A. Yes. APL was able to maintain production while achieving the safety and quality  
17 goals set by SWG. The EVPP that APL is charged with replacing is among the  
18 highest risk, highest leak rate pipe in SWG's distribution system. By continuing the  
19 contract with APL, SWG was able to maintain the efficiencies and experience already  
20 in place, which may have been lost if another contractor was selected and was not  
21 familiar with the EVPP replacement process.

22 96. Q. **Please describe the annual price adjustments contained in the APL EVPP**  
23 **Contract.**

24 A. Section 2.3 of the Special Terms and Conditions Section provides for an annual  
25 adjustment each February based upon the most recent consumer price index ("CPI").

26 97. Q. **How has APL performed under the renegotiated APL EVPP Contract?**

27 A. It is my understanding APL has had multiple incidents due to the lack of effective  
28 quality and safety plans in place, which have resulted in pipeline damages, APL

employee disqualifications and revocations, notice of probable violations from Commission Staff, and disruption of service to SWG's customers. SWG has issued work stoppages to APL in order for APL to correct its problems. See Attachment AED-45, SWG letter to APL, dated April 13, 2018.<sup>16</sup>

**98. Q. Has SWG granted APL price increases greater than the CPI adjustments outlined in the contract?**

**A.** Yes. In Change Order 4, dated January 18, 2018, SWG authorized APL to receive price increases between 10 and 70 percent, much greater than CPI adjustment of 2.1 percent contained in Sections 2.1, 3.1, 4.1, 10.1 and 10.1A of the contract. See Attachment AED-46, Change Order 4. The table below lists the price increases.

Section 2.1 PE Main Installation															
Carrier Pipe	Insertion			Split Pull			Directional Bore			Open Trench			Hole Hog		
	2017 Price	2018 Price	% Increase	2017 Price	2018 Price	% Increase	2017 Price	2018 Price	% Increase	2017 Price	2018 Price	% Increase	2017 Price	2018 Price	% Increase
1/2" through 1"	\$20.16	\$24.19	19.99%	\$33.36	\$40.03	19.99%	\$28.23	\$33.88	20.01%	\$30.45	\$36.54	20.00%	\$29.30	\$35.16	20.00%
2"	\$20.37	\$24.44	19.98%	\$33.36	\$40.03	19.99%	\$28.23	\$33.88	20.01%	\$30.45	\$36.54	20.00%	\$29.30	\$35.16	20.00%
4"							\$30.45	\$36.54	20.00%	\$31.81	\$38.17	19.99%			
6"							\$34.01	\$40.81	19.99%	\$35.10	\$42.12	20.00%			

Section 3.1 PE Main and Service Installation															
Carrier Pipe	Insertion			Split Pull			Directional Bore			Open Trench			Hole Hog		
	2017 Price	2018 Price	% Increase	2017 Price	2018 Price	% Increase	2017 Price	2018 Price	% Increase	2017 Price	2018 Price	% Increase	2017 Price	2018 Price	% Increase
1/2" through 1"	\$25.57	\$28.13	10.01%	\$39.95	\$43.95	10.01%	\$31.30	\$34.43	10.00%	\$47.51	\$52.26	10.00%	\$40.49	\$44.54	10.00%
2"	\$25.57	\$28.13	10.01%	\$39.95	\$43.95	10.01%	\$31.30	\$34.43	10.00%	\$47.51	\$52.26	10.00%	\$40.49	\$44.54	10.00%
4"							\$34.55	\$38.01	10.01%	\$48.81	\$53.69	10.00%			
6"							\$38.39	\$42.23	10.00%	\$53.19	\$58.51	10.00%			

Section 4.1 PE Service Installation															
Carrier Pipe	Insertion			Split Pull			Directional Bore			Open Trench			Hole Hog		
	2017 Price	2018 Price	% Increase	2017 Price	2018 Price	% Increase	2017 Price	2018 Price	% Increase	2017 Price	2018 Price	% Increase	2017 Price	2018 Price	% Increase
1/2"	\$20.04	\$35.50	77.15%	\$25.56	\$35.50	38.89%	\$30.15	\$35.50	17.74%	\$29.60	\$35.50	19.93%	\$25.33	\$35.50	40.15%
1"	\$20.04	\$35.50	77.15%	\$28.83	\$35.50	23.14%	\$30.15	\$35.50	17.74%	\$29.62	\$35.50	19.85%	\$28.21	\$35.50	25.84%
1 1/4" through	\$21.09	\$35.50	68.33%	\$36.58	\$35.50	-2.95%	\$30.15	\$35.50	17.74%	\$29.62	\$35.50	19.85%	\$30.56	\$35.50	16.16%

Section 10.1 Unit Price for Riser Replacement			
	2017	2018	% Increase
Unit Price	\$210.33	\$252.40	20.00%

Section 10.1 Unit Price for Riser Replacement With Hot Change			
	2017	2018	% Increase

<sup>16</sup> Staff Engineering Manager Paul Maguire outlined some of these problems in his Direct Testimony filed in Docket No. 18-06004.

1 99. Q. Was it reasonable for SWG to authorize the price increases contained in Change  
2 Order 4 to the APL EVPP Contract?

3 A. No. SWG provided no valid justification for the price increases contained in Change  
4 Order 4. Staff understands that prices in the Las Vegas Valley are increasing, and  
5 could warrant adjustments to the APL EVPP Contract higher than the generic CPI  
6 adjustment, such as an adjustment based on the CPI for the Western United States.  
7 However, no justification was provided by SWG for its generous, above-CPI price  
8 increases in Change Order 4. Second, given APL's performance issues that resulted in  
9 SWG issuing work stoppages to APL, the price increases above the CPI adjustment  
10 were not warranted and are, frankly, a surprising reward for poor performance.  
11 Finally, SWG's own justification for not rebidding the contract when it expired at the  
12 end of 2015 was that APL was offering attractive pricing with just the CPI adjustment.  
13 By agreeing to increase the contract price in Change Order 4, SWG acted  
14 inconsistently with its own justification for not rebidding the work and the contract  
15 itself. As such, SWG's ratepayers should not be required to pay for the increased  
16 costs associated with SWG changing the contract terms for the benefit of APL.

17 100. Q. What is your recommendation regarding the price increases contained in Change  
18 Order 4?

19 A. I recommend that the Commission disallow all incremental costs associated with the  
20 price increases contained in Change Order 4 in Contract Number 205579 with APL  
21 that were greater than the CPI adjustment of 2.1 percent. Staff Witness Charles  
22 Whitman quantifies and addresses the accounting treatment of the disallowance in his  
23 testimony.

24  
25 **IV. Recommendation #4: Order SWG to file direct testimony written by each Program**  
26 **Sponsor and/or Project Manager who authorized any capital project over \$1.0 million**  
27 **(including GIR Projects) and for each Blanket Work Authorization in future rate cases.**  
28

1 **101. Q. Please explain why you recommend that the Commission require SWG Program**  
2 **Sponsors, or Officers, to sponsor testimony for all work orders over \$1.0 million.**

3 A. As I discussed previously, SWG's regulatory personnel sponsored direct testimony on  
4 projects in which they were not involved and did not oversee, and quite possibly had  
5 limited knowledge of before they drafted their testimony. However, SWG's  
6 Program/Project Sponsors or Officers should have intimate knowledge of the projects  
7 they are sponsoring, such as being able to explain complications that arose, resource  
8 constraints, and other vital information that should be discussed when SWG seeks  
9 Commission approval to recover the costs associated with that project. Therefore,  
10 SWG's Program/Project Sponsors or Officers should sponsor direct testimony to  
11 support the prudence of the projects and provide detailed information regarding the  
12 projects when requesting recovery.

13 **102. Q. What information should SWG include in its next GRC Application?**

14 A. For capital projects over \$1.0 million, SWG's Program/Project Sponsors should  
15 provide detailed testimony regarding that project, such as an overview of the project, a  
16 description of the business case used to support the prudence of the project, an  
17 explanation of any budget variances, and documentation similar to what is required by  
18 NAC 704.7984(2) for GIR projects.

19  
20 **V. Recommendation #5: Order SWG to immediately take steps to improve its internal**  
21 **approval and documentation process for its capital projects.**

22 **103. Q. After your review of SWG's GRC Application, including all the documentation**  
23 **you reviewed through your on-site audit and discovery process, do you have any**  
24 **other concerns that you did not discuss above?**

25 A. Yes. It became very clear during the course of my investigation that SWG does not  
26 prudently manage its contracts or expenditures and does not properly document the  
27 justification of its actions.

28 **104. Q. Do you have any additional examples that show how SWG manages its contracts**

1           **or expenditures?**

2           A.   Yes. It appears to me that SWG arbitrarily assigns a value to its contracts and does  
3           not actually calculate a reasonable amount that should be allocated to each contract.  
4           For example, in Change Order Number 3 to Contract Number 198007 with Enterprise  
5           Outcomes, SWG extends the contract for an additional year and funds the contract  
6           with an additional \$1.0 million – which equates to approximately 6,452 man hours.  
7           -- See Attachment AED-47. However, SWG does not provide any information as to how  
8           it calculated that an additional \$1.0 million was needed to fund Change Order 3 nor  
9           provides any explanation as to why it expects Mr. Biernacki to provide 6,452 man  
10          hours in a one year period.<sup>17</sup> I have observed this type of sloppy work many times  
11          during my review. Additionally, it seems SWG moves funds around to accommodate  
12          any budget shortfalls. For example, SWG did not have adequate funds to pay  
13          Primitive Logic voucher number 72046820 and used funds from its expense bucket to  
14          pay the voucher. See Attachment AED-48, Primitive Logic voucher number  
15          72046820. Had SWG managed its budget properly, it may had had enough funds  
16          without needing to reallocate funds from the expense budget. It appears that SWG's  
17          solution to any project-related problem is to simply throw more money at it (i.e.,  
18          increase the project funds).

19   **105. Q.   Does SWG track any variances to its budget for individual work orders?**

20          A.   No. SWG does not track any variances to the budgeted amount of an individual work  
21          order. SWG reports any budgeted variances by corporate department and operating  
22          divisions. See Attachment AED-49, SWG's response to DR Staff-333.

23   **106. Q.   Does it concern you that SWG does not track budget variances at the work order**  
24          **level?**

25          A.   Yes. It is very concerning that SWG does not track budget variances, even for the  
26          work orders with expenditures over \$1.0 million. SWG should have project controls  
27

28   <sup>17</sup> For illustrative purposes, one individual working 40 hours a week for all 52 weeks of the year would work 2,080 hours in a year.

1 personnel assigned to manage each major capital project to ensure the costs are  
2 reasonable and, if costs start to exceed the budget, proper controls are in place to  
3 reasonably manage any overages.

4 **107. Q. Do you believe that SWG management needs to change its business practices**  
5 **related to its capital projects?**

6 A. Absolutely and immediately. SWG's Officers need to be more vigilant in overseeing  
7 the projects they sponsor. SWG needs to understand that they are ultimately spending  
8 ratepayer's funds. SWG should not be in the practice of allowing consultants to  
9 approve expenditures, as the consultants are not responsible and accountable to  
10 SWG's shareholders or the regulatory processes of this Commission.

11 **108. Q. Please describe how SWG can improve its documentation processes.**

12 A. SWG should accurately quantify the amount of funding required by each contract and  
13 provide detailed written justification for any funding increases needed; instead of  
14 simply stating that "additional funding is needed to pay vouchers." Additionally,  
15 SWG should track any budget variances for its capital projects with expenditures in  
16 excess of \$1.0 million and document the reasons for the variances and any mitigations  
17 taken to minimize the variance (i.e. limitations on overtime). A regulated utility with  
18 appropriate controls understands that its must adequately document decisions as the  
19 decision is made in order to ensure that the regulator will later deem the decision and  
20 related costs reasonable for inclusion in rates. Finally, SWG should compile and make  
21 its documentation readily available to parties when its files a GRC Application.

22 **109. Q. What is your recommendation regarding SWG's lack of proper oversight over its**  
23 **contracts and payment of third-party vouchers?**

24 A. I recommend that the Commission order SWG to improve its internal approval  
25 documentation processes for its capital projects as described above.

26 **Conclusion**

27 **110. Q. What are Staff's recommendations to the Commission regarding the issues**  
28 **outlined in Q&A 3?**

Docket No. 18-05031

1 A. I recommend that the Commission

2 1) Disallow 50 percent of the costs associated with SWG's System Allocable  
3 Plant Work Order Nos. 0061W0001059, 061W0001001, 0061W0000511,  
4 0061W0000888, and 0061W0001120 that SWG closed to plant from June  
5 2012 through January 2018, as contained in Exhibit No. RLC-4 of the Direct  
6 Testimony of Randi Cunningham and as updated in the Certification  
7 Testimony of Christy Berger. The quantification and accounting treatment of  
8 the disallowance is addressed in the testimony of Staff witness Charles  
9 Whitman.

10 2) Disallow all of the costs associated with the following:

- 11 a. SWG's Northern Nevada Work Order Nos. 0026W0000877 (District  
12 Manager's House) and 0026W1423077 (Winnemucca Cyanco  
13 MSA/Regulator) that SWG closed to Plant June 2012 through January  
14 2018, as contained in Exhibit No. RLC-4 of Direct Testimony of  
15 Randi Cunningham;  
16 b. Lake Tahoe District Manager's House that SWG owns in Incline  
17 Village, Nevada;  
18 c. Two apartments SWG rents in Las Vegas;  
19 d. VDARA Hotel lodging expenses.

20 The quantification and accounting treatment of the disallowance with respect  
21 to the two apartments SWG rents in Las Vegas and the VDARA Hotel lodging  
22 expenses are reflected in the revenue requirement model attached to the  
23 testimony of Staff witness Kimberly Burakowski, and the remaining  
24 disallowances are addressed in the testimony of Staff witness Charles  
25 Whitman.

26 3) Disallow all of the incremental costs associated with the price increases  
27 contained in Change Order 4 in SWG's Contract Number 205579 with Arizona  
28 Pipeline Company. The quantification and accounting treatment of the

1 disallowance is addressed in the testimony of Staff witness Charles Whitman.

2 4) Order SWG to file direct testimony written by each Program Sponsor and/or  
3 Project Manager who authorized any capital project over \$1.0 million  
4 (including GIR Projects) and for each Blanket Work Authorization in future  
5 rate cases.

6 5) Order SWG to improve its internal approval and documentation processes for  
7 its capital projects.

8 **111. Q. Does this conclude your testimony?**

9 **A. Yes, it does.**

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Docket No. 18-05031



## **Adam Danise, P. E.**

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**Work History** 11/09 – Present Public Utilities Commission of Nevada

**Electrical Engineer**

Provide engineering analysis and testimony for the Public Utilities Commission of Nevada involving resource planning for Nevada Power Company and Sierra Pacific Power Company.

04/09 – 11/09 USA Repository Services, LLC

**Engineer III – Yucca Mountain Project**

Responded to the U.S. Nuclear Regulatory Commission (NRC) data requests regarding the U.S. Department of Energy (DOE) License Application to Construct a High-Level Waste Geologic Repository at Yucca Mountain, Nevada. Served as a contractor point of contact for the electrical and control design sections of the DOE License Application.

07/07 – 04/09 Bechtel SAIC Company, LLC

**Engineer III – Yucca Mountain Project**

Responded to the U.S. Nuclear Regulatory Commission (NRC) data requests regarding the U.S. Department of Energy (DOE) License Application to Construct a High-Level Waste Geologic Repository at Yucca Mountain, Nevada. Served as a contractor point of contact for the electrical and control design sections of the DOE License Application.

11/04 – 07/07 Joint Test, Tactics, and Training, LLC (JT3)

**Engineer II – J-Tech Range**

Radar analyst for early warning and acquisition radars. Developed specifications for radar performance and conducted testing to verify the radar met developed specifications. Also conducted RF field measurements and assisted in troubleshooting and repair of RF components.

01/04 – 10/04 Bechtel SAIC Company, LLC

**Engineer – Yucca Mountain Project**

Developed performance indicators to track the performance of licensing processes, and served as the Licensing Support Network (LSN) point of contact for the Licensing Department. The LSN is document discovery database for the NRC licensing proceedings regarding DOE's License Application.

**Education** August 1999 – December 2003 University of Nevada – Las Vegas

**Bachelor of Science in Electrical Engineering**

**Professional** March 2011 – Licensed Professional Electrical Engineer – State of Nevada – License No. 021192

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-52  
(STAFF-52-331 THROUGH STAFF-52-337)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 08/23/2018

REQUEST NO: Staff-52-335

Reference: Direct Testimony of Randi Cunningham

SWG witness Ms. Cunningham sponsors Direct Testimony for capital projects with expenditures over \$1,000,000 listed in MDR 106 and Blanket Work Orders. Please identify Ms. Cunningham's involvement, if any, with the capital projects and Blanket Work Orders sponsored by Ms. Cunningham.

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

Ms. Cunningham has over twenty years of experience in regulation and ratemaking and has served as an expert witness in numerous general rate case proceedings for nearly all components of the cost of service. Ms. Cunningham provides guidance to internal departments throughout the Company regarding the proper accounting from a regulatory perspective. Ms. Cunningham also serves on the Company's Portfolio Review Board, which plays an essential role in the initiation and tracking of significant projects.

Ms. Cunningham is not involved in the execution of the projects included in MDR 106.

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-52  
(STAFF-52-331 THROUGH STAFF-52-337)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 08/23/2018

REQUEST NO: Staff-52-336

Reference: Direct Testimony of Erin Potokar

SWG witness Ms. Potokar sponsors Direct Testimony supporting the prudence of GIR projects SWG is requesting to place into rate base. Please identify Ms. Potokar's involvement, if any, with the GIR Projects sponsored by Ms. Potokar.

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

Ms. Potokar has been involved with the Company's GIR-related filings with the Commission over the past several years, preparing exhibits and offering prepared direct testimony for both the GIR Advance Application and GIR Rate Application. Ms. Potokar works closely with the Northern Nevada and Southern Nevada Divisions to ensure that only projects approved by the Commission for inclusion in the GIR Mechanism are the projects included for recovery on an accelerated basis. Ms. Potokar oversees the preparation of the monthly deferral calculations provided to Accounting for the GIR revenue requirement. Ms. Potokar has also overseen, in collaboration with Division management, the compilation of the prudence packages by each of the Divisions that were submitted as Exhibit No.\_\_(EEP-1) for each of the GIR Projects. Ms. Potokar has supported the above-referenced GIR Projects from a regulatory compliance perspective.

Ms. Potokar is not involved in the execution of the replacement of the projects included in the GIR Mechanism.

**SOUTHWEST GAS CORPORATION**

June 27, 2018

Staff Counsel Support  
Public Utilities Commission of Nevada  
1150 E. William Street  
Carson City, NV 89701-3109

*Via Electronic and Overnight Mail*

Subject: Southwest Gas Corporation  
Docket No. 18-05031  
Staff Data Request Set 8

Enclosed please find Southwest Gas' response to Question Nos. 66 through 69 in the above-referenced docket.

Should you have any questions, please do not hesitate to contact me. You may reach me directly at (702) 876-7266.

Respectfully,

Amy L. Timperley  
Director/Regulation & Energy Efficiency

Enclosures

c: Michelle Daniel, Legal Secretary – Las Vegas  
Bureau of Consumer Protection – Carson City  
Bureau of Consumer Protection – Las Vegas  
pucn.sc@puc.nv.gov  
scassity@puc.nv.gov  
bcpserv@ag.nv.gov  
pstuhff@ag.nv.gov  
kyle.stephens@swgas.com

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-08  
(STAFF-08-066 THROUGH STAFF-08-070)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 06/13/2018

REQUEST NO: Staff-08-066

In Q&A 50 of the Direct Testimony of Randi Cunningham, Ms. Cunningham describes SWG's Blanket Work Authorization process. Please contact Mr. Danise to arrange an on- site audit for Staff to review all contracts associated with each district's Blanket Work Authorization for each of the following types of charges:

1. New main installations less than 100 feet;
2. New service installations;
3. New meter installations;
4. Franchise-related main replacements less than 100 feet;
5. Franchise-related service replacements;
6. Regular replacements less than 100 feet; and
7. Regular service replacements.

RESPONDENT: Regulation & Energy Efficiency

RESPONSE:

The Company is in the process of gathering the contract information that may be related to each of the blanket work orders that were requested to be audited on-site with Mr. Danise. The Company will contact Mr. Danise to arrange a mutually agreeable time for an on-site audit and will make the requested materials available electronically during that audit.

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-08  
(STAFF-08-066 THROUGH STAFF-08-070)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 06/13/2018

REQUEST NO: Staff-08-067

Reference: System Allocable Plant Work Orders

Please contact Mr. Danise to arrange an on-site audit for the following System Allocable Plant Work Orders. For each Work Order listed below, please provide all contracts, invoices, and business cases associated with that Work Order.

0061W0001059  
0070W0001395  
00061W001001  
0061W0000511  
0061W0000888  
0061W0001120  
0061W0000669  
0057W0002561  
0061W0000932  
0061W0000933  
0057W0001362  
0057W0002161  
0052W0002950  
0061W0002091  
0057W0002166

RESPONDENT: Regulation & Energy Efficiency

RESPONSE:

The Company is in the process of gathering the contract information for each of the work orders that were requested to be audited on-site with Mr. Danise. The Company will contact Mr. Danise to arrange a mutually agreeable time for an on-site audit and will make the requested materials available electronically during that audit.

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-08  
(STAFF-08-066 THROUGH STAFF-08-070)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 06/13/2018

REQUEST NO: Staff-08-068

Reference: Northern Nevada Work Orders

Please contact Mr. Danise to arrange an on-site audit for the following Northern Nevada Plant Work Orders. For each Work Order listed below, please provide all contracts, invoices, and business cases associated with that Work Order.

0025W0002942  
0024W0002462  
0025W1539322  
0024W0001812  
0026W0000877  
0023W2956730  
0026W3265303  
0024W0001345

RESPONDENT: Regulatory & Energy Efficiency

RESPONSE:

The Company is in the process of gathering the contract information for each of the work orders that were requested to be audited on-site with Mr. Danise. The Company will contact Mr. Danise to arrange a mutually agreeable time for an on-site audit and will make the requested materials available electronically during that audit.

**SOUTHWEST GAS CORPORATION**  
**DOCKET NO. 18-05031**  
**GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA**  
**PUCN STAFF**  
**STAFF-08**  
**(STAFF-08-066 THROUGH STAFF-08-070)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 06/13/2018

REQUEST NO: Staff-08-069

Reference: Southern Nevada Work Orders

Please contact Mr. Danise to arrange an on-site audit for the following Southern Nevada Plant Work Orders. For each Work Order listed below, please provide all contracts, invoices, and business cases associated with that Work Order.

0021W3359288	0021W1555557	0021W1649035
0021W1894055	0021W1584450	0021W1413888
0021W3020238	0021W1761072	0021W3246999
0021W1516049	0021W3351666	0021W1483907
0021W3112988	0021W0002286	0021W1781857
0021W1419221	0021W1988731	0021W3086590
0021W1587866	0021W1942664	0021W0003319
0021W0000710	0021W1783376	0021W1412638
0021W1587559	0021W1419827	0021W0001273
0021W0002775	0021W1586087	0021W1520169
0021W3277460	0021W1935125	0021W3269343
0021W1583989	0021W0001192	0021W0002544
0021W1414593	0021W1873506	

RESPONDENT: Regulation & Energy Efficiency

RESPONSE:

The Company is in the process of gathering the contract information for each of the work orders that were requested to be audited on-site with Mr. Danise. The Company will contact Mr. Danise to arrange a mutually agreeable time for an on-site audit and will make the requested materials available electronically during that audit.





# European Massage Therapy School

# INVOICE

9440 W Sahara Avenue, Suite 250  
Las Vegas, NV 89117  
Phone 702.202.2455 Fax 702.202.2454

DATE: September 23, 2015  
INVOICE # 8709  
FOR: Chair Massage  
Services

Bill To:  
Wayne Biernacki  
Southwest Gas Corporation  
3110 S Rainbow Blvd, Suite 102  
Las Vegas, NV 89146  
Phone 702.945.3364



DESCRIPTION	AMOUNT
Two (2) students of EMTS to provide 10-minute chair massages to employees of Southwest Gas Corporation on September 23, 2015 from 12:30pm to 4pm.	\$ 245.00
<b>TOTAL</b>	<b>\$ 245.00</b>

Make all checks payable to **European Massage Therapy School**  
If you have any questions concerning this invoice, contact  
John Teng, 702.202.2455, john.teng@school-for-massage.com

**THANK YOU FOR YOUR BUSINESS!**

**Christine Eicher**

---

**From:** Rachel Kirkendall  
**Sent:** Wednesday, September 23, 2015 10:20 AM  
**To:** Christine Eicher  
**Subject:** FW: southwest gas corporation chair event 9/23  
**Attachments:** southwest gas corporation 092315.pdf; ATT00001.txt

Hi Christine,  
Can you rush this invoice for payment early next week? They will need to be paid by next Wed.  
Thank you,  
Rachel

-----Original Message-----

**From:** Wayne Biernacki  
**Sent:** Wednesday, September 23, 2015 10:13 AM  
**To:** Rachel Kirkendall  
**Subject:** FW: southwest gas corporation chair event 9/23

-----Original Message-----

**From:** Romina [mailto:[romina.gherman@school-for-massage.com](mailto:romina.gherman@school-for-massage.com)]  
**Sent:** Wednesday, September 23, 2015 10:02 AM  
**To:** Wayne Biernacki  
**Subject:** southwest gas corporation chair event 9/23

Here is the invoice for 9/23/15

early next week? They will need to be paid by next Wed.

# European Massage Therapy School

# INVOICE

9440 W Sahara Avenue, Suite 250  
Las Vegas, NV 89117  
Phone 702.202.2455 Fax 702.202.2454



DATE: August 18, 2015  
INVOICE # 8704  
FOR: Chair Massage Services

Bill To:  
Wayne Biernacki  
Southwest Gas Corporation  
3110 S Rainbow Blvd, Suite 102  
Las Vegas, NV 89146  
Phone 702.945.3364

DESCRIPTION	AMOUNT
Two (2) students of EMTS to provide 10-minute chair massages to employees of Southwest Gas Corporation on August 19, 2015 from 12:30pm to 4pm.	\$ 245.00
<p>71999856</p> <p>30A</p> <p>Okay to Pay: _____</p> <p>Manager: <u>H. Winesett</u></p> <p>Contract #: <u>202521</u></p> <p>ORC    RRC    ACCT #    C/E</p> <p><u>4965</u>    <u>0061</u>    <u>W0001059</u>    <u>425</u></p> <p><u>4962</u></p>	
TOTAL	\$ 245.00

Make all checks payable to **European Massage Therapy School**  
If you have any questions concerning this invoice, contact  
John Teng, 702.202.2455, john.teng@school-for-massage.com

THANK YOU FOR YOUR BUSINESS!



# European Massage Therapy School

# INVOICE

9440 W Sahara Avenue, Suite 250  
Las Vegas, NV 89117  
Phone 702.202.2455 Fax 702.202.2454

DATE: August 26, 2015  
INVOICE # 8705  
FOR: Chair Massage  
Services



Bill To:  
Wayne Biernacki  
Southwest Gas Corporation  
3110 S Rainbow Blvd, Suite 102  
Las Vegas, NV 89146  
Phone 702.945.3364

DESCRIPTION	AMOUNT
Two (2) students of EMTS to provide 10-minute chair massages to employees of Southwest Gas Corporation on September 2, 2015 from 12:30pm to 4pm.	\$ 245.00
<p>Okay to Pay: <u>[Signature]</u></p> <p>Manager: <u>H. Winesett</u></p> <p>Contract #: <u>202521</u></p> <p>ORC RRC ACCT # C/E</p> <p><u>4962</u> <u>0061</u> <u>W0001059</u> <u>425</u></p>	
TOTAL	\$ 245.00

Make all checks payable to **European Massage Therapy School**  
If you have any questions concerning this invoice, contact  
John Teng, 702.202.2455, john.teng@school-for-massage.com

THANK YOU FOR YOUR BUSINESS!

**Christine Eicher**

---

**From:** Rachel Kirkendall  
**Sent:** Friday, August 28, 2015 9:42 AM  
**To:** Christine Eicher  
**Subject:** RE: Chair event

Yes. That would be perfect! Thanks!

---

**From:** Christine Eicher  
**Sent:** Friday, August 28, 2015 9:11 AM  
**To:** Rachel Kirkendall  
**Subject:** RE: Chair event

Sure. Do you want to be notified when check is issued and pick up from A/P?

---

**From:** Rachel Kirkendall  
**Sent:** Friday, August 28, 2015 8:35 AM  
**To:** Christine Eicher  
**Subject:** Chair event

Hi Christine,

Can you process a Payment Authorization for this invoice? Net 1 day. If possible we are trying to get the check in advance.

Thanks!  
Rachel

## Christine Eicher

**From:** Christine Eicher  
**Sent:** Monday, August 24, 2015 9:38 AM  
**To:** Rachel Kirkendall  
**Cc:** Michelle Rekrut  
**Subject:** RE: European Message Therapy School

I will batch the invoices and note "Special Handling" instructions to contact Rachel Kirkendall @ 702-271-8705 and change terms to Net 1 day for invoice dated 7/29/15.

**From:** Rachel Kirkendall  
**Sent:** Monday, August 24, 2015 9:25 AM  
**To:** Christine Eicher  
**Cc:** Michelle Rekrut  
**Subject:** RE: European Message Therapy School

Hi Christine,

Can you please answer Michelle's questions? I'm not sure.

Please have them contact me for the check: 702-271-8705

Thanks,  
Rachel

**From:** Michelle Rekrut  
**Sent:** Monday, August 24, 2015 9:19 AM  
**To:** Rachel Kirkendall  
**Subject:** RE: European Message Therapy School

Special Handling will have to be noted on the PA or voucher depending on how it is process. Will a PA be prepared or will Christine vouch? The name and extension of the person to pick-up the check must be noted.

**From:** Rachel Kirkendall  
**Sent:** Monday, August 24, 2015 8:46 AM  
**To:** Michelle Rekrut  
**Subject:** RE: European Message Therapy School

Thank you Michelle! I will see if I can get over there and pick up the check. When would it be available on Tuesday?

**From:** Michelle Rekrut  
**Sent:** Friday, August 21, 2015 5:13 PM  
**To:** Rachel Kirkendall  
**Subject:** RE: European Message Therapy School

The earliest the check can cut is Tuesday. Christine will have to either enter a Special Handling request on the PA or in the system if she vouches the invoices. For a Tuesday check to happen, Christine will either have to 1) enter the invoices and get the approved batch to Annie by 4:00 Monday, or 2) bring the PA to Annie by 1:00 on Monday. A SWG employee will need to pick up the check from A/P on Tuesday when it is cut. Maybe you can make arrangements for the supplier to pick up the check on Wednesday at the Rainbow site if they'll go for it.



---

**From:** Rachel Kirkendall  
**Sent:** Friday, August 21, 2015 4:45 PM  
**To:** Michelle Rekrut  
**Cc:** Wayne Biernacki  
**Subject:** RE: European Message Therapy School

Hi Michelle,

I'm not trying to avoid you, but it's difficult to pull away and make calls right now. We are very busy ending Cycle 2 in testing. I will tell Wayne to postpone the supplier until we can pay them. If you can tell me when the check will be available, I will let the supplier know.

Thanks for your help,

Rachel

---

**From:** Michelle Rekrut  
**Sent:** Friday, August 21, 2015 4:22 PM  
**To:** Rachel Kirkendall  
**Subject:** FW: European Message Therapy School  
**Importance:** High

Hi Rachel,

This check won't make it to the supplier before Wednesday. Please call me  
Michelle

---

**From:** Rachel Kirkendall  
**Sent:** Friday, August 21, 2015 4:15 PM  
**To:** Christine Eicher  
**Cc:** Annie Wong; Michelle Rekrut  
**Subject:** European Message Therapy School  
**Importance:** High

Hi Christine,

I hope you had a nice couple of days out of the office. =-) I was going to try and help and create the P/A for these invoices while you were out but I realized I wasn't sure if I had the correct accounting. Please, if you could do me a favor and create a P/A for both invoices and have them signed and sent to AP this morning with payment terms of Net 1 day? The supplier is supposed to come back to Rainbow on Wednesday but will not come until they get paid on the first invoice. Therefore we need a check cut ASAP if possible.

Let me know if there are any issues or concerns processing the paperwork as requested.

Thanks so much! We truly appreciate all you do!

Rachel

Ps. The invoice for \$420 is the urgent invoice, but the second one is due soon also. (Net 10 days for both)



Delivering  
**SAFETY**  
**SERVICE**  
**RELIABILITY**

Rachel Kirkendall | Administrator, Corporate Purchasing

PO Box 98510 | LVA-560 | Las Vegas, NV 89193.8510

direct 702.876.7015 | fax 702.364.3180

[Rachel.Kirkendall@swgas.com](mailto:Rachel.Kirkendall@swgas.com) | [www.swgas.com](http://www.swgas.com) | [www.swgasliving.com](http://www.swgasliving.com)

**Annie Wong**

---

**From:** Rachel Kirkendall  
**Sent:** Monday, August 31, 2015 4:24 PM  
**To:** Annie Wong  
**Subject:** RE: European Massage Therapy School

702-271-8705

---

**From:** Annie Wong  
**Sent:** Monday, August 31, 2015 4:06 PM  
**To:** Christine Eicher; Rachel Kirkendall  
**Subject:** European Massage Therapy School

Hi Christine,

You had entered the special handling instruction instead of the reason for exception handling. Please advise.

Also, the phone number for Rachel is her work phone at Corporate, we will need the contact phone number that she can be reached.

Thanks,

*Annie*

Accounts Payable LVC-405  
Direct 702-364-3034  
Fax 702-740-9207



## PAYMENT AUTHORIZATION

Reference Number:  
Voucher Number:

2007410

003283

# European Massage Therapy School

# INVOICE

9440 W Sahara Avenue, Suite 250  
Las Vegas, NV 89117  
Phone 702.202.2455 Fax 702.202.2454

DATE: September 3, 2015  
INVOICE # 8707  
FOR: Chair Massage  
Services



**Bill To:**  
Wayne Biernacki  
Southwest Gas Corporation  
3110 S Rainbow Blvd, Suite 102  
Las Vegas, NV 89146  
Phone 702.945.3364

DESCRIPTION	AMOUNT
Two (2) students of EMTS to provide 10-minute chair massages to employees of Southwest Gas Corporation on September 9, 2015 from 12:30pm to 4pm.	\$ 245.00
<b>TOTAL</b>	<b>\$ 245.00</b>

Make all checks payable to **European Massage Therapy School**  
If you have any questions concerning this invoice, contact  
John Teng, 702.202.2455, john.teng@school-for-massage.com

**THANK YOU FOR YOUR BUSINESS!**

## Christine Eicher

**From:** Rachel Kirkendall  
**Sent:** Tuesday, September 08, 2015 8:29 AM  
**To:** Christine Eicher  
**Subject:** FW: Invoice for 9/19/15  
**Attachments:** southwest gas corporation invoice.pdf

Hi Christine,

We have the next invoice for the chair event on Wednesday 9/19/15. Can you work your magic and send this with special handling and Net 1 day again? My phone number for pick up is 702-271-8705.

Thank you!

Rachel

**From:** Romina Gherman [<mailto:romina.gherman@school-for-massage.com>]  
**Sent:** Thursday, September 03, 2015 4:52 PM  
**To:** Wayne Biernacki  
**Subject:** Re: FW: Chair event on 12 Aug 2015 European massage therapy school

Hi Wayne,

Here is the invoice for the next Chair Event 9/9/15 next Wednesday. Untill tuesday I will email you back with student's name's.

Thank you!

On Tue, Sep 1, 2015 at 11:17 AM, Romina Gherman <[romina.gherman@school-for-massage.com](mailto:romina.gherman@school-for-massage.com)> wrote:  
Hi Wayne,

The students going tomorrow to the chair event are Kenia Reyes and Guido Calvo. We will see you then.

On Wed, Aug 26, 2015 at 8:20 PM, Romina Gherman <[romina.gherman@school-for-massage.com](mailto:romina.gherman@school-for-massage.com)> wrote:  
Here is the invoice for the Chair Event for the September second. I will send you the students name as soon as i will have them.

Thank you!

On Tue, Aug 25, 2015 at 5:24 PM, Wayne Biernacki <[Wayne.Biernacki@swgas.com](mailto:Wayne.Biernacki@swgas.com)> wrote:

No problems – I have check on my desk for you whenever you come by. We will plan for next Wednesday.

**From:** Romina Gherman [<mailto:romina.gherman@school-for-massage.com>]  
**Sent:** Tuesday, August 25, 2015 3:16 PM

**To:** Wayne Biernacki

**Subject:** Re: FW: Chair event on 12 Aug 2015 European massage therapy school



# European Massage Therapy School

# INVOICE

9440 W Sahara Avenue, Suite 250  
Las Vegas, NV 89117  
Phone 702.202.2455 Fax 702.202.2454

DATE: September 8, 2015  
INVOICE # 8708  
FOR: Chair Massage  
Services

## Bill To:

Wayne Biernacki  
Southwest Gas Corporation  
3110 S Rainbow Blvd, Suite 102  
Las Vegas, NV 89146  
Phone 702.945.3364



DESCRIPTION	AMOUNT
Two (2) students of EMTS to provide 10-minute chair massages to employees of Southwest Gas Corporation on September 16, 2015 from 12:30pm to 4pm.	\$ 245.00
<b>TOTAL</b>	<b>\$ 245.00</b>

Make all checks payable to **European Massage Therapy School**  
If you have any questions concerning this invoice, contact  
John Teng, 702.202.2455, john.teng@school-for-massage.com

**THANK YOU FOR YOUR BUSINESS!**

# European Massage Therapy School

# INVOICE

9440 W Sahara Avenue, Suite 250  
Las Vegas, NV 89117  
Phone 702.202.2455 Fax 702.202.2454

DATE: July 29, 2015  
INVOICE # 8702  
FOR: Chair Massage  
Services



Bill To:  
Wayne Biernacki  
Southwest Gas Corporation  
3110 S Rainbow Blvd  
Las Vegas, NV 89146  
Phone 702.945.3364

DESCRIPTION	AMOUNT
Two (2) students of EMTS to provide 10-minute chair massages to employees of Southwest Gas Corporation on August 5, 2015 from 10am to 4pm.	\$ 420.00
<p>71999840</p> <p>Okay to Pay: <u>SCA</u></p> <p>Manager: <u>H. Winesett</u></p> <p>Contract #: <u>202521</u></p> <p> ORC    RRC    ACCT #    C/E  <del>4465</del>    0061    W000059    425  9962 </p>	
TOTAL	\$ 420.00

Make all checks payable to European Massage Therapy School  
If you have any questions concerning this invoice, contact  
John Teng, 702.202.2455, john.teng@school-for-massage.com

THANK YOU FOR YOUR BUSINESS!



# Scottmark LLC

Mary W. McCrary  
 3309 Plaza del Paz  
 Las Vegas, NV 89102  
 Phone 702.525-4608 Fax 855.525.4608

DATE: 04/02/2014  
 INVOICE # 1406  
 FOR: Project Mgt  
 Services

## EXPENSES:

Receipt no 4007/0641/00641 03/20/14 P. 1/1  
 Pay parking fee \$ 32.00  
 03/18/14 12:43 - 03/20/14 11:43  
 Length of stay: 1 Dn. 23 Hr. 0 Min.  
 Facility: Gold Garage LT  
 Total Amount \$ 32.00  
 Credit Visa \$ 32.00  
 6328 8<4; 2351 0473

\*\*\*\*\*

\*\*\*\*CREDIT CARD VOUCHER\*\*\*\*

Brio Tuscan Grille  
 6653 Las Vegas Blvd S  
 Las Vegas, NV 89119

Date: Mar28'14 07:26PM  
 Card Type: Visa  
 Acct #: XXXXXXXXXXXX8525  
 Card Entry: SWIPED  
 Trans Type: PURCHASE  
 Trans Key: C1C010211124044  
 Auth Code: 025617  
 Check: 989  
 Table: 74/1  
 Server: 140 DANIELLE

Subtotal: 659.84

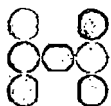
Gratuity: 140.14

Total: 800.00

Signature: \_\_\_\_\_

X \_\_\_\_\_

Guest Copy



**HYATT  
PLACE**

Hyatt Place Tucson Airport  
6885 South Tucson Airport  
Tucson, AZ 85756  
Phone: 520-295-0405  
Fax: 520-295-9140  
[tucsonairport.place.hyatt.com](http://tucsonairport.place.hyatt.com)

# INFORMATION INVOICE

Payee Mary Mccrary

Room No. 0419  
Arrival 03-18-14  
Departure 03-20-14  
Page No. 1 of 1  
Folio Window 1  
Folio No.

Confirmation No. 3856982101

Group Name

Booking No. 2H2FH9

Date	Description		Charges	Credits
03-18-14	- Gallery Dinner Food	Room# 0419 : CHECK# 1063192	4.50	
03-18-14	* - Outlet 1 Dinner Tax	Room# 0419 : CHECK# 1063192	0.27	
03-18-14	# Guest Room		114.00	
03-18-14	* # State Occupancy Tax		6.90	
03-18-14	* # City Occupancy Tax		6.84	
03-18-14	* # Bed Tax		2.00	
03-19-14	# Guest Room		114.00	
03-19-14	* # State Occupancy Tax		6.90	
03-19-14	* # City Occupancy Tax		6.84	
03-19-14	* # Bed Tax		2.00	
<b>Total</b>			<b>264.25</b>	<b>0.00</b>

Guest Signature

Balance

264.25

0.00

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

I accept the delivery of the Wall Street Journal M-F (Gold Passport and VIP rooms only). If refused, a refund of \$1 will be provided.

## Hyatt Gold Passport Summary

No Membership to be credited

Join Hyatt Gold Passport today and start earning points for stays, dining and more.  
Visit [goldpassport.com](http://goldpassport.com)

## WE HOPE YOU ENJOYED YOUR STAY WITH US!

Thank you for choosing Hyatt Place Tucson Airport. Our goal is to provide every guest with an exceptional stay and we are interested in any comments regarding your visit.

Please remit payment to:  
Hyatt Place Tucson Airport  
6885 South Tucson Airport  
Tucson, AZ 85756

**Scottmark LLC**

Attachment AED-5  
 Docket No. 18-05031  
 Witness: Adam E. Danise  
 Page 3 of 33

Mary W. McCrary  
 3309 Plaza del Paz  
 Las Vegas, NV 89102  
 Phone 702.525.4608 Fax 855.525.4608

**DATE:** 04/02/2014  
**INVOICE #** 1406  
**FOR:** Project Mgt  
 Services

**Received**

APR 02 2014

**Information Svcs**

**Bill To:**  
 Fran Huchmaia  
 Southwest Gas Corporation  
 PO Box 98510  
 Las Vegas, NV 89193-8510  
 Phone 702.876.7036

DESCRIPTION	AMOUNT
Period 3/16/14 - 3/31/14	
<b>GIS Migration Project Activities:</b>	
Various project activities including leading and/or participation in meetings (team, vendors, QC status checks), facilitating project document updates, revising and managing the project plan, preparing for and conducting Steering and OS Committee meetings, etc. -- 60 hours.	\$ 9,000.00
4966 0061 W0000888 c/e 403	
<b>Other Project Management-related activities:</b>	
None this period.	\$ -
<b>Expenses:</b>	
3/18-3/19 Tucson, AZ. Travel to Tucson to assist resolving production issue:	
Hyatt Place Tucson Airport, Tucson.	\$ 264.25
4966 0061 W0000888 c/e 203	
McCarran Airport, Las Vegas. Airport parking.	\$ 32.00
4966 0061 W0000888 c/e 212	
3/28 Brio Town Square, Las Vegas, NV. Project team dinner.	\$ 800.00
4966 0061 W0000888 c/e 251	
Okay to Pay: <u>Dr 4-2-14</u>	
Manager: <u>D. Lewis</u>	
Contract #: <u>173648</u>	
ORC RRC ACCT # C/E	
<u>SEE ACCOUNTING ABOVE</u>	
<b>TOTAL</b>	<b>\$ 10,096.25</b>

Make all checks payable to **Scottmark LLC**. Address listed above.  
 If you have any questions concerning this invoice,  
 contact Mary McCrary, 702.525.4608; mary.mccrary@yahoo.com

*Approved  
 J. Huchmaia  
 4/2/14*

METRO PIZZA  
4001 S. DECATUR BLVD.  
LAS VEGAS, NV 89103  
(702) 362-7896  
www.metropizza.com

**DELIVERY**

# 3

03-28-2014

9:48 AM

TAKEN BY: Ann

364-3304

SUSAN WATSON

**5241 SPRINGMOUNTAIN  
BLD. C**

1	FamPastaAlfredo	29.95
1	DRIVER PICKUP AT:	.00
	11:30/MONICA	
1	Salads	79.95
	Tuscan-Full	
	CRUMBLES OTS	
1	Side Dishes	29.95
	G Knots-Full	
1	Pasta	52.95
	Torino-Half	
1	Pasta	55.95
	VegLasagna-Half	
1	Entrees	124.95
	ChickenParm-Full	
	CHIK CUT IN 1/2	
1	Desserts	19.95
	MiniCannoli (12)	
1	Desserts	32.95
	MiniCannoli (24)	
1	Deliv Charge	20.00
	\$20.00	
	Sub Total	446.60
	Tax	34.55
	Total	481.15

Early Bird Special  
50% Off all DINE-IN Pizzas  
Monday thru Thursday  
between 2:30 - 4:30  
NOT VALID with Any Other Offers

**READY TIME 11:30**

**Leave Time: 11:30**  
**Arrival: 11:45**

**Store: WEST**  
**Day: FRIDAY**

<b>Metro Catering</b>	
<b>SUSAN WATSON</b>	<b>Date: 03/28/14</b>
<b>364-3304</b>	<a href="mailto:susan.watson@swgas.com">susan.watson@swgas.com</a>
<b>SW GAS</b> <b>5241 SPRING MTN</b> <b>BUILDING C</b>	
Today's Date: 03/26/14	Order Taken By: JR

**FLATWARE PKG for 34**

Quantity	Size	Item	Price	Total
				\$ -
1	FULL	TUSCAN SALAD	BALS OTS	\$ 79.95
				\$ -
1	FULL	KNOTS	29.95	\$ 29.95
1	FAMILY	FETTUCINI ALFREDO	29.95	\$ 29.95
HALF	TRAY	ZITI TORINO	52.95	\$ 52.95
HALF	TRAY	VEGETABLE LASAGNE	55.95	\$ 55.95
				\$ -
1	FULL	CHICKEN PARMESAN	124.95	\$ 124.95
		CUT CHICKEN IN HALF		\$ -
				\$ -
HALF	TRAY	MINI CANNOLI	19.95	\$ 19.95
1	FULL	MINI CANNOLI	32.95	\$ 32.95
				\$ -
			SUBTOTAL	\$ 426.60
			TAX	\$ 34.55
		30 GUESTS	DELIVERY	\$ 20.00
			EQUIP / MISC	
			TOTAL	\$ 481.15

**Special Instructions:**

**P.O. # 197365**

*C/P*  
*Circle*

Reference Number:  
Voucher Number:

012756

☐ **Contract or Blanket Purchase Order Number:**  
☐ **Miscellaneous Expenditure** (*limitations apply*)

Expiration Date	12/31/14	Blanket Dollar Limit \$	25,000.
-----------------	----------	-------------------------	---------

Dollars to Date \$

☐ New Supplier (attachments required)

☒ Existing Supplier Number: 052695

Invoice Number: 48115 3/28/14 N/A

Invoice Date: 3/28/14

\_\_\_\_\_

**BROADMAP PROJECT MEETING - LUNCH**  
**80 PEOPLE**

Prepared By: SUSAN WATSON Date Prepared: 03/28/2014  
Phone Number: 702-364-3304 Mail Code: LVC-400

Checks are automatically mailed to the supplier.  
An exception requires an explanation:

Name: \_\_\_\_\_  
Mail Code: \_\_\_\_\_

<input type="checkbox"/>	Backup documentation or original invoice/receipt required
<input type="checkbox"/>	Contact Contract Admin. or Purchasing for further instruction
<input type="checkbox"/>	Contract expired or limit exceeded
<input type="checkbox"/>	Invoice total does not match PA total

**Authorized approver's initials:**

Return for Correction

Account distribution:

Contract number:

Signature: \_\_\_\_\_

Other: ☐

Return to Accounts Payable, LVC-405 after corrected and initialed.

Invalid

Incorrect

**Unauthorized**

Return to Accounts Payable, LVC-405 after corrected and initialed.

Attachment AED-5  
Docket No. 18-05031  
Ass: Adam E. Danise  
Page 6 of 33

Form 809.0 (04/2010) 405 Front - Microsoft Excel

**006533**

003294

003294

# Enterprise Outcomes, Inc.

Invoice

2600 Boyce Plaza Road - Suite 100  
Pittsburgh, PA 15241-3949  
Phone: 412-257-7878  
Fax: 412-257-7879

Date	Invoice #
4/14/2015	159

**RECEIVED**  
By mag3 at 4:59 pm, 4/14/15

## Bill To

Southwest Gas Corporation  
5241 Spring Mountain Road  
Las Vegas, NV 89150

71950383

	Terms	Due Date	Contact
	Net 15	4/29/2015	Wayne Biernacki
Description	Hours	Rate	Amount
Wayne Biernacki - Consulting Services 3/30/2015	9	155.00	1,395.00
Wayne Biernacki - Consulting Services 3/31/2015	9	155.00	1,395.00
Wayne Biernacki - Consulting Services 4/1/2015	10	155.00	1,550.00
Wayne Biernacki - Consulting Services 4/2/2015	7	155.00	1,085.00
Wayne Biernacki - Consulting Services 4/6/2015	2	155.00	310.00
Wayne Biernacki - Consulting Services 4/7/2015	9	155.00	1,395.00
Wayne Biernacki - Consulting Services 4/8/2015	11	155.00	1,705.00
Wayne Biernacki - Consulting Services 4/9/2015	9	155.00	1,395.00
Wayne Biernacki - Consulting Services 4/10/2015	8	155.00	1,240.00
4/12/2015 - Office Supplies		197.46	197.46
Okay to Pay: <u>Keith Sutton</u> Manager: <u>H. Sutton</u> Contract #: <u>198607</u> ORC    RRC    ACCT #    C/E <u>4962</u> <u>0061</u> <u>W0001059</u> <u>425</u>			
Please make check payable to Enterprise Outcomes, Inc. at the above address. Thank you for your prompt payment.			
<b>Total</b>			<b>\$11,667.46</b>

**RECEIVED**

By mag3 at 4:59 pm, 4/14/15

**COSTCO**  
**WHOLESALE**

#673 HENDERSON, NV

791 MARKS STREET  
HENDERSON, NV 89014  
MEMBER #1117519281 9M

190379	KS SNACK NUT	16.99
3032	FRUIT 2 GO	8.29
452082	AUSTIN VRTY	7.99
534727	PG JRKY 12CT	15.49
321063	MIXED NUTS	15.99
971380	BISCOTTI	9.99
10000118078	CPN/971380	2.50-
12173	JELLY BEANS	15.89
812369	D/R ALMONDS	16.79
896637	GMCR VP KCUP	33.99
10000117545	CPN/896637	5.00-
938030	B/ BLUEBERRY	10.59
10000117702	CPN/BELVITA	2.80-
919157	WLCHSFRTSNKS	11.49
393679	GOLDFISH CRK	7.49
622765	SFBFRENCH80C	25.79
339718	NABISCO BOX	10.99

TOTAL **197.46**  
VF American Express 197.46

XXXXXXXXXXXX2002 SWIPED  
04/12/15 13:23  
Seq#: 005425 App#: 540031  
American Express Resp: AA  
Tran ID#: 510220590000  
Merchant ID 99067311

APPROVED - PURCHASE  
AMOUNT: \$197.46

0673 009 0000000020 0186

CHANGE .00  
COUPONS TENDERED 10.30

TOTAL NUMBER OF ITEMS SOLD = 14

Executive Members earn a 2% Reward annually up to \$750, or approximately \$3.94 on this purchase. They also get added benefits & larger discounts on Costco Services like Travel. See Membership for exclusions and details.

CASHIER: ANGELA G\* REG# 9  
4/12/2015 13:23 0673 09 0186 20

Thank You!  
Please come again!



**Mary Green**

---

**From:** Kristie Biernacki <krb@RETCINC.com>  
**Sent:** Tuesday, April 14, 2015 12:16 PM  
**To:** CopsAdmin  
**Subject:** Corrected invoice for Enterprise Outcomes, Inc.  
**Attachments:** EO March30-April10 Invoice.pdf; Office Supplies receipt April 12 2015.pdf

Please see the attached invoice for Enterprise Outcomes, Inc., along with the receipt for the purchase. My earlier submission did not contain the receipt.

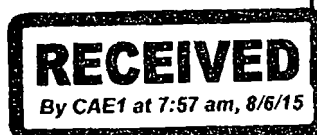
Thank you.

Kristie R. Biernacki  
Enterprise Outcomes, Inc.  
2600 Boyce Plaza Road – Suite 100  
Pittsburgh, PA 15241  
412.257.7878 (p)  
412.257-7879 (f)  
E-mail: [krb@retcinc.com](mailto:krb@retcinc.com)

# Certified Project Resources

DBA Fiala Project Resources  
190 Ultra Drive  
Henderson, NV 89074

# Invoice



Date	Invoice #
8/5/2015	939

Bill To
Southwest Gas Corporation Fran Huchmala Keith Sutton 5241 Spring Mountain Road Las Vegas, NV 89150-002

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
① 100	Laura Okey - Business Analyst/PM Contractor - FSMP - EXE 7/16/15-7/31/15	100.00	10,000.00
1	Laura Okey - Business Analyst/PM Contractor - 7/4/15 Costco meal/snack fro project team during long hrs of SIT1	247.80	247.80
1	Laura Okey - Business Analyst/PM Contractor - 7/4/15 Smiths - meals for project team during long hrs of SIT1	40.13	40.13
1	Laura Okey - Business Analyst/PM Contractor - 7/24/15 Walmart - Salad items for team lunch	54.89	54.89
1	Laura Okey - Business Analyst/PM Contractor - 7/30/15 Walmart - Lunch items for FSM SIT testing team	44.78	44.78
<p>7/1994478</p> <p>Okay to Pay: <u>Keith Sutton</u></p> <p>Manager: <u>K. Sutton</u></p> <p>Contract #: <u>175205</u></p> <p>ORC    RRC    ACCT #    C/E</p> <p>① <u>4962</u> <u>0061</u> <u>W0001059</u> <u>425</u></p> <p>② <u>4962</u> <u>0061</u> <u>W0001059</u> <u>251</u></p>			
FEIN # 76-0706202			<b>Total</b> \$10,387.60

# Timesheet for Laura Okey

team: Southwest Gas  
default approver:

employment type: Contractor

7/16/2015 - 7/31/2015  
Open



Client	Project	Task	Jul																Total
			Thu 16	Fri 17	Sat 18	Sun 19	Mon 20	Tue 21	Wed 22	Thu 23	Fri 24	Sat 25	Sun 26	Mon 27	Tue 28	Wed 29	Thu 30	Fri 31	
Southwest Gas	FSMP Financial Systems Modernization Program	EXE - Execution	9.00 (A)	8.00	3.00 (B)		9.50 (C)	3.00 (D)	9.50 (E)	9.50 (F)	9.50 (G)			7.00 (H)	9.00 (I)	9.00 (J)	9.00 (K)	5.00 (L)	100.00
		Total	9.00	8.00	3.00	0	9.50	3.00	9.50	9.50	9.50	0	0	7.00	9.00	9.00	9.00	5.00	100.00

Approved by

Submitted by

www.clicktime.com

Prepared by ClickTime on 8/4/2015 1:33:45 PM

# Timesheet for Laura Okey

team: Southwest Gas  
default approver:  
employment type: Contractor

7/16/2015 - 7/31/2015  
Open



DATE	HOURS	NOTES
A 07/16/2015	9.00	Cycle 2 Test Instance approach SCM Cycle 2 and test instance Test Status Meeting
B 07/18/2015	3.00	Cycle 2 Instance Strategy TRecs Interface Status
C 07/20/2015	9.50	Training Schedule/Development TRecs Interfaces PMO Meeting Test Scope Test Status
D 07/21/2015	3.00	Test Instances for Cycle 2 Chesapeake Status Call
E 07/22/2015	9.50	DBA Support FSM Support FOMS Interfaces/Testing Requirements IS Coordination Meeting Test Status
F 07/23/2015	9.50	CIS Startup Recommendations FSM Training Schedule Chesapeake Interface Validation TRecs Interface Status/Requirements Test Status Meeting
G 07/24/2015	9.50	Office Supplies Lunch Prep Interface Status Test Status Training Schedule Advanced Controls Configuration
H 07/27/2015	7.00	UPCS Implementation Plan Org Readiness Survey Chesapeake Interface PMO Meeting Training Schedule Test Status

Submitted by  
Page 2 of 3

Approved by

www.clicktime.com

Prepared by ClickTime on 8/4/2015 1:33:45 PM

Attachment AED-5  
Docket No. 18-05031  
Witness: Adam E. Danise  
Page 12 of 33

# Timesheet for Laura Okey

Team: Southwest Gas  
default approver:

employment type: Contractor

7/16/2015 - 7/31/2015

Open



I	07/28/2015	9.00	Training Material Review Schedule Trainer Identification OCM Team Meeting Chesapeake Implementation/OCM coordination SIT Exit Criteria status Test Status meeting
J	07/29/2015	9.00	Training Materials Review Kickoff/schedule SIT Design considerations IS Coordination Meeting Test Status
K	07/30/2015	9.00	TRecs Interfaces and Cycle 2 testing Training Material Review Schedule Training status GRC configuration reviews Test Status Meeting
L	07/31/2015	5.00	Test Status UAT Approach Org Readiness Survey Results FSM Support Org

Submitted by

Approved by

Page 3 of 3

www.clicktime.com

Prepared by ClickTime on 8/4/2015 1:33:45 PM

# Expense Sheet for Laura Okey

## FSM July Expenses

Fiala Project Resources  
July 1, 2015



Date	Type	Description	Project	Billable	Mileage	Payment Type	Receipt	Amount
7/4/2015	Miscellaneous	Costco	SWG-FSMP (Financial Systems Modernization Program)	✓		Other	✓	\$247.80
Comment: Meal and snack items for project team during long hours of SIT.								
7/4/2015	Miscellaneous	Smith's Grocery Store	SWG-FSMP (Financial Systems Modernization Program)	✓		VISA		\$40.13
Comment: Meal items for project team during long hours of SIT.								
7/24/2015	Meals	Walmart - items for team lunch	SWG-FSMP (Financial Systems Modernization Program)	✓		VISA	✓	\$34.89
Comment: Salad items for team lunch.								
7/30/2015	Meals	Walmart - Lunch items for team	SWG-FSMP (Financial Systems Modernization Program)	✓		VISA	✓	\$44.78
Comment: Supplemental lunch items for FSM SIT testing team.								
<b>Reimbursable Total = \$387.60</b>								<b>Total \$387.60</b>

submitted by

approved by



## Self Checkout

*Fast. Fun. Easy.*

( 702 ) 367 - 9999  
MANAGER KURTIS COWLEY  
3615 S RAINBOW BLVD  
LAS VEGAS NV 89103

ST# 1584 OP# 00009047	TE# 47	TR# 08056
VEG BLENDS	068113132804 I	2.48 N
CCF HB EGGS	081390500115 F	1.98 0
CCF HB EGGS	081390500115 F	1.98 0
SNAP PEAS	068113132877 I	2.68 N
MUSHROOMS	003710268616 I	3.34 N
BACON BITS	004470006788 F	2.48 0
PEPPERONI	020105640356 F	3.56 0
PD HAVARTI	020822640356 F	3.56 0
HFMN SMK SHP	020594070349 F	3.49 0
HARD SALAMI	020105510342 F	3.42 0
BUTTER ROLLS	007343500201 F	2.98 0
BUTTER ROLLS	007343500201 F	2.98 0
BUTTER ROLLS	007343500201 F	2.98 0
PKG SALAD	068113108573 F	5.98 N
STRAWBERRIES	003338320027 I	1.98 N
K SO MAYO 12	002100002687 F	2.58 N
CUCUMBER	067452604593 I	1.98 N
ORS RASP VGT	068113107030 F	2.98 N
MUSTARD	004150000025 F	1.48 N
SUBTOTAL		54.89
TOTAL		54.89
VISA TEND		54.89

ACCOUNT # \*\*\*\*\* 3338 S  
APPROVAL # 00575D  
REF # 520500600022  
TRANS ID - 0585205651180061  
VALIDATION - N4PX  
PAYMENT SERVICE - E  
TERMINAL # SC011687

07/24/15 11:05:29

CHANGE DUE 0.00

## # ITEMS SOLD 19

TCH 2447 9455 7166 4311 0964



Low Prices You Can Trust. Every Day.  
07/24/15 11:05:29

\*\*\*CUSTOMER COPY\*\*\*

Savings Catcher! Scan with Walmart app





## Self Checkout

Fast. Fun. Easy.

( 702 ) 367 - 9999

MANAGER KURTIS COWLEY

3615 S RAINBOW BLVD

LAS VEGAS NV 89103

STW 1584 OPH	00009047	TE# 47	TR# 09057
FRUIT BOWL	007774524756	F	8.98 N
SUMMER SP. ASH	007774523760	I	3.98 N
APL SLC 12OZ	073231312220	F	2.98 N
PKG SALAD	058113108575	F	5.98 N
PKG SALAD	058113102790	I	2.98 N
VEG BLEND	068113145746	I	2.48 N
GRAPE TOMATO	003330365585	I	2.48 N
POTATO ROLL	004263603535	F	2.95 0
MULTIPACK	002840000288	F	5.98 N
MULTIPACK	002840000288	F	5.98 N
SUBTOTAL			44.78
TOTAL			44.78
VISA TEND			44.78

ACCOUNT # \*\*\*\* \* 3338 S  
 APPROVAL # 015380  
 REF # 1042000314  
 TRANS ID - 165211607482770  
 VALIDATION - 8580  
 PAYMENT SERVICE - E  
 TERMINAL # SC011687

07/30/15 09:52:29

CHANGE DUE 0.00

### # ITEMS SOLD 10

IC# 5600 6168 4700 1995 5601



Low Prices You Can Trust. Every Day.  
 07/30/15 09:52:29

\*\*\*CUSTOMER COPY\*\*\*

Savings Catcher! Scan with Walmart app





For Employment Opportunities Apply At  
www.smithsfoodanddrug.com

**Smith's**  
Market-Fresh Every Day

6855 Aliante Parkway  
702-642-3350  
YOUR CASHIER WAS BRANDI

12 @ 2.39  
SC STARK TUNA FV 26.28 F  
YOU SAVED 2.40  
BMBE CKN SLD FV 2.77 F  
0.22  
SC YOU SAVED FV 2.77 F  
BMBE CKN SLD FV 2.77 F  
0.22  
SC YOU SAVED FV 2.77 F  
BMBE CKN SLD FV 2.77 F  
0.22  
SC YOU SAVED FV 2.77 F  
BMBE CKN SLD FV 2.77 F  
0.22  
SC YOU SAVED 0.22  
RD Summer Fuel 2X Pts 1  
BO Summer Fuel 2X Pts  
FRESH VALUE CUSTOMER \*\*\*\*\*2621  
TAX 0.00  
\*\*\*\* BALANCE 40.13

706 SMITH'S FOOD & DRUG #338  
6855 Aliante Parkway  
North Las Vegas NV 89084  
VISA Purchase  
\*\*\*\*\*3338  
TOTAL: 40.13  
REF#: 08595D

VISA 40.13  
CHANGE 0.00  
TOTAL NUMBER OF ITEMS SOLD = 17  
FreshValues Savings \$ 3.50  
Total Savings (8 Percent) \$ 3.50

07/04/15 09:31am 338 5 65 145

**COSTCO**  
WHOLESALE

737 CENTENNIAL, NV

6555 N DECATUR BLVD  
LAS VEGAS, NV 89131  
MEMBER #111839840745 9R

E 837886 POPCORN 7.99  
E 281792 NEWMANS KCUP 39.99  
E 818035 DONUT SHOP 39.99  
E 288976 TRAIL MIX 11.99  
E 443298 EZ MAC CUPS 9.59  
E 10000122370 CPN/443298 2.70-  
E 583447 POP TARTS 7.95  
E 534727 PG JRKY 12CT 15.49  
E 534727 PG JRKY 12CT 15.49  
E 534727 PG JRKY 12CT 15.49  
E 1115 12 OZ BOWL 8.69 A  
E 896784 KIND GRN BAR 13.79  
E 674620 RICE BOWLS 10.99  
E 674620 RICE BOWLS 10.99  
E 128783 STEAK BURRIT 13.49  
E 558139 DLIGHT TURKY 11.99  
E 12173 JELLY BEANS 15.89

SUBTOTAL 247.10  
A 8.10% TAX RATE .70

VF TOTAL 247.80  
EFT/DEBIT 247.80

XXXXXXXXXXXX4551 SWIPED  
07/03/15 18:17 PIN USED  
Seq#: 002595 APP#: 165674  
EFT/DEBIT Resp: AA  
Tran ID#: 518426979000  
Merchant ID 99073711

APPROVED - PURCHASE  
AMOUNT: \$247.80

0737 009 0000000805 0409

CHANGE .00  
COUPONS TENDERED 2.70

TOTAL NUMBER OF ITEMS SOLD = 16

Executive Members earn a 2% Reward  
annually up to \$750, or approximately  
\$4.94 on this purchase. They also  
get added benefits & larger discounts  
on Costco Services like Travel. See  
Membership for exclusions and details.

CASHIER: RENE C REG# 9  
07/03/2015 18:17 0737 09 0409 805

THANK YOU!  
PLEASE COME AGAIN!

## Sheila Fiala

---

**From:** Keith Sutton <Keith.Sutton@swgas.com>  
**Sent:** Tuesday, August 04, 2015 2:40 PM  
**To:** Laura Okey; David Randall  
**Cc:** 'Sheila Fiala'; Keith Sutton  
**Subject:** RE: Okey Timesheet

Approved.

---

**From:** Laura Okey  
**Sent:** Tuesday, August 04, 2015 1:38 PM  
**To:** David Randall; Keith Sutton  
**Cc:** 'Sheila Fiala'  
**Subject:** Okey Timesheet

Please find my timesheet, a July expense report, and receipts attached for your approval.

Thanks,  
**Laura Okey, PMP** | Contractor, Project Management  
direct 702.247.3731 | mobile 702.574.4576

\*\*\*\*\*  
\*\*\*\*\*

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*Thank you for your cooperation.*

\*\*\*\*\*  
\*\*\*\*\*

## Sheila Fiala

---

**From:** David Randall <david.randall@swgas.com>  
**Sent:** Wednesday, August 05, 2015 7:35 AM  
**To:** Laura Okey; Keith Sutton  
**Cc:** 'Sheila Fiala'  
**Subject:** RE: Okey Timesheet

Approved.

---

**From:** Laura Okey  
**Sent:** Tuesday, August 04, 2015 1:38 PM  
**To:** David Randall; Keith Sutton  
**Cc:** 'Sheila Fiala'  
**Subject:** Okey Timesheet

Please find my timesheet, a July expense report, and receipts attached for your approval.

Thanks,  
**Laura Okey, PMP** | Contractor, Project Management  
direct 702.247.3731 | mobile 702.574.4576

\*\*\*\*\*  
\*\*\*\*\*

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*Thank you for your cooperation.*

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\*\*\*\*\*



## **SOUTHWEST GAS CORPORATION**

August 29, 2018

Staff Counsel Support  
Public Utilities Commission of Nevada  
1150 E. William Street  
Carson City, NV 89701-3109

*Via Electronic and Overnight Mail*

Subject: Southwest Gas Corporation  
Docket No. 18-05031  
Staff Data Request Sets 29 and 32

Enclosed please find Southwest Gas' supplemental responses to Staff-29-167 and Staff-32-224 in the above-referenced docket.

Should you have any questions, please do not hesitate to contact me. You may reach me directly at (702) 876-7266.

Respectfully,

Amy L. Timperley  
Director/Regulation & Energy Efficiency

Enclosures

c: Michelle Daniel, Legal Secretary – Las Vegas  
Bureau of Consumer Protection – Carson City  
Bureau of Consumer Protection – Las Vegas  
pucn.sc@puc.nv.gov  
scassity@puc.nv.gov  
bcpserv@ag.nv.gov  
pstuhff@ag.nv.gov  
kyle.stephens@swgas.com

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

\*\*\*\*

**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-29  
(STAFF-29-167 THROUGH STAFF-29-167)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 07/19/2018

REQUEST NO: Staff-29-167

Reference: MDR 38 - Vendor Listing

With respect to the following list of vendors and checks written, please provide the following:

1. Identify the entity that issued the check;
2. Identify the cost center and account(s) which were charged;
3. State the purpose of the expenditure; and
4. Any other information that would be relevant in determining whether and to what extent the amounts are included for recovery in this case, either as part of a capitalized cost or an expense.

Vendor Number	VENDOR_NAME	CHECK_NUMBER	CHECK_DATE	AMOUNT
129927	HEY BARTENDER LLC	2055278	28-NOV-2017 00:00:00	300.00
132427	JEFF SHURLEY	2059843	25-JAN-2018 00:00:00	1,748.74
132427	JEFF SHURLEY	2058644	11-JAN-2018 00:00:00	1,748.74
132427	JEFF SHURLEY	2058123	04-JAN-2018 00:00:00	1,748.74
132427	JEFF SHURLEY	2056532	14-DEC-2017 00:00:00	1,748.74
132291	JRA DENTAL PLLC [1]	2056133	08-DEC-2017 00:00:00	1,060.00
132291	JRA DENTAL PLLC [1]	2051829	13-OCT-2017 00:00:00	1,060.00
132158	LAS VEGAS 51S	2047717	22-AUG-2017 00:00:00	7,500.00
131916	LAXALT FOR NEVADA	2052350	19-OCT-2017 00:00:00	2,500.00
131916	LAXALT FOR NEVADA	2039439	04-MAY-2017 00:00:00	5,000.00
119128	PANERA BREAD	2049867	19-SEP-2017 00:00:00	312.22

125866	RED ROCK GOLF LP	2058695	11-JAN-2018 00:00:00	990.00
125866	RED ROCK GOLF LP	2057686	28-DEC-2017 00:00:00	1,300.00
125866	RED ROCK GOLF LP	2056858	19-DEC-2017 00:00:00	1,300.00
125866	RED ROCK GOLF LP	2056578	14-DEC-2017 00:00:00	1,905.00
125866	RED ROCK GOLF LP	2056361	12-DEC-2017 00:00:00	1,835.00
125866	RED ROCK GOLF LP	2053817	07-NOV-2017 00:00:00	780.00
125866	RED ROCK GOLF LP	2051755	12-OCT-2017 00:00:00	605.00
125866	RED ROCK GOLF LP	2049374	12-SEP-2017 00:00:00	1,325.00
125866	RED ROCK GOLF LP	2047479	17-AUG-2017 00:00:00	605.00
125866	RED ROCK GOLF LP	2046181	01-AUG-2017 00:00:00	605.00
125866	RED ROCK GOLF LP	2045938	27-JUL-2017 00:00:00	439.44
125866	RED ROCK GOLF LP	2043526	27-JUN-2017 00:00:00	880.00
125866	RED ROCK GOLF LP	2041897	06-JUN-2017 00:00:00	625.00
125866	RED ROCK GOLF LP	2040017	11-MAY-2017 00:00:00	605.00
125866	RED ROCK GOLF LP	2037471	11-APR-2017 00:00:00	965.00
125866	RED ROCK GOLF LP	2036427	28-MAR-2017 00:00:00	360.00
125866	RED ROCK GOLF LP	2035487	16-MAR-2017 00:00:00	626.82
125866	RED ROCK GOLF LP	2034986	09-MAR-2017 00:00:00	1,454.17
125866	RED ROCK GOLF LP	2033596	21-FEB-2017 00:00:00	360.00
132346	UNLVSPORTS PROPERTIES LLC	2056416	12-DEC-2017 00:00:00	49,000.00

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

All of the transactions identified above were issued by Southwest Gas. Please refer to Staff-29-167 Attachment 1 for a list of 23 of the transactions included in the above and the account to which each of them was charged. Of the 23 transactions, 17 are not requested for cost recovery in the instant docket as they were charged below-the line to a 426 account.

Please note, there are eight transactions that are being researched – the Company will supplement the response to this data request by Thursday, August 9.

SUPPLEMENTAL RESPONSE:

Please refer to Supplemental Staff-29-167 Attachment 1 for a list of the remaining eight transactions included in the above table and the account to which each of them was charged. The Company will make the noted adjustments in its certification filing.

003311

003311

**SOUTHWEST GAS CORPORATION  
2018 NEVADA GENERAL RATE CASE  
IN RESPONSE TO STAFF-29-167**

Vendor Number	Vendor Name	Check Number	Amount	Account	Purpose
132427	JEFF SHURLEY	2059843	1,748.74	92500.0000	Worker's comp claim payments
132427	JEFF SHURLEY	2058644	1,748.74	92500.0000	Worker's comp claim payments
132427	JEFF SHURLEY	2058123	1,748.74	92500.0000	Worker's comp claim payments
132427	JEFF SHURLEY	2056532	1,748.74	92500.0000	Worker's comp claim payments
132291	JRA DENTAL PLLC [1]	2056133	1,060.00	25200.1399	Facilities Extension Agreement (FEA)refund
132291	JRA DENTAL PLLC [1]	2051829	1,060.00	25200.1399	Same as above (chk was voided/re-issued on 12/8/17)
131916	LAXALT FOR NEVADA	2052350	2,500.00	42640.6228	
131916	LAXALT FOR NEVADA	2039439	5,000.00	42640.6228	
125866	RED ROCK GOLF LP	2058695	990.00	42640.6228	
125866	RED ROCK GOLF LP	2056858	1,300.00	42650.6229	
125866	RED ROCK GOLF LP	2056578	1,905.00	42650.6229	
125866	RED ROCK GOLF LP	2056361	1,835.00	42650.6229	
125866	RED ROCK GOLF LP	2053817	780.00	42650.6229	
125866	RED ROCK GOLF LP	2051755	605.00	42650.6229	
125866	RED ROCK GOLF LP	2049374	1,325.00	42650.6229	
125866	RED ROCK GOLF LP	2047479	605.00	42650.6229	
125866	RED ROCK GOLF LP	2046181	605.00	42650.6229	
125866	RED ROCK GOLF LP	2041897	625.00	42650.6229	
125866	RED ROCK GOLF LP	2040017	605.00	42650.6229	
125866	RED ROCK GOLF LP	2037471	965.00	42650.6229	
125866	RED ROCK GOLF LP	2036427	360.00	42650.6229	
125866	RED ROCK GOLF LP	2035487	626.82	42650.6229	
125866	RED ROCK GOLF LP	2033596	360.00	42650.6229	
<u>Research in progress for the following:</u>					
129927	HEY BARTENDER LLC	2055278	300.00	90300.1771	Will be reclassified to a 426 account
132158	LAS VEGAS 515	2047717	7,500.00	93010.1679	Safety Advertising
119128	PANERA BREAD	2049867	312.22	92300.0000	Will be reclassified to a 426 account
125866	RED ROCK GOLF LP	2057686	1,300.00	92100.0000	Will be reclassified to a 426 account
125866	RED ROCK GOLF LP	2045938	439.44	42650.6229 \$360.00 92100.0000 \$79.44	\$79.44 Will be reclassified to a 426 account
125866	RED ROCK GOLF LP	2043526	880.00	42650.6229 \$360.00 92100.0000 \$500.00	\$500.00 Will be reclassified to a 426 account
125866	RED ROCK GOLF LP	2034986	1,454.17	42650.6229 \$605.00 0061W0001533 \$849.17	\$849.17 reclassified to 426 account in July 2018
132346	UNLV SPORTS PROPERTIES LLC	2056416	49,000.00	93010.1679 \$39,200 42650.6229 \$9,800.00	Safety Advertising (Account 93010 Transaction)



**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

\*\*\*\*\*

**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-32  
(STAFF-32-223 THROUGH STAFF-32-226)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 07/24/2018

REQUEST NO: Staff-32-224

Reference: MDR 01-020 and MDR 01-021

MDR 01-021 directs the reader to MDR 01-020 indicating that the trial balance contains the same data found in the general ledger.

- A. Please provide the general ledger requested in MDR 01-21 in the same format as has customarily been provided to Staff during its on-site visits in prior Annual Rate adjustment ("ARA") filings (e.g., Docket Nos. 17-06002, 16-06003, et al.).
- B. Please provide the general ledger in its entirety, encompassing all general ledger accounts for the Company's Nevada jurisdiction; please provide the response in both pdf and excel files (for the latter with all references and links in tact).
- C. Please update this request when the Company files certification.

RESPONDENT: General Accounting

RESPONSE:

Please see the attached electronic files which contain SWG's general ledgers for each month from the period February 2017 through January 2018 in both pdf and excel format. The Company will supplement this response with the information for the certification period.

SUPPLEMENTAL RESPONSE:

Please refer to the following three attachments for the requested information.

Staff-32-224\_201702 - 201707 NV & CORP Detail  
Staff-32-224\_201708 - 201801 NV & CORP Detail  
Staff-32-224\_201702 - 201801 NV & CORP Summary



## **SOUTHWEST GAS CORPORATION**

September 10, 2018

Staff Counsel Support  
Public Utilities Commission of Nevada  
1150 E. William Street  
Carson City, NV 89701-3109

***Via Electronic and Overnight Mail***

Subject: Southwest Gas Corporation  
Docket No. 18-05031  
Staff Data Request Set 19

Enclosed please find Southwest Gas' supplemental response to Question No. 125 in the above-referenced docket.

Should you have any questions, please do not hesitate to contact me. You may reach me directly at (702) 876-7266.

Respectfully,

Amy L. Timperley  
Director/Regulation & Energy Efficiency

Enclosures

c: Michelle Daniel, Legal Secretary – Las Vegas  
Bureau of Consumer Protection – Carson City  
Bureau of Consumer Protection – Las Vegas  
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**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-19  
(STAFF-19-125 THROUGH STAFF-19-126)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 07/02/2018

REQUEST NO: Staff-19-125

Reference: Stipulation in Docket No. 17-08020

Please outline in detail where the following adjustments have been made in the current general rate case filing:

- A. Cost recovery of the replacement backhoe as a result of the Anasazi Incident have been removed.
- B. Removal of the costs of the \$391,343 costs associated with the Anasazi and Cheyenne Incidents. As part of the response if the answer is that no costs are included in this filing as a result of these Incidents being outside of the test period, please confirm that none of the costs associated with repairing these facilities were capitalized.
- C. Confirmation that the civil penalty amount associated with this Docket has not been included in the revenue requirement requested.

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

- A. The backhoe replaced as a result of the Anasazi incident was placed in service in November 2016. The Company will make an adjustment to plant in-service in July 2018 to set the basis for this asset to zero. The Company will supplement the response to this data request showing the entry following the July month-end close process.
- B. The Anasazi incident occurred July 26, 2016 and O&M costs were charged to expense prior to the beginning of the test period in the instant docket. Two work orders related to the replacement and abandonment of main were capitalized and closed to plant in service in June and April of 2018. The facilities relating to those work orders remain in service. The associated costs were \$14,503.72 and \$12,294.63, respectively.

- C. The civil penalty amount associated with this Docket is not included in the requested revenue requirement as it was expensed to account 426.3, a below-the-line account, as shown in Staff-19-125 Attachment 1.

SUPPLEMENTAL RESPONSE:

Please refer to Staff-19-125 Attachment 2 for the journal entry that adjusted the basis of the backhoe replaced as a result of the Anasazi incident to zero.



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07/30/2018 08:08:56

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Business Segment		Major Location		Asset Location		Asset Id	Utility Account	Asset Description	Property Unit	Work Order Number	Vintage	In Service	Vehicle Num	Accum Qty	Accum Cost	Allocated Reserve	Net Value
Gas																	
Southern Nevada Rate Juris, 0880																	
Southern Nevada District : 0021 : SONV																	
13108275	396.00	Power Operated Equipment	BACKHOE #6286	3960006	Backhoe: 3960006	0021W0002755	2016	OCT-16	6286	1	\$108,088.35	\$12,446.70	\$95,641.65				
Total: 396.00 Power Operated Equipment																	
Total: 3960006 Backhoe: 3960006																	
Asset Location Total:																	
Major Location Total:																	
Business Segment Total:																	
Company Total:																	
Grand Total for Selected Assets:																	
Total: 396.00 Power Operated Equipment																	
Total: 3960006 Backhoe: 3960006																	
Asset Location Total:																	
Major Location Total:																	
Business Segment Total:																	
Company Total:																	
Grand Total for Selected Assets:																	

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-39  
(STAFF-39-239 THROUGH STAFF-39-242)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 08/07/2018

REQUEST NO: Staff-39-240

Reference: SWG response to Staff 125

In its response to Part A of Staff DR 125, SWG stated that it would make an adjustment to plant in-service in July 2018 to set the basis for the replacement backhoe asset to zero. Please clarify whether or not SWG intends to remove the costs associated with replacement of the backhoe as a result of the Anasazi incident in its certification filing to be made on August 21, 2018. If not, please explain why and provide Staff a breakdown of the journal entries to all rate base accounts and expense accounts necessary for Staff to reflect such a disallowance in the revenue requirement contained within Staff's testimony.

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

The Company completed a journal entry, recorded in July 2018, to write off the above-referenced backhoe. As such, the cost of service in the Company's certification filing will not include any amount of rate base or expense related to the backhoe. Please refer to Staff-39-240 Attachment 1 for the supporting documentation.

Approved By & Date



**Grand Total for Selected Assets:**

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-30  
(STAFF-30-168 THROUGH STAFF-30-217)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 07/20/2018

REQUEST NO: Staff-30-188

Reference: Vendor Number 052695 - Metro Pizza

For all of the Work Orders listed in MDR 106, please identify every Work Order in which monies were paid to Vendor Number 052695 - Metro Pizza and the amount paid.

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

Please refer to Staff-30-188 Attachment 1 for a list of work orders included in MDR 106 and the amounts paid to the vendors listed in Staff data requests 188 through 198. Notwithstanding the reasonable nature of these business expenses, the Company evaluated the inclusion of these expenditures in capital work orders and determined that they are more appropriately considered an operating expense. Consequently, due to the timing of when these expenses were incurred (prior to the test period in the instant docket), the Company is not seeking recovery of these costs in the instant docket.

**SOUTHWEST GAS CORPORATION  
2018 NEVADA GENERAL RATE CASE  
DOCKET NO. 18-05031  
STAFF DATA REQUEST 188-198**

Line No.	Vendor	Work Order	Project Name	Invoice Amount	Line No.
1	052695	0021W0002286	EWS Replacement SNN	\$ 255	1
2	Metro Pizza	0061W0000511	FOMS Phase 2 - Work Mgmt	1,384	2
3		0061W0000669	SCADA Replacement Project	744	3
4		0061W0000740	Remedy Upgrade Project	96	4
5		0061W0000778	Purchase Exchange Migration	276	5
6		0061W0000876	Web Content Management Design	275	6
7		0061W0000888	GIS Mapping Migration Project	607	7
8		0061W0000934	Sharepoint 2010 Project	1,369	8
9		0061W0000980	Data Loss Prevention Software	236	9
10		0061W0001001	FOMS Phase 1 - Customer Service	487	10
11		0061W0001059	Financial Applications Replacement	2,142	11
12		0061W0001120	Web Content Mgmt Phase II	559	12
13		0061W0001533	CIC Upgrade	581	13
14		0061W0001875	SCADA Hdw to Replc H1 and H2	173	14
15		0061W0002287	EWS Replacement at Corporate	672	15
16		0061W0003009	DMC Remedy 9 Upgrade	218	16
17			Subtotal Vendor 052695	\$ 10,073	17
18	110743	0061W0000511	FOMS Phase 2 - Work Mgmt	\$ 451	18
19	Capriottis	0061W0000778	Purchase Exchange Migration	52	19
20		0061W0001001	FOMS Phase 1 - Customer Service	221	20
21		0061W0001059	Financial Applications Replacement	104	21
22		0061W0001120	Web Content Mgmt Phase II	441	22
23		0061W0002287	EWS Replacement at Corporate	172	23
24			Subtotal Vendor 110743	\$ 1,440	24
25	128066	0061W0001059	Financial Applications Replacement	642	25
26	Fat Greek	0061W0001533	CIC Upgrade	112	26
27		0061W0002287	EWS Replacement at Corporate	152	27
28		0061W0002823	Web Agency Portal Project	55	28
29			Subtotal Vendor 128066	\$ 961	29
30	106484	0061W0000669	SCADA Replacement Project	\$ 426	30
31	Jason's Deli	0061W0000806	COYL Application Development	46	31
32		0061W0000876	Web Content Management Design	317	32
33		0061W0000888	Web Content Management Design	330	33
34		0061W0000934	Sharepoint 2010 Project	719	34
35		0061W0000963	PowerPlan Tax Repairs	365	35
36		0061W0001001	FOMS Phase 1 - Customer Service	216	36
37		0061W0001059	Financial Applications Replacement	287	37
38		0061W0001120	Web Content Mgmt Phase II	189	38
39		0061W0001533	CIC Upgrade	74	39
40			Subtotal Vendor 106484	\$ 2,969	40
41	126615	0061W0000511	FOMS Phase 2 - Work Mgmt	\$ 964	41
42	Lunch Crew Catering	0061W0001059	Financial Applications Replacement	403	42
43			Subtotal Vendor 126615	\$ 1,367	43
44	067251	0061W0000876	Web Content Management Design	\$ 165	44
45	Honey Baked Ham	0061W0000888	GIS Mapping Migration Project	834	45
46		0061W0001059	Financial Applications Replacement	292	46
47		0061W0002823	Web Agency Portal Project	128	47

**SOUTHWEST GAS CORPORATION  
2018 NEVADA GENERAL RATE CASE  
DOCKET NO. 18-05031  
STAFF DATA REQUEST 188-198**

Line No.	Vendor	Work Order	Project Name	Invoice Amount	Line No.
48			Subtotal Vendor 067251	\$ 1,419	48
49	112219	0021W0002775	2016 Davis Dam Compressor Sta	28	49
50	Panda Express	0061W0000511	FOMS Phase 2 - Work Mgmt	326	50
51		0061W0000888	GIS Mapping Migration Project	642	51
52		0061W0000934	Sharepoint 2010 Project	387	52
53		0061W0001001	FOMS Phase 1 - Customer Service	130	53
54		0061W0001059	Financial Applications Replacement	950	54
55		0061W0001686	CPM Solution	222	55
56			Subtotal Vendor 112219	\$ 2,685	56
57	119128	0061W0000511	FOMS Phase 2 - Work Mgmt	\$ 420	57
58	Panera Bread	0061W0000740	Remedy Upgrade Project	77	58
59		0061W0000876	Web Content Management Design	639	59
60		0061W0000888	GIS Mapping Migration Project	1,591	60
61		0061W0000934	Sharepoint 2010 Project	406	61
62		0061W0000980	Data Loss Prevention Software	331	62
63		0061W0001059	Financial Applications Replacement	1,235	63
64		0061W0001120	Web Content Mgmt Phase II	958	64
65		0061W0001533	CIC Upgrade	639	65
66		0061W0003009	DMC Remedy 9 Upgrade	190	66
67			Subtotal Vendor 119128	\$ 6,485	67
68	127366	0061W0001059	Financial Applications Replacement	\$ 131	68
69	Port of Subs		Subtotal Vendor 127366	\$ 131	69
70	124046	0061W0001059	Financial Applications Replacement	\$ 1,003	70
71	Qdoba		Subtotal Vendor 124046	\$ 1,003	71
72	119178	0061W0000740	Remedy Upgrade Project	\$ 133	72
73	Sky Top Vending	0061W0000934	Sharepoint 2010 Project	140	73
74		0061W0001059	Financial Applications Replacement	680	74
75		0061W0001120	Web Content Mgmt Phase II	100	75
76		0061W0001533	CIC Upgrade	14	76
77		0061W0001686	CPM Solution	18	77
78		0061W0002129	CPM Project Phase II	84	78
79			Subtotal Vendor 119178	\$ 1,170	79
80			Total:	\$ 29,703	80

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-30  
(STAFF-30-168 THROUGH STAFF-30-217)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 07/20/2018

REQUEST NO: Staff-30-189

Reference: Vendor Number 110743 – Capriottis

For all of the Work Orders listed in MDR 106, please identify every Work Order in which monies were paid to Vendor Number 110743 - Capriottis and the amount paid.

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

Please refer to the response to Staff-30-188.

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-30  
(STAFF-30-168 THROUGH STAFF-30-217)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 07/20/2018

REQUEST NO: Staff-30-190

Reference: Vendor Number 128066 - Fat Greek

For all of the Work Orders listed in MDR 106, please identify every Work Order in which monies were paid to Vendor Number 128066 - Fat Greek and the amount paid.

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

Please refer to the response to Staff-30-188.

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-30  
(STAFF-30-168 THROUGH STAFF-30-217)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 07/20/2018

REQUEST NO: Staff-30-191

Reference: Vendor Number 106484 - Jason's Deli

For all of the Work Orders listed in MDR 106, please identify every Work Order in which monies were paid to Vendor Number 106484 - Jason's Deli and the amount paid.

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

Please refer to the response to Staff-30-188.

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-30  
(STAFF-30-168 THROUGH STAFF-30-217)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 07/20/2018

REQUEST NO: Staff-30-192

Reference: Vendor Number 126615 - Lunch Crew Catering

For all of the Work Orders listed in MDR 106, please identify every Work Order in which monies were paid to Vendor Number 126615 - Lunch Crew Catering and the amount paid.

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

Please refer to the response to Staff-30-188.



**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-30  
(STAFF-30-168 THROUGH STAFF-30-217)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 07/20/2018

REQUEST NO: Staff-30-193

Reference: Vendor Number 067251 - Original Honey Baked Ham

For all of the Work Orders listed in MDR 106, please identify every Work Order in which monies were paid to Vendor Number 067251 - Original Honey Baked Ham and the amount paid.

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

Please refer to the response to Staff-30-188.

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-30  
(STAFF-30-168 THROUGH STAFF-30-217)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 07/20/2018

REQUEST NO: Staff-30-194

Reference: Vendor Number 112219 - Panda Express

For all of the Work Orders listed in MDR 106, please identify every Work Order in which monies were paid to Vendor Number 112219 - Panda Express and the amount paid.

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

Please refer to the response to Staff-30-188.

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-30  
(STAFF-30-168 THROUGH STAFF-30-217)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 07/20/2018

REQUEST NO: Staff-30-195

Reference: Vendor Number 119128 - Panera Bread

For all of the Work Orders listed in MDR 106, please identify every Work Order in which monies were paid to Vendor Number 119128 - Panera Bread and the amount paid.

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

Please refer to the response to Staff-30-188.

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-30  
(STAFF-30-168 THROUGH STAFF-30-217)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 07/20/2018

REQUEST NO: Staff-30-196

Reference: Vendor Number 127366 - Port of Subs

For all of the Work Orders listed in MDR 106, please identify every Work Order in which monies were paid to Vendor Number 127366 - Port of Subs and the amount paid.

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

Please refer to the response to Staff-30-188.

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-30  
(STAFF-30-168 THROUGH STAFF-30-217)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 07/20/2018

REQUEST NO: Staff-30-197

Reference: Vendor Number 124046 – Qdoba

For all of the Work Orders listed in MDR 106, please identify every Work Order in which monies were paid to Vendor Number 124046 - Qdoba and the amount paid.

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

Please refer to the response to Staff-30-188.

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-30  
(STAFF-30-168 THROUGH STAFF-30-217)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 07/20/2018

REQUEST NO: Staff-30-198

Reference: Vendor Number 119178 - Sky Top Vending

For all of the Work Orders listed in MDR 106, please identify every Work Order in which monies were paid to Vendor Number 119178 - Sky Top Vending and the amount paid.

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

Please refer to the response to Staff-30-188.

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-30  
(STAFF-30-168 THROUGH STAFF-30-217)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 07/20/2018

REQUEST NO: Staff-30-199

Reference: Vendor Number 128420 - European Massage Therapy School

For all of the Work Orders listed in MDR 106, please identify every Work Order in which monies were paid to Vendor Number 128420 - European Massage Therapy School and the amount paid.

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

A total of \$1,645 was paid to Vendor Number 128420, charged to 0061W0001059. The Company completed a journal entry in July 2018 to remove this amount from the referenced capital work order and is not seeking recovery of these costs in the instant docket.

**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-39  
(STAFF-39-239 THROUGH STAFF-39-242)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 08/07/2018

REQUEST NO: Staff-39-239

Reference: SWG Responses to Staff DRs 188 – 199

In the Responses to Staff DRs 188-199, SWG stated that the expenditures associated with the vendors identified in Staff DRs 188-199 were more appropriately considered operating expenses and, as such, would not seek recovery of these costs in the instant docket since the expense did not occur in the test period. Please clarify whether or not SWG intends to remove the costs associated with the vendors identified in Staff DRs 188-199 in its certification filing to be made on August 21, 2018. If not, please explain why and provide Staff a breakdown of the journal entries to all rate base accounts and expense accounts necessary for Staff to reflect such a disallowance in the revenue requirement contained within Staff's testimony.

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

Please refer to Staff-39-239 Attachment 1 for a copy of the journal entry made in July 2017 to remove the costs referenced above by Staff from capital and record them in a below-the-line account. As such, the cost of service in the certification filing will not include any rate base or expense related to these items.



000337

Journal Details

Journal Id: 25413										Southwest Gas Corporation									
Date Created: 08/02/2018										GL Journal Cat: 091 ✓									
Time Created: 16:07:21										Month Number: 201807 ✓									
Creating User: Andee Hughes (AMH1)										Debits/Credits: 151,292.54 / (151,292.54)									
Description: Capital Reclass										Attachment Available: No									
Long Description: Capital Reclass requested by the Regulation Department										Reversing Journal: No									
										Approval Status: Sent for Approval									
										Authorizer Date									
										Keith VanTress (KEV1) KUT 8/2/18									
Company	ORC	RD	Account Number	Account Activity	Program Reference	Cost Element	Work Order	Future Use	Major Project	Statistics Code	Line Description	Quantity	Amount						
01	3570	0052	10700	9003		2510	0052W0000885		MP SW		Capital Reclass	0.00	(51.33)						
01	3570	0052	42650	6229		2510					Capital Reclass	0.00	51.33						
01	1086	0061	10700	9003		2510	0061W0001059		MP SW		Capital Reclass	0.00	(3,873.95)						
01	1310	0061	10700	9003		2510	0061W0001059		MP SW		Capital Reclass	0.00	(15,855.69)						
01	1310	0061	10700	9003		2510	0061W0001686		MP SW		Capital Reclass	0.00	(1,018.05)						
01	2215	0061	10700	9003		2510	0061W0000876		MP SW		Capital Reclass	0.00	(1,537.42)						
01	3002	0061	10700	9003		2510	0061W0002490		MP SW		Capital Reclass	0.00	(161.59)						
01	3025	0061	10700	9003		2510	0061W0003009		MP SW		Capital Reclass	0.00	4,125.00						
01	3055	0061	10700	9003		2510	0061W0000778		MP SW		Capital Reclass	0.00	(352.14)						
01	3055	0061	10700	9003		2510	0061W0000934		MP SW		Capital Reclass	0.00	(5,000.57)						
01	3055	0061	10700	9003		2510	0061W0003416		MP SW		Capital Reclass	0.00	(3,228.95)						
01	3065	0061	10700	9003		2510	0061W0000980		MP SW		Capital Reclass	0.00	(1,347.87)						
01	3075	0061	10700	9713		2510	0061W0003622		MP SW		Capital Reclass	0.00	(275.12)						
01	3075	0061	10700	9715		2510	0061W0001875		MP SW		Capital Reclass	0.00	(1,596.28)						
01	3075	0061	10700	9715		2510	0061W0002185		MWS RPLCMNT 21		Capital Reclass	0.00	(82.78)						
01	3075	0061	10700	9715		2510	0061W0002287		MP SW		Capital Reclass	0.00	(5,426.70)						
01	3080	0061	10700	9003		2510	0061W0003424		NEXUS PROJECT		Capital Reclass	0.00	(394.06)						
01	3165	0061	10700	9003		2510	0061W0001059		MP SW		Capital Reclass	0.00	(414.14)						
01	3170	0061	10700	9715		2510	0061W0002637		MP SW		Capital Reclass	0.00	(1,427.38)						
01	3256	0061	10700	9003		2510	0061W0001012		MP SW		Capital Reclass	0.00	0.01						
01	3256	0061	10700	9003		2510	0061W0002129		MP SW		Capital Reclass	0.00	(5,747.61)						
01	3256	0061	10700	9003		2510	0061W0003009		MP SW		Capital Reclass	0.00	(2,522.90)						
01	3256	0061	10700	9003		2510	0061W0003100		MP SW		Capital Reclass	0.00	(82.50)						
01	3256	0061	10700	9003		2510	0061W0003124		MP SW		Capital Reclass	0.00	(111.34)						
01	3256	0061	10700	9003		2510	0061W0003520		MP SW		Capital Reclass	0.00	(157.10)						
01	3260	0061	10700	9003		2510	0061W0000740		MP SW		Capital Reclass	0.00	(631.37)						
01	3260	0061	10700	9003		2510	0061W0000963		MP SW		Capital Reclass	0.00	(20,753.53)						
01	3260	0061	10700	9003		2510	0061W0001059		MP SW		Capital Reclass	0.00	(5,973.38)						
01	3260	0061	10700	9003		2510	0061W0001120		MP SW		Capital Reclass	0.00							

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Journal Details

Journal Id: 25413										Southwest Gas Corporation										Reversing Journal: No									
Date Created: 08/02/2018										GL Journal Cat: 091										Approval Status: Sent for Approval									
Time Created: 16:07:21										Month Number: 201807										Authorizer Date									
Creating User: Andee Hughes (AMH1)										Debits/Credits: 151,292.54 / (151,292.54)										Keith VanTress (KEV1)									
Description: Capital Reclass										Attachment Available: No																			
Long Description: Capital Reclass requested by the Regulation Department																													
Company	ORC	RD	Account Number	Account Activity	Program Reference	Cost Element	Work Order	Future Use	Major Project	Statistics Code	Line Description	Quantity	Amount																
01	3260	0061	10700	9003		2510	0061W0001686		MP SW		Capital Reclass	0.00	(4,750.76)																
01	3260	0061	10700	9003		2510	0061W0002129		MP SW		Capital Reclass	0.00	(2,659.74)																
01	3260	0061	10700	9003		2510	0061W0002687		MP SW		Capital Reclass	0.00	(1,382.25)																
01	3260	0061	10700	9003		2510	0061W0002738		MP SW		Capital Reclass	0.00	(2,870.68)																
01	3260	0061	10700	9003		2510	0061W0003584		MP SW		Capital Reclass	0.00	(76.72)																
01	3260	0061	10700	9003		2510	0061W0003641		MP SW		Capital Reclass	0.00	(676.37)																
01	3265	0061	10700	9003		2510	0061W0000759		MP SW		Capital Reclass	0.00	(692.06)																
01	3265	0061	10700	9003		2510	0061W0001096		MP SW		Capital Reclass	0.00	(109.27)																
01	3265	0061	10700	9003		2510	0061W0001533		MP SW		Capital Reclass	0.00	(3,966.81)																
01	3265	0061	10700	9003		2510	0061W0002063		MP SW		Capital Reclass	0.00	(118.83)																
01	3265	0061	10700	9003		2510	0061W0002490		MP SW		Capital Reclass	0.00	(5,866.49)																
01	3265	0061	10700	9003		2510	0061W0002823		MP SW		Capital Reclass	0.00	(555.31)																
01	3265	0061	10700	9003		2510	0061W0003424		NEXUS PROJECT		Capital Reclass	0.00	(2,179.75)																
01	3265	0061	10700	9003		2510	0061W0003606		MP SW		Capital Reclass	0.00	(1,463.31)																
01	3270	0061	10700	9048		2510	0061W0000511		FOMS FLD OPS M		Capital Reclass	0.00	(1,899.54)																
01	3270	0061	10700	9048		2510	0061W0001001		FOMS FLD OPS M		Capital Reclass	0.00	(4,231.95)																
01	3271	0061	10700	9003		2510	0061W0000669		MP SW		Capital Reclass	0.00	(3,220.10)																
01	3271	0061	10700	9003		2510	0061W0000740		MP SW		Capital Reclass	0.00	(222.23)																
01	3271	0061	10700	9003		2510	0061W0000888		MP SW		Capital Reclass	0.00	(12,628.13)																
01	3271	0061	10700	9003		2510	0061W0000898		MP SW		Capital Reclass	0.00	(54.59)																
01	3271	0061	10700	9003		2510	0061W0001096		MP SW		Capital Reclass	0.00	(12,092.58)																
01	3271	0061	10700	9003		2510	0061W0001101		MP SW		Capital Reclass	0.00	(88.59)																
01	3271	0061	10700	9003		2510	0061W0002154		MP SW		Capital Reclass	0.00	(115.44)																
01	3271	0061	10700	9003		2510	0061W0003101		MP SW		Capital Reclass	0.00	(1,918.91)																
01	3271	0061	10700	9003		2510	0061W0003658		MP SW		Capital Reclass	0.00	(118.50)																
01	3270	0061	10700	9048		2510	0061W0001031		FOMS FLD OPS M		Capital Reclass	0.00	(526.30)																
01	3340	0061	10700	9003		2510	0061W0003594		MP SW		Capital Reclass	0.00	(258.06)																
01	3362	0061	10700	9003		2510	0061W0002154		MP SW		Capital Reclass	0.00	(185.58)																
01	3362	0061	10700	9003		2510	0061W0002490		MP SW		Capital Reclass	0.00	(402.67)																

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DocId: 18-05031

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Journal Details

Southwest Gas Corporation

Journal Id: 25413

Date Created: 08/02/2018  
Time Created: 16:07:21  
Creating User: Andee Hughes (AMH1)  
Description: Capital Reclass  
Long Description: Capital Reclass requested by the Regulation Department  
GL Journal Cat: 091  
Month Number: 201307  
Debits/Credits: 151,292.54 / (151,292.54)  
Reversing Journal: No  
Approval Status: Sent for Approval  
Authorizer: Keith VanTress (KEV1)  
Date: 8/2/2018

Company	ORC	RD	Account Number	Account Activity	Program Reference	Cost Element	Work Order	Future Use	Major Project	Statistics Code	Line Description	Quantity	Amount
01	3905	0061	10700	9003		2510	0061W0002490		MP SW		Capital Reclass	0.00	(5,973.92)
01	4210	0061	10700	9003		2510	0061W0002587		MP SW		Capital Reclass	0.00	(44.77)
01	5123	0061	10700	9003		2510	0061W0002129		MP SW		Capital Reclass	0.00	(73.69)
01	6104	0061	10700	9003		2510	0061W0000806		MP SW		Capital Reclass	0.00	(222.99)
01	7140	0061	10700	9003		2510	0061W0001059		MP SW		Capital Reclass	0.00	(487.19)
01	7510	0061	10700	9003		2510	0061W0000806		MP SW		Capital Reclass	0.00	(212.55)
01	8105	0061	10700	9003		2510	0061W0000888		MP SW		Capital Reclass	0.00	(646.20)
01	8105	0061	10700	9003		2510	0061W0001096		MP SW		Capital Reclass	0.00	(99.97)
01	8330	0061	10700	9003		2510	0061W0002738		MP SW		Capital Reclass	0.00	(13.59)
01	3362	0061	42650	6229		2510					Capital Reclass	0.00	147,116.20

## Journal Details

Southwest Gas Corporation												
Journal Id: 25412			Date Created: 08/02/2018			GL Journal Cat: 092 /			Reversing Journal: No			
Time Created: 15:41:59			Month Number: 201807			Debits/Credits: 1,169.55 / (1,169.55)			Approval Status: Sent for Approval			
Creating User: Andee Hughes (AMH1)			Attachment Available: No			Future Use Major Project:			Authorizer Date: Keith VanTress (KEV1)			
Description: Capital Reclass			Long Description: Capital Reclass requested by the Regulation Department									
Company	ORC	RD	Account Number	Account Activity	Program Reference	Cost Element	Work Order	Future Use Major Project	Statistics Code	Line Description	Quantity	Amount
01	1310	0061	10700	9003		2510	0061W0001059	MP SW		CAPITAL RECLASS	0.00	(110.46)
01	3055	0061	10700	9003		2510	0061W00000934	MP SW		CAPITAL RECLASS	0.00	(139.99)
01	3260	0061	10700	9003		2510	0061W00000740	MP SW		CAPITAL RECLASS	0.00	(100.66)
01	3260	0061	10700	9003		2510	0061W0001059	MP SW		CAPITAL RECLASS	0.00	(569.48)
01	3260	0061	10700	9003		2510	0061W0001120	MP SW		CAPITAL RECLASS	0.00	(99.57)
01	3260	0061	10700	9003		2510	0061W0001686	MP SW		CAPITAL RECLASS	0.00	(18.28)
01	3260	0061	10700	9003		2510	0061W0002129	MP SW		CAPITAL RECLASS	0.00	(84.44)
01	3260	0061	10700	9003		3212	0061W00000740	MP SW		CAPITAL RECLASS	0.00	(32.37)
01	3265	0061	10700	9003		2510	0061W0001533	MP SW		CAPITAL RECLASS	0.00	(14.28)
01	1310	0061	42650	6229		2510				CAPITAL RECLASS	0.00	110.48
01	3055	0061	42650	6229		2510				CAPITAL RECLASS	0.00	139.99
01	3260	0061	42650	6229		2510				CAPITAL RECLASS	0.00	100.66
01	3260	0061	42650	6229		2510				CAPITAL RECLASS	0.00	569.48
01	3260	0061	42650	6229		2510				CAPITAL RECLASS	0.00	99.57
01	3260	0061	42650	6229		2510				CAPITAL RECLASS	0.00	18.28
01	3260	0061	42650	6229		2510				CAPITAL RECLASS	0.00	84.44
01	3260	0061	42650	6229		3212				CAPITAL RECLASS	0.00	32.37
01	3265	0061	42650	6229		2510				CAPITAL RECLASS	0.00	14.28

Journal Details

Journal Id: 25414		Southwest Gas Corporation		Reversing Journal: No	
Date Created: 08/02/2018		GL Journal Cat: 094		Approval Status: Sent for Approval	
Time Created: 16:15:48		Month Number: 201807		Authorizer Date	
Creating User: Andee Hughes (AMH1)		Debits/Credits: 1,645.00 / (1,645.00)		Keith VanTress (KEV1)	
Description: Capital ReClass		Attachment Available: No		8/2/18	
Long Description: Capital ReClass requested by the Regulation Department					

Company	ORC	RD	Account Number	Account Activity	Program Reference	Cost Element	Work Order	Future Use Major Project	Statistics Code	Line Description	Quantity	Amount
01	3260	0061	10700	9003		3514	0061W0001059	MP SW		CAPITAL RECLASS	0.00	(1,645.00)
01	3362	0061	42650	6229		3514				CAPITAL RECLASS	0.00	1,645.00

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**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

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**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-47  
(STAFF-47-299 THROUGH STAFF-47-311)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 08/20/2018

REQUEST NO: Staff-47-301

Reference: MDR 106 - System Allocable Plant

For all System Allocable Plant Work Orders listed in MDR 106, please provide a breakdown of the allocation of the total costs to each of SWG's divisions, including Paiute Pipeline Company.

RESPONDENT: Reg & Energy Efficiency

RESPONSE:

Please refer to Staff-47-301 Attachment 1 for the allocation of System Allocable plant to each ratemaking jurisdiction using the 4-Factor (for state ratemaking jurisdictions) and MMF (for FERC ratemaking jurisdictions) allocation factors included in the filing in Statement N. All System Allocable plant work orders are allocated with the same methodology.

The annual amount of System Allocable plant allocated to Paiute and Southwest Gas Transmission Company (SGTC) is determined each year, and these "rents" charged to Paiute and SGTC are credited back to System Allocable Account 931, Rents each month. Each state ratemaking jurisdiction receives their share of this credit via the 4-Factor allocation.

**SOUTHWEST GAS CORPORATION  
SYSTEM ALLOCABLE PLANT  
WORK ORDERS CLOSED TO PLANT  
JUNE 2012 THROUGH JANUARY 2013  
STAFF DR-47-301**

Line No	Work Order Number	Description	Date First Transferred to Plant	Allocation to												Line No
				Total Amount	Southern Nevada	Northern Nevada	Southern California	Northern California	South Lake Tahoe	August	Pasadena	SGTC				
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)			
				28.13%	5.83%	7.67%	1.66%	1.11%			4.37%	0.03%				
1	0061W0001059	Financial Applications Replacement	Feb-16	\$ 18,146,854	\$ 5,105,334	\$ 1,082,621	\$ 1,427,889	\$ 301,731	\$ 202,238	\$ 10,046,841	\$ 793,054	\$ 5,807	1			
2	0070V0001335	Corp Headquarter Bldg ASB	Aug-14	18,652,343	4,884,928	978,118	1,310,307	278,885	185,585	9,219,520	727,138	5,328	2			
3	0061W0001001	FOMS Phase 1 - Customer Service	Apr-13	13,313,529	3,745,595	779,068	1,047,589	221,389	148,275	7,370,996	581,841	4,260	3			
4	0061W0000314	FOMS Phase 2 - Work Mgmt	Aug-14	9,789,484	2,753,299	579,070	770,058	162,723	103,067	5,418,247	477,638	3,137	4			
5	0061W0000838	GIS Mapping Migration Project	Dec-14	6,530,306	1,817,220	392,398	523,784	108,582	72,744	3,615,485	285,394	2,090	5			
6	0061W0001120	Web Content Mgmt Phase II	Dec-15	3,479,565	978,932	203,754	273,793	57,856	38,779	1,926,451	152,067	1,113	6			
7	0061W0000659	SCADA Replacement Project	May-13	3,442,625	969,540	201,581	270,887	57,242	38,367	1,905,999	150,453	1,102	7			
8	0057W0002581	Building B systems upgrade	Dec-17	3,285,269	924,551	192,435	258,584	54,642	36,624	1,819,433	143,820	1,052	8			
9	0061W0000392	Switch Data Center Storage	Jul-13	2,662,157	748,976	156,851	205,478	44,765	29,681	1,473,918	115,346	852	9			
10	0052W0000835	MAOP Records Standardization	Jan-14	2,531,394	712,176	148,232	195,165	42,090	28,211	1,461,439	110,630	810	10			
11	0061W0002605	Vitrak 450F Storage Array for H1	Oct-16	2,122,794	557,221	124,305	167,034	35,297	23,658	1,175,279	92,772	679	11			
12	0061W0000934	Sharepoint 2010 Project	Jan-14	2,072,951	583,207	121,388	163,115	34,468	23,103	1,147,700	90,596	663	12			
13	0061W0002237	EWS Replacement at Corporate	Mar-17	1,487,202	418,406	87,087	117,022	24,728	16,574	823,385	64,935	476	13			
14	0061W0001533	CIC Upgrade	Jan-17	1,366,594	384,474	80,024	107,532	22,773	15,230	756,811	59,774	437	14			
15	0061W0000320	Windows 7 Upgrade	Sep-14	1,191,336	335,168	72,072	93,742	19,809	13,277	659,580	52,065	381	15			
16	0061W0001409	VMware Software Licenses	Aug-14	1,189,763	334,725	69,669	93,618	19,783	13,259	689,709	51,998	381	16			
17	0061W0000915	MAOP Records Standardization	Jun-15	1,181,291	332,341	69,173	92,551	19,842	13,165	654,018	51,626	378	17			
18	0061W0003747	(2) Bldg #13 mainframes	Dec-17	1,047,450	294,693	61,236	82,420	17,416	11,074	578,927	45,777	335	18			
19	0061W0002737	H1 Server Refresh 2018	Mar-17	1,012,018	284,718	58,261	75,637	16,827	11,279	569,331	44,228	324	19			
20	0061W0002753	Purchase servers, workstation	Aug-12	901,691	251,813	54,556	74,819	16,566	11,163	554,583	43,777	321	20			
21	0061W0000940	VTL for Co-location facilities	Jul-13	894,793	251,738	52,397	70,408	14,878	9,972	495,420	39,105	286	21			
22	0061W0000933	Switch Data Center UCS Server	Jul-13	873,161	246,853	51,330	68,705	14,518	9,731	483,423	38,160	279	22			
23	0061W0000895	Webhook 300 upgrade	Dec-12	848,671	238,763	49,658	66,770	14,111	9,456	469,854	37,083	272	23			
24	0061W0001106	Data Storage for H1 and H2	Jan-14	804,068	226,214	47,084	63,269	13,370	8,961	445,170	35,146	257	24			
25	0061W0001436	VDI Storage & Servers	Jan-15	802,156	226,156	47,072	63,263	13,366	8,959	445,054	35,131	257	25			
26	0061W0001726	Oracle Net 7200 upgrade	Apr-15	802,378	225,725	46,982	63,175	13,341	8,942	444,206	35,064	257	26			
27	0061W0000778	Purchase Exchange Migration	Dec-13	802,086	225,852	46,967	63,112	13,336	8,939	444,063	35,053	257	27			
28	0061W0002063	Wanda LegaSuite Proj CSS Interface	Nov-17	792,807	223,046	46,425	62,383	13,182	8,836	438,035	34,848	254	28			
29	0061W0002277	Oracle Portal and OEM Mgmt	Aug-17	775,395	218,148	45,405	61,013	12,893	8,642	429,237	33,887	248	29			
30	0061W0001018	Web Content Mgmt Phase 2 Software	Jan-14	756,278	212,709	42,280	56,503	12,575	8,428	418,711	33,052	242	30			
31	0061W0000976	FS Infrastructure	Jun-13	723,456	203,535	42,364	58,928	12,029	8,078	409,530	31,617	232	31			
32	0057W0001382	Plaza "B" Renovation	Dec-14	720,017	202,558	42,162	58,655	11,972	8,024	398,636	31,467	230	32			
33	0061W0001035	Storage for test/dev	Jan-14	716,957	201,737	41,983	56,415	11,021	7,096	336,941	31,333	228	33			
34	0061W0000924	Corporate Desktop PC Replacement	Jul-14	696,264	195,895	40,771	54,750	11,577	7,786	339,485	30,429	223	34			
35	0061W0000990	Data Loss Prevention Software	Mar-16	592,303	164,711	34,330	46,475	11,511	7,715	381,292	30,256	222	35			
36	0061W0002161	Bldg B Main Floor Renovation	Mar-16	591,938	164,638	34,318	46,448	11,505	7,711	383,039	30,240	222	36			
37	0061W0003318	Turnkey CFactory Software	Jan-18	685,608	187,280	38,976	52,374	11,067	7,412	368,512	29,089	213	37			
38	0061W0000930	Data Center H-1 Network	Sep-13	651,770	183,337	38,166	51,285	10,837	7,264	350,851	28,484	209	38			
39	0061W0002477	SEM Project	Aug-17	585,533	165,576	34,463	46,309	9,786	6,556	325,819	25,721	188	39			
40	0061W0000896	COYL Application Development	Feb-14	573,377	161,312	33,575	45,117	9,534	6,390	317,448	25,958	183	40			
41	0061W0000963	PowerPlan Tax Review	Dec-13	563,076	158,414	32,272	44,308	9,362	6,215	311,715	24,658	181	41			
42	0061W0000547	Microsoft Ent. Licensing	Sep-14	552,637	155,478	32,381	42,485	9,169	6,159	305,968	24,152	177	42			
43	0061W0000740	Remedy Upgrade Project	Nov-14	541,415	152,320	31,704	42,602	9,022	6,034	299,753	23,661	173	43			
44	0061W0002635	UCS Servers for H1	Jan-18	535,278	150,594	31,345	42,113	8,900	5,965	296,335	23,353	171	44			
45	0061W0000899	VM View & Ops Mgr software	Aug-12	535,850	147,378	30,675	41,223	8,710	5,833	290,028	22,894	168	45			
46	0061W0001234	EMRS Replacement	Sep-16	518,994	145,944	30,274	40,683	8,566	5,762	281,212	22,564	166	46			
47	0061W0001002	Oracle EBS Licenses	Aug-13	513,070	144,346	30,644	42,371	8,531	5,718	284,050	22,423	164	47			
48	0052W0000977	2011 EMRS Software Development	Apr-15	500,000	140,669	29,279	39,343	8,314	5,572	276,824	21,852	160	48			
49	0061W0001058	H2 Network Equipment	Mar-14	498,635	140,295	29,199	39,235	8,291	5,557	276,058	21,792	160	49			
50	0052W0002560	Goss Construction at Westwood White	Apr-17	491,520	138,283	28,782	38,676	8,173	5,478	277,122	21,481	157	50			
51	0061W0001015	SCADA Hardware to Replace H1 and H2	Mar-17	491,366	138,240	28,773	38,664	8,170	5,476	277,044	21,474	157	51			
52	0061W0001068	CPM Solution	Jun-15	475,988	133,913	27,973	37,454	7,914	5,305	263,525	20,802	152	52			
53	0063W0000919	Piney Bowles Rival Bld Interier	Dec-13	419,775	118,058	24,581	33,030	6,980	4,878	232,407	18,345	134	53			
54	0061W0003483	VMware Horizon Enterprise License	Sep-17	395,762	111,343	23,175	31,141	6,580	4,411	219,131	17,256	127	54			
55	0061W0003262	Sensors and Pure Storage for H1	Jul-17	394,234	110,913	23,085	31,021	6,555	4,394	218,266	17,229	126	55			
56	0061W0001951	FOMS SW/OP/PALETTE Separation	Sep-16	385,568	108,755	22,638	30,417	6,428	4,308	211,021	16,894	124	56			
57	0061W0000866	Microsoft True-up	Oct-12	374,806	105,301	21,936	29,476	6,229	4,175	207,399	16,371	120	57			
58	0061W0003007	Staca System Monitoring	Jan-16	371,541	104,528	21,756	29,235	6,178	4,141	205,703	16,237	119	58			
59	0061W0000891	DOM Licenses 2012	Dec-12	361,042	101,575	21,142	28,409	6,003	4,024	199,809	15,779	116	59			
60	0061W0001683	SourceCode's C2 Workflow Software	Aug-15	353,031	99,338	26,676	35,783	8,871	5,335	195,488	15,431	113	60			
61	0061W0001104	Data Domain Expansion Shelves	Apr-14	353,115	99,512	26,564	35,752	8,822	5,302	195,231	15,303	112	61			
62	0061W0001030	Microsoft CIS DataCenter Software	Dec-13	348,430	98,026	25,403	34,117	8,512	5,383	192,807	15,227	112	62			
63	0061W0003696	Oracle Technical Licenses	Dec-17	338,012	94,533	19,876	26,433	5,587	3,745	188,032	14,685	108	63			
64	0061W0001019	H1/H2 Infrastructure Licenses	Sep-13	330,000	92,841	19,324	25,968	5,487	3,678	182,704	14,422	106	64			
65	0061W0003009	DMC Remedy 9 Upgrade	Oct-17	327,552	92,181	19,186	25,782	5,448	3,552	181,404	14,319	105	65			
66	0061W0002591	Lost and Unaccounted for Gas	Aug-17	324,373	91,258	18,994	25,524									

Attachment AED-7  
Docket No. 18-05031  
Witness: Adam E. Danise  
Page 3 of 3

Docket No. 18-05031  
Staff-47-301 Attachment 1  
Sheet 2 of 2

**SOUTHWEST GAS CORPORATION**  
**SYSTEM ALLOCABLE PLANT**  
**WORK ORDERS CLOSED TO PLANT**  
**JUNE 2012 THROUGH JANUARY 2013**  
**STAFF DR-47-301**

Line No	Work Order Number	Description	Date First Transferred to Plant	Total Amount	Allocation to Southern Nevada	Allocation to Northern Nevada	Allocation to Southern California	Allocation to Northern California	Allocation to Lake Tahoe	Allocation to South	Allocation to Arizona	Allocation to Puerto	Allocation to SGTIC	Line No
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)
					28.13%	5.86%	7.87%	1.66%	1.11%		55.36%	4.37%	0.03%	
121	0057W0001874	Corporate Furniture replacement	Mar-16	156,799	44,114	9,182	12,338	2,507	1,747		86,812	6,853		50 121
122	0061W0000837	GSI Trmb's Upgrade	Sep-12	154,340	43,422	9,038	12,144	2,565	1,720		85,450	6,745		49 122
123	0061W0001905	Microsoft SQL Database	Dec-13	153,915	43,302	9,013	12,111	2,559	1,715		85,215	6,727		49 123
124	0061W0001877	Cisco Nexus F3 Cards/licenses	Dec-15	150,128	42,237	8,791	11,813	2,456	1,673		83,118	6,561		48 124
125	0061W0003688	Purch Forms based procedures	Aug-14	150,000	42,201	8,784	11,803	2,484	1,672		83,047	6,555		48 125
126	0061W0001587	BDNA Normalization and Analyze soft	Dec-15	148,774	41,842	8,709	11,703	2,473	1,657		82,341	6,500		48 126
127	0057W0003659	Bldg A & C Chilled Water & Hot Water	Sep-17	148,695	41,833	8,707	11,700	2,472	1,657		82,325	6,498		48 127
128	0057W0001009	Puerto Corporate Office Construction	Jan-15	142,340	40,046	8,335	11,200	2,367	1,586		78,806	6,221		46 128
129	0061W0002705	Distinct Performance Improvement	Dec-17	138,116	38,857	8,088	10,858	2,297	1,539		76,467	6,036		44 129
130	0058W0002576	Gas Supply Remodel	Dec-18	134,868	37,943	7,897	10,612	2,242	1,503		74,669	5,894		43 130
131	0055W0001308	Creston Digital Media Control	Dec-14	129,334	38,387	7,573	10,177	2,150	1,441		71,608	5,652		41 131
132	0057W0002858	Replace 35 year old Boiler	Apr-14	127,984	36,007	7,494	10,071	2,128	1,426		70,858	5,593		41 132
133	0057W0003020	Window Shade Replacement	May-17	127,194	35,784	7,448	10,008	2,115	1,418		70,421	5,558		41 133
134	0061W0000838	Brocade Fiber Channel Switches	Jul-12	127,073	35,751	7,441	9,989	2,113	1,416		70,354	5,553		41 134
135	0061W0001644	CIC 4.0 Servers	Apr-15	122,831	34,557	7,193	9,865	2,042	1,369		68,005	5,368		39 135
136	0057W0002956	Exterior LED Lights	Jan-18	115,057	32,370	6,737	8,953	1,913	1,282		63,701	5,028		37 136
137	0057W0001103	Video conferencing/audio video	Jul-14	113,802	32,017	6,664	8,955	1,892	1,268		63,006	4,973		36 137
138	0057W0002164	Remodel/addition HR Conf RM	Mar-16	112,911	31,766	6,612	8,885	1,877	1,258		62,513	4,935		36 138
139	0061W0002484	Brocade 7840 FC Switches H11	Dec-16	112,324	31,601	6,577	8,338	1,868	1,252		62,188	4,909		36 139
140	0061W0001171	CyberARK Software for Linux	Jan-15	110,391	31,057	6,464	8,586	1,836	1,230		61,117	4,824		35 140
141	0061W0002185	MWS Eval	Apr-16	109,634	30,844	6,420	8,627	1,823	1,222		60,938	4,791		35 141
142	0061W0001888	ARM Performance Manager License	Feb-15	108,500	30,525	6,353	8,537	1,804	1,209		60,071	4,742		35 142
143	0057W0001008	Bldg B Offices Remodeling	Jan-15	107,000	30,103	6,266	8,419	1,779	1,192		59,240	4,676		34 143
144	0061W0000943	Diotech Packet Voice Processor	Sep-13	106,724	29,744	6,191	8,319	1,758	1,178		58,534	4,620		34 144
145	0061W0002116	ARM DATA MIGRATION TOOL	Apr-16	105,567	29,700	6,182	8,307	1,755	1,177		58,447	4,614		34 145
146	0057W0002124	Bldg A Air Handler	Sep-16	105,540	29,692	6,180	8,304	1,755	1,176		58,432	4,612		34 146
147	0057W0001873	Bldg A Air Handler	Mar-16	105,081	29,563	6,153	8,268	1,747	1,171		58,178	4,592		34 147
148	0057W0003316	CCTV Upgrade at Corporate	Dec-17	105,030	29,549	6,150	8,264	1,746	1,171		58,150	4,590		34 148
149	0051W0000876	Web Content Management Design	Aug-14	101,430	28,536	5,939	7,981	1,687	1,130		56,156	4,433		32 149
150				\$ 136,141,824	\$ 38,301,797	\$ 7,972,110	\$ 10,712,465	\$ 2,263,682	\$ 1,517,253	\$ 75,374,517	\$ 5,949,808	\$ 43,567		150



**SOUTHWEST GAS CORPORATION  
DOCKET NO. 18-05031  
GENERAL RATE CASE – TEST YEAR ENDED JANUARY 2018**

\*\*\*\*

**PUBLIC UTILITIES COMMISSION OF NEVADA  
PUCN STAFF  
STAFF-30  
(STAFF-30-168 THROUGH STAFF-30-217)**

DOCKET NO: 18-05031  
COMMISSION: PUBLIC UTILITIES COMMISSION OF NEVADA  
DATE OF REQUEST: 07/20/2018

REQUEST NO: Staff-30-204

Reference: System Allocable Plant Work Order 0061W0001059

System Allocable Work Order Number 0061W0001059 includes monies paid to Vendor Number 052695 - Metro Pizza. Please state the purpose of the expenditures to Metro Pizza and provide SWG's rationale for including such expenditures in the capital costs associated with the work order.

RESPONDENT: Application Services

RESPONSE:

The Financial Systems Modernization (FSM) Program (FSM Program) (0061W0001059) was initiated to modernize the Company's financial processes and supporting systems to better position the Company for modern day financial systems operation requirements. Several projects were identified under the program to reduce the risks of operating unsupported technologies and improve reporting options, business processes, and automation of controls.

The FSM Program scope consisted of modernizing or replacing the following systems:

- The legacy Walker General Ledger system that was implemented in 1986.
- The Walker RECON system which was a custom-built bank reconciliation add-on to the Walker General Ledger system.
- The legacy budget system which was developed in-house in 1987.
- The Oracle supply chain modules that were implemented as stand-alone customized applications in 1999.
- Oracle Human Resource applications which were implemented in 2002.
- Integration with PowerPlan (v10.4) which was implemented in 2008-2010 for fixed asset accounting and work order management.

- Financial reporting that was heavily dependent on manual data gathering and use of spreadsheets.

On May 7<sup>th</sup>, 2014 the Company's Board of Directors authorized the FSM Program to proceed with a \$19M budget. The overall FSM Program duration was approximately 22 months, starting in July 2014 and concluding in April 2016. It utilized approximately 55 Southwest Gas employees assigned to the program full time during that period. Subject Matter Expert team members were also assigned to the FSM Program in addition to their normal duties.

Due to the criticality of the financial systems being replaced and the importance of accomplishing the replacement of these key systems within a certain time frame, working lunches and dinners were periodically necessary to maintain the required levels of productivity to achieve timely, and successful implementation. Notwithstanding the reasonable nature of these business expenses, the Company evaluated the inclusion of these expenditures in capital work order 0061W0001059 and determined that they are more appropriately considered an expense. Consequently, due to the timing of when these expenses were incurred (prior to test period in the instant docket), the Company is not seeking recovery of these costs as indicated in the response to Staff-30-188.



**SOUTHWEST GAS CORPORATION**

# **Financial Systems Modernization Program Charter**

## Financial Systems Modernization Program Charter



### Document Control

#### Document Information

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Version	Date	Changes
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1.0	09/08/2014	Final Version with recommended edits

#### Document Review

Version	Review Date	Reviewer
0.1	07/18/2014	FSM Team Leads
0.1	07/24/2014	Program Oversight Committee
0.1	07/24/2014	Program Steering Committee

#### Document Approvals

Role	Name	Signature	Date
Project Sponsor	Roy Centrella	Email signature on file	07/24/2014
Program Director	David Randall	Email signature on file	07/24/2014
Program Manager	Wayne Biernacki	Email signature on file	07/24/2014
Program Oversight Committee	Brad Harris, Matthew Helmers, Theodore Wood, Richard Fetveit, Chris Sohus, Fran Huchmala, Lisa Wamble, Byron Williams, Marilyn McGinnis, Sharon Braddy-McKoy, Lori Colvin	Email signature on file	August 2014
Program Steering Committee	Greg Peterson, Justin Brown, Ed Janov Jr., Roy Centrella, Ken Kenny, Eric DeBonis, Anita Romero	Email signature on file	August 2014

## Financial Systems Modernization Program Charter



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## Financial Systems Modernization Program Charter



### 1 Executive Summary

The Financial Systems Modernization Program was initiated to replace the Company's legacy general ledger system and consolidate existing corporate financial systems onto an integrated platform. The program aims to consolidate and streamline core financial, supply chain and application support processes and functions, and enhance them to leverage the capabilities that come with new system functionality. Projects managed under the program include but are not limited to the following:

- Implementation of the Oracle General Ledger (GL) led by Frank Nichols.
- Modernization of Oracle E-Business Suite (EBS) supply chain applications led by Ryan Darwick.
- Modernization of Oracle EBS human resource applications led by Bonnie Spencer.
- Modifications to Powerplan to integrate the new Chart of Accounts (COA) led by Frank Nichols.
- Implementation of Oracle Advanced Controls led by Sandy Terrin.
- Rationalization and modernizing reporting led by Jordan Coons.
- Implement a new bank reconciliations system to replace Walker Reconciliations (RECON) (Lead TBD).
- Implementation of a new budget system, led by Chris Madsen with PM support provided by Robbin Sanchez.

These projects will all be managed to achieve the primary business objectives of the program, which include reducing the risks of operating unsupported technologies, improving reporting options, process improvements and automating controls.

This program is critical to ensuring that the current and future needs of the business continue to be met and will require a significant commitment of dedicated internal resources, combined with experienced consultants and system integrators with proven methodologies and track records.

### 2 Program Definition

#### 2.1 Background

##### 2.1.1 Current State

The financial systems can be decomposed into the following components:

- The Walker General Ledger system implemented in 1986, runs on an IBM mainframe, and is no longer supported by the vendor.
- The Walker RECON system is a custom built add-on to the Walker General Ledger system and supports the performance of bank reconciliations, positive pay validation, unclaimed property notifications, state reporting and reissue of deposit refund checks.

## Financial Systems Modernization Program Charter



- The Budget System was developed in-house in 1987. System functionality is limited to basic data gathering while consolidation, reporting and analysis are performed using spreadsheets.
- Southwest Gas Corporation's (SWG) current supply chain and human resource applications run on a stable Oracle EBS 12.1 platform.
  - The Oracle supply chain modules were implemented as stand-alone customized applications in 1999. Many of the customizations were brought forward in the subsequent upgrades. These customized modules do not leverage the native functionality and built-in integrations and have made ongoing maintenance and upgrades complex and costly.
  - Oracle Human Resource applications were implemented in 2002 with minimal customizations.
- The On-line Time Entry (OLTE) mainframe-based system was developed internally in 1992 to capture employee time on a biweekly basis.
- PowerPlan (v10.4) was implemented in 2008-2010 for fixed asset accounting and work order management. SWG also uses the Tax Repairs, Power Tax, Tax Provisions, and the Depreciation Study modules.
- Financial reporting is heavily dependent on manual data gathering and use of spreadsheets. Modern reporting tools and platforms are not fully utilized.

### 2.1.2 Roadmap

In late 2013, SWG conducted an eight-week, consultant-led engagement (Financial Systems Roadmap) to develop a roadmap to replace its aging general ledger and budget systems and update its COA. During that engagement, SWG outlined a program to transform its business processes related to accounting, finance and supply chain to better position the company in the future.

Following the roadmap, in November 2013 the Financial Systems Modernization Program was given approval to move forward with the initiation to conduct peer discovery calls, identify SWG project resources and complete an RFI and RFP process to select a System Integrator (SI).

### 2.1.3 Primary Systems Integrator Selection

It was envisioned during the roadmap that several of the projects that would constitute the program would be led by one SI. With this in mind, the selection project to identify the primary SI was initiated in December 2013.

The subsequent vendor selection process was guided by the objectives of the program. The selection process considered industry and application experience, fit of the proposed vendor team, the proposed solution and cost. The scores of the final vendor were validated via client reference calls, and Treasury Services performed a financial analysis. The results of the process were approved by the Steering Committee, and **Infosys** was selected as the program's primary SI.



## Financial Systems Modernization Program Charter



### Infosys at a Glance

*Infosys transforms enterprises through technology innovation, we sustain clients through smarter operations and our successes flow from our culture of transparency and respect for all. Infosys is building tomorrow's enterprise.*

Infosys	People	Intellect	Values	Clients
Founded in Pune, India in 1981	158,000+ staff	World's largest corporate university	Transparency, ethics, and respect	5 Out of Top 10 US Utilities 6 out of Top 10 Europe Utilities
\$8.1 billion revenues	92 nationalities	2% of revenues invested in R&D	98.3% of projects delivered on time	4 out of top 5 US banks
888 clients	97% of staff are university educated	More than 600 researchers	97.8% business is repeat business	6 out of top 10 global Telcos
32 countries	22% with masters degrees or doctorates	Investing \$100 million in new platforms	1% of profits to the Infosys Foundation	4 out of top 5 global aerospace & defence
\$32.4 billion market capitalisation	94% are consultants and engineers	532 patents pending and 87 granted	In UN's top 25 in Caring for Climate	8 out of top 10 global CPG

Program budgetary estimates prepared during the roadmap were refined during this process in preparation for Board approval.

#### 2.1.4 Board Approval

The business drivers, resource requirements, scope and timeline were presented to the Board of Directors on May 7, 2014. At that time, the program was authorized to proceed with a \$19 Million budget.

#### 2.2 Business Objectives

The purpose of this program is to modernize the Company's financial processes and supporting systems to better position the Company for the future. The main objectives of the program are:

- Eliminate the risk of obsolescence related to the Company's aging general ledger, bank reconciliation and budget systems
- Improve financial and operational reporting capabilities
- Provide a self- service, reporting and analysis platform
- Establish a single source for reliable, accurate financial information
- Reduce reliance on IS for reporting
- Streamline Oracle EBS and budget related processes
- Reduce existing Oracle EBS customizations
- Leverage out-of-the-box features and reduce customizations
- Increase process efficiency
- Enable time for more value-added activities

## Financial Systems Modernization Program Charter



- Improve Controls
- Automate controls including Access and Segregation of Duties
- Manage configurations and system changes
- Enable controls related to data quality and governance

### 2.3 Program Guiding Principles

The program will adhere to the following guiding principles, established during the roadmap, reinforced during project initiation and governed by the program's change control process.

- Leverage investment in existing software vendors, utilizing software and features that have been purchased, but not deployed.
- Enable scalable system architecture, supporting enhancements, integration and growth.
- Minimize future customization, reducing total cost of ownership.
- Utilize automation / system integration, supporting standardization and efficiencies.
- Organize around a "platform" and rationalize any new best-of-breed solutions.

### 2.4 Scope

The broad scope of this program includes the modernization of the technology and processes that impact the financial systems of SWG and the upgrading of the Oracle infrastructure and the related business functions.

The preliminary scope includes the following:

- Re-implement Oracle EBS with General Ledger
  - Redesign COA
  - Replace Walker RECON
  - Reconfigure PowerPlan
- Redesign Business Processes:
  - Accounting
  - Corporate Planning
  - Application Support
  - Supply Chain
    - Inventory Management
    - Purchasing
    - Contract Administration

## Financial Systems Modernization Program Charter

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- Accounts Payable
- Implement Capital and O&M budget systems
- Implement Oracle Advanced Controls:
  - Automate and document SOD and SOX controls
  - Configuration management
  - Preventative governance on data quality and transaction tolerances
- Implement OBIEE:
  - Transactional Reporting
  - Out-of-the-box analytics using OBI Apps for Finance, HR, & SCM
- Assess Additional Oracle Modules:
  - iSupplier
  - Supplier Lifecycle Management
  - Sourcing
  - Time and Labor

## Financial Systems Modernization Program Charter



### 2.5 Organizational Change Management and Knowledge Transfer

At the program level, an external Organizational Change Management (OCM) firm will be engaged to ensure that business and application support functions are properly trained and prepared to adopt new processes and support the new system. The OCM firm will provide deliverables like the following:

Assess	Design	Align	Sustain
<b>Stakeholder Engagement at all levels throughout all phases</b>			
<ul style="list-style-type: none"> <li>Business Case for Change</li> <li>Stakeholder Matrix</li> <li>Interview Guide</li> <li>Scheduling Logistics</li> <li>Stakeholder Analysis</li> <li>Project Name/Graphic</li> <li>Communication Strategy</li> </ul>	<ul style="list-style-type: none"> <li>Communications Plan</li> <li>Communication Matrix</li> <li>Cutover Communication Plan</li> <li>Organizational Redesign Recommendation</li> <li>Change Impact Analysis (CIA)</li> <li>Change Impact Analysis Heat Map</li> <li>Visual Process Map</li> </ul>	<ul style="list-style-type: none"> <li>Workforce Transition Strategy</li> <li>Training Advisory Report</li> <li>Production Readiness Assessment</li> </ul>	<ul style="list-style-type: none"> <li>OCM Scorecard</li> <li>End-User Training Assessment</li> </ul>

Additionally, each project in the program will contain Training and Knowledge Transfer planning, monitoring and effectiveness assessments to ensure the adoption of the new processes and technology. Examples of deliverables expected from each project include the following (excerpt from final Primary SI SOW):

Training Deliverables	Knowledge Transfer Deliverables
Learning Needs Analysis	Knowledge Transfer Plan
Training Strategy	Knowledge Repository
Training Plan	Knowledge Transition Checklist
Training Schedule	Knowledge Transition Dashboard
Training Curriculum Draft	Knowledge Transition Schedule
Training Prototype	Readiness Assessments
Storyboard	
Train the Trainer Materials	
End User Training Materials	
Training Feedback document	

### 2.6 Application Support Transition

As part of the scope of this project, the application support structure, including roles and responsibilities to be used when the application is in production, will be defined and documented. The existing support structures will be reviewed and redesigned as needed to optimize processes required for long-term support of the newly deployed financial systems.

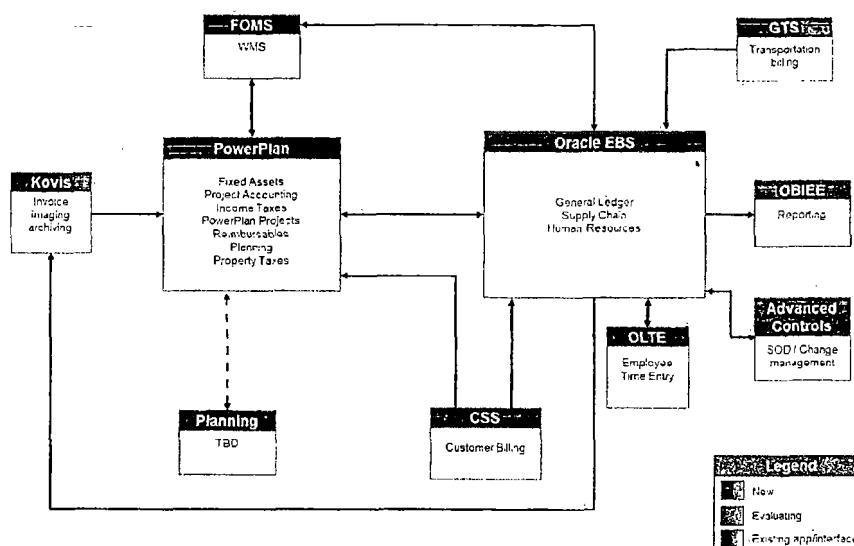
The actual tactical transition to post-go-live support will be accompanied by detailed cutover plans, executed mock cutovers and business readiness assessments.

## Financial Systems Modernization Program Charter



### 2.7 High Level Application Diagram

The program will impact the business application systems depicted below. Key financial integrations will be built or reconstructed with the implementation of the Oracle modules as well as new planning, reporting, reconciliation and controls systems.



## Financial Systems Modernization Program Charter



### 2.8 Financial Plan

The following table summarizes the preliminary budget for the program:

	TOTAL
Oracle EBS:	
Contractor Labor:	
Infosys	\$ 8,475,000
PowerPlan (TBD)	700,000
PwC Advisory	1,047,187
Change Management (TBD)	1,075,000
Project Management	1,113,540
Total Contractor Labor	\$ 12,410,727
Backfill Labor - Internal	\$ 484,000
Backfill Labor - Contractor (IA)	480,000
Software (TBD)	1,101,000
Hardware	-
Pre-Project Oracle Training	161,896
Total Oracle ERP	\$ 14,637,623
Budget System:	
System Implementer (TBD)	\$ 800,000
Software (TBD)	1,071,000
Backfill Labor (Internal)	106,000
BPM Partners	82,000
Total Budget System	\$ 2,059,000
Other (AFUDC, Contingency, Etc.)	\$ 2,303,377
	<u>\$ 19,000,000</u>

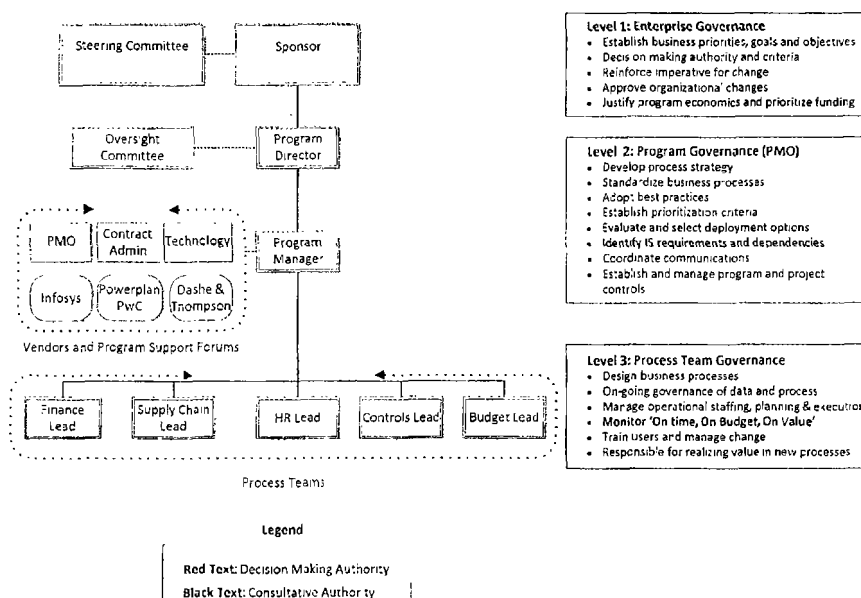
## Financial Systems Modernization Program Charter



### 3 Program Organization

#### 3.1 Governance

The following chart outlines key roles, responsibilities and decision-making authority related to program governance. Each of the projects identified in the program will be governed in a consistent manner, using the same Steering and Oversight Committees, or a subset thereof. Each project may require a separate project team.



#### 3.2 Program Management Approval Matrix

The following table summarizes program management's responsibilities for approving key program decisions and deliverables:

Deliverable	Sponsor	Steering Committee	Oversight Committee	Program Leadership
Program Charter	Approve	Approve	Approve	
Key Vendor Selection	Approve	Approve	Approve	
Program Resource Plan	Approve	Approve	Approve	
Communications Plan	Approve	Review	Review	
Change Management Plan (Scope, Time & Cost Impacts)	Approve	Review	Review	Approve
Risk Management Plan	Approve	Approve	Approve	
Test Strategy and Plan			Review	Approve
Data Conversion Plan			Review	Approve
Information Management Plan			Review	Approve



## Financial Systems Modernization Program Charter

Training Plan			Review	Approve
Key Project Deliverables				Approve
Business Readiness Plan	Approve	Approve	Approve	
Quality Gate Reviews			Review	Approve
Go/No-Go Decisions	Approve	Approve	Approve	

### 3.3 Key Roles

Role	Name	Title	Department
Sponsor	Roy Centrella	SVP/Chief Financial Officer	Finance
Sponsor Delegate	Greg Peterson	VP/Controller/CAO	Controller
Steering Committee (SC)	Greg Peterson	VP/Controller/CAO	Controller
	Laura Hobbs	SVP/HR & Administration	Corporate Administration
	Ed Janov	SVP/Corporate Development	Corporate Development
	Ken Kenny	VP/Finance/Treasurer	Treasury Services
	Anita Romero	SVP/Staff Ops & Technology	Staff Operations
	Eric DeBonis	SVP/Operations	Division Operations
	Justin Brown	VP/Reg. Affairs	Reg. Affairs & Energy Res
Oversight Committee (OC)	Sharon Braddy-McKoy	Director/Human Resources	Human Resources
	Lori Colvin	Director/Accounting	General Accounting
	Richard Fetvelt	Director/Technical SIO	Technical Services
	Brad Harris	VP/ Northern Nevada Division	Division Operations
	Matt Helmers	Manager/Operations Planning	Division Operations
	Fran Huchmala	Director/App & Tech Support Svcs	Application Services
	Marilyn McGinnis	Manager/Contract Administration	Contract Administration
	Chris Sohus	VP/Southern Nevada Division	Division Operations
	Lisa Wamble	Director/Accounting	Gas & Regulatory Accounting
	Byron Williams	Director/Tax	Tax
OC Auditor	Ted Wood	Assistant Treasurer	Treasury Services
	Greg Headlee	Director/Internal Audit	Internal Audit
Program Director	David Randall	Director/Accounting	Controller
Program Manager	Wayne Biernacki	Program Manager	Project Management
Project Manager	Laura Okey	Project Manager	Project Management
	Robbin Sanchez	Project Manager	Project Management
Team Leads	Frank Nichols	Manager/Accounting Control	Accounting Control
	Ryan Darwick	Admin/Contract Administration	Contract Administration
	Bonnie Spencer	Senior Analyst/Accounting	Accounting Control
	Chris Madsen	Manager/Corporate Planning	Corp Planning Financial Svcs
	Sandy Terrin	Sr Analyst/IT Compliance & Admin	IS Compliance & Admin
	Jordan Coons	Internal Auditor II, Internal Audit	Internal Audit
	Pareesh Joshi	Senior Analyst/Systems	Application Services
Team Members	Annamarie Toms	Analyst II	Accounting Control
	Ashley Mavrogeorge	Administrative Rep	Human Resources
	Yolanda Silva	Analyst II	Accounting Control
	Carl Baalman	I/T Auditor	Internal Audit
	Deepa Varatkar	Senior Analyst	Corporate Planning
	Bob Christian	Supervisor	Accounting Control
	Jeff Carillo	Supervisor	External Financial Reporting



# Financial Systems Modernization Program Charter



Role	Name	Title	Department
	Lisa Valerio	Analyst II	Internal Financial Reporting
	Dawn Borak	Administrator	Business Technology Sup
	Ed Daley	Analyst II	Business Technology Sup
	Kim Scott	Analyst II	Business Technology Sup
	Laura Scott	Analyst II	Business Technology Sup
	Tricia Moloney	Analyst I	Accounts Payable
	Rachel Kirkendall	Supervisor	Purchasing & Inventory
	Robert Buschow	Administrator	Purchasing & Inventory
	TBD (Aman Sharma)	Weblogic Admin.	Technical Services
	Carol Milano	Analyst/Systems	Application Services
	Craig Cohen	Analyst/Systems	Application Services
	Jennifer Kane	Analyst/Systems	Application Services
	Krishnendu Deb	DBA	Technical Services
	Ashok Sarkar	DBA	Technical Services
	Peyush Chandra	DBA	Technical Services
Subject Matter Experts	Andee Hughes	Senior Analyst	Internal Financial Reporting
	Ivan Holland	Senior Manager	Tax
	Jerry Vineyard	Specialist	Internal Financial Reporting
	Brian Henderson	Analyst I	Phx - Northern
	Darcy Boothe	Analyst I	NLV-Shatz
	Don Johnson	Senior Analyst	Corporate Planning
	Megan Shinen	Analyst II	Corporate Planning
	Matt Helmers	Manager	Division Operations
	Terry Molnar	Administrator	Payroll
	Belinda Thompson	Supervisor	CAP & Billing Control
	Brian Camichael	Administrator	Risk Management - Tucson
	Cindy Zwerk	Lead Storekeeper	Warehouse (Tucson)
	Kelly Pudlick	Sr Analyst/Bus. Tech Support	Operations System Support
	Laurie Priest	Storekeeper	Warehouse (NLV - Shatz)
	Lorie Petersen	Admin/Bus. Tech Support	Business Technology Sup
	Michelle Rekrut	Supervisor	Accounts Payable
	Natasha Williams	Administrative Rep	Purchasing & Inventory
	Starr Judie	Analyst I	Purchasing & Inventory
	Sylvia Shelly	Corp Admin Coordinator	Contract Administration
	Hugh Winesett	Manager	Application Services
	Ken Rohan	Manager	Technical Services
	Robert Elslager	Analyst III	Application Services
	Sheree Ruiz	Senior Analyst/Accounting	External Financial Reporting
	Laura Hoffman	Supervisor	Tax
	Toni Sikorski	Analyst III	Application Services
	Michael Ross	Supv/Engineering Planning	Systems Planning

## Financial Systems Modernization Program Charter



### 3.4 Team Structure

Finance	Supply Chain	HR	Controls	Budget	Reporting	Technology
<b>Team</b> F. Nichols R. Christian L. Valerio J. Carillo	<b>Team</b> R. Darwick P. Maloney R. Kirkendall R. Buschow D. Borak K. Scott L. Scott F. Daley	<b>Team</b> B. Spencer A. Mavrogeorge Y. Silva A. Toms	<b>Team</b> S. Terrin C. Baalman	<b>Team</b> C. Madsen D. Varatkar	<b>Team</b> J. Cooris	<b>Team</b> P. Joshi C. Cohen C. Milano J. Kane K. Deb P. Chandra A. Sarkar TBD
<b>SMEs</b> J. Vineyard A. Hughes I. Holland	<b>SMEs</b> L. Hoffman M. Rekrut B. Thompson C. Zwerk L. Priest S. Judie N. Williams S. Shelly M. Helmers K. Pudlick L. Petersen B. Carmichael	<b>SMEs</b> T. Molnar	<b>SMEs</b> S. Ruiz	<b>SMEs</b> M. Shinen D. Johnson B. Henderson D. Boothe	<b>SMEs</b> M. Helmers	<b>SMEs</b> K. Rohan H. Winesett R. Elslager T. Sikorski

### 3.5 Responsibilities

#### 3.5.1 Sponsor and Sponsor Delegate

The Sponsor holds the final decision-making power to set priorities, approve the scope, and resolve project issues at the policy and strategic level and will be primarily responsible for:

- Chairing the Steering Committee and associated meetings.
- Guiding the project's strategic direction to ensure corporate strategic alignment and executive support.
- Making key financial and staffing decisions.
- Overseeing the project budget and cost recovery strategy.
- Approving change orders with a material commercial impact on the program contingency.
- Communicating status, critical issues and changes to senior management and escalating issues to the CEO and Steering Committee, as required.
- Completing the initial Project Prioritization and Risk Assessment matrices with the Program Director.
- Working with the Program Director to establish the program organization, including Steering, Oversight and team members.
- Issuing a Program Charter Memo to inform affected and interested departments and personnel about the start of the program.
- Approving the Program Charter.

## Financial Systems Modernization Program Charter



- Approving project go/no go decisions
- Authorizing acceptance of the final solution delivered by the project.
- Approving deliverables described in the Project Charter.
- Approving the long-term application support structure.

### 3.5.2 Steering Committee

The Steering Committee has consultative decision-making rights to the Sponsor and will be primarily responsible for:

- Authorizing the program management and team to proceed.
- Serving as an executive level advisory committee to the Sponsor of the program and advising the Sponsor on key issues.
- Supporting program staffing with appropriate internal resources.
- Assisting with strategy and policy definition.
- Driving broad organization-wide change management.
- Providing executive communications support to the entire organization (top-down messaging).
- Approving the Program Charter.
- Approving project go/no go decisions
- Determining the long-term application support structure.

### 3.5.3 Oversight Committee

The Oversight Committee has consultative decision rights to the Program Director and will be primarily responsible for:

- Staffing the project team with appropriately skilled employees.
- Recommends to Program Director issues or changes that should be escalated to the Steering Committee and Sponsor.
- Empowering and supporting decisions made by process teams.
- Taking ownership of the project deliverables.
- Creating service-level agreements with the departments, as needed.
- Monitoring progress and priorities.
- Reviewing the work performed by process teams for quality and consistency.
- Advising the Program Director on issues pertaining to cross-functional process/procedural changes.
- Supporting organizational change management.

## Financial Systems Modernization Program Charter



- Driving management level process changes and communications.
- Acting as the communication liaison for their respective organization regarding program objectives, progress, and requests for input for requirements
- Reviewing and approving the Program Charter created by the Program Manager.
- Approving specific deliverables as described in the Program Charter.
- Overseeing the progress of the project.
- Assisting with the resolution of risks, issues, and change orders.
- Providing high-level planning and coordination for the project.
- Ensuring the team has everything needed to deliver successfully.
- Making recommendations to Program Director and Steering regarding project issues and funding.
- Confirming all project requirements and expectations have been delivered and adequately satisfied.
- Recommending project go/no go decisions for major milestones.
- Determining long-term application support structure.

### 3.5.4 Program Director

The Program Director will be primarily responsible for:

- Making decisions to manage and mitigate program and project level risks and issues.
- Making scope change decisions recommended by the process teams or vendors that are within the boundaries of established budgets.
- Making schedule change decisions that may affect major milestones but do not affect the go-live date.
- Escalating issues or changes to the Sponsor.
- Standardizing processes.
- Facilitating the Steering Committee meetings and Sponsor updates.
- Chairing the Oversight Committee meetings.
- Ensuring the project is integrated with strategic direction, and corporate and external initiatives and projects.
- Managing the program relationships and stakeholders.
- Monitoring the OCM plan and progress.
- Monitoring program progress and priorities.

## Financial Systems Modernization Program Charter



- Overseeing project-related activities, budgets, schedules and milestones.
- Developing preliminary production system responsibility support matrix.
- Recommending project go/no go decisions for major milestones.
- Developing process strategy
- Evaluating and selecting deployment options.
- Coordinating communications
- Determining long-term application support structure.
- Ensuring Controls documentation supports sponsor certifications to the SEC.

### 3.5.5 Program Manager

The Program Manager will be primarily responsible for:

- Making decisions to manage and mitigate program and project level risks and issues.
- Making non-commercial scope change decisions recommended by the process teams or vendors.
- Making schedule change decisions that do not affect major milestones or the go-live date.
- Managing program staff and reallocating existing resources as needed to maintain the schedule.
- Escalating issues to the Program Director.
- Managing vendor contracts and compliance.
- Facilitating Oversight Committee meetings.
- Leading daily project activities to meet project goals.
- Reviewing project status from schedule, accomplishments, quality, and cost perspectives.
- Prioritizing critical Project tasks.
- Overseeing project activities, budgets, schedules and milestones as authorized by the Program Sponsor and Program Director.
- Identifying IS requirements and dependencies.
- Identifying Contract Administration requirements and adhering to established vendor management policies and agreements.
- Complying with Project Management Office standards and communication updates.
- Coordinating with Project Managers responsible for other initiatives.

## Financial Systems Modernization Program Charter



- Escalating issues for resolution to the Program Director and Sponsor.
- Organizing training and communications with the teams to accomplish tasks and produce deliverables.
- Creating and managing the OCM Plan and progress.
- Undertaking the activities required to initiate, plan, execute, and close the project successfully.
- Developing and selecting deployment options.
- Establishing and managing program and project controls
- Communicating project progress through periodic project status meetings or reports.
- Validating post program completion and application owner responsibilities.
- Developing and assigning project roles and responsibilities.

### 3.5.6 Project Manager

The Project Manager will be primarily responsible for:

- Making decisions to manage and mitigate project level risks and issues.
- Managing the scope change process for a given project.
- Making schedule change decisions that do not affect other projects in the program, major milestones or the go-live date.
- Managing project staff to maintain the schedule.
- Escalating issues to the Program Manager.
- Managing vendor contracts and compliance.
- Leading daily project activities to meet project goals.
- Reviewing project status from schedule, accomplishments, quality, and cost perspectives.
- Prioritizing critical Project tasks.
- Managing project activities, budgets, schedules and milestones as authorized by the Program Manager.
- Identifying IS requirements and dependencies.
- Identifying Contract Administration requirements and adhering to established vendor management policies and agreements.
- Complying with Project Management Office standards and communication updates.
- Coordinating with Project Managers responsible for other initiatives.

## Financial Systems Modernization Program Charter



- Escalating issues for resolution to the Program Manager and Director.
- Organizing training and communications with the teams to accomplish tasks and produce deliverables.
- Managing the OCM Plan and progress.
- Undertaking the activities required to initiate, plan, execute, and close the project successfully.
- Developing deployment options.
- Establishing and managing project controls.
- Communicating project progress through periodic project status meetings or reports.
- Validating post project completion and application owner responsibilities.
- Developing and assigning project roles and responsibilities.

### 3.5.7 Team Leads

The Team Leads have decision-making authority for process changes and improvements and are responsible for:

- Serving as principal expert in their functional process area.
- Participating in reengineering and standardization efforts.
- Managing the scope, activities and deliverables of the work related to the functions involved in a given process. (First line of defense against "scope creep")
- Proactively leading, managing and monitoring their team and day-to-day work activities.
- Reviewing/validating requirements, training materials, test scenarios and scripts.
- Reviewing vendor deliverables and recommending changes required for acceptance.
- Leading the implementation of process improvements and other related business and data governance changes.
- Consulting and involving other key resources or SMEs as needed.
- Making decisions and improvement recommendations that may impact people, process or systems (technology) as empowered by their management.
- Undertaking all tasks allocated by the Program Manager specified in the approved schedule.
- Reporting progress on the execution of tasks to the Program Manager on a frequent basis.

## Financial Systems Modernization Program Charter



- Escalating issues and risks to be addressed by the Program Manager.
- Attending regularly scheduled team meetings.
- Leading process area meetings with their respective teams.
- Communicating project status to department and/or management.
- Communicating with Oversight and Steering Committee members, as appropriate, to facilitate required decisions and changes as they relate to the program.
- Recommending project go/no go decisions for major milestones.

### 3.5.8 Team Members

The Team Members are primarily responsible for:

- Owning knowledge transfer from the vendor during the implementation.
- Bringing process and functional expertise to the team coupled with an understanding of the existing application(s).
- Documenting business requirements.
- Designing the to-be business processes.
- Testing the application to ensure it meets the business needs and retaining testing documentation.
- Designing and delivering training to the business community on the new processes.
- Reviewing vendor deliverables and as needed recommending changes required for acceptance.
- Assisting in the implementation of process improvements and other related business changes.
- Consulting and involving other key resources or SMEs as needed.
- Making improvement recommendations that may impact people, process or systems (technology) as empowered by their management.
- Undertaking all tasks allocated by the Program Manager and Team Lead specified in the approved schedule.
- Reporting progress on the execution of tasks to the Program Manager and Team Lead on a frequent basis.
- Escalating issues and risks to be addressed by the Team Lead and Program Manager.
- Attending regularly scheduled team meetings.
- Attending process area meetings with their respective teams.



## Financial Systems Modernization Program Charter



- Communicating project status to their department and/or management.
- Documenting key internal controls of the system, including analysis of control changes in relation to prior state.

### 3.5.9 Subject Matter Experts (SME)

The SME's are primarily responsible for:

- Serving as expert in their functional process area.
- Participating in reengineering and standardization efforts including participating in meetings and workshops, documenting requirements, and reviewing the design of the to-be processes, test plans, and training materials.
- Reviewing vendor deliverables and as needed recommending changes required for acceptance.
- Assisting with implementing improvements and other related changes.
- Consulting on and involving other key resources or SMEs as needed.
- Raising potential issues and risks to the Team Leads or Program Manager.
- Communicating project status to their department and/or management as appropriate.

### 3.6 Support Forums

The Program Manager will be the liaison and consult with the following forums during the program life cycle. These forums will provide feedback, recommendations, and policy guidance as needed as it relates to topics appropriate to each forum.

#### 3.6.1 Project Management Office

- Provide Program Management Methodology, Tools & Templates.
- Project management support for projects on the program.
- Reporting infrastructure for portfolio and status updates.

#### 3.6.2 IS Architecture / Infrastructure Review

- Forum as needed to review & vet technology decisions in play on the program.
- Provide infrastructure support related to hardware and network requirements.
- Assist with key program and project deliverables (i.e. Instance Management Strategy)

#### 3.6.3 Contract Administration

- RFP support for new vendors
- Contract management with existing program vendors (close out, warranty, etc.)
- Drafting or consulting on new SOWs with existing vendors

## Financial Systems Modernization Program Charter



### 3.6.4 IS Oracle Forum

- Forum to address program issues / defects that are tied to Oracle product
- Facilitate design reviews related to application & technical architecture designs
- Introduce external Oracle proposals to the FSM program for assessment

### 3.6.5 Vendor Support

The Program Manager will be the primary interface for the vendors selected to participate in the program. Vendor management activities by the Program Manager include:

- Contract Management
- Deliverable acceptance
- Scope Assessment Change Control
- Staffing
- Quality Control

### 3.7 Stakeholders

Stakeholder / Group	Stakeholder Interest
Accounting Control	High
External Financial Reporting	High
Internal Financial Reporting	High
Gas and Regulatory Accounting	High
Accounts Payable	High
Payroll	High
Tax	High
Accounts Receivable	High
IS-Application Services	Medium
IS-Technical Services	Medium
Business Technology Support	High
Contract Administration	High
Purchasing	High
Inventory Management	High
Corporate Financial Planning and Analysis	High
Treasury Services	High
Human Resources	Medium
Revenue Requirements	High
Pricing	Medium
Demand Planning	Low
Supplier Diversity Reporting	Low
Division Warehouse Management	High
Division Construction Invoicing	High
Call Center Processing of Deposit Check Refunds	High
Division Capital and O&M Budgeting	High
Division personnel handling Billable Damages	Medium
Division Preparations of performance appraisals	Low
Division Management of extension agreements	Low

## Financial Systems Modernization Program Charter



### 3.8 Resource Plan

The overall program duration is expected to be approximately 22 months, starting in July 2014 and concluding in April 2016.

Identified Team Leads and Team Members are expected to be dedicated to the program during that time-period except for known planned work activities.

SME Team Members may contribute between 25-50% of their time during the program duration. These contributions will be coordinated with the respective Team Leads.

Sponsor, Oversight and Steering Committee members will participate during monthly updates, reviewing key deliverables and facilitating required business changes. This should not exceed 5% of their time during any given month over the course of the program.

Role	Start Date	End Date
Finance Team	07/14/2014	04/30/2016
Supply Chain Team	07/14/2014	04/30/2016
Human Resource Team	08/14/2014	04/30/2016
Controls Team Lead	07/14/2014	04/30/2016
Controls Team	01/01/2015	04/30/2016
Reporting Team Lead	07/14/2014	04/30/2016
Budgets Team	07/14/2014	04/30/2016
Technology Team	07/14/2014	04/30/2016
Subject Matter Experts	07/28/2014	04/30/2016

## 4 Implementation Plan/Project Approach

### 4.1 Methodology and Approach

The Primary SI for the Oracle Implementation follows a waterfall implementation approach to the Systems Development Life Cycle and this approach will be adopted by the program.

- The EBS upgrade, COA redesign and GL implementation, Advanced Controls and Reporting projects will all follow this methodology.
- The Powerplan COA update project will align to the key phases and times outlined in the Infosys model.
- The Budgets and RECON replacement project implementation models will be defined when the software product and implementation partners are known.

### 4.2 Program and Project Management

Projects and sub-projects defined in the program will adhere to the standards and policies set forth by the SWG PMO. Unique projects will be chartered with appropriate

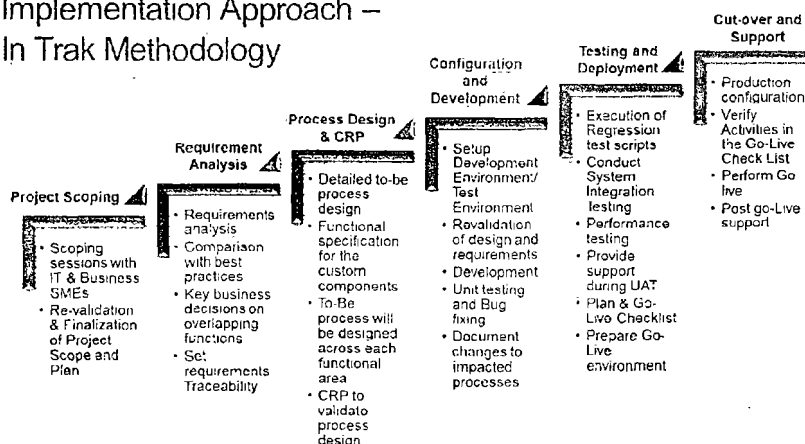
## Financial Systems Modernization Program Charter



governance models established. Escalations and trigger levels to the Program Governance will be called out in each of the unique charters.

### 4.3 System Integrator Approach

#### Implementation Approach – In Trak Methodology

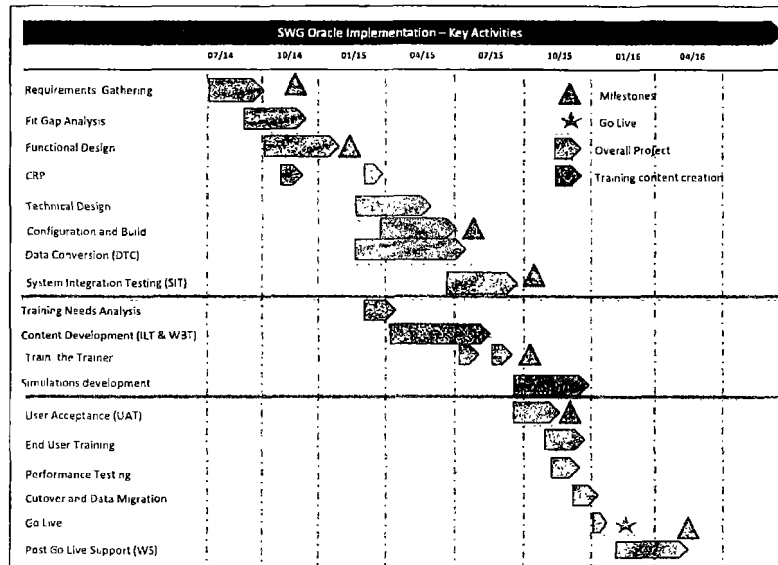


### 4.4 Program Time Line

The program schedule will be developed using Microsoft Project listing the key activities and timelines involved in implementing all projects in the program. The Oracle related projects are represented in the following timeline:

- Powerplan efforts are expected to mirror the key milestones below.
- The Budgets timeline will be confirmed once the selection process is completed.
- The Recon replacement and administrative infrastructure will be coincident to the general ledger "go-live".

## Financial Systems Modernization Program Charter



### 4.5 Milestones

Milestone	Description	Start	End	Duration
1	Project Planning & Initiation	14-Jul-14	25-Aug-14	1.25
2	Business Requirement Gathering	21-Jul-14	27-Oct-14	3.25
3	Fit-gap Analysis	08-Sep-14	24-Nov-14	2.5
4	Functional Design	20-Oct-14	02-Feb-15	3.5
5	Conference Room Pilot –I (CRP)	20-Oct-14	03-Nov-14	0.5
6	Conference Room Pilot –II (CRP)	02-Feb-2015	09-Mar-15	1.25
7	Technical Design	26-Jan-15	20-Apr-15	2.75
8	Configuration and Build (BD)	23-Mar-15	29-Jun-15	3.25
9	Data Conversion (DTC)	09-Feb-15	06-Jul-15	4.75
10	System Integration Testing (SIT) - I	29-Jun-15	27-Jul-15	1
11	System Integration Testing (SIT) - II	28-Jul-15	31-Aug-15	1
12	Train the Trainer – I	30-Jun-15	07-Aug-15	1.25
13	Train the Trainer – II	14-Aug-15	28-Aug-15	0.5
14	User Acceptance (UAT)	31-Aug-15	26-Oct-15	1.75
15	Mock Run 1	25-Oct-15	31-Oct-15	0.25
16	Mock Run 2	08-Nov-15	14-Nov-15	0.25
17	End User Training	02-Nov-15	23-Dec-15	1.75
18	Performance Testing	09-Nov-15	07-Dec-15	1
19	Cutover (and delivery of Internal Controls documentation to Accounting)	07-Dec-15	04-Jan-16	1
20	Go-Live	04-Jan-16	11-Jan-16	0.25
21	First month Support after Go Live	12-Jan-16	08-Feb-16	1
22	Second month Support after Go Live	09-Feb-16	07-Mar-16	1
23	Third month Support after Go Live	08-Mar-16	15-Apr-16	1.25
24	Quarter close & all deliverables accepted	08-Mar-16	15-Apr-16	1.25

## Financial Systems Modernization Program Charter



### 4.6 Scope Change Management

Scope change management at its highest levels includes defining the scope (capabilities), verification of deliverables, monitoring and controlling scope, and managing changes to approved scope.

The program is authorized to modernize the Company's financial processes and technologies and supporting Oracle systems as set forth in business objectives defined in section 2.2. Changes or new proposals made to modify or enhance the financial systems or EBS Oracle platform will be brought through the program's change management process.

#### 4.6.1 Scope Change Management Process

Changes to the scope will be handled as follows:



#### 4.6.2 Scope Change Approval

Scope changes will be managed as follows (by program level):

- Process teams are authorized to approve:
  - Changes to processes inside their functional area that do not require customization to the technology or new technology.
  - Resource allocations with existing team members and SMEs
  - Schedule changes that do not impact the project schedule.
  - Intra-team work sequencing and prioritization.
  - Deliverable acceptance recommendations.
- Program Manager is authorized to approve:
  - Scope or functional changes that have no commercial impact to the budget.
  - Resource allocations with existing team members and SMEs
  - Schedule changes that do not impact a milestone.
  - Inter-team work sequencing and prioritization.
  - Vendor deliverable acceptance.
- Program Director is authorized to approve:
  - Scope or functional changes that do not impact contingency budget.

## Financial Systems Modernization Program Charter



- Process integration decisions within control of the program.
- Schedule changes that may impact a milestone but do not impact go-live.
- Extra-team work sequencing, prioritization and coordination (supported by Oversight)
- Program Sponsor is authorized to approve:
  - Scope or functional changes that impact contingency budget.
  - Process changes external to the program (supported by Steering).
  - Key vendor approvals.
  - Schedule changes that impact go-live.
  - Go/No-Go decisions.
  - Risk mitigation plans and changes.
- Oversight & Steering Committees are authorized to approve:
  - Human resources requests.
  - Key vendor approvals.
  - Go/No-Go decisions.
  - Risk mitigation plans and changes.

### 4.7 Quality Management

#### 4.7.1 Quality Plans

Quality will be planned, designed and built into the program. The processes defined in the following table are being implemented to ensure both the program and the respective projects will adhere to rigorous quality standards.

Process	Description
Requirements Management	Documenting, analyzing, tracing, prioritizing business requirements, controlling the changes and communicating to relevant stakeholders. A continuous process to identify a capability expected in the business outcome of the program.
Testing Strategy and Plan	Strategy and detailed plans defining the systematic testing of the systems and processes, including the methods, workflow, responsibilities and coverage.
Unit Testing	Individual testing of the smallest testable parts of module configuration and / or development objects.
Systems Integration Testing	Validating all software module dependencies is functionally correct. Validate that data integrity is maintained between separate modules for the entire solution.
User Acceptance Testing	End user testing with the goal of assessing if the system can support day-to-day business and user scenarios and meet the capabilities outlined in the requirements.

## Financial Systems Modernization Program Charter



Data Conversion Testing	Verification that the data from legacy systems to be used in the new solution is mapped and / or transformed properly.
Performance Testing	Testing executed to determine stability and responsiveness based on specific workloads of transactions.
Mock Cutover Testing	Simulated go-live cutover activities which mirror the actual steps and processes to be executed during the final cutover.
Quality Gates	Acceptance criteria reviews that are built into the key milestones of the program.

### 4.7.2 Testing Tools

Quality management will require test management tools to track the requirements, test cases, scripts and record the results. The program will use Quality Center by Hewlett-Packard to accomplish this. Testing automation and its potential use will be addressed in the Testing Strategy and Plan. Documentation will be intended to satisfy documentation requirements of the integrated audit and compliance with section 404 of the Sarbanes Oxley Act of 2002.

### 4.8 Risk Management

Risks will be managed actively on the program. Periodic reviews of the risk register will be conducted to assess probability, impact and mitigations to insure appropriate measures are being taken. New risks will be added and monitored as needed.

#### 4.8.1 Lessons Learned

Lessons learned were captured from peer discovery calls during the roadmap and reference checks for our primary SI. The results were compiled in the following table. The program has taken specific actions to mitigate each of the identified items.

<b>Change Management</b>
<ul style="list-style-type: none"> <li>• Don't underestimate the need</li> <li>• Hire professionals who specialize in OCM</li> <li>• Address organizational change as processes and roles are redefined</li> </ul>
<b>Dedicated Resources</b>
<ul style="list-style-type: none"> <li>• Availability of functional resources is critical to making decisions and reaching milestones</li> <li>• Resource availability is a prerequisite for knowledge transfer</li> <li>• Part time resources add complexity to the project and extend the schedule</li> </ul>
<b>Post go-live support</b>
<ul style="list-style-type: none"> <li>• Don't underestimate the need for post-production vendor support</li> <li>• Ensure application support needs are defined and resource gaps addressed</li> </ul>
<b>Scope Management</b>
<ul style="list-style-type: none"> <li>• Configure, don't customize!</li> <li>• Governance model that empowers the project team to make decisions</li> <li>• Use value driven approach when assessing potential changes</li> </ul>



## Financial Systems Modernization Program Charter



### 4.8.2 Actions Taken from Lessons Learned Findings

The Management team has identified and, in most cases, acted on the following mitigation strategies based on the lessons learned:

- The program is engaging a 3<sup>rd</sup> party Change Management specialty firm to provide focus and attention in this area throughout the program as well as monitoring effectiveness of the training and Knowledge Transfer processes.
- Departments are providing dedicated resources in key areas like Human Resources, Supply Chain and Finance, backfilling as necessary.
- Post Go-Live support for the Oracle EBS components has been extended to include the first-quarter closing in 2016.
- Scope Management will focus on minimizing customization, enabling a solid governance policy to manage scope changes.

### 4.8.3 Program Risks

The following table identifies current key risks and mitigations on the program.

## Program Risks and Mitigations



### 4.9 Issue/Action Item/Defect Management

#### 4.9.1 Issue Definition:

The program defines issues as exceptions or problems raised that satisfy at least one of the following:

## Financial Systems Modernization Program Charter



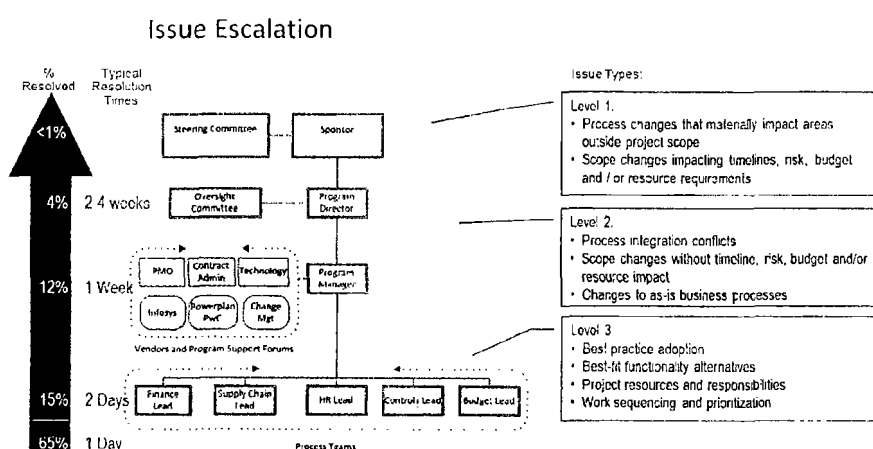
- Have no clearly defined owner or solution
- May have multiple alternative solutions, but no definitive answer
- Could negatively impact the project scope, schedule, resources, budget, or quality
- Are outside a team's area of control and responsibility, and timely resolution will not be reached
- May require project sponsor assistance to resolve
- Is highly controversial, highly visible, or has far reaching impact

Issues are not exceptions or problems raised that:

- Are to-do list items, anticipated work plan activities, or tasks
- Questions
- Already have an identified or approved resolution
- Are within a team's area of control and responsibility
- Will cause no risk or impact to the program or other teams/projects
- Do not meet any of the defined "issue" criteria as outlined above

### 4.9.2 Issue Escalation Levels

A key tenet in the governance of the program is the empowering of the process teams and leads to make decisions and resolve issues with minimal escalation. Ideally, 95% of all program issues will be resolved within the working teams and Program Management.



## Financial Systems Modernization Program Charter



### 4.9.3 Defect management

Defects will be managed in Quality Center by Hewlett-Packard. This includes entry, assignment, resolution and reporting of all defects.

### 4.10 Communication Management

A formal Communications Strategy is a deliverable of the program. The following are examples of program-related communications events that are planned to occur.

Process	Description
Process Team Meetings	Team meetings scheduled as needed to keep the team members informed of events, risks, issues, or potential changes.
Project Team meetings	The team leads will meet with program management weekly or as needed to discuss progress to date, task assignments, current risks, issues, and any changes.
Project Oversight Committee meetings	Monthly meetings are conducted to report on deliverables, milestones, and updates on key discoveries and issues as needed.
Project Steering Committee meetings	Meetings are conducted monthly or quarterly to report on key deliverables, milestones, and updates on key discoveries and issues as needed.
Town Hall Meetings	Periodic meetings at key milestones conducted to provide a broader team update to program status.
Departmental Status Meetings	Team leads, team members, or SMEs will regularly attend scheduled departmental or functional meetings and provide project updates, recent key decisions, upcoming workshop topics, etc.
Divisional / Business Update Meetings	Program Director will provide updates at quarterly or annual divisional or VP staff meetings to apprise stakeholders of current events related to the program.
Team status reports	Generated weekly to keep the team aware of recent events.
Project status reports	Project status reports are distributed to the project sponsor, the oversight committee, and steering committee monthly.
Newsline email	For updates to the enterprise on key events on the program around training and go-live.
Portfolio status report	For monthly updates to the PRB.
Communication mechanisms:	Email, PowerPoint presentations, teleconference, Videoconference and face to face meetings

### 4.11 Program Completion Criteria

Criteria	Description
Scope	The program must have delivered the business objectives and functional scope described in this document and according to the scope defined in the charters of the sub-projects.

## Financial Systems Modernization Program Charter



Deliverables	The project must have produced the deliverables specified in this document all deliverables documented in the Vendor SOWs aligned to the corresponding milestones unless waivers were accepted by the Program Director and Sponsor.
Acceptance	<p>Three successful month end closings, including a quarter-end must occur.</p> <p>Defined Defect Severity Levels:</p> <ul style="list-style-type: none"> <li>• <u>Critical</u>: Major component or other mission critical function(s) are inoperable. No workaround is immediately available.</li> <li>• <u>Major</u>: Major module functionality is severely impaired, or necessary tasks cannot be performed that would impact business operations. No permanent workaround is available.</li> <li>• <u>Minor</u>: Function or sub-module operations are impaired. Operations can continue with reasonable workarounds agreed to with SWG.</li> <li>• <u>Cosmetic</u>: Function or product use is not impacted in any substantive way. Cosmetic in nature, with low or no impact to business processes. Workarounds are not required to complete business processes.</li> </ul> <p>Projects on the program will adhere to the following acceptance criteria:</p> <ul style="list-style-type: none"> <li>• All Integration and User Acceptance Testing scripts are executed</li> <li>• There are zero Critical or Major Defects open (w/o waiver)</li> <li>• There are fewer than 20 Minor Defects open (w/o waiver)</li> <li>• There are fewer than 50 Cosmetic Defects open (w/o waiver)</li> <li>• All open defects at Go-Live are closed by end of the warranty period.</li> </ul>
General	Where possible, the project must have produced the deliverables on schedule, within budget, and within specification.

**Financial Systems Modernization  
Program Charter**

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## **5 Program Considerations**

### **5.1 Assumptions**

- The resources identified in the charter are available and allocated to the program.
- Effort and cost estimates provided by the staff and vendors are reasonable.
- Cooperation, support, and representation from staff and vendor personnel will be provided as defined and agreed.
- Team members are empowered by their management to make reasonable process decisions in their functional area.
- SWG management recognizes this program as a priority and will provide additional resources if necessary.
- Project scope will be controlled to stay within expected completion timeframes. SWG will adopt industry best practices to the extent possible.
- External projects will not have a negative impact or generate unresolvable scheduling conflicts for the program.
- User testing will be thorough and documented with full participation from all affected stakeholders.
- Issues and defects discovered through testing are repairable or have adequate workarounds.
- No issues with application changes or performance are identified.
- End users will be available for scheduled training.
- Designed training for involved personnel will be sufficient.
- System controls and related changes from prior state will be documented to support officer SEC certifications on internal control.

### **5.2 Constraints**

- Resource availability
- Other projects
- Budget
- Software & Hardware Infrastructure

### **5.3 Dependencies**

- Purchasing Card Project

Contract Administration 1.0			
Contract Number	198007	<input type="checkbox"/> Diverse Supplier	
Supplier Number	128280	<input type="checkbox"/> D and A Plan	
Supplier Name	ENTERPRISE OUTCOMES INC		<input type="checkbox"/> Bid <input checked="" type="checkbox"/> Non-Bid
Effective Date	03-MAR-2014	Amount Agreed	1,318,770.00
Expiration Date	31-DEC-2016	Total Dollars Invoiced	800,139.13
Line Type	Agreement BAG	Amount Remaining	518,630.87
Type	Consulting/Training		
Facilitator	Green, Mary A	Division	Staff
Originator	Sutton, Keith H	Division	Staff
Last Name	Biermacki	First Name	Wayne
Address	2600 Boyce Plaza Rd, Ste 100		
City	Pittsburgh	State	PA
		Postal Code	15241
		Phone	702 945-3364
Description	Project Manager-Consultant for Financial System Modernization Program		
Comments			
<div>SDX Information   Insurances   Licenses   Price Adjustment</div>			

# Contract Information #1

003383

003383

C# 198007  
V# 128280  
Exp 32-16

**AGREEMENT  
FOR  
CONSULTING SERVICES**

THIS AGREEMENT, made and entered into this 3rd day of March, 2014 by and between SOUTHWEST GAS CORPORATION with offices at 5241 Spring Mountain Road, Las Vegas, NV 89150-0002 (hereinafter referred to as "Client") and Enterprise Outcomes Inc. with offices at 101 Convention Center Drive, Las Vegas, NV 89101 (hereinafter referred to as "Consultant").

**WITNESSETH:**

WHEREAS, Client desires to engage Consultant to perform certain of the professional services (hereinafter "Services") related to:

The Financial Systems Modernization Program

WHEREAS, Consultant represents that it is fully qualified and willing to perform the Services required hereunder,

NOW THEREFORE, for and in consideration of the covenants and conditions hereinafter set forth, the parties do mutually agree as follows:

**I. SCOPE OF WORK**

Consultant hereby agrees to satisfactorily perform the Services set forth in Exhibit "A", entitled, "Scope of Work", attached hereto and made a part hereof, in accordance with the terms and conditions expressed herein, incorporated herein by this reference.

**II. TERM, COMPENSATION AND PAYMENT**

For and in consideration of the Services satisfactorily performed by Consultant hereunder, Client agrees to pay Consultant the sum or sums set forth under Exhibit "B", entitled, "Term, Compensation and Payment", attached hereto and made a part hereof.

**III. CONDITIONS**

Consultant agrees to be bound by the "Conditions" identified as Exhibit "C", attached hereto and made a part hereof.

**IV. RELOCATION EXPENSE REIMBURSEMENT**

Consultant agrees to be bound by the "Relocation Expense Reimbursement" identified as Exhibit "D", attached hereto and made a part hereof.



IN WITNESS WHEREOF, the authorized representatives of the parties  
hereto have executed this Agreement effective on the date first above  
written.

SOUTHWEST GAS CORPORATION CONSULTANT

By Anita M. Romero By Wayne B. S.

Anita M. Romero  
Title SVP Staff Operations & Technology Title President

Date 03/07/14 Date 3-4-14



**EXHIBIT "A"**  
**I. SCOPE OF WORK**

**A. Representations**

Consultant represents that it has the expertise, experience, personnel and resources to perform the Services, and that all personnel engaged in the work hereunder shall be fully qualified and authorized or permitted under applicable law or regulations to perform such Services. None of the Services covered by this Agreement shall be subcontracted without the prior written approval of Client.

**B. Services**

Consultant shall perform those Services set forth and in the manner described below:

1. At the direction of Client, Consultant shall at the direction of the Client, Consultant shall act as the Program Manager for the Financial Systems Modernization Program. Consultant shall be the main point of contact between Client and associated program vendors. Consultant shall be responsible for all communications to Program Team, Oversight Committee members, Steering Committee members, Program Director, and Program Sponsor. Routine committee and team meetings are to be scheduled based upon the agreed frequency. In addition, Consultant shall provide a monthly written status reports to associated program management and any other status reports as needed. Additional communications to various members of management will occur as required.
2. Consultant shall will provide professional services to the assigned Program Director and will report to the Project Management Office.
3. Consultant shall perform duties such as controlling program scope, planning tasks, overseeing the program budget, creating and finalizing program documentation, obtaining necessary approvals, and managing the timeline. Consultant shall indirectly manage internal and external team resources.
4. As a project management subject matter expert, Consultant shall assist the Project Management Office with furthering the development of the Client's project management standards, practices, and procedures.

**EXHIBIT "B"**  
**II. TERM, COMPENSATION AND PAYMENT**

**A. Term**

Consultant shall commence the Services immediately upon receipt of Notice to Proceed from Client. The Notice to Proceed date is March 3, 2014. Consultant shall complete the Services no later than March 2, 2016.

**B. Compensation**

For and in consideration of the satisfactory performance and completion of the Services hereunder, Client agrees to pay Consultant an hourly rate of \$155.00.

Consultant shall pay all applicable federal and state payroll taxes and insurance on all wages and salaries of Consultant's employees engaged in the performance of the work described herein, and shall comply with all applicable laws and regulations relating to the employment of labor.

**C. Invoicing and Payments**

1. Consultant shall submit an invoice on a bi-weekly basis and shall indicate the days charged and the unit rate applied for those days. The invoice shall identify the project name(s) and a summary of charges by project. Consultant shall support its billing with a signed copy of the work report and expense vouchers, if any. Such work report shall include a description of the work done and the number of hours worked. Consultant agrees that Client may examine its records to the extent necessary to verify the billings made hereunder.
2. Client shall make payment to Consultant within fifteen (15) days from Client's receipt of Consultant's invoice. Amounts unpaid fifteen (15) days after the invoice becomes due shall bear interest at the rate of ten percent (10%) per annum or the maximum legal rate, whichever is less.
3. Client shall not be responsible for payment or reimbursement of monies for Services performed without the prior written approval of Client.
4. Notwithstanding anything herein to the contrary, if Client disputes or contests any invoiced amount, that portion so contested may be withheld from payment, and only the undisputed portion will be paid until the dispute is resolved in accordance with this Agreement.
5. Client, at its discretion, may retain a minimum of twenty-five percent (25%) of final payment due Consultant until the Services are fully completed and approved by Client, and the Consultant has provided

any evidence, required by Client, that the Consultant has satisfied any and all potential liens.

6. Upon completion of the Services, and at the Client's request, the Consultant shall deliver to the Client a complete written release of all liens arising out of this Agreement or receipts in full in lieu hereof, and, if required in either case, an affidavit that the release and receipts include all the labor and materials supplied by the Consultant and its subcontractors, if any, for which a lien might be filed. If any lien or claim remains unsatisfied after all payments are made, the Consultant shall refund to the Client all monies that the Client may be compelled to pay in discharging such lien or claim, including all costs and reasonable attorneys' fees.

**EXHIBIT "C"**  
**III. CONDITIONS**

**A. Responsibility**

Consultant shall be responsible for the professional quality, technical accuracy and the coordination of all designs, drawings, specifications, calculations, data, reports, documents or other Services to be provided hereunder, and shall, without additional compensation, correct or revise any errors or deficiencies promptly upon notice or discovery thereof. Except as specifically provided by any representation or warranty of Consultant, Consultant shall use the care and skill ordinarily used by members of Consultant's profession practicing under similar conditions at the same time, and in the same locality. Neither a review, approval or acceptance of, nor payment for, any of the Services required hereunder shall be construed as a waiver of any rights under this Agreement by Client or of any cause of action arising out of the performance of this Agreement, and Consultant shall be liable for all damages caused by or arising out of Consultant's negligent performance or omissions of any Services provided or required hereunder.

**B. Changes**

Client may, at any time by written authorization, make changes in the Scope of Services to be provided hereunder. If such changes result in an increase or a decrease in Services, the time required for performance thereof, or the compensation therefor, this Agreement shall be modified accordingly in writing in order for such changes to be valid. Under no circumstances shall Consultant provide additional Services or incur expenses for which additional compensation is to be charged without the express prior written authorization of Client.

**C. Termination**

1. Performance of the Services hereunder may be terminated by Client at any time, in whole or in part:
  - a. Whenever Consultant shall default in its obligations hereunder or fails to make progress in the prosecution of the Services, and shall fail to cure such default within ten (10) days after receipt of notice specifying the default; or
  - b. For the convenience of Client by providing Consultant two (2) months written notice.
2. Termination shall be effected by delivery to Consultant of a Notice of Termination, specifying whether said termination is for default of Consultant or for the convenience of Client, the extent to which

performance of the Services is terminated; and the date upon which said termination is to become effective. If, after Notice of Termination for default, it is determined that Consultant was not in default, or that Consultant's failure to fulfill its obligations was due to causes beyond its control and without its fault or negligence, the Notice of Termination shall be deemed to have been issued for the convenience of Client.

3. Following receipt of Notice of Termination, Consultant shall discontinue performance on the date and to the extent specified therein, and deliver to Client the completed or partially completed plans, information, data, reports, estimates, summaries, materials, or other documents which, if performance had been completed, would be furnished to Client. Consultant shall prepare and submit a termination claim for Services satisfactorily performed, which shall include costs and expenses reimbursable in accordance with the Terms of this Agreement, not previously paid to Consultant, incurred prior to the effective date specified in the Notice of Termination, and Client may agree upon the whole or any part of the amount(s) claimed by Consultant on account of the termination or partial termination.
4. In the event of termination for default, Client shall be entitled to complete the Services hereunder or engage others to do so, and if the expense of completing said Services is greater than the amount Consultant was to receive as compensation therefor, Client shall be entitled to recover the difference from Consultant.

**D. Confidentiality**

1. Consultant hereby agrees that all information provided by Client pursuant to the Services hereunder shall be considered confidential, and shall not be reproduced, transmitted, used or disclosed by Consultant without the written consent of Client, except as may be necessary for Consultant to fulfill its obligations hereunder, provided, that the limitation shall not apply to any information, or portion thereof, which is within the public domain at the time of the disclosure. The requirements of this provision shall survive the termination or expiration of this Agreement.
2. If applicable, Consultant represents and warrants that all computer systems and resources to be utilized in providing Services under this Agreement are owned and managed by Consultant and physically in the control of Consultant. Should Consultant seek to outsource these functions or resources, then Consultant shall provide not less than sixty days prior notice to Client and Client reserves the right to re-evaluate and/or terminate the Agreement. In all events, Consultant remains solely responsible for the security and protection of Client and Customer Confidential & Proprietary information provided under this Agreement.

**E. Ownership and Reuse of Documents**

All data, information, reports, drawings, renderings, or other documents or materials prepared by Consultant hereunder shall become the property of Client, whether or not the work covered thereby is executed; provided, that Consultant may retain a record copy for its file.

**F. Relationship**

The legal relationship of Consultant and Client hereunder shall be that of an independent contractor and not that of an agent, employee or joint venture.

Consultants and their employees are not entitled to and shall not participate in any Company benefits including, but not limited to, the Company's Retirement Plan, its 401-K plan, medical benefits, and other benefits provided to Company's employees, and shall not be entitled to retroactive benefits if they are reclassified as Company employees.

**G. Background Checks**

Consultant shall be responsible for conducting, at its expense, background investigations of Consultant's employees and/or subcontractors who will have access (whether physical, remote, or otherwise) to Client's facilities, equipment, systems or data. Such investigations shall include, without limitation, (a) a search of the employee's or subcontractor's Social Security number or other appropriate government-issued identification number to verify the individual's identity and current and previous addresses, (b) a criminal background search of all court records in each venue in which the employee or subcontractor has resided during the past seven (7) years, (c) a motor vehicle report for positions that require Consultant's employees or its subcontractors to drive a Client vehicle (including rental cars paid for by the Client) or personal vehicles operated on behalf of Client and (d) DOT drug testing for Consultant's employees or its subcontractor performing DOT covered functions.

Consultant shall not knowingly permit an employee or subcontractor to have access to the confidential information, premises, records or data of Client when such employee or subcontractor: (a) has been convicted of a crime or has agreed to or entered into a pretrial diversion or similar program in connection with: (i) any act of dishonesty or physical harm to any person, or (ii) a felony; or (b) uses illegal drugs.

**H. Examination of Records**

If the Services performed by Consultant hereunder are in support of any government contract or program, or under a cost-reimbursement type agreement, or for any authorized additional service or reimbursable

expense, Consultant shall until the expiration of six (6) years after final payment hereunder, maintain such books and records under generally recognized accounting methods and permit inspection by Client or its Client, or the authorized representatives of either of them at mutually convenient times, or the Comptroller General of the United States or any of his/her authorized representatives.

**I. Compliance with Laws**

Consultant shall comply with all applicable federal, state, and local laws, ordinances, rules, regulations, and orders in effect on the date of this Agreement, including, but not limited to Executive Order No. 11246 of September 24, 1965, as amended, and the orders of the Secretary of Labor pursuant thereto. Additionally, the Consultant shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, national origin, disability, veterans status, or because any employee or applicant for employment is a member of any other protected class or group as defined by any established law or court of competent jurisdiction. The Consultant further agrees to comply with all applicable laws, executive orders and regulations as amended, concerning nondiscrimination in employment.

**J. Insurance**

1. Consultant shall effect and maintain insurance to protect itself against claims arising under Worker's Compensation; and, from claims for damages resulting from injury to or destruction of property, including loss of use thereof, and, from claims arising out of the performance of the Services, or as a consequence thereof, caused by the error, omission, or negligent act for which Consultant, its employees, agents, subcontractors, and material suppliers, or the invitees of any of them, may be responsible.
2. Without limiting any of the other obligations or liabilities of Consultant under this Agreement, Consultant shall subscribe and maintain in full force and effect during the term of this Agreement the following insurance in the amounts not less than the minimum amounts specified:
  - a. Workers' Compensation. Consultant agrees to provide and maintain Workers' Compensation Insurance at statutory minimum requirements during the term of this Agreement in the state(s) where the Work will be performed. All such insurance will be maintained by companies authorized and approved by the state(s) to issue such insurance or through the State Fund in the states of California and Arizona or the Employers Insurance Company of Nevada in the state of Nevada. It is further understood and agreed that Consultant will furnish proof of Workers' Compensation Insurance at the



inception of this Agreement and will maintain such Workers' Compensation Insurance during the entire term of this Agreement.

- b. General Liability. Consultant must provide and maintain general liability or comprehensive general liability coverage which includes any act, error or omission of Consultant and which insures all risks relating or pertaining to this Agreement. The insurance policy must include coverage for personal injury, property damage, and bodily injury, including accidental death, to any one person, on a combined single limit basis for both accidents and injuries in an amount not less than One Million Dollars (\$1,000,000.00). Any Consultant operating under a liability policy where explosion (X), collapse (C), or underground (U) coverages are excluded from their insurance coverage, must show evidence that the insurance carrier has waived these exclusions resulting in full coverage under the policy for explosion (X), collapse (C), or underground (U). Exclusions other than pollution, mold, and nuclear activity must be approved on a per item basis.
  - c. Vehicle Liability Insurance. Consultant must provide and maintain owned, non-owned, and hired car coverage on a combined single limit basis for bodily injury and property damage in an amount not less than One Million Dollars (\$1,000,000.00).
  - d. Professional Liability Insurance. If required, Consultant must provide and maintain comprehensive professional liability coverage which insures all risks for any personal injury, bodily injury, and/or property damage, including accidental death to any one person on a combined single limit basis. An acceptable form shall be on an occurrence or claims-made basis. The insurance policy shall provide for the payment of all sums which Consultant is obligated to pay due to the liability imposed upon Consultant for damages resulting from any claim made against Consultant, arising out of the performance of professional services for Client, and caused by any act, error, or omission of Consultant or any other person for whose acts the insured is legally liable. Required coverage shall be in an amount not less than One Million Dollars (\$1,000,000).
3. Any insurance policy shall be written by a reputable insurance company acceptable to Client with a current A.M. Best Company Guide of "A-, VIII" or better and authorized to do business in the state(s) in which the service is to be provided.
  4. Coverage must provide for contractual defense of indemnitee as a condition in each policy or contain an amendatory endorsement which extends the insurer's duty to defend Client as an indemnitee. Also, the

insurer's duty to defend must extend to actions in which the insurer may provide for a reservation of rights as to issues of coverage. Payments for the costs of defense under the policy will not reduce the limits of insurance. Client, as indemnitee, may possess other insurance for the same risk, and in such instance the Client's insurance shall be secondary to the Consultant's coverage. Client is not obligated to notify any other insurer of any claims or legal actions.

5. Client reserves the right to review the original or certified copy thereof, of each and every insurance policy applicable to this Agreement. Client reserves the right to accept or reject the applicable insurance coverage provided by Consultant for any reason. In the event Client rejects Consultants' insurance coverage, Consultant will be notified and given thirty (30) days to obtain appropriate insurance coverage. Otherwise, the Agreement shall be terminated for cause.
6. Client shall be named as additional insured with the respect to its interests, to the extent appropriate, on the Certificate of Insurance "Certificate."
7. Consultant's insurance shall be primary and non-contributory with respect to any other policy for operations for which the Client is covered. The fact that insurance is obtained by Consultant shall not be deemed to release or diminish the liability of Consultant including, without limitation, liability under the indemnity provisions of this Contract. Damages recoverable by Client shall not be limited by the amount of insurance coverage required by this Agreement.
8. The completion and proper execution of a Certificate is a condition precedent to the performance of any Work done or undertaken during the term of this Agreement. The Certificate should contain a provision that coverage afforded under each and all of the policies will not be canceled or substantially changed until at least thirty (30) days prior written notice has been given to Client. Should any of the policies described and identified in the Certificate expire or otherwise terminate during the term of this Agreement, Consultant must replace the policies before the expiration date with policies providing the same or comparable coverage which meets Client's approval. A new Certificate in the same form and for the same or approved coverage and liability limits must be executed by Consultant's insurer and filed with Client. The filing of the new Certificate shall also be a condition precedent to the prosecution or continuation of any Work.
9. Should Consultant represent that he/she is not required to carry Worker's Compensation coverage, Worker's Compensation Waiver (Client's form 198.3) shall be executed prior to the commencement of this Agreement precluding the need to secure a Worker's Compensation Certificate.

**K. Indemnification**

Notwithstanding any provision of this Agreement to the contrary, Consultant agrees to indemnify, hold harmless, and defend Client, its directors, officers, agents and employees from and against all claims, demands, damages, losses, costs, expenses (including attorney's fees), fines, or penalties to the extent arising out of, or as a consequence thereof, or related to, any negligent act, error or omission to act on the part of the Consultant or its employees, agents, or independent contractors, or the invitees of any of them. The Consultant shall defend all suits or claims, and shall hold and save the Client, its directors, officers, agents and employees harmless from liability of any kind or nature, including costs and expenses for or on account of any trademark, trade secret, patented or unpatented inventions, article, process or appliance manufactured or used in the performance of this Agreement by the Consultant.

**L. Waiver**

Waiver by Client of any provision hereunder or of a breach thereof by Consultant, shall not be deemed a waiver of future compliance thereof and such provision shall continue in full force and effect.

**M. Alternative Dispute Resolution**

**1. Procedure.**

- a. All disputes and controversies of every kind and nature between the parties to this Agreement arising out of or in connection with the existence, construction, validity, interpretation or meaning, performance, non-performance, enforcement, operation, breach, continuance, or termination of this Agreement shall be resolved by first following the informal negotiation procedure set forth below, and if unsuccessful, by binding arbitration in accordance with this Agreement. The informal negotiation procedure and the binding arbitration procedure shall collectively hereinafter be referred to as the "Procedure."

**2. Informal Negotiation.** The informal negotiation procedure is as follows:

- a. The parties agree that either party may initiate the Procedure by giving written notice to the other party (the "initiating party"), describing briefly the nature of the dispute and/or claim and identifying an individual with decision making authority to settle the dispute on its behalf. The party receiving such notice (the "responding party") shall have five (5) days from the date of receipt of such notice to designate, in a written notice to the initiating party, an individual with decision making authority to settle the dispute on its behalf. The individuals so designated by the parties shall be known as the "authorized individuals."

- b. A meeting shall be held between the authorized individuals ten (10) days from the date of the initiating party's receipt of the responding parties notice designating its authorized individual, unless the parties mutually agree to another date. If the date for the meeting falls on a Saturday, Sunday, or legal holiday, the meeting shall be held on the next day which is not a Saturday, Sunday, or legal holiday. If the Services are performed in the states of Nevada or California, then the meeting shall take place in Las Vegas, Nevada, and if the Services are performed in the state of Arizona, then the meeting shall take place in Phoenix, Arizona, unless the parties agree otherwise.
- c. The authorized individuals shall investigate as they deem appropriate prior to the meeting and shall attempt in good faith to negotiate a resolution of the dispute. Either party's failure to participate, in good faith, in the settlement discussions provided for in this Agreement shall be a breach of this Agreement and the breaching party is subject to damages therefor.
- d. If, within ten (10) days from the initial meeting provided for in this Agreement, paragraphs M.2 (b) and (c) of Exhibit "C", the authorized individuals have not, notwithstanding their good faith best efforts, succeeded in negotiating a resolution of the dispute and/or claim, either party may submit the dispute to binding arbitration.
3. Binding Arbitration. The binding arbitration procedure is as follows:
- a. Either party may demand arbitration in writing after attempting to settle the dispute and/or claim by the informal negotiation procedure, and said demand shall include the name of an arbitrator selected by the party demanding arbitration. Within ten (10) days after receiving such demand, the other party shall give notice of the arbitrator's name selected by it, or in default of such naming, such arbitrator shall be named forthwith by the Arbitration Committee of the American Arbitration Association. The two arbitrators so selected shall name a third arbitrator within ten (10) days or, in lieu of such agreement on a third arbitrator by the two arbitrators so appointed, a third arbitrator shall be appointed by the Arbitration Committee of the American Arbitration Association. Notwithstanding the foregoing, the parties may mutually agree to have one arbitrator rather than three and the selection of said arbitrator may be mutually agreed to by the parties; but if the parties cannot agree, the sole arbitrator shall be selected by the Arbitration Committee of the American Arbitration Association.
- b. The arbitration hearing shall be held in Las Vegas, Nevada, if the Services are performed in the states of Nevada or California, and the arbitration hearing shall be held in Phoenix, Arizona, if the

Services are performed in the state of Arizona. If the Services are performed in more than one state, the location of the arbitration hearing shall be Las Vegas, Nevada.

- c. The arbitrators shall hold an arbitration hearing within one hundred twenty (120) days after the appointment of the last arbitrator. The commercial arbitration rules and procedures of the American Arbitration Association shall be utilized in the arbitration hearing. However, if any conflict arises between this Agreement and the rules and procedures of the American Arbitration Association, this Agreement shall control. The law of evidence of the state where the hearing is held shall govern the presentation of evidence at such hearing.
- d. The arbitrators shall make an award within fourteen (14) days after the conclusion of the hearing. An award rendered by a majority of the arbitrators appointed under and pursuant to this Agreement shall be final and binding on all parties to the proceeding, and judgment on such award may be entered by either party in the highest court, state or federal, having jurisdiction. There shall be no right to appeal the arbitrators' award. With respect to any dispute or controversy arising out of or related to this Agreement, no suit at law or in equity based on such dispute or controversy shall be instituted by either party, except to enforce the award of the arbitrators.
- e. The parties further agree that arbitration proceedings must be instituted within one (1) year from the date of the initiating party's notice, and that failure to institute arbitration proceedings within such period shall constitute an absolute bar to the institution of any such proceedings and a waiver of all claims(s) alleged in the initiating party's notice. Notwithstanding the foregoing, nothing in this Agreement shall be construed as extending any statutes of limitation provided for by law. The initiating party's giving notice to the responding party of the dispute shall stop any statute of limitations, except the one (1) year limitation provided for herein and until said notice is given; any applicable statutes of limitation shall continue to run.
- f. The costs of arbitration, including any arbitrator fees, costs of transcription, and costs for the use of facilities during the hearing shall be borne by the parties equally. However, each party shall bear their own attorney fees, costs related to each party's own witnesses, and other costs and expenses incurred independently from the other party.
- g. The provisions of this Agreement relating to Alternative Dispute Resolution shall survive the termination or expiration of this Agreement.

**N. Severability**

In the event that any term or provision of this Agreement is held to be illegal, invalid, or unenforceable under the laws, regulations, or ordinances of any federal, state, or other government to which this Agreement is subject, such term or provision shall be deemed severed from this Agreement and the remaining terms and provisions shall remain unaffected thereby and continue in full force.

**O. Notices**

All notices required or permitted under this Agreement shall be considered as duly given to any party for all purposes hereof only if given in writing and hand delivered; or sent by registered or certified mail, postage prepaid and return receipt requested; or sent by telex, telegram, TWX or cable and also confirmed by registered mail, postage prepaid and return receipt requested, addressed as set forth below, or to such other address as may be designated by notice given as provided above. All notices shall be effective upon first receipt, unless otherwise specified herein.

**CLIENT:**

Southwest Gas Corporation  
5241 Spring Mountain Road  
Las Vegas, NV 89150-0002  
Attn: Mgr. Contract Administration  
(702) 364-3060

**CONSULTANT:**

Enterprise Outcomes, Inc.  
101 Convention Center Drive  
Las Vegas, NV 89101  
Attn: Wayne Biernacki  
(702) 945-3364

**P. Modification**

This Agreement may only be modified by a written amendment hereto, duly executed by both parties.

**Q. Successors and Assignment**

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective representatives, successors and permitted assigns. The Consultant agrees that it shall not assign, subcontract, hypothecate, or transfer its interest in this Agreement, or any part thereof, without the express written consent of Client.

**R. Clients Code of Business Conduct & Ethics**

1. Consultant or its employees will not engage in any action or inaction that would induce or cause any Client employee to violate the Client's Code of Business Conduct & Ethics ("Code") located at <http://www.swgas.com/investorrelations/documents/codeconduct.pdf>.

2. During the term of the Agreement, Consultant or its employees will not accept any employment or engage in any work which creates a conflict of interest with Client or in any way compromises the Work to be performed under this Agreement.
3. Consultant or its employees shall not offer, or cause to be offered, gifts, entertainment, payments, loans, and/or other services, benefits or considerations of other than those permitted under the Client's Code to Client's employees, their families, vendors, subcontractors and other third parties.
4. Consultant further understands and agrees that the offering or giving of cash or gifts, other than those permitted under the Client's Code, by the Consultant, its employees or representatives, whether made with the intent to obtain special consideration or preferential treatment, shall be deemed to be a material breach of this Agreement entitling the Client to terminate this Agreement at any time if it elects to do so.
5. Consultant understands and agrees that the Client has established an Ethics Hotline pursuant to the Client's Code of Business Conduct and Ethics, and the Consultant agrees that it will not retaliate against any Contractor employee that makes a good faith report to the Client's Ethics Hotline. Consultant further agrees that the Client may inform the Consultant's employees of the existence of and purpose of the Ethics Hotline, and of the Consultant's agreement to refrain from retaliation as provided by the first sentence of this subparagraph. This subparagraph is not intended to benefit any third party, including but not limited to any Consultant employee.

**S. Identity Theft Prevention**

In compliance with federal regulation, Client has implemented a written Identity Theft Prevention Program to identify, detect, prevent, and mitigate the risk of identity theft of its customers. Pursuant thereto, Consultant shall notify Client within twenty four (24) hours of Consultant's detection or suspicion of the unauthorized acquisition, use of, or access to unredacted or unencrypted records, electronic files, media, databases or computerized data of Consultant that compromises, or is reasonably likely to compromise the security, confidentiality, or integrity of the personal identifying information of the Client's customers. Further, Consultant shall take all reasonable steps to maintain the confidentiality of any and all Client customer information, including the proper disposal and/or destruction of such information when no longer necessary for the Work and to secure and protect such information from unauthorized access or use.

**T. Professional Registration**

If the Consultant's Services under this Agreement involve the production of documents, drawings or electronic media that require signing or sealing by a registered professional, Consultant warrants that it has such qualified person who is registered in the State where the Services are performed.

**U. Order of Precedence**

In the event that it is determined that there is conflict or inconsistency between the various parts of this Agreement, priority shall be given in the following descending order with the first listed item having precedence over those that follow:

1. The Body of the Agreement for Consulting Services.
2. Exhibit A: Scope of Work.
3. Exhibit B: Term, Compensation and Payment.
4. Exhibit C: Conditions.

**V. Entire Agreement**

This Agreement contains all of the promises, representations, and understandings of the parties hereto and supersedes any previous understandings, commitments, proposals, or agreements, whether verbal or written, and may only be modified as hereinbefore provided.

**W. Governing Law**

Unless otherwise specified herein, this Agreement shall be governed by and construed in accordance with the law in the state where the Services are performed.

**X. Survival of Representations**

All representations, warranties, responsibilities, and duties of the Consultant shall survive the termination or expiration of this Agreement, except as specifically provided for in 1.C of Exhibit "C", entitled "Termination".



**"EXHIBIT D"**

**IV. RELOCATION EXPENSE REIMBURSEMENT AND PER DIEM**

**A. Relocation Expense Reimbursement**

1. The agreed upon Consultant hourly rate of \$155/hr. shall include all expenses such as airfare, travel, transportation, lodging and meals (per diem), etc. Additional expenses related to the stated scope of work require documented Company approval.
2. Company will pay Consultant a one-time fee of \$10,000 as reimbursement for initial relocation expenses. The Consultant relocation expenses shall be included in the first invoice submitted to Company for payment.
3. In the event that Consultant terminates contract prior to completion of the stated scope of work, Consultant shall reimburse the Company the pro-rated portion of the total \$10,000 relocation expense paid by the Company. In such event, Consultant authorizes the Company to offset any expense amount owed by the Company against the outstanding balance of relocation expenses owed by Consultant. In the event that there are insufficient funds available, Consultant hereby agrees to execute a Promissory Note sufficient to cover any balance due.
4. In the event that Company terminates contract prior to completion of stated scope of work, the Consultant is not required to reimburse the Company for relocation expenses paid.

003402

# **SOUTHWEST GAS CORPORATION**

## **CONTRACT CHECKLIST**

Service Provider Enterprise Outcomes, Inc Contract # 12880 Supplier # 12880 Division/Staff Location Consulting Corp/IS   
Description of Services Project Management Consulting Services New/C.O. #  Category   
Original Facility Robin Jenkins Phone 702-876-7316 Mail Code LVC-480 Date 3/4/2014  
Facility Camille Qualieri Phone 702-876-7218 Mail Code LVC-340 Date 3/11/14  
Contract Analyst Dave Larsen Phone 702-876-7194 Mail Code LVA-566 Date 3/11/14

Item	Yes	No	N/A	Required	Actual	Exp	Code of Conduct	Personal Identifying Info	Yes	No	N/A
1. Ensure compliance with Standard Practice 195.0 from Contract Administration for new contracts over \$5,000 and all change orders. Provide copy of Notice To Proceed from Analyst.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2. List of bidders who were sent Request For Proposal (minimum of three bidders).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3. Screen print(s) of Products and Services search.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4. Request For Proposal.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5. A justification for extending an existing contract, adding bidders, or not bidding a project, or bidding with less than three bidders per \$5.0.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
6. Attendance sheet from the bidders' meeting.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
7. Written responses to Request For Proposal from the service providers.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
8. Written response to both successful and unsuccessful bidders notifying them of the successful bidder.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
9. Detailed scope of work.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
10. A pre-approved DOT Drug and Alcohol Plan is required if a service provider will perform: a. Installation/Relocation of pipe. b. Gas-related emergency response. c. Operation/Maintenance activities on pipe including, but not limited to: 1. Pipeline X-rays 2. Pipeline Locating 3. Leak Surveys 4. Corrosion Control d. Operation of a motor vehicle of 26,001 lbs. or more requiring a commercial driver's license (CDL).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
11. OQ Covered Task List required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
12. Value of Contract: Original \$ <u>700,000.00</u> / Current \$ <u>700,000.00</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
13. Payment Terms: Net <u>15</u> Days	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
14. Contract Term: Start <u>3/3/2014</u> / End <u>3/2/2016</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
15. Schedule of charges (billing rates).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
16. Signatures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
17. Certificates of Insurance a. General Liability b. Automobile c. Excess Liability d. Worker's Comp (or Waiver Form 198.3) e. Professional Liability f. Other g. Other	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
18. Are background checks required?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
19. (Non-Company contracts only): Code of Conduct Personal Identifying Info	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
20. Business Licenses, if required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
21. State Contractor's License, if required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
22. Supplier Profile Form 188.0 (for all new contracts).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
23. Sample Invoice. (Note: For new contracts, Service Provider's name on Supplier Profile, Sample Invoice, W-9, and Contract must be identical).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
24. Form W-9 for all new contracts.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
25. Procurement Transaction for Diverse Suppliers Form 188.2 (when Diverse Suppliers have been considered to provide services).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
26. Non-Cancelable Obligation: Payment Amount \$ <u></u> Date of Final Payment <u></u> <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-Monthly <input type="checkbox"/> Semi-Annually <input type="checkbox"/> Annually	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
27. CPI Adjustment Due Date <u></u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
28. Comments	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Form 199.6 (01/2012) 566 - Microsoft Word

**Camille Gualtieri**

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**From:** Jan Howell  
**Sent:** Monday, March 03, 2014 5:04 PM  
**To:** CopsAdmin; Robin Jenkins  
**Subject:** RE: Wayne Biernacki, PMP Contract  
**Attachments:** Scanned from a Xerox multifunction device001.pdf

Camille / Robin,

Attached is the stamped Consulting Agreement for Mr. Biernacki.  
Please proceed with the process.

Thanks, Jan

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**From:** CopsAdmin  
**Sent:** Monday, March 03, 2014 1:05 PM  
**To:** Robin Jenkins; CopsAdmin; Jan Howell  
**Subject:** RE: Wayne Biernacki, PMP Contract

Hi Robin,

I have attached the template. Will there be an IS Manager affiliated with the contract? Generally that is what determines who in contracts will handle the contract and which facilitator you need to use. Please let me know.

Thanks,  
Camille

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**From:** Robin Jenkins  
**Sent:** Monday, March 03, 2014 12:57 PM  
**To:** CopsAdmin; Jan Howell  
**Subject:** RE: Wayne Biernacki, PMP Contract

Hi Camille,

I believe that Jan is handling this. She has been the key contact on Financial Systems. Jan, please correct me if I'm wrong.

Where is the new contract template? I'll get with Wayne on the other two items you mentioned.

Thank you,  
Robin

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**From:** CopsAdmin  
**Sent:** Monday, March 03, 2014 11:59 AM  
**To:** Robin Jenkins; Jan Howell  
**Cc:** CopsAdmin  
**Subject:** RE: Wayne Biernacki, PMP Contract

Hi All,

Since I was left out of the loop on this, I am wondering if this contract will be staying with you Jan or moving over to Dave?

Was the new contract template completed? Was a supplier profile completed? It also appears that the Certificate of Insurance does not name SW Gas as additional Insured.

Please let me know.

Thanks,  
Camille

---

**From:** Robin Jenkins  
**Sent:** Monday, March 03, 2014 11:19 AM  
**To:** Jan Howell  
**Cc:** CopsAdmin  
**Subject:** Wayne Biernacki, PMP Contract

Hi Jan,

I got your message. I'm on the run again. Yes, Wayne is on sight today. The terms of the contract were approved by the Project Steering Committee which including the relocation fee. The scope of work and relocation area were modified. Please let me know if you have any other questions. Please rush this one if you can. My apologies for the last minute notice. He came a little earlier than expected, but you should have had this sooner.

Thank you,



Robin Jenkins | Manager of Technology Project Portfolio, Project Management Office

PO Box 98510 | Las Vegas, NV 89193-8510  
direct 702.876.7316 | fax 702.253.7213 | mobile 702.528.8233  
[robin.jenkins@swgas.com](mailto:robin.jenkins@swgas.com) | [www.swgas.com](http://www.swgas.com) | [www.swgasliving.com](http://www.swgasliving.com)

**Jan Howell**

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**From:** Robin Jenkins  
**Sent:** Wednesday, January 29, 2014 10:29 AM  
**To:** Jan Howell; Marilyn McGinnis  
**Subject:** RE: Follow-up on Financial Systems Replacement Program Manager Candidate

Good morning Jan,

Thank you so much for the input. I agree with you 100%. We only have one PM with an hourly of \$150, and that was agreed upon before my time. The rest of the PMs range between \$100 - \$105. I don't agree with the pricing, but the Sponsor ultimately has the final say. They have not seen it yet, but I have spoken with some of the project oversight and Program Director. As I mentioned during our meeting last week, my concern is that he is a flight risk. We have no guarantees that he will live in town. He has no family here. Who's to say he won't find permanent residence in California or Arizona as he has family living there. Then we would have to pay his expenses to commute. I have the same concern that you do regarding the hourly rate if he lives here.

I like the option that you presented...if he considers reducing his hourly. He already has his business and insurance to meet our requirements. At least, he says that he does. I also agree with your comment on early termination originated by us. Is it reasonable to offer the same moving option if we terminate the contract?

Thanks again for your help! I'm trying to make sure we cover all our bases just in case anything happens. I'm not quite sure what to expect on this one.

Thank you,  
Robin

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**From:** Jan Howell  
**Sent:** Tuesday, January 28, 2014 5:38 PM  
**To:** Robin Jenkins; Marilyn McGinnis  
**Subject:** RE: Follow-up on Financial Systems Replacement Program Manager Candidate

Hi Robin,

We did originally talk about having Wayne Biernacki provide us with an all-inclusive hourly rate. But when it comes down to it, if he is making Las Vegas, NV his permanent home (e.g. registering his vehicle, filing his taxes, etc.), there should be no per diem. That's only used for temporary residency. SWG should not be paying for car rental, meals, lodging, etc. Nor should we provide him with a pool car or reimburse him for rent.

If he has to travel on behalf of SWG (e.g. Phoenix, Tucson, etc.) we will pay actual reasonable travel expenses (car rental, air fare, meals, lodging) with appropriate receipts.

We're currently paying one of your Las Vegas Consultants \$150.00 per hour so paying \$200.00 per hour does seem high. Is Mr. Biernacki aware that there is no Nevada State Income Tax, unlike Hawaii, so that might be a consideration in lowering his rate. Of course, Mr. Biernacki will need to obtain insurance and a business license to meet SWG requirements, so this will be an added expense, but shouldn't have much of an impact on his pricing.

As far as giving him assurance that the contract will not be terminated early, I don't think we would want to do that. That's what a consultant does, they come in, do the work, no strings attached.

Here is an option: If you would like, you could offer to pay to move his household goods from Hawaii, pay 30 days storage and his 1<sup>st</sup> month living expenses. Then it's done! But we would want to build language into the contract that if he voluntarily leaves before the project is done, he needs to repay us on a pro-rated basis.

Let me know your thoughts,  
Thanks, Jan

**From:** Robin Jenkins  
**Sent:** Tuesday, January 28, 2014 1:52 PM  
**To:** Marilyn McGinnis; Jan Howell  
**Subject:** Follow-up on Financial Systems Replacement Program Manager Candidate

Good afternoon Marilyn and Jan.

I have been in conversation with Wayne Biernacki, the proposed Program Manager for the Financial Systems Replacement Project, and he requested \$175/hr plus expenses. If you recall, Wayne currently lives in Hawaii. When I asked him to propose an hourly rate that was all inclusive, he came back with \$200/hr. I still think that is high. Also, he wanted to know if we could include some language in the contract to protect "him" from early contract termination. He said that he has to take on a lot of risk to move here. I said that we are also taking on a lot of risk by bringing him on board. He could decide to leave.

That being said, are there any other options that I can run by the project sponsor? The concern is that he is getting over on us if he moves out here, and we are still paying his expenses. I know you mentioned that we don't pay to move contractors, and I agree with that statement. I know that we have offered a monthly stipend in the past, but I don't know if I like that idea either (\$175/hr plus \$4000/month? That's still a lot). Also, we need time to assess him to make sure that he will be a good fit.

I can't say that I'm happy with his proposal, but I do understand that this is a high risk and high profile effort. Your expert opinion is greatly appreciated. Any options you could provide would be very helpful.

Thank you,



**SOUTHWEST GAS CORPORATION**

**Robin Jenkins** Manager/Technology Project Portfolio, Project Management Office  
Southwest Gas Corporation  
PO Box 98510 | LVA-581 | Las Vegas, NV 89193-8510  
direct 702.876.7316 | fax 702.253.7213  
email [Robin.Jenkins@swgas.com](mailto:Robin.Jenkins@swgas.com) | web [www.swgas.com](http://www.swgas.com)

**SAFETY COMES FIRST**  
Your future is **GREENER THAN YOU THINK**  
Paperless billing @ [www.swgas.com](http://www.swgas.com)

*Please consider the environment before printing this email.*

**Jan Howell**

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**From:** Robin Jenkins  
**Sent:** Friday, January 31, 2014 4:55 PM  
**To:** Jan Howell; Marilyn McGinnis  
**Subject:** RE: Follow-up on Financial Systems Replacement Program Manager Candidate

Hi Jan,

My responses are below in **purple**. I appreciate the quick response. Thank you, and enjoy your weekend as well!

Thank you,  
Robin

**From:** Jan Howell  
**Sent:** Friday, January 31, 2014 4:06 PM  
**To:** Robin Jenkins; Marilyn McGinnis  
**Subject:** RE: Follow-up on Financial Systems Replacement Program Manager Candidate

Hi Robin,

If you decide to pay Mr. Biernacki the \$155 hourly rate plus the \$10,000 to get himself and his belongings here, that works. The \$10k is a reasonable amount and removes a lot of responsibility that SWG would have to take on if we moved him. When would you pay him the \$10k? Seems we wouldn't want to pay him before he is actually here and ready to work. I think we would still want him to pay us the \$10k back on a pro-rate basis if he jumps ship? Otherwise, what are we getting if he decides to leave?

I agree. The \$10k should be included in his first invoice. I do not believe that we should pay him anything until he officially starts working. Also, I agree that he should have to pay back the pro-rated cost if he jumps ship, and I told him that during our conversation. He thought that was reasonable. On the other hand, he should not have to pay it back if we terminate early.

If delays are encountered, we will pay him his hourly rate while he's waiting for everything to get back on track. There would be no problem if he gets reassigned to another Company project. We would prepare a new SOW and go from there. If we decide not to implement then you might offer a two week severance, but that's not the norm. We don't want to cloud the termination clause. What have you done with some of the other Consultants that we have let go?

Great question. On a couple of occasions in the past, I have obtained deferent amounts depending on the project and Sponsor. I've seen as much as 2 weeks approved for convenience. The majority of the time, they get nothing.....especially if it is a performance issue. The difference with this one is that he is actually asking for us to guarantee him work and not just a payment. I've discussed this with the Project Oversight, and they thought it was acceptable. As I stated, there are no issues if he is a good PM. I understand your concern, and you have a great point.

It seems as though he wants the money and freedom to be a Consultant but still wants security. We don't offer our own employees this kind of deal. We all sign a disclaimer that we are "At-Will" employees – our

employment is voluntary both for us and SWG and may be terminated by either party at any time, for any reason. Again, both parties are taking a risk.

That is a great argument Jan, and you are absolutely right! That's true. I guess I look at it as, we tend to keep them on anyway if they are doing good work...especially if they have not had the opportunity to complete their project. If we go that route, I would like to add in some wording to say "based upon availability". We may not have anything to reassign him to. In that case, we aren't going to keep him around to pay him for nothing. Also, the assignment could be longer than 60 days. Perhaps we can take our the duration all together. I have to take it up to the Steering next. I will certainly bring that up with them.

Have a great weekend---

Thanks, Jan

**From:** Robin Jenkins  
**Sent:** Friday, January 31, 2014 10:34 AM  
**To:** Jan Howell; Marilyn McGinnis  
**Subject:** RE: Follow-up on Financial Systems Replacement Program Manager Candidate

Good morning Jan and Marilyn,

So, Wayne and I have been haggling. He has asked for \$155/hr plus \$10,000 to relocate. He said that Hawaiian electric gave him \$25,000 to relocate to Hawaii. I think we can live with that, but I need to get approval from Oversight & Steering.

On the other hand, he asked that there be a 60 day "convenience clause" added in the event that we terminate the program through no fault of his. For example, if we decide not to implement, he would ask to be reassigned to another project or duties for 60 days. Of course, this would not apply if he is terminated due to lack of performance. This kind of goes against the contract which says that we can terminate at any time, but I can see his point. The program has the potential to experience delays if the timing of the launch is not right on point. Also, it is very typical for us to reassign PMs if they are doing a great job for us.

Please advise if you think we can add something like this in. He and I both agree that we are not trying to make this negotiation continue forever. This is the last piece☺ Thank you for your help again.

Regards,  
Robin

**From:** Jan Howell  
**Sent:** Thursday, January 30, 2014 9:41 AM  
**To:** Robin Jenkins; Marilyn McGinnis  
**Subject:** RE: Follow-up on Financial Systems Replacement Program Manager Candidate

Good Morning Robin,

I have attached some language that we would incorporate into our agreement with Mr. Biernacki if we decide to move him.

This is language that we use with our Company employee moves.

Thanks, Jan



**From:** Robin Jenkins  
**Sent:** Wednesday, January 29, 2014 5:22 PM  
**To:** Jan Howell; Marilyn McGinnis  
**Subject:** RE: Follow-up on Financial Systems Replacement Program Manager Candidate

Hi Jan,

Understood, and agreed. I spoke with Anita and Dave, and I am counter-proposing that we pay \$155/hr (all inclusive) plus \$5,000 for items that you mentioned below. I have investigated average salaries across the US, and his request is higher than any other state. Dave spoke with PWC, and they agreed that the price was too high. I'm glad they were in agreement because that helped change Dave's mind. If we cannot get agreement, we will go with the 2<sup>nd</sup> candidate who had a rate of \$155, but I'm sure I can talk him down a little on that. We do expect to pay him a little more than the project managers that we have on staff because a "program manager" is higher than a project manager.

I will certainly keep you in the loop as the conversations progress. More to come tomorrow. You and Marilyn have been awesome! Thank you for your help.

Robin

**From:** Jan Howell  
**Sent:** Wednesday, January 29, 2014 5:00 PM  
**To:** Robin Jenkins; Marilyn McGinnis  
**Subject:** RE: Follow-up on Financial Systems Replacement Program Manager Candidate

Hi Robin,

There really are no guarantees, but if we terminated the contract early, I don't think we would owe him anything, because we moved him out here at our expense.  
We could compensate him for all services rendered up to that point, plus an average of one month's pay. ??  
What it really comes down to - is he going to move here, CA, or AZ. We can't complete anything on our end until we know for sure.

Thanks, Jan

**From:** Robin Jenkins  
**Sent:** Wednesday, January 29, 2014 10:29 AM  
**To:** Jan Howell; Marilyn McGinnis  
**Subject:** RE: Follow-up on Financial Systems Replacement Program Manager Candidate

Good morning Jan,

Thank you so much for the input. I agree with you 100%. We only have one PM with an hourly of \$150, and that was agreed upon before my time. The rest of the PMs range between \$100 - \$105. I don't agree with the pricing, but the Sponsor ultimately has the final say. They have not seen it yet, but I have spoken with some of the project oversight and Program Director. As I mentioned during our meeting last week, my concern is that he is a flight risk. We have no guarantees that he will live in town. He has no family here. Who's to say he won't find permanent residence in California or Arizona as he has family living there. Then we would have to pay his expenses to commute. I have the same concern that you do regarding the hourly rate if he lives here.

I like the option that you presented...if he considers reducing his hourly. He already has his business and insurance to meet our requirements. At least, he says that he does. I also agree with your comment on early termination originated by us. Is it reasonable to offer the same moving option if we terminate the contract?

Thanks again for your help! I'm trying to make sure we cover all our bases just in case anything happens. I'm not quite sure what to expect on this one.

Thank you,  
Robin

**From:** Jan Howell  
**Sent:** Tuesday, January 28, 2014 5:38 PM  
**To:** Robin Jenkins; Marilyn McGinnis  
**Subject:** RE: Follow-up on Financial Systems Replacement Program Manager Candidate

Hi Robin,

We did originally talk about having Wayne Biernacki provide us with an all-inclusive hourly rate. But when it comes down to it, if he is making Las Vegas, NV his permanent home (e.g. registering his vehicle, filing his taxes, etc.), there should be no per diem. That's only used for temporary residency. SWG should not be paying for car rental, meals, lodging, etc. Nor should we provide him with a pool car or reimburse him for rent.

If he has to travel on behalf of SWG (e.g. Phoenix, Tucson, etc.) we will pay actual reasonable travel expenses (car rental, air fare, meals, lodging) with appropriate receipts.

We're currently paying one of your Las Vegas Consultants \$150.00 per hour so paying \$200.00 per hour does seem high. Is Mr. Biernacki aware that there is no Nevada State Income Tax, unlike Hawaii, so that might be a consideration in lowering his rate. Of course, Mr. Biernacki will need to obtain insurance and a business license to meet SWG requirements, so this will be an added expense, but shouldn't have much of an impact on his pricing.

As far as giving him assurance that the contract will not be terminated early, I don't think we would want to do that. That's what a consultant does, they come in, do the work, no strings attached.

Here is an option: If you would like, you could offer to pay to move his household goods from Hawaii, pay 30 days storage and his 1<sup>st</sup> month living expenses. Then it's done! But we would want to build language into the contract that if he voluntarily leaves before the project is done, he needs to repay us on a pro-rated basis.

Let me know your thoughts,  
Thanks, Jan

**From:** Robin Jenkins  
**Sent:** Tuesday, January 28, 2014 1:52 PM  
**To:** Marilyn McGinnis; Jan Howell  
**Subject:** Follow-up on Financial Systems Replacement Program Manager Candidate

Good afternoon Marilyn and Jan.

I have been in conversation with Wayne Biernacki, the proposed Program Manager for the Financial Systems Replacement Project, and he requested \$175/hr plus expenses. If you recall, Wayne currently lives in Hawaii. When I asked him to propose an hourly rate that was all inclusive, he came back with \$200/hr. I still think that is high. Also, he wanted to know if we could include some language in the contract to protect "him" from early contract termination. He

said that he has to take on a lot of risk to move here. I said that we are also taking on a lot of risk by bringing him on board. He could decide to leave.

That being said, are there any other options that I can run by the project sponsor? The concern is that he is getting over on us if he moves out here, and we are still paying his expenses. I know you mentioned that we don't pay to move contractors, and I agree with that statement. I know that we have offered a monthly stipend in the past, but I don't know if I like that idea either (\$175/hr plus \$4000/month? That's still a lot). Also, we need time to assess him to make sure that he will be a good fit.

I can't say that I'm happy with his proposal, but I do understand that this is a high risk and high profile effort. Your expert opinion is greatly appreciated. Any options you could provide would be very helpful.

Thank you,



**SOUTHWEST GAS CORPORATION**

**Robin Jenkins** Manager/Technology Project Portfolio, Project Management Office  
Southwest Gas Corporation  
PO Box 98510 | LVA-581 | Las Vegas, NV 89193-8510  
direct 702.876.7316 | fax 702.253.7213  
email [Robin.Jenkins@swgas.com](mailto:Robin.Jenkins@swgas.com) | web [www.swgas.com](http://www.swgas.com)

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## MEMORANDUM

To: Anita Romero  
From: Robin Jenkins *RCJ*  
Date: March 3, 2014  
Subject: General Services Contract Agreement Request with Enterprise Outcomes, Inc. (Agreement)

This memorandum documents the request for a General Services Contract Agreement with Enterprise Outcomes, Inc. (Consultant) for the professional services of Mr. Wayne Biernacki, PMP.

Consultant will provide the program management services for the Financial Systems Modernization Program. Mr. Biernacki was selected as the top program manager candidate based on an external search in collaboration with the Program Director, Dave Randall. A panel of representatives from the Accounting, Information Services, and Treasury made the final decision. Mr. Biernacki was selected based on his extensive background in financial system transformations in utilities, his program management expertise, and his communication skills. He demonstrated interpersonal skills as well as an understanding of the importance of change management for a program of this scale.


The attached contract agreement includes an agreed upon wage of \$15/hr for 24 months to cover labor and relocation expenses. Consultant professional services begin Monday March 3, 2014. Mr. Biernacki will provide program management services for the Financial Systems Modernization Program as well as other duties as assigned to develop the Project Management Office.

cc. Contracts Administration  
Dave Randall

# **Contract Information #2**

003413

003413

 <b>SOUTHWEST GAS CORPORATION</b>		<b>CONTRACT CHANGE ORDER NO.</b>																													
Date Prepared <u>12/21/2017</u>		Sequence No. <u>3</u>																													
Contract No. <u>F198007</u>		Department Name <u>Information Services</u>																													
Contractor <u>Enterprise Outcomes, Inc.</u>		District Name & Number <u>Corp/0061</u>																													
Summary of Work Description <u>Consulting Services</u>		Originator Name <u>Keith Sutton</u> <b>KS</b>																													
for Financial Systems Modernization Project.		Title & Mail Code <u>Manager/Information Services</u>																													
		Approved By <u>Robin Pierce</u> <b>RP</b>																													
		Contract Administration <u>Dave Larsen</u> <b>DL</b>																													
		WO/Account No. _____																													
Description of Change <u>Add Statement of Work (SOW) #7 to current contract to extend Wayne Biemackis's engagement to expire on 12/31/18. Add additional \$1,000,000 to fund invoices throughout contract term.</u>																															
Location of Change _____																															
<table border="1"> <thead> <tr> <th>COST</th> <th><input checked="" type="checkbox"/> Increase \$</th> <th>1,000,000.00</th> <th><input type="checkbox"/> Decrease \$</th> </tr> </thead> <tbody> <tr> <td>Unit of Measure</td> <td>Unit Cost</td> <td>Total Cost</td> <td></td> </tr> <tr> <td></td> <td>\$</td> <td>\$ 0.00</td> <td>Original Contract \$ 700,000.00</td> </tr> <tr> <td></td> <td></td> <td>0.00</td> <td>Total Cost Prior Contract Change Order(s) \$ 600,000.00</td> </tr> <tr> <td></td> <td></td> <td>0.00</td> <td>Total Cost this Contract Change Order \$ 1,000,000.00</td> </tr> <tr> <td></td> <td></td> <td>0.00</td> <td>Total Revised Contract (Including all Contract Change Orders) \$ 2,300,000.00</td> </tr> <tr> <td colspan="2">Total Change Order</td> <td>\$ 0.00</td> <td></td> </tr> </tbody> </table>				COST	<input checked="" type="checkbox"/> Increase \$	1,000,000.00	<input type="checkbox"/> Decrease \$	Unit of Measure	Unit Cost	Total Cost			\$	\$ 0.00	Original Contract \$ 700,000.00			0.00	Total Cost Prior Contract Change Order(s) \$ 600,000.00			0.00	Total Cost this Contract Change Order \$ 1,000,000.00			0.00	Total Revised Contract (Including all Contract Change Orders) \$ 2,300,000.00	Total Change Order		\$ 0.00	
COST	<input checked="" type="checkbox"/> Increase \$	1,000,000.00	<input type="checkbox"/> Decrease \$																												
Unit of Measure	Unit Cost	Total Cost																													
	\$	\$ 0.00	Original Contract \$ 700,000.00																												
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		0.00	Total Cost this Contract Change Order \$ 1,000,000.00																												
		0.00	Total Revised Contract (Including all Contract Change Orders) \$ 2,300,000.00																												
Total Change Order		\$ 0.00																													
Comments _____																															
Attached Document:																															
SOW #7																															
CONTRACTOR ACCEPTANCE:		SOUTHWEST GAS CORPORATION AUTHORIZATION:																													
See attached		Ngoni Muraodu <b>RM</b>	2-6-2018																												
Authorized Signature	Date Signed	Authorized Signature	Date Signed																												
		VP/Information Services/CIO																													
Title		Title																													

Form 199.2 (08/2002) 566 -- Excel

**SOW #7**

This attachment contains the Scope of Work and details of services of Enterprise Outcomes, Inc. pursuant to the described Consulting Agreement.

**Client:** Southwest Gas Corporation  
**Date of Master Services Agreement:** 03/04/2014  
**Professional Assigned:** Wayne Biernacki  
**Client Manager:** Keith Sutton  
**Description of Services:** Project Management Consulting  
**Engagement Dates:** 01/01/2018 thru 12/31/2019  
**Hourly Billing Rate:** \$155  
**Scope of Services:** At the direction of the Client, Consultant shall provide staff augmentation resources to support the Project Management Office.

**Duties include:**

- General project management
- Conduct / oversee project governance meetings
- Scheduling work activities
- Conducting team meetings
- Vendor management

**Southwest Gas Corporation**By: Ngoni MuranduTitle: SVP/Staff Operations and TechnologyDate: 2-6-2018**Enterprise Outcomes, Inc.**By: [Signature]Title: PresidentDate: 2-6-18

## NEW CONTRACTS AND CHANGE ORDERS

	Yes	No	N/A
1. List of bidders who were sent Request For Proposal (minimum three bidders).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Screen print(s) of Products and Services search.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Request For Proposal/Invitation to Bid.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Attendance sheet from the bid meeting.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Bidders' responses to RFP (completed proposals, decline letters, etc.).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Company's letters to all bidders notifying them of the successful bidder.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. A pre-approved DOT Drug and Alcohol Plan is required if a service provider will perform:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Installation/Relocation of pipe.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Gas-related emergency response.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Operation/Maintenance activities on pipe including, but not limited to:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1) Pipeline X-rays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Pipeline Locating	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) Leak Surveys	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) Corrosion Control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Operation of a motor vehicle of 26,001 lbs. or more requiring a commercial driver's license (CDL).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. OQ Covered Task List required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Are background checks required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. (Non-Company contracts only): Code of Conduct Personal Identifying Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Procurement Transaction for Diverse Suppliers Form 188.2 (when Diverse Suppliers have been considered to provide services).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Non-Cancelable Obligation: Payment Amount \$ <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-Monthly <input type="checkbox"/> Semi-Annually <input type="checkbox"/> Annually	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Date of Final Payment _____			
<b>COMMENTS</b> Requested updated SP - W9 and Business License 718,630.87 + 1,000,000.00 = 1,718,630.87			



## Christine Eicher

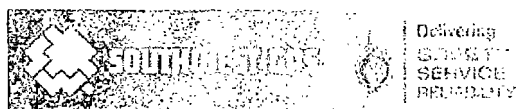
---

**From:** Jamielynn Larocco  
**Sent:** Tuesday, January 30, 2018 7:49 AM  
**To:** Christine Eicher  
**Cc:** CopsAdmin; Janell Crawford; Keith Sutton  
**Subject:** FW: Enterprise Outcomes - F198007 - Change Order #3  
**Attachments:** SOW 7 (11-15-17).docx; Contract Change Orders-Biernacki (12-20-17).docx; Enterprise Outcomes Justification Memo-Wayne Biernacki (12-20-17).docx; Master Change Order1.xlsx; Master Check list.docx

Hi Christine,

Please proceed with the change order to extend the contract expiration to 12/31/2018 and add \$1,000,000 to the contract total.

Thanks,  
Jamie



Jamielynn Larocco | Analyst II, Contract Administration

PO Box 98510 | LVA-566 | Las Vegas, NV 89193.8510  
direct 702.364.3160 | fax 702.364.3249 |  
[Jamielynn.larocco@swgas.com](mailto:Jamielynn.larocco@swgas.com) | [www.swgas.com](http://www.swgas.com)

**From:** Janell Crawford  
**Sent:** Monday, January 29, 2018 5:23 PM  
**To:** Jamielynn Larocco <[jamielynn.larocco@swgas.com](mailto:jamielynn.larocco@swgas.com)>  
**Subject:** FW: Enterprise Outcomes - F198007 - Change Order #3

**From:** CopsAdmin  
**Sent:** Monday, January 22, 2018 8:31 AM  
**To:** Janell Crawford <[janell.crawford@swgas.com](mailto:janell.crawford@swgas.com)>  
**Cc:** CopsAdmin <[copsadmin@swgas.com](mailto:copsadmin@swgas.com)>  
**Subject:** FW: Enterprise Outcomes - F198007 - Change Order #3

Hello Janell,

I don't believe I ever received OTP. May I please proceed?

Thanks,  
Chris

**From:** CopsAdmin  
**Sent:** Thursday, December 21, 2017 9:13 AM  
**To:** Janell Crawford <[janell.crawford@swgas.com](mailto:janell.crawford@swgas.com)>  
**Cc:** Keith Sutton <[Keith.Sutton@swgas.com](mailto:Keith.Sutton@swgas.com)>; CopsAdmin <[copsadmin@swgas.com](mailto:copsadmin@swgas.com)>  
**Subject:** Enterprise Outcomes - F198007 - Change Order #3

Janell/Dave,

For your review and approval, please see attached:

- SOW
- Justification Memo
- Template
- Change Order
- Checklist

May I please proceed?

Thanks,  
Chris

**From:** Keith Sutton  
**Sent:** Wednesday, December 20, 2017 10:34 AM  
**To:** CopsAdmin <[copsadmin@swgas.com](mailto:copsadmin@swgas.com)>  
**Cc:** Christine Eicher <[christine.eicher@swgas.com](mailto:christine.eicher@swgas.com)>; Keith Sutton <[Keith.Sutton@swgas.com](mailto:Keith.Sutton@swgas.com)>  
**Subject:** Contract extension and additional funds for Enterprise

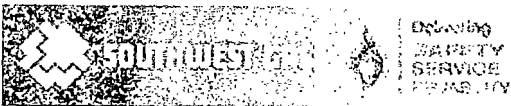
Christine,

Here's the paperwork to extend Wayne and add funds to his contract.

Please let me know if you have any questions.

Thanks

Keith




Keith Sutton, PMP | Manager, Technology Project Portfolio

PO Box 98510 | LVC-480 | Las Vegas, NV 89193.8510  
Direct 702.364.3308 | Cell 702.283.2922  
[keith.sutton@swgas.com](mailto:keith.sutton@swgas.com) | [www.swgas.com](http://www.swgas.com)



## MEMORANDUM

To:  Robin Pierce/Ngoni Murandu *NM*  
From: Keith Sutton *KS*  
Date: December 20, 2017  
Subject: Contract Extension & Additional Funds Justification for Agreement #198007

Southwest Gas Corporation (Client) is extending the termination date of Contract Agreement #198007 with Enterprise Outcomes (Consultant) for Wayne Biernacki, PMP, per the attached change order. The change order will extend the contract termination date from 12/31/17 to 12/31/18. The objective of the agreement adjustment is to sustain project management services through the duration of Portfolio Project #P16006: Accounts Payable (AP) Automation, #P16009: Succession Planning, #P17019: PowerPlant Upgrade and #P17012: Facility Commander.

Mr. Biernacki will continue to provide project management services through the remaining activities of the project which is expected to last through Q4 2018. In addition, there are numerous other projects being planned that Mr. Biernacki will be needed to manage. The project management scope of work includes planning, executing, monitoring, controlling and closure phases of the project. The anticipated termination date of the contract is December 31, 2018 at 11:59 PM (PST). The original Project Manager hourly wage of \$155/hr will remain the same.

**Contract Change Order**

**Originator: Keith Sutton**

**Supplier Name: Enterprise Outcomes**

**Supplier Contact: Wayne B.**

**Contract Number: F198007**

**Contract Expiration Date: 12/31/17**  
**Extension Date:**

**Contract Remaining Dollars: 192,691.27**  
**Increase Dollars: 1,000,000**

**Explanation of Change: Extending Wayne's contract and adding funds to base contract**

**Justification for this transaction: Wayne is currently the PM for four different projects within the EPMO. There are also upcoming projects which Wayne will be needed to support**

**Does this transaction change the original scope of work? No**

**Attached Documents for Review: SOW-Enterprise Solutions, Justification Memo**

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## CONTRACT CHECKLIST

Service Provider <u>eSkill Corporation</u>		Contract # _____		Supplier # _____		New C.O. # _____		NEW		Div./Staff Location _____		Corporate	
Description of Services/Project Title <u>Online testing for Office Proficiency (for HR candidates)</u>		Contract # _____		Supplier # _____		New C.O. # _____		NEW		Div./Staff Location _____		Corporate	
Originator <u>Michelle Cienfuegos</u>	Phone <u>702-364-3705</u>	Mail Code <u>LVC-340</u>	Date <u>2/14/2018</u>	Contract Administration Use Only		C/A Stamp							
Facilitator <u>Christine Elcher</u>	Phone <u>702-876-7267</u>	Mail Code <u>LVC-340</u>	Date <u>2/14/2018</u>	Sent to A/P <u>2/14/18</u>		Processed Date: _____							
Prepared By <u>Christine Elcher</u>	Phone <u>702-876-7267</u>	Mail Code <u>LVC-340</u>	Date <u>2/14/2018</u>	Processed By: <u>MA</u>									
Contract Analyst <u>Janelle Crawford</u>	Phone <u>702-364-3173</u>	Mail Code <u>LVA-566</u>	Date _____										

NEW CONTRACTS				NEW CONTRACTS AND CHANGE ORDERS			
Yes	No	N/A		Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. List of bidders who were sent Request For Proposal (minimum three bidders).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	13. Written confirmation of SP 195.0 compliance from Contract Admin.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Screen print(s) of Products and Services search.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	14. Justification from management for not bidding a project, bidding with less than three bidders, and for all change orders.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Request For Proposal/Invitation to Bid.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15. Detailed scope of work/description of change.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. Attendance sheet from the bid meeting.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16. Schedule of Charges (bidding rates/unit costs).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. Bidders' responses to RFP (completed proposals, decline letters, etc.).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17. Signatures; Internal only? <input type="checkbox"/> Due Date _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. Company's letters to all bidders notifying them of the successful bidder.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	18. CPI Adjustment: _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. A pre-approved DOT Drug and Alcohol Plan is required if a service provider will perform:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	19. Value of Contract: Original \$ <u>3,500.00</u> Current \$ <u>3500.00</u>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	a. Installation/Relocation of pipe.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	20. Contract Term: Start <u>1/17/18</u> End <u>1/16/19</u>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	b. Gas-related emergency response.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	21. Payment Terms: _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	c. Operation/Maintenance activities on pipe including, but not limited to:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(1) Pipeline X-rays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(2) Pipeline Locating	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(3) Leak Surveys	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(4) Corrosion Control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	d. Operation of a motor vehicle of 26,001 lbs. or more requiring a commercial driver's license (CDL).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. OQ Covered Task List required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9. Are background checks required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10. (Non-Company contracts only): Code of Conduct	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Personal Identifying Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11. Procurement Transaction for Diverse Suppliers Form 188.2 (when Diverse Suppliers have been considered to provide services).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	12. Non-Cancelable Obligation: Payment Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-Monthly <input type="checkbox"/> Semi-Annually <input type="checkbox"/> Annually <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Date of Final Payment _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Non on-site.				Supplier Verification Date: <u>Now</u>			
				Supplier Profile Form 188.0 <input type="checkbox"/>			
				Form W-9 <input type="checkbox"/>			
				Sample Invoice <input type="checkbox"/>			

REQUIRED SUPPLIER DOCUMENTS			
Provide new docs with new contracts. Attach updated docs with change orders.	Required	Actual	New or Current updated docs on file (Attach)
22. Certificates of Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Automobile	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Excess Liability (diff. req'd)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Worker's Comp. (or Waiver)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Pollution Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Broker's Opinion Letter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. Business License, if req'd.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24. Contractor License, if req'd.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25. Supplier Documents:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(Names on all docs must match)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supplier Profile Form 188.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Form W-9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sample Invoice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



## MEMORANDUM

To: *KB* *NM*  
Ken Briggs, Ngoni Murandu

From: Michelle Cienfuegos *mc*

Date: January 25, 2018

Subject: **New Contract- ESkill**

Attached is a new contract with ESkill. ESkill will provide online testing for HR candidates with office proficiency testing. Currently HR uses a software provided by Biddle Consulting called "OPAC" to test HR candidates. This old software has been in place for over 10 years and is an aging technology that no longer meets our needs. The candidates must endure a three-hour test due to this old software.

ESkill provides the ability for shorter, more accurate testing and can be available to us the same day we execute the contract with no setup. No integrations are necessary as the HR staff will be the only users. They log in and set up candidate testing and administer the software. ESkill has the added benefit of future integration with online Talent and Recruiting platforms, such as Taleo. Enclosed is a memo from HR, further explaining this purchase.

This was included in last year's Three Year Planning process and is a budgeted item in ORC 3260 C/E 3511. No unfavorable variance is expected.

Approval Request

Please indicate your approval by signing the attached change order and supporting contract documentation.

Thank You

mc



## MEMORANDUM

To: Michelle Cienfuegos  
From: Tammy Short  
Date: January 22, 2018  
Subject: eSkill Pre-employment Assessment Software

Please forward for approval the Contract Change Order with the Software License Agreement and Order Form from eSkill Corporation. eSkill will provide a new, more efficient, customizable and aesthetically pleasing process to facilitate companywide pre-employment assessments.

### Background

Currently, we are utilizing OPAC for pre-employment testing and the following table compares the value of replacing it with eSkill:

OPAC	eSkill
Not customizable - Tests take up to 3 hours	Customizable - can adjust the amount of questions & time
Not web-based & crashes on test takers (1/5 avg.)	Web-based (99.9% up time)
Poor quality and low-level functionality	High quality and user-friendly interface
Limited answer options (cannot use shortcuts)	Multiple answers (includes shortcuts)
No integration capabilities	Integration capabilities with ATS
Basic Reporting	Advanced Reporting

### Proposal

Southwest Gas applicants are equivalent to customers and pre-employment assessments reflect who we are as a company. By replacing the unappealing and outdated OPAC with the modern and more efficient eSkill software will not only save time and money via shorter assessment times, it will display a more professional environment for both our Southwesterners and our applicants.

### Budget Considerations

The cost for this software was included in the 2018 budget.

SOUTHWEST GAS CORPORATION		CONTRACT CHANGE ORDER NO.	
Date Prepared 12/15/2016		Sequence No. 2	
Contract No. <u>198007</u>		Department Name <u>Information Services</u>	
Contractor <u>Enterprise Outcomes, Inc.</u>		District Name & Number <u>Corp/0061</u>	
Summary of Work Description <u>Consulting Services</u>		Originator Name <u>Keith Sutton KS</u>	
for Financial Systems Modernization Project.		Title & Mail Code <u>Manager/Information Services</u>	
		Approved By <u>[Signature]</u>	
		Contract Administration <u>Dave Larsen</u>	
		WO/Account No. _____	
Description of Change <u>Add Statement of Work (SOW) #2 to current contract; add additional \$200,000 to fund Project Management support invoices for Accounts Payable Automation and Succession Planning projects.</u>			
Extend contract to expire on December 31, 2017.			
Location of Change _____			
COST <input checked="" type="checkbox"/> Increase \$ 200,000.00 <input type="checkbox"/> Decrease \$			
Unit of Measure	Unit Cost	Total Cost	
	\$	\$ 0.00	Original Contract \$ 700,000.00
		0.00	Total Cost Prior Contract Change Order(s) \$ 618,770
		0.00	Total Cost this Contract Change Order \$ 200,000.00
		0.00	Total Revised Contract (Including all Contract Change Orders) \$ 1,518,770
		0.00	
Total Change Order		\$ 0.00	
Comments _____			
Attached Document: _____			
SOW #6 _____			
_____			
_____			
CONTRACTOR ACCEPTANCE:		SOUTHWEST GAS CORPORATION AUTHORIZATION:	
See attached		Anita M. Romero	<u>[Signature]</u> 12/19/16
Authorized Signature	Date Signed	Authorized Signature	Date Signed
		SVP/Staff Operations and Technology	
Title		Title	

Form 199 2 (11/8-2002) 566 -- Excel





This attachment contains the Scope of Work and details of services of Enterprise Outcomes, Inc. pursuant to the described Consulting Agreement.

**Client:** Southwest Gas Corporation  
**Date of Master Services Agreement:** 01/30/2015  
**Professional Assigned:** Wayne Biernacki  
**Client Manager:** Keith Sutton  
**Description of Services:** Project Management Consulting  
**Engagement Dates:** 01/01/2017 thru 12/31/2017  
**Hourly Billing Rate:** \$155  
**Scope of Services:** At the direction of the Client, Consultant shall provide staff augmentation resources to support the Project Management Office.

**Duties include:**

- General project management
- Conduct / oversee project governance meetings
- Scheduling work activities
- Conducting team meetings
- Vendor management

Southwest Gas Corporation

By: Chris M. Romero

Title: SVP/Staff Operations and Technology

Date: 12/19/16

Enterprise Outcomes, Inc.

By: Wayne Biernacki

Title: President

Date: 12-16-16



003426



## CONTRACT CHECKLIST

Service Provider: <u>Enterprise Outcome, Inc.</u>		Contract # <u>F195007</u>		Supplier # <u>128280</u>		New C.O. # <u>2</u>		Div./Staff Location <u>Info. Svcs.</u>	
Description of Services/Project Title <u>Consulting Services for Financial Systems Management</u>				Category <u>Technology</u>					
Originator <u>Keith Sutton</u> Phone <u>702-364-3308</u> Mail Code <u>LVC-340</u> Date <u>9/22/2015</u> Facilitator <u>Christine Eicher</u> Phone <u>702-876-7267</u> Mail Code <u>LVC-340</u> Date <u>9/22/2015</u> Prepared By <u>Jan Howell</u> Phone <u>702-364-3061</u> Mail Code <u>LVA-566</u> Date <u>12/21/16</u> Contract Analyst <u>Jan Howell</u> Phone <u>702-364-3061</u> Mail Code <u>LVA-566</u> Date <u>12/21/16</u>		Sent to A/P: _____ Processed Date: _____ Processed By: _____		C/A Stamp 					
<b>NEW CONTRACTS</b>									
1. List of bidders who were sent Request For Proposal (minimum three bidders). Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>									
2. Screen print(s) of Products and Services search. Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>									
3. Request For Proposal/Invitation to Bid. Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>									
4. Attendance sheet from the bid meeting. Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>									
5. Bidders' responses to RFP (completed proposals, decline letters, etc.). Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>									
6. Company's letters to all bidders notifying them of the successful bidder. Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>									
7. A pre-approved DOT Drug and Alcohol Plan is required if a service provider will perform: <ul style="list-style-type: none"> <li>a. Installation/Relocation of pipe. Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/></li> <li>b. Gas-related emergency response. Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/></li> <li>c. Operation/Maintenance activities on pipe including, but not limited to:             <ul style="list-style-type: none"> <li>(1) Pipeline X-rays</li> <li>(2) Pipeline Locating</li> <li>(3) Leak Surveys</li> <li>(4) Corrosion Control</li> </ul> </li> <li>d. Operation of a motor vehicle of 26,001 lbs. or more requiring a commercial driver's license (CDL). Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/></li> </ul>									
8. OQ Covered Task List required? Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>									
9. Are background checks required? Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>									
10. (Non-Company contracts only): Code of Conduct Personal Identifying Information Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>									
11. Procurement Transaction for Diverse Suppliers Form 188.2 (when Diverse Suppliers have been considered to provide services). Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>									
12. Non-Cancelable Obligation: Payment Amount \$ _____ <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-Monthly <input type="checkbox"/> Semi-Annually <input type="checkbox"/> Annually Date of Final Payment _____									
COMMENTS: <u>518,630.87 + 200,000.00 = 718,630.87</u>									
Form 1995 (11/5/2014) 386 - Microsoft Word									
<b>NEW CONTRACTS AND CHANGE ORDERS</b>									
13. Written confirmation of SP 195.0 compliance from Contract Admin. New <input type="checkbox"/> C/O <input type="checkbox"/> N/A <input type="checkbox"/>									
14. Justification from management for not bidding a project, bidding with less than three bidders, and for all change orders. Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>									
15. Detailed scope of work/description of change. Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>									
16. Schedule of Charges (billing rates/unit costs). Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>									
17. Signatures: Internal only? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>									
18. CPT Adjustment: Due Date <u>12/21/16</u> Current \$ <u>1,518,770</u>									
19. Value of Contract: Original \$ <u>700,000.00</u> Current \$ <u>1,518,770</u>									
20. Contract Term: Start <u>2/1/2015</u> End <u>12/31/2017</u>									
21. Payment Terms: Perpetual? <input type="checkbox"/> Option to Renew: Yes <input type="checkbox"/> No <input type="checkbox"/> Days <u>15</u>									
<b>REQUIRED SUPPLIER DOCUMENTS</b>									
Provide new docs with new contracts. Attach updated docs with change orders. New or updated docs on (Attach) file N/A <input type="checkbox"/>									
22. Certificates of Insurance Required / Actual <ul style="list-style-type: none"> <li>a. General Liability \$ <u>1 M</u> / <u>1 M</u> Exp. <u>1/29/17</u> N/A <input type="checkbox"/></li> <li>b. Automobile Additional Insured \$ <u>1 M</u> / <u>1 M</u> Exp. <u>1/29/17</u> N/A <input type="checkbox"/></li> <li>c. Excess Liability (diff. req'd) \$ <u>1 M</u> / <u>1 M</u> Exp. <u>1/29/17</u> N/A <input type="checkbox"/></li> <li>d. Worker's Comp. (or Waiver) Additional Insured \$ <u>1 M</u> / <u>1 M</u> Exp. <u>1/29/17</u> N/A <input type="checkbox"/></li> <li>e. Employer's Liability \$ <u>1 M</u> / <u>1 M</u> Exp. <u>1/29/17</u> N/A <input type="checkbox"/></li> <li>f. Professional Liability \$ <u>1 M</u> / <u>1 M</u> Exp. <u>1/29/17</u> N/A <input type="checkbox"/></li> <li>g. Pollution Liability \$ <u>1 M</u> / <u>1 M</u> Exp. <u>1/29/17</u> N/A <input type="checkbox"/></li> <li>h. Other \$ <u>1 M</u> / <u>1 M</u> Exp. <u>1/29/17</u> N/A <input type="checkbox"/></li> <li>i. Broker's Opinion Letter \$ <u>1 M</u> / <u>1 M</u> Exp. <u>1/29/17</u> N/A <input type="checkbox"/></li> </ul>									
23. Business License, if req'd. Number <u>nv19971261904</u> Exp. <u>9/30/17</u>									
24. Contractor License, if req'd. Number _____ Exp. _____									
25. Supplier Documents. Oracle Verification Date: <u>3/1/2014</u>									
(Names on all docs must match) Supplier Profile Form <u>188.0</u>									
Form W-9 _____ Sample Invoice _____									

003426

**MEMORANDUM**

To: Fran Huchmala/Anita Romero  
From: Keith Sutton KS  
Date: December 10, 2016  
Subject: Contract Extension & Additional Funds Justification for Agreement #198007

Southwest Gas Corporation (Client) is extending the termination date of Contract Agreement #198007 with Enterprise Outcomes (Consultant) for Wayne Biernacki, PMP, per the attached change order. The change order will extend the contract termination date from 12/31/16 to 12/31/17. The objective of the agreement adjustment is to sustain project management services through the duration of Portfolio Project #P16006: Accounts Payable (AP) Automation and #P16009: Succession Planning. Mr. Biernacki will continue to provide project management services through the remaining activities of the project which is expected to last through May/June 2017. In addition, there are numerous other projects being planned that Mr. Biernacki will be needed to manage. The project management scope of work includes planning, executing, monitoring, controlling and closure phases of the project. The anticipated termination date of the contract is December 31, 2017 at 11:59 PM (PST). The original Project Manager hourly wage of \$155/hr will remain the same.

**Contract Change Order**

**Originator: Keith Sutton**

**Supplier Name: Enterprise Outcomes (Wayne)**

**Contract Number: F198007**

**Contract Expiration Date: 12/31/16**

**Extension Date: 12/31/17**

**Contract Remaining Dollars: \$233,496.27**

**Increase Dollars: \$200,000.00**

**Explanation of Change: Contract extension and addition of funding to cover ongoing PM support**

**Justification for this transaction: Wayne is providing Project Management support for both the Accounts Payable Automation project and the Succession Planning project. This support will be needed at least through the end of 2017**

**Does this transaction change the original scope of work? No**

**Attached Documents for Review: Enterprise Outcomes SOW #6, Justification Memo**

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## Christine Eicher

---

**From:** David Larsen  
**Sent:** Thursday, December 15, 2016 4:03 PM  
**To:** Christine Eicher  
**Cc:** CopsAdmin; Mary Green; Keith Sutton  
**Subject:** RE: Enterprise Outcomes - F198007 - Change Order #2  
**Attachments:** Enterprise Outcomes Contract No. F198007 CO 2.pdf

Hello Christine,

Please proceed. I have attached the stamped documents:

Thanks,  
Dave

**From:** Christine Eicher  
**Sent:** Thursday, December 15, 2016 2:26 PM  
**To:** David Larsen <david.larsen@swgas.com>  
**Cc:** CopsAdmin <copsadmin@swgas.com>; Mary Green <mary.green@swgas.com>; Keith Sutton <Keith.Sutton@swgas.com>  
**Subject:** Enterprise Outcomes - F198007 - Change Order #2  
**Importance:** High

Hello Dave,

For your review and approval, please see attached.

May I proceed?

Thanks,  
Christine

**From:** Keith Sutton  
**Sent:** Thursday, December 15, 2016 1:54 PM  
**To:** Christine Eicher <christine.eicher@swgas.com>  
**Cc:** Mary Green <mary.green@swgas.com>; Keith Sutton <Keith.Sutton@swgas.com>  
**Subject:** Contract extension & additional funding for Wayne Biernacki

Christine,

Attached are the docs to extend and add funds to Wayne's contract (Enterprise Outcomes).

Please let me know if you need anything additional for this.

The extensions for the Fiala PMs will follow shortly.

Thanks!

Keith

SOUTHWEST GAS CORPORATION		CONTRACT CHANGE ORDER NO.	
Date Prepared <u>09/01/2015</u>		Sequence No. <u>1</u>	
Contract No. <u>198007</u>		Department Name <u>Information Services</u>	
Contractor <u>Enterprise Outcomes, Inc.</u>		District Name & Number <u>Corp/0061</u>	
Summary of Work Description <u>Consulting Services</u>		Originator Name <u>Keith Sutton KS</u>	
for Financial Systems Modernization Project.		Title & Mail Code <u>Manager/Information Services</u>	
		Approved By <u>Ken Briggs</u> <u>Fran Huchmala</u>	
		Contract Administration <u>Dave Larsen</u>	
		WO/Account No. _____	
Description of Change <u>Extend current contract to expire on December 31, 2016; add additional \$618,770 to fund FSM project.</u>			
Breakdown: <u>(add \$400,000 for contract extension; add \$218,770 from Contract #201792 to replace incorrect charges = \$618,770).</u>			
Location of Change _____			
<div style="display: flex; justify-content: space-between;"> <span>COST</span> <span><input checked="" type="checkbox"/> Increase \$ <u>618,770.00</u></span> <span><input type="checkbox"/> Decrease \$</span> </div>			
Unit of Measure	Unit Cost	Total Cost	
	\$	\$ <u>0.00</u>	Original Contract \$ <u>700,000.00</u>
		<u>0.00</u>	Total Cost Prior Contract Change Order(s) \$ <u>0.00</u>
		<u>0.00</u>	Total Cost this Contract Change Order \$ <u>618,770.00</u>
		<u>0.00</u>	Total Revised Contract (Including all Contract Change Orders) \$ <u>1,318,770.00</u>
		<u>0.00</u>	
Total Change Order		\$ <u>0.00</u>	
Comments <u>NOTE: Several invoices totaling \$218,770 for Contract #201792 were inadvertently paid against Contract #198007.</u>			
Attached Document:			
<b>CONTRACTOR ACCEPTANCE:</b> <u>[Signature]</u> Authorized Signature <u>[Signature]</u> Title		<b>SOUTHWEST GAS CORPORATION AUTHORIZATION:</b> <u>Anita M. Romero</u> <u>[Signature]</u> <u>09/14/15</u> Authorized Signature Date Signed <u>SVP/Staff Operations and Technology</u> Title	

Form 199.2 (08/2002) 566 -- Excel

003431



# CONTRACT CHECKLIST

Service Provider	Enterprise Outcome, Inc.	Contract #	198007	Supplier #	128280	New/C.O. #	2	Div/Staff Location	Info Svcs.
Description of Services/Project Title		Consulting Services for Financial Systems Management		Category		Technology			
Originator	Keith Sutton	Phone	702-364-3308	LVC-340	Date	9/22/2015	Contract Administration Use Only		
Facilitator	Christine Eicher	Phone	702-876-7267	LVC-340	Date		Sent to A/P:		
Prepared By	Jan Howell	Phone	702-364-3061	LVA-566	Date	9/22/2015	Processed Date:		
Contract Analyst	Jan Howell	Phone	702-364-3061	LVA-566	Date		Processed By:		

NEW CONTRACTS		NEW CONTRACTS AND CHANGE ORDERS	
	Yes	No	N/A
1. List of bidders who were sent Request For Proposal (minimum three bidders).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Screen print(s) of Products and Services search.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Request For Proposal/Invitation to Bid.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Attendance sheet from the bid meeting.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Bidders' responses to RFP (completed proposals, declining offers, etc.).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Company's letters to all bidders notifying them of the unsuccessful bid.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. A pre-approved DOT Drug and Alcohol Plan is required if a service provider will perform:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Installation/Relocation of pipe.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Gas-related emergency response.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Operation/Maintenance activities on pipe including, but not limited to:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(1) Pipeline X-rays.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Pipeline Locating.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) Leak Surveys.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) Corrosion Control.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Operation of a motor vehicle of 26,001 lbs. or more requiring a commercial driver's license (CDL).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. OQ Covered Task List required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Are background checks required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. (Non-Company contracts only): Code of Conduct	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Procurement Transaction for Diverse Suppliers Form 188.2 (when Diverse Suppliers have been considered to provide services).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Non-Cancelable Obligation: Payment Amount \$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-Monthly <input type="checkbox"/> Semi-Annually <input type="checkbox"/> Annually <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Date of Final Payment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

REQUIRED SUPPLIER DOCUMENTS	
Provide new docs with new contracts. Attach updated docs with change orders.	New or updated docs on (Attach) file
22. Certificates of Insurance	<input type="checkbox"/>
a. General Liability	<input type="checkbox"/>
b. Automobile	<input type="checkbox"/>
c. Excess Liability (diff. req'd)	<input type="checkbox"/>
d. Worker's Comp. (or Waiver)	<input type="checkbox"/>
e. Employer's Liability	<input type="checkbox"/>
f. Professional Liability	<input type="checkbox"/>
g. Pollution Liability	<input type="checkbox"/>
h. Other	<input type="checkbox"/>
i. Broker's Opinion Letter	<input type="checkbox"/>
23. Business License, if req'd.	<input type="checkbox"/>
24. Contractor License, if req'd.	<input type="checkbox"/>
25. Supplier Documents: Oracle Verification Date: 3/11/2014	<input type="checkbox"/>
Supplier Profile Form 188.0	<input type="checkbox"/>
Form W-9	<input type="checkbox"/>
Sample Invoice	<input type="checkbox"/>

COMMENTS



## MEMORANDUM

To: Fran Huchmal *fh* Anita Romero

From: Keith Sutton *KS*

Date: August 31, 2015

Subject: Contract Extension & Additional Funds Justification for Agreement #198007

Southwest Gas Corporation (Client) is extending the termination date of Contract Agreement #198007 with Enterprise Outcomes (Consultant) for Wayne Biernacki, PMP, per the attached change order. The change order will extend the contract termination date from 3/2/16 to 12/31/16. The objective of the agreement adjustment is to sustain project management services through the duration of Portfolio Project #P13006: Financial Systems Modernization (FSM). Mr. Biernacki will continue to provide project management services through the remaining activities of the project which is expected to last through Apr/May 2016. In addition, there are numerous FSM Phase II activities being planned that Mr. Biernacki will be needed to manage. The project management scope of work includes planning, executing, monitoring, controlling and closure phases of the project. The anticipated termination date of the contract is December 31, 2016 at 11:59 PM (PST). The original Project Manager hourly wage of \$155/hr will remain the same.



**Christine Eicher**

**From:** Jan Howell  
**Sent:** Thursday, September 03, 2015 2:06 PM  
**To:** Jan Howell  
**Cc:** Christine Eicher; Keith Sutton  
**Subject:** RE: Enterprise Outcomes - 198007 - Change Order #1  
**Attachments:** Scanned from a Xerox multifunction device001.pdf

Hi Christine,

Please proceed.  
Stamped doc attached.

Thanks, Jan

**From:** David Larsen  
**Sent:** Tuesday, September 01, 2015 10:42 AM  
**To:** Jan Howell  
**Cc:** Christine Eicher; Keith Sutton  
**Subject:** FW: Enterprise Outcomes - 198007 - Change Order #1

Hello Jan,

This is one of your contracts.

Thanks,  
Dave

**From:** Christine Eicher  
**Sent:** Tuesday, September 01, 2015 10:01 AM  
**To:** David Larsen  
**Cc:** Keith Sutton  
**Subject:** Enterprise Outcomes - 198007 - Change Order #1

Good Morning Dave,

For your review and approval, please see attached:

- Change Order Template
- Justification Memo
- Change Order

Another change order is forthcoming to accommodate contract 201792 with correction.

Thanks,  
Christine

**Template for Contract Change Orders**

Originator: **Keith Sutton**

Supplier Name: **Enterprise Outcomes**

Supplier Contact: **Wayne Biernacki**

Contract Number: **198007**

Contract Expiration Date: **3-2-16**

Extension Date: **12-31-16**

Contract Remaining Dollars: **\$175.54**

Increase Dollars: **\$400,000**

Explanation of Change: **Additional funds needed to complete FSM project management and support FSM follow on projects**

Justification for this transaction: **FSM Phase I will not be deployed and full closed until Apr/May 2016. There are already numerous follow on project anticipated for FSM Phase II that will require PM support**

Does this transaction change the original scope of work? **No**

Attached Documents for Review:

---

Industries | Enterprise Outcomes

Page 1 of 2



**Enterprise  
Outcomes**  
Inc.

(<http://www.enterpriseoutcomes.com/>)

101 CONVENTION  
CENTER DR SUITE 700  
LAS VEGAS, NV, 89109  
702-945-3364

Industries



## Industries

Enterprise Outcomes, Inc. has experience leading business transformation initiatives in the following industries:

Regulated Utilities  
Hi-Tech Manufacturing  
Renewable Energy  
Food & Beverage  
E-Commerce  
Telecommunications  
Enterprise Software  
Metals, Mining & Natural Resources  
Consumer Packaged Goods  
Chemicals

ENTERPRISE OUTCOMES, INC.  
2600 BOYCE PLAZA ROAD SUITE 100 · PITTSBURGH, PA 15241  
101 CONVENTION CENTER DR SUITE 700 · LAS VEGAS, NV 89109  
TELEPHONE: 702-945-3364 · FAX: 412-257-7879 · [CONTACT@ENTERPRISEOUTCOMES.COM](mailto:CONTACT@ENTERPRISEOUTCOMES.COM)

<http://www.enterpriseoutcomes.com/industries/>

01/15/2015



**Enterprise  
Outcomes**  
inc

(<http://www.enterpriseoutcomes.com/>)

101 CONVENTION  
CENTER DR SUITE 700  
LAS VEGAS, NV, 89109  
702-945-3364

Services



## Services

- Project, Program & Portfolio Management Consulting
- Project Management Office Creation
- Project Health Checks
- Portfolio Reviews
- Enterprise Software RFI & RFP Consulting and Support

ENTERPRISE OUTCOMES, INC.

2600 BOYCE PLAZA ROAD SUITE 100 - PITTSBURGH, PA 15241

101 CONVENTION CENTER DR SUITE 700 - LAS VEGAS, NV 89109

TELEPHONE: 702-945-3364 - FAX: 412-257-7879 - [CONTACT@ENTERPRISEOUTCOMES.COM](mailto:CONTACT@ENTERPRISEOUTCOMES.COM)

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([HTTP://WWW.ENTERPRISEOUTCOMES.COM/PRIVACY-POLICY/](http://www.enterpriseoutcomes.com/privacy-policy/))

# Supplier Information

003437

003437


**SOUTHWEST GAS CORPORATION**
**SUPPLIER SETUP / CHANGE NOTIFICATION**

Mail To:

- ☒ Corporate Accounts Payable, LVC-405   
 ☐ Corporate Purchasing, LVA-560   
 ☐ Contract Administration, LVA-566  
☐ **Rush**   
 ☐ Copy sent to Supplier Diversity, LVA-375

Supplier Name Enterprise Outcomes, Inc Supplier Number 128280

**Notes:**

- Allow up to 48 business hours for processing. E-mail Accounts Payable for rush requests.
- Changes involving Contract and/or PO Suppliers must be routed through and approved by Contract Administration or Corporate Purchasing.
- If the Supplier is inactive, a new Supplier Profile and W-9 are required to reactivate.

FACILITATOR/DIVISION/STAFF USE ONLY	
<input type="checkbox"/> Setup Requested	
<input type="checkbox"/> Change(s) Requested	
<input type="checkbox"/> Pay Site:	<input type="checkbox"/> Create New Site <input type="checkbox"/> Inactivate Site
<input type="checkbox"/> Purchasing Site:	<input type="checkbox"/> Create New Site <input type="checkbox"/> Inactivate Site
<input type="checkbox"/> Reactivate Supplier	

CONTRACT ADMINISTRATION, PURCHASING, AND SUPPLIER DIVERSITY DEPARTMENT USE ONLY	
<input type="checkbox"/> Setup Requested	<input type="checkbox"/> Potential Supplier
<input type="checkbox"/> Both goods and services will be provided by this new supplier; Purchasing and Contract Administration have discussed this prior to submitting to A/P for setup.	
<input checked="" type="checkbox"/> Change(s) Requested	
<input type="checkbox"/> Inactivate	<input type="checkbox"/> Reactivate
<input type="checkbox"/> Supplier Type/Code	<input type="checkbox"/> Purchasing Site: <input type="checkbox"/> Create New Site <input type="checkbox"/> Inactivate Site
<input type="checkbox"/> State Sales Tax License Number	<input type="checkbox"/> Pay Site: <input type="checkbox"/> Create New Site <input type="checkbox"/> Inactivate Site
<input type="checkbox"/> Classification Type	<input type="checkbox"/> Contact Information
<input type="checkbox"/> Payment Terms	<input type="checkbox"/> Products/Services Provided
<input type="checkbox"/> Organization Type	<input type="checkbox"/> Supplier Hold: <input type="checkbox"/> Activate Hold <input type="checkbox"/> Release Hold
<input type="checkbox"/> Freight Terms	<i>Hold Activity Requires Management Approval:</i>
<input type="checkbox"/> Remove Discount Flag (only take discount if earned)	_____ Signature
<input checked="" type="checkbox"/> Other (see comments)	

Comments Update Supplier

Prepared By Pam Thompson Phone Number (702) 364-3660 Date Prepared 2/15/2018



# **SOUTHWEST GAS CORPORATION**

## **SUPPLIER PROFILE**

*This form must be completed in its entirety; if not applicable, enter N/A.  
Please print or type*

### Southwest Gas Representative Contact Information:

Christine Eicher  
5241 Spring Mountain Rd  
Las Vegas, NV 89150  
Phone ( 702 ) 876-7267 Fax ( 702 ) 253-7213

**Please provide a sample copy of your invoice.**

**A completed IRS Form W-9, Request for Taxpayer ID Number and Certification, MUST be attached.**

Company Name Enterprise Outcomes, Inc. Business Name, or \*DBA \_\_\_\_\_  
*Should match line 1 of Form W-9* *Should match line 2 of Form W-9*

Owner Wayne Biernacki 1389 European Drive Henderson NV 89052  
*Name* *Street Address* *City* *State* *ZIP Code*  
( 702 ) 941-3364 ( )  
*Phone* *Fax*

Contact Wayne Biernacki ( 702 ) 945-3364 wbiernacki@enterpriseoutcomes.com  
*Name / Title* *Phone* *Email Address*

Does the owner have any relatives employed by Southwest Gas Corporation or Paiute Pipeline? ☒ No ☐ Yes

If 'Yes', please provide name \_\_\_\_\_

Send Payment To (as appears on your invoice)

2600 Boyce Plaza Road

Suite 100

Pittsburgh, PA 15241

Order Email Address \_\_\_\_\_

\*Payment Terms Net 30

\*Freight Terms \_\_\_\_\_

\*F.O.B.: Destination \_\_\_\_\_

Available Products / Services (attach \*line card if available) \_\_\_\_\_

D-U-N-S Number (Dun & Bradstreet) \_\_\_\_\_ Standard Industrial Classification (SIC) \_\_\_\_\_ No. of Employees 10

If you collect Sales Tax in any or all of the following three states, provide the requested information. Enter N/A if not applicable.

Arizona State Tax No. N/A California State Tax No. N/A Nevada State Tax No. N/A

\*Diverse Suppliers - Please check the applicable category(ies):

☐ Minority-owned: ☐ African American ☐ Hispanic American ☐ Native American ☐ Asian Pacific American

☐ Women-owned ☐ Disabled Veteran-owned ☐ LGBT-owned ☒ Other Groups

\*Certification - If Diverse Supplier certified, provide the following information and attach a copy of certification(s):

Certification Agency Office of Economic Development Certification Number Local ESB Expiration Date 11/30/18

Southwest Gas (Southwest) Code of Business Conduct & Ethics - Supplier acknowledges that it must read, understand and comply, to the extent applicable, with Southwest's Code of Business Conduct & Ethics (Code) when performing work for, or when transacting business with, Southwest. The Code may be found at [www.swgas.com/investorrelations/documents/codeconduct.pdf](http://www.swgas.com/investorrelations/documents/codeconduct.pdf). The term "Supplier" shall be given its broadest meaning and shall include any vendor, contractor, subcontractor or any other such provider of services and/or products to Southwest.

Each of the above answers is true to the best of my knowledge.

Wayne Biernacki

*Prepared By (print or type name)*

*Authorized Signature*

President

*Title*

2-13-18

*Date Signed*

**Return completed form with attachments to the Southwest Gas Representative (contact information located at top of form)**

### Southwest Gas Corporation Use Only

Supplier Number \_\_\_\_\_ Products / Services \_\_\_\_\_

Supplier Code: ☐ Non-Participating ☒ Service ☐ Supplies ☐ Services and Supplies

Classification Type: ☐ Potential Contractor ☐ Pipeline Contractor ☒ Supplier ☐ Other (specify) \_\_\_\_\_

\*See page 2 for definitions

**Form W-9**  
(Rev. November 2017)  
Department of the Treasury  
Internal Revenue Service

**Request for Taxpayer Identification Number and Certification**

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

**Give Form to the requester. Do not send to the IRS.**

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**Enterprise Outcomes, Inc.**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC  
☐ C Corporation  
☒ S Corporation  
☐ Partnership  
☐ Trust/estate  
☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►  
Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.  
☐ Other (see instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  
Exempt payee code (if any) \_\_\_\_\_  
Exemption from FATCA reporting code (if any) \_\_\_\_\_  
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.  
**1389 European Drive**  
6 City, state, and ZIP code  
**Henderson, NV 89052**

7 List account number(s) here (optional)

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number  
\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_  
OR  
Employer identification number  
8 8 - 0 3 7 4 7 4 5

**Part II Certification**

Under penalties of perjury, I certify that:

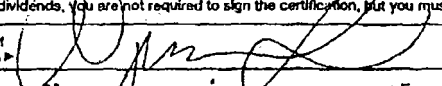
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and

2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and

3. I am a U.S. citizen or other U.S. person (defined below); and

4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification Instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here** Signature of U.S. person ►  Date ► **6-14-18**

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



## Enterprise Outcomes, Inc.

Invoice

2600 Boyce Plaza Road - Suite 100  
Pittsburgh, PA 15241-3949  
Phone: 412-257-7878  
Fax: 412-257-7879

Date	Invoice #
2/6/2018	523

Bill To			
Southwest Gas Corporation 5241 Spring Mountain Road Las Vegas, NV 89150			
Terms	Due Date	Contact	
Net 15	2/21/2018	Wayne Biernacki	
Description	Hours	Rate	Amount
Michael Catmull - Consulting Services - 1/22/2018	8.5	100.00	850.00
Michael Catmull - Consulting Services - 1/23/2018	8.5	100.00	850.00
Michael Catmull - Consulting Services - 1/24/2018	8.5	100.00	850.00
Michael Catmull - Consulting Services - 1/25/2018	8	100.00	800.00
Michael Catmull - Consulting Services - 1/26/2018	7.5	100.00	750.00
Michael Catmull - Consulting Services - 1/29/2018	8	100.00	800.00
Michael Catmull - Consulting Services - 1/30/2018	8	100.00	800.00
Michael Catmull - Consulting Services - 1/31/2018	8	100.00	800.00
Michael Catmull - Consulting Services - 2/1/2018	8	100.00	800.00
Michael Catmull - Consulting Services - 2/2/2018	7	100.00	700.00
Please make check payable to Enterprise Outcomes, Inc. at the above address. Thank you for your prompt payment.		Total	\$8,000.00

---

**Marilyn Alderman**

---

**From:** Hannah Andrews  
**Sent:** Tuesday, March 11, 2014 3:23 PM  
**To:** Marilyn Alderman  
**Subject:** RE: Scanned from a Xerox multifunction device

I just had my co-worker review the set up, so you are good to go. ✓

Thank you!

*Hannah D Andrews*

---

**From:** Marilyn Alderman  
**Sent:** Tuesday, March 11, 2014 3:16 PM  
**To:** Hannah Andrews  
**Subject:** RE: Scanned from a Xerox multifunction device

Thanks for the quick response...Is it ok to enter the contract? Or should I wait?

---

**From:** Hannah Andrews  
**Sent:** Tuesday, March 11, 2014 3:00 PM  
**To:** Marilyn Alderman  
**Subject:** RE: Scanned from a Xerox multifunction device

Thanks! This supplier has been set up-pending final review.

**ENTERPRISE OUTCOMES INC - 128280**

Thank you!

Hannah D Andrews

-----Original Message-----

**From:** Marilyn Alderman  
**Sent:** Tuesday, March 11, 2014 2:16 PM  
**To:** Hannah Andrews  
**Subject:** RE: Scanned from a Xerox multifunction device

Yes, Please...15 Days...

-----Original Message-----

**From:** Hannah Andrews  
**Sent:** Tuesday, March 11, 2014 1:52 PM  
**To:** Marilyn Alderman

Subject: RE: Scanned from a Xerox multifunction device

Hi Marilyn,

Please confirm payment terms? SP shows 15 days.

Thanks!

Hannah D Andrews

-----Original Message-----

From: Marilyn Alderman  
Sent: Tuesday, March 11, 2014 1:46 PM  
To: Hannah Andrews; Michelle Rekrut; Tricia Moloney; Annie Wong  
Cc: Sylvia Shelly; Jan Howell; Marilyn Alderman  
Subject: FW: Scanned from a Xerox multifunction device

Hello,

Please see attached for a RUSH Supplier set up.  
If possible may I get this set up as soon as possible?

Thank you so much...Marilyn Alderman

-----Original Message-----

From: HQACNTRC7775X30601@swgas.com [mailto:HQACNTRC7775X30601@swgas.com]  
Sent: Tuesday, March 11, 2014 1:40 PM  
To: Marilyn Alderman  
Subject: Scanned from a Xerox multifunction device

Please open the attached document. It was scanned and sent to you using a Xerox multifunction device.

Sent by: Guest  
Attachment File Type: pdf

Device Name: HQACNTRC7775X30601

For more information on Xerox products and solutions, please visit <http://www.xerox.com>



SOUTHWEST GAS CORPORATION

## SUPPLIER SETUP / CHANGE NOTIFICATION

Mail To:

☒ Corporate Accounts Payable, LVC-405    ☐ Corporate Purchasing, LVA-560    ☐ Contract Administration, LVA-566
☒ **Rush**☐ Copy sent to Supplier Diversity, LVB-370Supplier Name ENTERPRISE OUTCOMES INCSupplier Number 128280

## Notes:

- Allow up to 48 business hours for processing. E-mail Accounts Payable for rush requests.
- Changes involving Contract and/or PO Suppliers must be routed through and approved by Contract Administration or Corporate Purchasing.
- If the Supplier is inactive, a new Supplier Profile and W-9 are required to reactivate.

FACILITATOR/DIVISION/STAFF  
USE ONLY☐ Setup Requested☐ Change(s) Requested☐ Pay Site: \_\_\_\_\_ Create New Site \_\_\_\_\_ Inactivate Site☐ Purchasing Site: \_\_\_\_\_ Create New Site \_\_\_\_\_ Inactivate Site☐ Reactivate SupplierCONTRACT ADMINISTRATION, PURCHASING, AND SUPPLIER DIVERSITY  
DEPARTMENT USE ONLY☒ Setup Requested    ☐ Potential Supplier☐ Both goods and services will be provided by this new supplier; Purchasing and Contract Administration have discussed this prior to submitting to A/P for setup.☐ Change(s) Requested☐ Inactivate☐ Reactivate☐ Supplier Type/Code☐ Purchasing Site: \_\_\_\_\_ Create New Site \_\_\_\_\_ Inactivate Site☐ State Sales Tax License Number☐ Pay Site: \_\_\_\_\_ Create New Site \_\_\_\_\_ Inactivate Site☐ Classification Type☐ Contact Information☐ Payment Terms☐ Products/Services Provided☐ Organization Type☐ Supplier Hold: \_\_\_\_\_ Activate Hold \_\_\_\_\_ Release Hold☐ Freight Terms*Hold Activity Requires Management Approval:*☐ Remove Discount Flag (only take discount if earned)☐ Other (see comments)\_\_\_\_\_  
SignatureComments Please Set Up This New Supplier.Thanks. Prepared By Marilyn Alderman Phone Number (702) 364-3514 Date Prepared 3/11/2014

Form 188.3 (12/2008) 405- Microsoft Word



SOUTHWEST GAS CORPORATION

## SUPPLIER PROFILE

Southwest Gas Representative:

Name: \_\_\_\_\_

This form must be completed in its entirety; enter N/A if not applicable.

Please print or type

Fax ( ) Phone ( )

Company Name Enterprise Outcomes, Inc.

Business Name, or \*DBA Enterprise Outcomes, Inc.

Should match line 1 of Form W-9

Should match line 2 of Form W-9

Owner Wayne Biernacki

Street Address 2600 Boyce Plaza Road - Suite 100

City Pittsburgh

State PA

ZIP Code 15241

Telephone (702) 945-3364

Fax ( )

Contact Name/Title Wayne Biernacki / President

Telephone (702) 945-3364

E-mail wayne.biernacki@gmail.com

Send Payment To (as appears on your invoice)

Enterprise Outcomes, Inc.

2600 Boyce Plaza Road

Suite 100

Pittsburgh, PA. 15241

PLEASE PROVIDE A SAMPLE COPY OF YOUR INVOICE

\*Payment Terms Net 15 Days

\*Freight Terms N/A

\*F.O.B.: Destination

Available Products/Services: (enclose line card or company info if available) Consulting Services

Type of Ownership: \*LLC: ☐ LLC C Corporation ☐ LLC S Corporation ☐ LLC Partnership☐ C Corporation ☒ \*S Corporation ☐ Partnership ☐ Individual/Sole Proprietor ☐ Trustee/Estate ☐ Other (specify) \_\_\_\_\_

Taxpayer Identification Number (TIN):

Employer Identification Number (EIN) 88 - 0374745

Social Security Number \_\_\_\_\_

Required for Sole Proprietor and / or Individual

If you collect Sales Tax in any or all of the following three states, provide the following information. Enter N/A if not applicable.

California State Tax No. N/A

Nevada State Tax No. N/A

Arizona State Tax No. N/A

City \_\_\_\_\_

City Tax No. \_\_\_\_\_

American Owned ☒ Yes ☐ No (specify) \_\_\_\_\_Union Represented ☒ No ☐ Yes (specify) \_\_\_\_\_Business Size ☐ Large ☒ Small (if unsure, contact the Small Business Administration)

Number of Employees 3

How long in business? 13 years

## \*DIVERSE SUPPLIERS

Please check the applicable category(ies):

☐ Minority owned: ☐ Black American ☐ Hispanic American ☐ Native American ☐ Asian Pacific American☐ Women owned ☐ Disabled Veteran owned ☐ Other Groups

\*Certification - If Diverse Supplier certified, provide the following information and attach a copy of certification(s):

Certification Agency \_\_\_\_\_

Telephone ( ) \_\_\_\_\_

Certification No. \_\_\_\_\_

Expiration Date \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Southwest Gas (Southwest) Code of Business Conduct & Ethics - Supplier acknowledges that it must read, understand and comply, to the extent applicable, with Southwest's Code of Business Conduct & Ethics (Code) when performing work for, or when transacting business with, Southwest. The Code may be found at [www.svgas.com/investorrelations/documents/codeconduct.pdf](http://www.svgas.com/investorrelations/documents/codeconduct.pdf). The term "Supplier" shall be given its broadest meaning and shall include any vendor, contractor, subcontractor or any other such provider of services and/or products to Southwest.

Each of the above answers is true to the best of my knowledge.

Prepared By Wayne Biernacki

Title President

Signature *Wayne Biernacki*(print or type name)  
(authorized signature)

Date Signed

3-4-14

Return completed form with attachments to the Southwest Gas Representative (contact information located at top of form)

Supplier No.: 128280

Product/Services:

SOUTHWEST GAS CORPORATION USE ONLY

Consulting / Project Manager

Supplier Code:

Classification Type:

☐ Construction☐ Service/Supplies☐ SS-Service☐ SS-Technology☐ Potential Contractor☐ Equipment☐ SS-Construction☐ SS-Service/Supplies☐ Supplies☐ Pipeline Contractor☐ Non-Participating☐ SS-Equipment☐ SS-Supplies☐ Technology☒ Supplier☒ Service☐ Other (specify) \_\_\_\_\_

\*See page 2 for definitions

**Form W-9**  
(Rev. August 2013)  
Department of the Treasury  
Internal Revenue Service

**Request for Taxpayer  
Identification Number and Certification**

Give Form to the  
requester. Do not  
send to the IRS.

Print or type  
See Specific Instructions on page 2.

Name (as shown on your income tax return)  
**Enterprise Outcomes, Inc.**

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:  
☐ Individual/sole proprietor    ☐ C Corporation    ☒ S Corporation    ☐ Partnership    ☐ Trust/estate  
☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ \_\_\_\_\_  
☐ Other (see instructions) ▶ \_\_\_\_\_

Exemptions (see instructions):  
Exempt payee code (if any) \_\_\_\_\_  
Exemption from FATCA reporting code (if any) \_\_\_\_\_

Address (number, street, and apt. or suite no.)  
**2600 Boyce Plaza Road Suite 100**

City, state, and ZIP code  
**Pittsburgh, PA 15241**

List account number(s) here (optional)

Requester's name and address (optional)

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

Employer identification number  

8

8

-

0

3

7

4

7

4

5

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below), and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here    Signature of U.S. person ▶     Date ▶ 3-3-14

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** The IRS has created a page on IRS.gov for information about Form W-9, at [www.irs.gov/w9](http://www.irs.gov/w9). Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

**Purpose of Form**

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

**Note.** If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

Enterprise Outcomes, Inc.

2600 Boyce Plaza Road  
Suite 100  
Pittsburgh, PA 15241

# Invoice

Date	Invoice #
2/2/2014	Demo

Bill To
Southwest Gas Corporation 5241 Spring Mountain Road Las Vegas, NV 89150-0002

P.O. No.	Terms	Project
PO#12345	NET 15 DAYS Due on receipt	

Quantity	Description	Rate	Amount
8	Consulting services	155.00	1,240.00
8	Consulting services	155.00	1,240.00
8	Consulting services	155.00	1,240.00
8	Consulting services	155.00	1,240.00
8	Consulting services	155.00	1,240.00
SOW#12345		<b>Total</b>	\$6,200.00

*Sample*

CR Query Report  
Southwest Gas Corporation

Docket No. 18-05031  
Staff-30-171 Attachment 1  
Sheet 1 of 21

Cost Element	Amount
0101 - LABOR - REGULAR	\$263,365.02
0110 - LABOR - OVERTIME	\$2,873.80
0210 - LOADING - LABOR	\$22,355.30
0716 - OFFICE FURNITURE & EQUIP	\$347.55
0718 - P C & ACCESSORIES	\$375.68
0724 - COMMUNICATIONS EQUIPMENT	\$379.93
0727 - FREIGHT	\$67.65
0735 - OFF SUPPLIES & STATIONERY	\$8,528.15
0743 - SOFTWARE LICENSES	\$2,198,017.50
2010 - AIRFARE	\$33,756.92
2013 - GRND TRANSP-O/S SVC TERR	\$0.00
2030 - LODGING	\$37,150.75
2050 - MEALS-GEN TRAVEL	\$0.00
2060 - CAR RENTAL	\$9,823.97
2080 - GRND TRANSP	\$4,129.48
2100 - MILEAGE REIMB-GEN TRAVEL	\$199.72
2120 - OTHER EXP-GEN TRAVEL	\$236.00
2140 - PER DIEM-GEN TRAVEL	\$117.00
2260 - SEM/CONF FEES & PROFESSIONAL ORG	\$7,666.00
2270 - SEM/CONF AIRFARE	\$194.00
2271 - AIRFARE-O/S SVC TERR	\$0.00
2290 - SEM/CONF LODGING	\$10,839.36
2291 - LODGING-O/S SVC TERR	\$3,027.10
2310 - SEM/CONF CAR RENTAL	\$276.11
2311 - CAR RENTAL-O/S SVC TERR	\$448.68
2330 - SEM/CONF GRND TRANSP	\$793.41
2331 - GRND TRANSP-O/S SVC TERR	\$31.00
2350 - MEALS-SEMINARS/CONF	\$249.16
2370 - IN-HOUSE TRAINING EXP	\$161,896.00
2390 - OTHER EXP-SEM/CONF	\$1,152.72
2400 - PER DIEM-SEM/CONF	\$4,602.00
2510 - MEALS-NON-TRAVEL	\$41,384.50
2520 - ENTERTAINMENT-NON-TRAVEL	\$3,090.00
2760 - POSTAGE	\$662.51
2810 - OTHER BUSINESS EXPENSES	\$10,117.56
3202 - PROF SVCS - AUDITING	\$195,705.80
3212 - PROF SVCS - OTHER	\$11,415,595.26
3511 - O/S SVCS - COMP EQUIP SVCS	\$0.00
3513 - O/S SVCS - MAIL CARRIER	\$5,651.97
3514 - O/S SVCS - CONTRACTOR SVCS	\$3,053,122.83
4005 - UTILITIES - TELEPHONE	\$6,944.00
9987 - AFUDC ACCRUAL/DEBT	\$228,467.33



CR Query Report  
Southwest Gas Corporation

Cost Element	Amount
9988 - AFUDC ACCRUAL/EQUITY	\$413,011.83
	<u>\$18,146,653.55</u>

<b>CRITERIA</b>
<u>CRITERIA</u>
Account Activity not in 1010, 1031, 9935.
Amount Type = Actuals
Month Number not BETWEEN '201802' AND '201808'
Work Order = 0061W0001059

Power Promotions LLC  
6845 Escondido, Ste 107  
Las Vegas, NV 89119

# Invoice

\*\*\*PLEASE NOTE OUR NEW  
ADDRESS\*\*

\*\*\*PLEASE UPDATE YOUR  
RECORDS\*\*\*

Date	Invoice #
3/16/2016	SWG-6767

<b>Bill To</b>
Southwest Gas Corporation Corporate Accounts Payable, LVC-405 PO Box 98510 Las Vegas, NV 89193-8510

<b>Ship To</b>
SOUTHWEST GAS CORP 5241 SPRING MOUNTAIN RD LAS VEGAS, NV 89150 REC DOCK

Due Date	S.O. No.	P.O. No.	Terms	Project
4/15/2016	SWG-6767	318997	Net 30	SWG-6767

Item	Description	Quantity	Rate	Amount
Miscellaneous	PX-860BK CASIO PRIVIA DIGITAL PIANO BLACK	1	968.75	968.75T
Shipping	SHIPPING FOR PX-860BK CASIO PRIVIA DIGITAL PIANO BLACK	1	59.53	59.53
Miscellaneous	RX-A1050BL YAMAHA 7.2 CHANNEL AVENTAGE MUSIC	1	940.00	940.00T
Shipping	SHIPPING FOR RX-A1050BL YAMAHA 7.2 CHANNEL AVENTAGE MUSIC	1	28.82	28.82
Miscellaneous	986857 BROIL KING SIGNET 320 NG GAS GRILL	1	467.50	467.50T
Shipping	SHIPPING FOR 986857 BROIL KING SIGNET 320 NG GAS GRILL	1	150.00	150.00
Miscellaneous	BOSE 738102-1100 SOUNDTouch 30 SERIES 111 WIRELESS MUSIC SYSTEM--BLACK	4	615.62	2,462.48T
Shipping	SHIPPING FOR BOSE 738102-1100 SOUNDTouch 30 SERIES 111 WIRELESS MUSIC SYSTEM--BLACK	4	41.59	166.36
Miscellaneous	01.1041.112 SWISS ARMY WEGNER URBAN CLASSIC WATCH--WHITE DIAL	1	75.00	75.00T
Shipping	01.1041.112 SWISS ARMY WEGNER URBAN CLASSIC WATCH--WHITE DIAL	1	11.22	11.22
Miscellaneous	E50BTBLK JBL OVER THE EAR BLUETOOTH HEADPHONES--BLACK	1	91.87	91.87T
Shipping	SHIPPING FOR E50BTBLK JBL OVER THE EAR BLUETOOTH HEADPHONES--BLACK	1	11.06	11.06
Miscellaneous	E50BTBLK JBL OVER THE EAR BLUETOOTH HEADPHONES--WHITE	6	91.87	551.22T
			<b>Subtotal</b>	
			<b>Sales Tax</b>	
			<b>Total</b>	
			<b>Payments/Credits</b>	
			<b>Balance Due</b>	

<b>Phone #</b>
702-541-6099

Power Promotions LLC  
6845 Escondido, Ste 107  
Las Vegas, NV 89119

# Invoice

\*\*\*PLEASE NOTE OUR NEW  
ADDRESS\*\*  
\*\*\*PLEASE UPDATE YOUR  
RECORDS\*\*\*

Date	Invoice #
3/16/2016	SWG-6767

Bill To
Southwest Gas Corporation Corporate Accounts Payable, LVC-405 PO Box 98510 Las Vegas, NV 89193-8510

Ship To
SOUTHWEST GAS CORP 5241 SPRING MOUNTAIN RD LAS VEGAS, NV 89150 REC DOCK

Due Date	S.O. No.	P.O. No.	Terms	Project
4/15/2016	SWG-6767	318997	Nct 30	SWG-6767

Item	Description	Quantity	Rate	Amount
Shipping	SHIPIPING FOR E50BTBLK JBL OVER THE EAR	1	70.95	70.95
Miscellaneous	BLUETOOTH HEADPHONES--WHITE	2	103.13	206.26T
Shipping	165030 WATERFORD CRYSTAL LISMORE DIAMOND	1	18.00	18.00
Miscellaneous	PILSNER SET OF 2	2	88.30	176.60T
Shipping	SHIPPING FOR 165030 WATERFORD CRYSTAL	1	25.68	25.68
Miscellaneous	LISMORE DIAMOND PILSNER SET OF 2	4	80.19	320.76T
Shipping	BDPS1500 SONY WIRED STREAMING BLURAY DISC	1	39.80	39.80
Miscellaneous	PLAYER	1	200.00	200.00T
Shipping	SHIPPING FOR MDRXB950AP/H SONY EXTRA BASS	1	0.00	0.00
Miscellaneous	SMARTPHONE HEADSET			
Shipping	SHIPPING FOR GLOBE WITH BAR SIXTEENTH CENTURY ITALIAN			
Miscellaneous	REPLICA OLD WORLD GLOBE BAR			
Shipping	SHIPPING FOR GLOBE WITH BAR SIXTEENTH			
	CENTURY ITALIAN REPLICA OLD WORLD GLOBE			
	BAR			
			<b>Subtotal</b>	\$7,041.86
			<b>Sales Tax</b>	\$526.53
			<b>Total</b>	\$7,568.39
			<b>Payments/Credits</b>	\$0.00
			<b>Balance Due</b>	\$7,568.39

Phone #
702-541-6099

445.43

Remit To:

Toll Free:

Telephone:

Fax:



# Invoice copy

\$1,768.63

Sold To:  
**POWER PROMOTIONS LLC**  
6845 ESCONDIDO ST  
STE 107  
Las Vegas, NV 89119

Invoice No. ....  
Invoice date ..... 3/7/2016  
Order date ..... 3/7/2016  
Ship date ..... 3/7/2016  
Due date ..... 4/6/2016  
Page ..... 1 of 1  
Sales order .....  
Account No. ....  
Purchase Order ..... SWG-6767A  
Terms .....  
Mode of delivery .....  
Sales group ..... SI  
Customer Ref .....  
Recipient Phone .....

Ship To:

**LAURA OKEY**  
2213 MISTLE THRUSH DRIVE N  
North Las Vegas, NV 89084

MFG	Product I.D.	Description	Ordered	Shipped	Backordered	Unit price	Amount
CASIOETCPX-860BK		Privia Digital Piano/Black	1	1			
Tracking numbers							
Packing slip	Carrier	Tracking number					
PS-2097292	FEDEX	782539050497					
Misc. charges	Sales tax code	Misc. charges value					
FREIGHT		55.78					
HANDLING		3.75					

Sales balance

Total discount  
0.00

Misc. Charges  
59.53

Sales tax  
0.00

Total  
USD

Payment Due 4/6/2016

Remit To:

[REDACTED]

Bill Free.....  
Telephone.....  
Fax.....



# Invoice copy

Sold To:  
**POWER PROMOTIONS LLC**  
6845 ESCONDIDO ST  
STE 107  
Las Vegas, NV 89119

Invoice No. ....  
Invoice date ..... 3/7/2016  
Order date ..... 3/7/2016  
Ship date ..... 3/7/2016  
Due date ..... 4/6/2016  
Page ..... 1 of 1  
Sales order .....  
Account No. ....  
Purchase Order ..... SWG-6767A  
Terms .....  
Mode of delivery ..... FDX/GND  
Sales group ..... SI  
Customer Ref ..... 318997  
Recipient Phone ..... 000.000.0000

Ship To:  
**NICOLE CHASE**  
**WAYNE BIERNACKI**  
5241 SPRING MOUNTAIN ROAD  
Las Vegas, NV 89150

MFG	Product I.D.	Description	Ordered	Shipped	Backordered	Unit price	Amount
YAMAHA	RX-A1050BL	MusicCast Aventure Audio/Video Receiver	1	1			
Tracking numbers							
Packing slip	Carrier	Tracking number					
PS-2097575	FEDEX	782539633847					
Misc. charges	Sales tax code	Misc. charges value					
FREIGHT		25.07					
HANDLING		3.75					

Sales balance	Total discount	Misc. Charges	Sales tax	Total
	0.00	28.82	0.00	USD
		Payment Due	4/6/2016	

Page 1 of 1

**Bill To:**  
POWER PROMOTIONS  
6845 ESCONDIDO ST, SUITE 107  
LAS VEGAS, NV 89119

Please include the invoice number on all remittances and include remittance copy with postal payments.

Invoice Number      Tracking Number

Billing Date      Shipping Date  
03/11/2016      03/11/2016

Purchase Order Number  
SWG-6767B/DINESH THAKAR

Sales Order

Shipping Reference      Ship Via

0

Customer Number      Customer Location  
BILL TO

**Ship To:**  
DINESH THAKAR  
79 S FRENCH OAKS CIRCLE  
SPRING, TX 77382

Terms	Due Date	Salesperson	Customer Contact	Contact Phone	Contact Fax
3/30/31					

Item No	Description	Ship To Name	Qty	Tax	Unit Price	Extended Amount
986857	ONWARD - SIGNET 320 NG	DINESH THAKAR	1	No		
	SHIPPING Shipping & Handling Charges	DINESH THAKAR	1	No	150.00	150.00
	&					
	HANDLING					

Special Instructions

SubTotal  
Tax      0.00  
Shipping      0.00  
Total

Payments and      0.00  
Credits  
Financial Charges      0.00  
Outstanding balance  
as of 03/13/2016 in  
USD

PLEASE REMIT TO

## Invoice

<b>BILL TO</b> POWER PROMOTIONS LLC 6845 ESCONDIDO STE 107 LAS VEGAS NV 89119 USA					
<b>SHIP TO</b> SHASHWAT AGARWAL C/O ELANGO MANOHARAN - 2301 REDWOOD ST # 2002 LAS VEGAS NV 89146 USA		<b>ORDER INFORMATION</b> Invoice No. [REDACTED] Delivery No. 81840058 Sales Order [REDACTED] PO No. SWG-6767C Customer No. [REDACTED] Terms [REDACTED] Currency [REDACTED] Invoice Total [REDACTED]			
<b>SHIPPING INFORMATION</b> Date Shipped 03/11/2016 Shipped Via FEDEX Ground Terms [REDACTED] Carton Count 1					
<b>INVOICE DETAILS</b>					
LINE	PRODUCT	DESCRIPTION	QUANTITY	PRICE	VALUE
[REDACTED]	[REDACTED]	URBAN CLASSIC LG WHT DL MESH B	1 EA	[REDACTED]	[REDACTED]
<b>INVOICE TOTALS</b>					
Subtotal					[REDACTED]
Freight					11.22
Quantity Total					1
Invoice Total					[REDACTED]
Please Note: Prices are Net rounded to the penny. All discounts have been applied.					
DISCREPANCIES MUST BE REPORTED TO US WITHIN 30 DAYS OF RECEIPT. In case shortage or damage is detected in shipment, notify the delivering carrier and file claim immediately. We will not honor claims for which a carrier is responsible. Our prior authorization must be obtained for any returned goods. Returns must be sent prepaid freight. If we accept returns of non-defective merchandise for credit, a restocking charge of 15% will apply. The customer is responsible for all collection costs if account becomes delinquent. WARRANTY AND LIMITATION OF LIABILITY: Our liability with respect to the goods sold and delivered pursuant to this invoice is limited to repair or replacement of, or credit for, defective goods, at our option. Under no circumstances shall we be liable for economic loss or for any other special, indirect, incidental, consequential or other damages suffered by purchaser.					
BASED UPON A GUARANTEE RECEIVED, WE GUARANTEE THAT TESTS MADE IN ACCORDANCE WITH SEC. 4(A) OF FLAMMABLE FABRICS ACT SHOW FABRICS USED IN WEARING APPAREL COVERED BY THIS INVOICE ARE NOT SO HIGHLY FLAMMABLE AS TO BE DANGEROUS WHEN WORN BY INDIVIDUALS. "CONTINUING GUARANTEE UNDER THE TEXTILE FIBER PRODUCTS IDENTIFICATION ACT FILED WITH THE FEDERAL TRADE COMMISSION".					

Attachment AED-12  
Docket No. 18-05031  
Witness: Adam E. Danise  
Page 7 of 25

## INVOICE

sales.service.solutions.®

UPC VENDOR	INVOICE DATE	ORDER NO.
000000	03/04/16	
P.O. NO.		PAGE #
SWG-6767D DESAI		1

CUST# 891205

SHIP TO: DHRUTI DESAI  
725 S HUALAPAI WAY #2037  
LAS VEGAS, NV 89145

CORRESPONDENCE TO

FULL TO: POWER PROMOTIONS  
3170 EAST SUNSET ROAD, SUITE H  
LAS VEGAS, NV 89120

INSTRUCTIONS			SALES PERSON
			80
SHIP POINT	SHIP VIA	SHIPPED	TERMS
	UPS SurePost	03/04/16	

Track Your Order at [www.capitol-sales.com](http://www.capitol-sales.com)

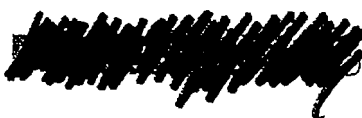
LINE NO	PRODUCT AND DESCRIPTION	QUANTITY ORDERED	QUANTITY SHIPPED	QTY SHIPPED	UNIT PRICE	AMOUNT (NET)
1	1161029 JBL E50BTWHT Over Ear Bluetooth Headphones WH	1	0	1	ea	
1	Lines Total		Qty Shipped Total	1	Total Freight Invoice Total	11.53
Cash Discount 0.00 If Paid By 03/04/16						

Last Page



Remit To:

[REDACTED]  
Toll Free.....  
Telephone.....  
Fax.....



# Invoice copy

Sold To:  
**POWER PROMOTIONS LLC**  
6845 ESCONDIDO ST  
STE 107  
Las Vegas, NV 89119

Invoice No. ....  
Invoice date..... 3/7/2016  
Order date..... 3/7/2016  
Ship date..... 3/7/2016  
Due date..... 4/6/2016  
Page..... 1 of 1  
Sales order.....  
Account No. ....  
Purchase Order..... SWG-6767A  
Terms.....  
Mode of delivery..... FDX/GND  
Sales group..... SI  
Customer Ref..... 318997  
Recipient Phone..... 000.000.0000

Ship To:  
**NICOLE CHASE**  
**MICHELLE MUSEMICI**  
5241 SPRING MOUNTAIN ROAD  
Las Vegas, NV 89150

MFG	Product I.D.	Description	Ordered	Shipped	Backordered	Unit price	Amount
TECH	BDPS1500	Blu-Ray Player	1	1			
Tracking numbers							
Packing slip	Carrier	Tracking number					
PS-2097573	FEDEX	782539644991					
Misc. charges code	Sales tax code	Misc. charges value					
FREIGHT		7.89					
HANDLING		3.75					

Sales balance	Total discount	Misc. Charges	Sales tax	Total	USD
	0.00	11.64	0.00		
		Payment Due	4/6/2016		

ORIGINAL  
INVOICE

PAGE: 1 OF 1

SOLD TO	ACCOUNT #	BILL TO	SHIP TO
Power Promotions LLC 6845 Escondido St Ste 107 Las Vegas NV 89119-3846		Power Promotions LLC 6845 Escondido St Ste 107 Las Vegas NV 89119-3846	Mark Hall Mark Hall 6455 STAPLEFORD LN DULUTH GA 30097-7811
ORDER #	DATE SHIPPED	TD RA #	CUSTOMER PO REFERENCE
	03/08/2016		SWG-6767G
INV. DATE		ORIG. ORDER #	END USER PO
03/08/2016			
INV. DUE DATE	PURCHASING AGENT	SALESPERSON	CURRENCY TYPE
04/07/2016			United States Dollar

QTY SHIPPED	ARTICLE NUMBER	VENDOR / CUSTOMER ITEM # / UPC	ARTICLE	UNIT PRICE	EXTENSION
1		MFR# MDRX8950AP/H UPC# 027242883383 CUOR CONTAINER I 919405379147742	OH HEADPH ACCOUSTIC BASS BOOSTER  \$296.40	SUBTOTAL : FREIGHT : CASH DISCOUNT : NET AMOUNT :	9.53

ANY PROSPECTIVE PURCHASE OF THE ACCOUNTS DESCRIBED HEREIN OR ANY SECURED PARTY WITH RESPECT THERETO IS HERE BY NOTIFIED THAT AN INTEREST IN THESE ACCOUNTS HAS BEEN SOLD OR TRANSFERRED TO A THIRD PARTY LENDER, PURCHASER OR SECURED PARTY.

SEE TERMS AND CONDITIONS ON REVERSE SIDE  
NO RETURNS ACCEPTED WITHOUT PRIOR AUTHORIZATION.  
TO REQUEST A RETURN PLEASE VISIT AFTER SALES MANAGEMENT ON OUR WEBSITE AT

Detach and remit with payment - DO NOT FOLD

REMIT TO	PAGE:	AMOUNT REMITTED	INVOICE AMOUNT	PAYMENT TERMS
	1 OF 1			
	ORDER #	INV. DATE	INV. DUE DATE	INVOICE
		03/08/2016	04/07/2016	
		ORIG. ORDER	TD RA #	ACCOUNT #

ORIGINAL  
**INVOICE**

PAGE: 1 OF 1

SOLD TO	ACCOUNT # 38072209	BILL TO	SHIP TO	
Power Promotions LLC  6845 Escondido St Ste 107 Las Vegas NV 89119-3846		Power Promotions LLC  6845 Escondido St Ste 107 Las Vegas NV 89119-3846	Claire Narum Dashe & Thomson 401 N 3RD ST STE 500 MINNEAPOLIS MN 55401-2315	
		STORE #:		
ORDER #	DATE SHIPPED	TD RA #	CUSTOMER PO REFERENCE	SHIPPING CONDITION
	03/08/2016		SWG-6767G	FEDX GRND
INV. DATE	FP / CC APPR #	ORIG. ORDER #	END USER PO	PAYMENT TERMS
INV. DUE DATE	PURCHASING AGENT	SALESPERSON		CURRENCY TYPE
	MATTHEW JON			United States Dollar

QTY SHIPPED	ARTICLE NUMBER	VENDOR / CUSTOMER ITEM # / UPC	ARTICLE	UNIT PRICE	EXTENSION
1		MFR# MDRXB950AP/H UPC# 027242893383 CUC# CONTAINER I 391505947786318	OH HEADPII ACCOUSTIC BASS BOOSTER		
				SUBTOTAL :	
				FREIGHT :	9.53
				CASH DISCOUNT :	
				NET AMOUNT :	

ANY PROSPECTIVE PURCHASE OF THE ACCOUNTS DESCRIBED HEREIN OR ANY SECURED PARTY WITH RESPECT THERETO IS HERE BY NOTIFIED THAT AN INTEREST IN THESE ACCOUNTS HAS BEEN SOLD OR TRANSFERRED TO A THIRD PARTY LENDER, PURCHASER OR SECURED PARTY.

SEE TERMS AND CONDITIONS ON REVERSE SIDE  
NO RETURNS ACCEPTED WITHOUT PRIOR AUTHORIZATION.  
TO REQUEST A RETURN PLEASE VISIT AFTER SALES MANAGEMENT ON OUR WEBSITE AT [REDACTED]

Detach and remit with payment - DO NOT FOLD

REMIT TO	PAGE:	AMOUNT REMITTED		INVOICE AMOUNT	PAYMENT TERMS
	1 OF 1	INV. DATE	INV. DUE DATE	INVOICE	NET AMOUNT
		03/08/2016	04/07/2016		
	ORDER #	ORIG. ORDER	TD RA #	ACCOUNT #	
	1003576402				

ORIGINAL  
**INVOICE**

PAGE: 1 OF 1

<b>SOLD TO</b>	<b>ACCOUNT #</b>	<b>BILL TO</b>	<b>SHIP TO</b>
Power Promotions LLC 6845 Escondido St Ste 107 Las Vegas NV 89119-3846		Power Promotions LLC 6845 Escondido St Ste 107 Las Vegas NV 89119-3846	Amber Pandya Eric Berget 401 N 3RD ST STE 500 MINNEAPOLIS MN 55401-2315
<b>ORDER #</b>	<b>DATE SHIPPED</b>	<b>TD RA #</b>	<b>CUSTOMER PO REFERENCE</b>
	03/08/2016		SWG-67676
<b>INV. DATE</b>	<b>FP / CC APPR #</b>	<b>ORIG. ORDER #</b>	<b>END USER PO</b>
<b>INV. DUE DATE</b>	<b>PURCHASING AGENT</b>	<b>SALESPERSON</b>	<b>CURRENCY TYPE</b>
		SONY FULFILLMENT SE	United States Dollar

QTY SHIPPED	ARTICLE NUMBER	VENDOR / CUSTOMER ITEM # / UPC	ARTICLE	UNIT PRICE	EXTENSION
1		MFR# MDRXB950AP/H UPC# 027242883383 CUS# CONTAINER I 391505947786332	OH HEADPH ACCOUSTIC BASS BOOSTER		
				SUBTOTAL :	
				FREIGHT :	9.53
				CASH DISCOUNT :	
				NET AMOUNT :	

ANY PROSPECTIVE PURCHASE OF THE ACCOUNTS DESCRIBED HEREIN OR ANY SECURED PARTY WITH RESPECT THERETO IS HERE BY NOTIFIED THAT AN INTEREST IN THESE ACCOUNTS HAS BEEN SOLD OR TRANSFERRED TO A THIRD PARTY LENDER, PURCHASER OR SECURED PARTY.

SEE TERMS AND CONDITIONS ON REVERSE SIDE  
NO RETURNS ACCEPTED WITHOUT PRIOR AUTHORIZATION.  
TO REQUEST A RETURN PLEASE VISIT AFTER SALES MANAGEMENT ON OUR WEBSITE AT [REDACTED]

Detach and remit with payment - DO NOT FOLD

REMIT TO	PAGE:	AMOUNT REMITTED	INVOICE AMOUNT	PAYMENT TERMS
	1 OF 1	INV. DATE	INV. DUE DATE	INVOICE
		03/08/2016	04/07/2016	NET AMOUNT
	<b>ORDER #</b>	<b>ORIG. ORDER</b>	<b>TD RA #</b>	<b>ACCOUNT #</b>
	1003576422			

ORIGINAL  
INVOICE

PAGE: 1 OF 1

SOLD TO	ACCOUNT #	BILL TO	SHIP TO
Power Promotions LLC 6845 Escondido St Ste 107 Las Vegas NV 89119-3846		Power Promotions LLC 6845 Escondido St Ste 107 Las Vegas NV 89119-3846	Aaron Albright Aaron Albright 58 SWEETAPPLE RD VINCENT OH 45784-5003
ORDER #	DATE SHIPPED	TD RA #	CUSTOMER PO REFERENCE
	03/08/2016		SWG-6767G
INV. DATE	FP / CC APPR #	ORIG. ORDER #	END USER PO
03/08/2016			
INV. DUE DATE	PURCHASING AGENT	SALESPERSON	CURRENCY TYPE
04/07/2016			United States Dollar

QTY SHIPPED	ARTICLE NUMBER	VENDOR / CUSTOMER ITEM # / UPC	ARTICLE	UNIT PRICE	EXTENSION
1		MFR# MDRXB950AP/H UPC# 027242883383 CUS# CONTAINER I 391505947786288	OH HEADPH ACCOUSTIC BASS BOOSTER		
				SUBTOTAL :	
				FREIGHT :	11.21
				CASH DISCOUNT :	
				NET AMOUNT :	

ANY PROSPECTIVE PURCHASE OF THE ACCOUNTS DESCRIBED HEREIN OR ANY SECURED PARTY WITH RESPECT THERETO IS HERE BY NOTIFIED THAT AN INTEREST IN THESE ACCOUNTS HAS BEEN SOLD OR TRANSFERRED TO A THIRD PARTY LENDER, PURCHASER OR SECURED PARTY.

SEE TERMS AND CONDITIONS ON REVERSE SIDE  
NO RETURNS ACCEPTED WITHOUT PRIOR AUTHORIZATION.  
TO REQUEST A RETURN PLEASE VISIT AFTER SALES MANAGEMENT ON OUR WEBSITE AT

Detach and remit with payment - DO NOT FOLD

REMIT TO	PAGE:	AMOUNT REMITTED	INVOICE AMOUNT	PAYMENT TERMS
	1 OF 1			
	ORDER #	INV. DATE	INV. DUE DATE	INVOICE
		03/08/2016	04/07/2016	
		ORIG. ORDER	TD RA #	ACCOUNT #
				NET AMOUNT

Page 1 of 1

Bill To:  
POWER PROMOTIONS  
6845 ESCONDIDO ST, SUITE 107  
LAS VEGAS, NV 89119

Remit To:

Ship To:  
725 S HUALAPAI WAY #2037  
LAS VEGAS, NV 89145

Please include the invoice number on all remittances and include remittance copy with postal payments.

Invoice Number	Tracking Number
659096999634	659096999634
Billing Date	Shipping Date
Purchase Order Number	
SWG-6767B	
Sales Order	
Shipping Reference	Ship Via
0	
Customer Number	Customer Location
	BILL TO

Terms	Due Date	Salesperson	Customer Contact	Contact Phone	Contact Fax
Item No	Description	Ship To Name	Qty	Unit Price	Extended Amount
738102-110	BOSE - SOUNDTOUCH 30 III - 0BLACK	JATIN DESAI	1	No	
	HANDLINGCHARGE	JATIN DESAI	1	No	10.00
	FREIGHT	JATIN DESAI	1	No	31.59

Special Instructions

SubTotal  
Tax  
Shipping  
Total

Payments and Credits  
Financial Charges  
Outstanding balance  
as of 03/10/2016 in  
USD

Page 1 of 1



**Bill To:**  
POWER PROMOTIONS  
6845 ESCONDIDO ST, SUITE 107  
LAS VEGAS, NV 89119

**Remit To:**  
[Redacted]

**Ship To:**  
8321 W SAHARA AVENUE #1115  
LAS VEGAS, NV 89117

Please include the invoice number on all remittances and include remittance copy with postal payments.

Invoice Number	Tracking Number
[Redacted]	659096999623
Billing Date	Shipping Date
03/08/2016	03/08/2016
Purchase Order Number	
SWG-6767B/NANDA MODUGURU	
Sales Order	
948954	
Shipping Reference	Ship Via
0	
Customer Number	Customer Location
[Redacted]	BILL TO

Terms	Due Date	Salesperson	Customer Contact	Contact Phone	Contact Fax	
Item No	Description	Ship To Name	Qty	Tax	Unit Price	Extended Amount
738102-110	BOSE - SOUNDTOUCH 30 III - 0BLACK	NANDA MODUGURU	1	No		
	HANDLING CHARGE	NANDA MODUGURU	1	No	10.00	10.00
	FREIGHT	NANDA MODUGURU	1	No	31.59	31.59

**Special Instructions**

[Redacted]

SubTotal  
Tax  
Shipping  
Total

Payments and Credits

Financial Charges

Outstanding balance

as of 03/10/2016 in  
USD

Remit To:

[REDACTED]  
Toll Free.....  
Telephone.....  
Fax.....



# Invoice copy

Sold To:  
**POWER PROMOTIONS LLC**  
6845 ESCONDIDO ST  
STE 107  
Las Vegas, NV 89119

Invoice No. ....  
Invoice date..... 3/7/2016  
Order date..... 3/7/2016  
Ship date..... 3/7/2016  
Due date..... 4/6/2016  
Page..... 1 of 1  
Sales order.....  
Account No. ....  
Purchase Order..... SWG-6767A  
Terms..... NET 30 DAYS  
Mode of delivery..... FDX/GND  
Sales group..... SI  
Customer Ref..... 318997  
Recipient Phone..... 000.000.0000

Ship To:

**BEVERLY BAKER**  
1611 S MELROSE DRIVE  
#A-166  
Vista, CA 92081

MFG	Product I.D.	Description	Ordered	Shipped	Backordered	Unit price	Amount
TECH	BDPS1500	Blu-Ray Player	1	1			
Tracking numbers							
Packing slip	Carrier	Tracking number					
PS-2097571	FEDEX	782539639308					
Misc. charges code	Sales tax code	Misc. charges value					
FREIGHT		10.29					
HANDLING		3.75					

Sales balance	Total discount	Misc. Charges	Sales tax	Total
	0.00	14.04	0.00	USD
		Payment Due	4/6/2016	



Page 1 of 1



**Bill To:**  
POWER PROMOTIONS  
6845 ESCONDIDO ST, SUITE 107  
LAS VEGAS, NV 89119

**Remit To:**  
[Redacted]  
[Redacted]

**Ship To:**  
10563 BEECH CREEK STREET  
LAS VEGAS, NV 89141

Please include the invoice number on all remittances and include remittance copy with postal payments.

Invoice Number	Tracking Number
[Redacted]	659096999612
Billing Date	Shipping Date
03/08/2016	03/08/2016
Purchase Order Number	
SWG-6767BJAYANTHI BANDI	
Sales Order	
[Redacted]	
Shipping Reference	Ship Via
0	
Customer Number	Customer Location
[Redacted]	BILL TO

Terms	Due Date	Salesperson	Customer Contact	Contact Phone	Contact Fax
[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]
Item No	Description	Ship To Name	Qty	Price	Extended Amount
738102-110	BOSE - SOUNDTOUCH 30 III - 0BLACK	JAYANTHI BANDI	1	No	[Redacted]
	HANDLING CHARGE	JAYANTHI BANDI	1	No	10.00
	FREIGHT	JAYANTHI BANDI	1	No	31.59

**Special Instructions**  
You may deduct \$12.19 if paid before 04/08/16.

SubTotal	[Redacted]
Tax	0.00
Shipping	0.00
Total	[Redacted]
Payments and Credits	0.00
Financial Charges	0.00
Outstanding balance as of 03/10/2016 in USD	[Redacted]

Page 1 of 1



Bill To:  
POWER PROMOTIONS  
6845 ESCONDIDO ST, SUITE 107  
LAS VEGAS, NV 89119

Remit To:

Ship To:  
875 E SILVERADO RANCH BLVD #  
2136  
LAS VEGAS, NV 89183

Please include the invoice number on all  
remittances and include remittance copy with  
postal payments.

Invoice Number	Tracking Number
	659096999601
Billing Date	Shipping Date
03/08/2016	03/08/2016
Purchase Order Number	
SWG-6767B/URSULA BOUDREAUX	
Sales Order	
Shipping Reference	Ship Via
0	
Customer Number	Customer Location
	BILL TO

Terms	Due Date	Salesperson	Customer Contact	Contact Phone	Contact Fax	
Item No	Description	Ship To Name	Qty	Tax	Unit Price	Extended Amount
738102-110	BOSE - SOUNDTOUCH 30 III -	URSULA BOUDREAUX	1	No		
	0BLACK					
	HANDLINGHANDLING CHARGE	URSULA BOUDREAUX	1	No	10.00	10.00
	CHARGE					
	FREIGHTFREIGHT	URSULA BOUDREAUX	1	No	31.59	31.59

Special Instructions  
You may deduct \$12.19 if paid before 04/08/16.

SubTotal	
Tax	0.00
Shipping	0.00
Total	
Payments and	0.00
Credits	
Financial Charges	0.00
Outstanding balance	
as of 03/10/2016 in	
USD	

ENGLAND 1904  
LONDON 1815

# Invoice

<b>Invoice To :</b> POWER PROMOTIONS 3170 E Sunset Rd Ste H SWG PO# 318997 Las Vegas, NV 89120-2755		<b>Information</b> Invoice Number 03/08/2016 Shipping Number 388663 Currency Terms of Payment Terms of delivery		<b>Bank Payments To</b> [REDACTED]					
<b>Ship To: OTC1400</b> Venu Reddy 1121 Echo Pass St SWG PO# 318997 Henderson, NV 89052-3801		<b>Order By: 23908</b> POWER PROMOTIONS 3170 E Sunset Rd Ste H Las Vegas, NV 89120-2755		See current price book for conditions of sale. Prices charged will be those ruling at date of order. All items suitable for food use unless obviously not for that purpose. This declaration confirms that all ceramic articles intended to come into contact with foodstuffs identified on this invoice meet the requirements of the Statutory Instruments # 2006 No. 1179, FOOD, The Ceramic Articles in Contact with Food (England) Regulations 2006, which also gives effect to the requirements of Commission Directive 2005/31/EC of 29th April 2005 and regulation (EC) No 1935/2004. For additional details contact can be made using the address details on this document.					
Qty	Sales Doc / Customer Purchase Order No	Customer Material Code	Material Code	Product Description	Commodity Code	COO	List Price	Net Price	Net Amount
1	1719687 - 03/04/2016 SWG-6767E			LISDM Plier Pair Lismore Diamond		SI			

Package Information	
Carrier UPSR	UPS Ground Residential
Total Quantity	1
Total Packages	1
Gross Weight	5.200
Total Cube	1.568.000

Cost of Merchandise	
Drop Ship Charge	9.00
Sales Tax	
Total Payable USD	

ENGLAND 1904  
LONDON 1815  
**Invoice**

<b>Invoice To: 23908</b> POWER PROMOTIONS 3170 E Sunset Rd Ste H SWG PO# 318997 Las Vegas, NV 89120-2755		<b>Information</b> Invoice Number Date 03/08/2016 Shipping Number 388702 Currency Terms of Payment Terms of delivery		<b>Bank Payments To</b> Please Reinit Checks To				
<b>Ship To: OTC1400</b> Kiran Panditi 9550 W Sahara Ave # 1076 SWG PO# 318997 Las Vegas, NV 89117		<b>Order By: 2</b> POWER PROMOTIONS 3170 E Sunset Rd Ste H Las Vegas, NV 89120-2755		See current price book for conditions of sale. Prices charged will be those ruling at date of order. All items suitable for food use unless obviously not for that purpose. This declaration confirms that all ceramic articles intended to come into contact with foodstuffs identified on this invoice meet the requirements of the Statutory Instruments # 2006 No. 1179; FOOD, The Ceramic Articles in Contact with Food (England) Regulations 2006, which also gives effect to the requirements of Commission Directive 2005/31/EC of 29th April 2005 and regulation (EC) No. 1935/2004. For additional details contact can be made using the address details on this document.				
Qty	Sales Doc / Customer Purchase Order No	Customer Material Code	Product Description	Commodity Code	COO	List Price	Net Price	Net Amount
1	1719695 - 03/04/2016 SWG-6767E		LISDM Piser Pair Lismore Diamond	450000000000	SI	2410757		

Cost of Merchandise	
Drop Ship Charge	9.00
Sales Tax	
Total Payable USD	

Package Information	
Carrier UPSR	UPS Ground Residential
Total Quantity	1
Total Packages	1
Gross Weight	5.100
Total Cube	1568.000

## INVOICE

sales.service.solutions.®

UPC VENDOR	INVOICE DATE	ORDER NO.
000000	03/28/16	
P.O. NO.		PAGE #
SWG-67670 RAMA		1

CUSTA: 891205

SHIP TO: SRIKANTH RAMA  
9550 W SAHARA AVE #2019  
LAS VEGAS, NV 89117

CORRESPONDENCE TO

BILL TO: POWER PROMOTIONS  
3170 EAST SUNSET ROAD, SUITE H  
LAS VEGAS, NV 89120

INSTRUCTIONS		SALES PERSON	
SHIP POINT	SHIP VIA	SHIPPED	TERMS
	UPS SurePost	03/28/16	

Track Your Order at

LINE NO.	PRODUCT AND DESCRIPTION	QUANTITY ORDERED	QUANTITY B O	QTY. SHIPPED	QTY. WM	UNIT PRICE	AMOUNT (NET)
1	JBL E50BTBLK Over Ear Bluetooth Headphones BK	1	0	1	ea		
1	Lines Total			1		Total Freight Invoice Total	11.06
Cash Discount							0.00 If Paid By 03/28/16

Last Page

**INVOICE**

UFC VENDOR	INVOICE DATE	ORDER NO
000000	03/04/16	
	T.O. NO.	PAGE #
	SWG-6767D NAUDURI	1

CUST# 891205

VENKATA MURTY NAUDURI  
C/O NICOLE CHASE  
5241 SPRING MOUNTAIN RD  
LAS VEGAS, NV 89150

CORRESPONDENCE TO

POWER PROMOTIONS  
3170 EAST SUNSET ROAD, SUITE H  
LAS VEGAS, NV 89120

INSTRUCTIONS		SALES PERSON	
		80	
SHIP POINT	SHIP VIA	SHIPPED	TERMS
	UPS SurePost	03/04/16	

Track Your Order at [www.capitolsales.com](http://www.capitolsales.com)

LINE NO	PRODUCT AND DESCRIPTION	QUANTITY ORDERED	QUANTITY B U	QTY. SHIPPED	QTY U/M	UNIT PRICE	AMOUNT (NET)
1	1161029 JBL E50BTWH Over Ear Bluetooth Headphones WH	1	0	1	ea		
1	Lines Total		Qty Shipped Total	1		Total Freight Invoice Total	11.06

Cash Discount 0.00 If Paid By 03/04/16

**Last Page**



## INVOICE

UPC VENDOR	INVOICE DATE	ORDER NO
000000	03/04/16	80
P.O. NO		PAGE#
546-6767D COTTON		1

CUSTA. 891205

SHIP TO: JESSICA COTTON  
C/O NICOLE CHASE  
5241 SPRING MOUNTAIN RD  
LAS VEGAS, NV 89150

CORRESPONDENCE TO

BILL TO: POWER PROMOTIONS  
3170 EAST SUNSET ROAD, SUITE H  
LAS VEGAS, NV 89120

INSTRUCTIONS		SALES PERSON	
		80	
SHIP POINT	SHIP VIA	SHIPPED	TERMS
	UPS SurePost	03/04/16	

Track Your Order at [www.capitol sales.com](http://www.capitol sales.com)

LINE NO	PRODUCT AND DESCRIPTION	QUANTITY ORDERED	QUANTITY B O	QTY SHIPPED	QTY U/M	UNIT PRICE	AMOUNT INSTL
1	1161029 JBL E50BTWH Over Ear Bluetooth Headphones WH	1	0	1	ea		
1	Lines Total		Qty Shipped Total	1		Total Freight Invoice Total	11.06
Cash Discount						0.00 If Paid By 03/04/16	

Last Page

Attachment AED-12  
Docket No. 18-05031  
Witness: Adam E. Danise  
Page 23 of 25

## INVOICE

UPC/VENDOR	INVOICE DATE	DROSH NO
000000	03/04/16	
P.O. NO.		PAGE #
SWG-6767D MANOHARAN		1

CUST# 891205

SHIP TO: ELANGO MANOHARAN  
2312 REDWOOD ST #2002  
LAS VEGAS, NV 89146

CORRESPONDENCE TO

BILL TO: POWER PROMOTIONS  
3170 EAST SUNSET ROAD, SUITE H  
LAS VEGAS, NV 89120

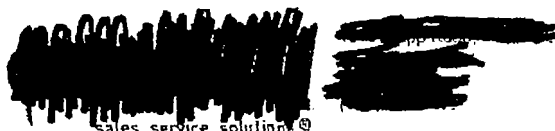
INSTRUCTIONS		SALES PERSON	
		80	
SHIP POINT	SHIP VIA	SHIPPED	TERMS
	UPS SurePost	03/04/16	

Track Your Order at [www.capitolsales.com](http://www.capitolsales.com)

LINE NO	PRODUCT AND DESCRIPTION	QUANTITY ORDERED	QUANTITY B O	CTY. SHIPPED	QTY. UNIT	UNIT PRICE	AMOUNT (NET)
1	1161029 JBL E50BTWHT Over Ear Bluetooth Headphones WH	1	0	1	ea		
1	Lines Total	Qty Shipped Total		1		Total Freight Invoice Total	11.06
Cash Discount							0.00 If Paid By 03/04/16

Last Page





## INVOICE

UPC VENDOR	INVOICE DATE	ORDER NO
000000	03/04/16	
P.O. NO.		PAGE #
SWG-6767D TIRUMALA		1

CUST# 891205

SHIP TO: APARNA TIRUMALA  
9550 W SAHARA AVE #1049  
LAS VEGAS, NV 89117

CORRESPONDENCE TO:



BILL TO: POWER PROMOTIONS  
3170 EAST SUNSET ROAD, SUITE H  
LAS VEGAS, NV 89120

INSTRUCTIONS		SALES PERSON	
		80	
SHIP FROM	SHIP VIA	SHIPPED	REMARKS
	UPS SurePost	03/04/16	

Track Your Order at [www.capitolisales.com](http://www.capitolisales.com)

LINE NO	PRODUCT AND DESCRIPTION	QUANTITY ORDERED	QUANTITY SHIPPED	QTY TOTAL	UNIT PRICE	AMOUNT (NET)
1	1161029 JBL E50BTWHT Over Ear Bluetooth Headphones WH	1	0	1	ea	
1	Lines Total	Qty Shipped Total		1	Total	
					Freight	11.06
					Invoice Total	
Cash Discount						0.00 If Paid By 03/04/16

Last Page

## INVOICE

CUST: 891205

SHIP TO: DHRUTI DESAI  
725 S HUALAPAI WAY #2037  
LAS VEGAS, NV 89145

CORRESPONDENCE TO

BILL TO: POWER PROMOTIONS  
3170 EAST SUNSET ROAD, SUITE H  
LAS VEGAS, NV 89120

UPC VENDOR	INVOICE DATE	ORDER NO
000000	03/04/16	
P.O. NO		PAGE #
SWG-6767D DATTANI		1

INSTRUCTIONS		SALES PERSON	
		80	
SHIP POINT	SHIP VIA	SHIPPED	TERMS
	UPSR INCENT	03/04/16	

Track Your Order at [www.capitol sales.com](http://www.capitol sales.com)

LINE NO	PRODUCT AND DESCRIPTION	QUANTITY ORDERED	QUANTITY B.O	QTY SHIPPED	QTY / UNIT	UNIT PRICE	AMOUNT (NET)
1	1161029 JBL E50BTWHT Over Ear Bluetooth Headphones WH	1	0	1	ea		
1	Lines Total	Qty Shipped Total		1		Total Freight Invoice Total	15.18
Cash Discount							0.00 If Paid By 03/04/16

Last Page

Power Promotions LLC  
6845 Escondido, Ste 107  
Las Vegas, NV 89119**Invoice**

\*\*\*PLEASE NOTE OUR NEW  
ADDRESS\*\*  
\*\*\*PLEASE UPDATE YOUR  
RECORDS\*\*\*

Date	Invoice #
2/6/2016	SWG-6764

Bill To
Southwest Gas Corporation Corporate Accounts Payable, LVC-405 PO Box 98510 Las Vegas, NV 89193-8510

Ship To
SOUTHWEST GAS CORP 5241 SPRING MOUNTAIN RD LAS VEGAS, NV 89150 REC DOCK

Due Date	S.O. No.	P.O. No.	Terms	Project
3/7/2016	SWG-6764	318998	Net 30	SWG-6764

Item	Description	Quantity	Rate	Amount
Shirts	Polo shirts, cb northgate drytec, tour blue, FSM logo on FLC. SWG logo on right sleeve. Womens large.	3	27.50	82.50T
Shirts	Polo shirts, cb northgate drytec, tour blue, FSM logo on FLC. SWG logo on right sleeve. Womens medium	1	27.50	27.50T
Shirts	Polo shirts, cb northgate drytec, tour blue, FSM logo on FLC. SWG logo on right sleeve. Womens small.	1	27.50	27.50T
Shirts	Polo shirts, cb northgate drytec, tour blue, FSM logo on FLC. SWG logo on right sleeve. Womens xsmall.	1	27.50	27.50T
Shirts	Polo shirts, cb northgate drytec, tour blue, FSM logo on FLC. SWG logo on right sleeve. Mens xlarge.	4	27.50	110.00T
Shirts	Polo shirts, cb northgate drytec, tour blue, FSM logo on FLC. SWG logo on right sleeve. Mens large.	4	27.50	110.00T
Shirts	Polo shirts, cb northgate drytec, tour blue, FSM logo on FLC. SWG logo on right sleeve. Mens medium.	2	27.50	55.00T
	**DEL 3/15			

<b>Subtotal</b>		\$440.00
<b>Sales Tax</b>		\$35.86
<b>Total</b>		\$475.86
<b>Payments/Credits</b>		\$0.00
<b>Balance Due</b>		\$475.86

Phone #
702-541-6099


Attachment AED-13  
Docket No. 18-05031  
Witness: Adam E. Danise  
Page 2 of 3

Power Promotions LLC  
6845 Escondido, Ste 107  
Las Vegas, NV 89119

# Invoice

\*\*\*PLEASE NOTE OUR NEW  
ADDRESS\*\*  
\*\*\*PLEASE UPDATE YOUR  
RECORDS\*\*\*

Date	Invoice #
1/5/2016	SWG-6259

<b>Bill To</b>	
Southwest Gas Corporation Corporate Accounts Payable, LVC-405 PO Box 98510 Las Vegas, NV 89193-8510	

<b>Ship To</b>
SOUTHWEST GAS CORP 5241 SPRING MOUNTAIN RD LAS VEGAS, NV 89150 REC DOCK

Due Date	S.O. No.	P.O. No.	Terms	Project
2/4/2016	SWG-6529	205812	Net 30	SWG-6529

Item	Description	Quantity	Rate	Amount
Shirts	FSM LOGO ON LEFT CHEST SWG INFORMAL LOGO ON RIGHT SLEEVE. **ALL WHITE EMBROIDERY	1	35.00	35.00T
Shirts	POLO SHIRTS, CB NORTHGATE DRYTEC, MENS 4XL TALL	9	27.50	247.50T
Shirts	POLO SHIRTS, CB NORTHGATE DRYTEC MENS LARGE	1	35.00	35.00T
Shirts	POLO SHIRTS, CB NORTHGATE DRYTEC MENS LARGE TALL	10	27.50	275.00T
Shirts	POLO SHIRTS, CB NORTHGATE DRYTEC MENS MEDIUM	8	27.50	220.00T
Shirts	POLO SHIRTS, CB NORTHGATE DRYTEC MENS XLARGE	1	35.00	35.00T
Shirts	POLO SHIRTS, CB NORTHGATE DRYTEC WOMENS 3XLARGE	1	27.50	27.50T
Shirts	POLO SHIRTS, CB NORTHGATE DRYTEC WOMENS LARGE	12	27.50	330.00T
Shirts	POLO SHIRTS, CB NORTHGATE DRYTEC WOMENS MEDIUM	12	27.50	330.00T
Shirts	POLO SHIRTS, CB NORTHGATE DRYTEC WOMENS SMALL	5	27.50	137.50T

**Subtotal**

**Sales Tax**

**Total**

**Payments/Credits**

**Balance Due**

<b>Phone #</b>
702-541-6099

Attachment AED-13  
Docket No. 18-05031  
Witness: Adam E. Danise  
Page 3 of 3

Power Promotions LLC  
6845 Escondido, Ste 107  
Las Vegas, NV 89119

# Invoice

\*\*\*PLEASE NOTE OUR NEW  
ADDRESS\*\*  
\*\*\*PLEASE UPDATE YOUR  
RECORDS\*\*\*

Date	Invoice #
1/5/2016	SWG-6259

Bill To
Southwest Gas Corporation Corporate Accounts Payable, LVC-405 PO Box 98510 Las Vegas, NV 89193-8510

Ship To
SOUTHWEST GAS CORP 5241 SPRING MOUNTAIN RD LAS VEGAS, NV 89150 REC DOCK

Due Date	S.O. No.	P.O. No.	Terms	Project
2/4/2016	SWG-6529	205812	Net 30	SWG-6529

Item	Description	Quantity	Rate	Amount
Shirts	POLO SHIRTS, CB NORTHGATE DRYTEC WOMENS XLARGE  **DEL 1/6/16, 2/10, 2/17, 2/24	6	27.55	165.30T

			<b>Subtotal</b>	\$1,837.80
			<b>Sales Tax</b>	\$149.78
			<b>Total</b>	\$1,987.58
			<b>Payments/Credits</b>	\$0.00
			<b>Balance Due</b>	\$1,987.58

Phone #
702-541-6099

## Certified Project Resources

DBA Fiala Project Resources  
190 Ultra Drive  
Henderson, NV 89074

**RECEIVED**

By CAE1 at 10:21 am, 4/29/15

**Invoice**

Date	Invoice #
4/20/2015	826

<b>Bill To</b>
Southwest Gas Corporation Fran Huchmala Keith Sutton 5241 Spring Mountain Road Las Vegas, NV 89150-002

71955682

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
59	Laura Okey - Business Analyst/PM Contractor - FSMP - EXE 4/1/15-4/15/15	100.00	5,900.00
1	Laura Okey - Walmart Ice cream sundae supplies, employee appreciation day 3/6/15	42.42	42.42
1	Laura Okey - Sams Club - baby shower cake 3/6/15	18.63	18.63
1	Laura Okey - Popcorn girl for St. Patricks Day team morale 3/16	40.65	40.65
1	Laura Okey - Pink Box donuts team morale 3/20/15	20.50	20.50
<p>Okay to Pay: <u>Keith Sutton</u>  Manager: <u>K. Sutton</u>  Contract #: <u>175205</u></p> <p>ORC    RRC    ACCT #    C/E  <u>4962</u>    <u>0061</u>    <u>20001059</u>    <u>425</u></p>			
FEIN # 76-0706202		<b>Total</b>	\$6,022.20

4/1/2015 - 4/15/2015  
Open

**Timesheet for Laura Okey**  
team: Southwest Gas  
employment type: Contractor  
default approver:



Client	Project	Task	Apr														Total		
			Wed 1	Thu 2	Fri 3	Sat 4	Sun 5	Mon 6	Tue 7	Wed 8	Thu 9	Fri 10	Sat 11	Sun 12	Mon 13	Tue 14		Wed 15	
Southwest Gas	FSMP Financial Systems Modernization Program	EXE - Execution						9.50 [A]	8.00 [B]	11.00 [C]	7.50 [D]	9.00 [E]			6.50 [F]	1.50 [G]	6.00 [H]	59.00	
																			59.00
			Total	0	0	0	0	0	9.50	8.00	11.00	7.50	9.00	0	0	6.50	1.50	6.00	59.00

## Timesheet for Laura Okey

Team: Southwest Gas  
employment type: Contractor  
default approver:4/1/2015 - 4/15/2015  
Open

DATE	HOURS	NOTES
A 04/06/2015	9.50	Org Design follow-up call with Gartner E-mail retention policy SPs/CPs/Forms for FSM CRP 2 closure items Training update
B 04/07/2015	8.00	Team Lead Meeting Team Meeting presentation prep Training Strategy meeting Chesapeake follow-ups
C 04/08/2015	11.00	Team meeting presentation revisions Team Meeting TRU UP schedule discussion Customer Assistance stakeholder identification IS Coordination meeting CRP 2 closure PMO meeting
D 04/09/2015	7.50	Team Health Survey preparation Controls team meeting PCG Deliverables and Requirements Equipment moves Training Strategy QA review follow-ups
E 04/10/2015	9.00	Flyer 2 feedback Controls/SOX discussion Supply Chain Resources Discussion Equipment requests Finalized PowerPlan Change Order - Approved and processed TRU UP schedule draft Review Org. Readiness Assessment Presentation Review Invoice Approval/AME key decision
F 04/13/2015	6.50	Tech spec delivery status PMO meeting Chesapeake coordination TRU UP call center requirements
G 04/14/2015	1.50	Team Lead Meeting E-mail retention Follow-ups
H 04/15/2015	6.00	Collect TRCs Interface Issues Training Schedule requirements OCM Schedule requirements IS coordination meeting

Submitted by

Approved by

Page 2 of 2

www.clicktime.com

Prepared by ClickTime on 4/16/2015 5:25:35 PM



# Expense Sheet for Laura Okey

## March 2015 Project Expenses

Fiala Project Resources  
March 31, 2015

FSM Project Expenses for the month of March.

Date	Type	Description	Project	Billable	Mileage	Payment Type	Receipt	Amount
3/6/2015	Miscellaneous	Sam's Club Baby Shower Cake	SWG-FSMP (Financial Systems Modernization Program)	✓		Cash		\$18.63
3/6/2015	Miscellaneous	Walmart - Ice Cream Sundae Supplies	SWG-FSMP (Financial Systems Modernization Program)	✓		VISA		\$42.42
<i>Comment: For employee appreciation day and CRP II kick-off team meeting.</i>								
3/16/2015	Miscellaneous	Popcorn Girl for St. Patrick's Day	SWG-FSMP (Financial Systems Modernization Program)	✓		VISA		\$40.65
<i>Comment: Team Morale</i>								
3/20/2015	Miscellaneous	Pink Box Donuts	SWG-FSMP (Financial Systems Modernization Program)	✓		VISA		\$20.50
<i>Comment: Team Morale</i>								

Reimbursable Total = \$122.20

Total \$122.20

submitted by

approved by

Attachment AED-14  
Docket No. 18-05031  
Witness: Adam E. Danise  
Page 4 of 37

Prepared by ClickTime on 4/16/2015 3:30:35 PM

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Page 1 of 1

**PINK BOX DONUTS Lake Mead**

7531 W LAKE MEAD #200  
LAS VEGAS, NV 89128  
4157862218

Cashier: Greg  
20-Mar-2015 7:57:14A

1	Half Dozen Classic/ Specialty	\$6.50
1	Full Dozen Gourmet	\$14.00
<b>Total</b>		<b>\$20.50</b>

CREDIT CARD AUTH \$20.50  
VISA 3338

20-Mar-2015 7:57:29A  
\$20.50 | Method: SWIPED  
VISA XXXXXXXXXXXX3338  
Ref #: 507900044976 | Auth #: 019400  
MID: 372349977887  
SIGNATURE VERIFIED

Order WR6F4BSYDVA5E

Online: [https://clover.com/p/  
W5ZG7V9C3A9QY](https://clover.com/p/W5ZG7V9C3A9QY)



DROPTHOUGHT



How was your experience  
today?

1 Ticket # 42

0

Popcorn Girl

8550 West Charleston Blvd. Suite 109

Las Vegas NV 89117

702-258-2676xx

Order Placed 03-16-2015 05:00 PM

Server: Caitlin

1 Large

oPB A \$5.75

1 Large

oPB B \$17.95

1 Medium

oPB D \$16.95

Subtotal: \$40.65

Credit: \$40.65

Grand Total: \$40.65

Tendered: \$40.65

Thank You!



RICHHELLE MUSEMIDI

E 697171 HALF SHT CAF 10.22 M  
SUBTOTAL 18.63  
TOTAL 18.63  
MCARD TEND 18.63  
ACCOUNT # 0000 0000 0000 0016 S  
TERMINAL # 168308491  
CHANGE DUE 0.00

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# ITEMS SOLD 1



WALMART CLUB SHOPPING CARDS  
Must be 18 or older and a legal resident of the 50 US or  
DC to enter. No purchase necessary to enter or win. To  
enter, visit [www.walmart.com](http://www.walmart.com) and scan your card.

[www.entry.survey.walmart.com](http://www.entry.survey.walmart.com)

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official rules. Survey must be taken within

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página de Internet.

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MANAGER KURTIS CONLEY  
3615 S RAYMOND BLVD  
LAS VEGAS NV 89103

ST# 1584 OP# 00009043 TE# 43 TR# 03100  
BLUE BELL 007189903720 F 5.47 0  
BLUE BELL 007189903720 F 5.47 0  
BLUE BELL 007189903720 F 5.47 0  
RDW HIP TOP 007027223204 F 3.48 0  
RDW XTR CRYM 007027223208 F 3.48 0  
GV HAR CHERY 007874237044 F 1.78 N  
PNUT TOPPING 007069027127 F 1.68 N  
PIE SERVER 002413113226 3.97 X  
FW ICE CREAM 002413127838 4.97 X

2.90 1b @ 1 lb 70.57 1.65 N  
RIB CRCSO 061029034090 1.37 X  
SUBTOTAL 41.58  
TOTAL 42.42  
VISA TEND 42.42

APPROVAL # 030110  
REF # 506500479201  
TRANS ID - 385065740722504

03/05/15 12:34:34

CHANGE DUE 0.00

# ITEMS SOLD 12

TC# 2476 9079 6442 8346 782



\*\*\*CUSTOMER COPY\*\*\*

Savings Catcher! Scan with Walmart app



## Sheila Fiala

---

**From:** David Randall <david.randall@swgas.com>  
**Sent:** Friday, April 17, 2015 3:12 PM  
**To:** Laura Okey; Keith Sutton  
**Cc:** Sheila Fiala  
**Subject:** RE: Okey Timesheet

Approved. Thank you.

**From:** Laura Okey  
**Sent:** Thursday, April 16, 2015 5:39 PM  
**To:** David Randall; Keith Sutton  
**Cc:** Sheila Fiala  
**Subject:** Okey Timesheet

Please find my timesheet, expense report and receipts attached for your approval.

Thanks,  
**Laura Okey, PMP** | Contractor, Project Management  
direct 702.247.3731 | mobile 702.574.4576

\*\*\*\*\*  
\*\*\*\*\*

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*Thank you for your cooperation.*

\*\*\*\*\*  
\*\*\*\*\*

## Certified Project Resources

DBA Fiala Project Resources  
190 Ultra Drive  
Henderson, NV 89074

## Invoice



Date	Invoice #
6/4/2015	870

Bill To
Southwest Gas Corporation Fran Huchmala Keith Sutton 5241 Spring Mountain Road Las Vegas, NV 89150-002

P.O. No.	Terms	Project
	Net 30	71973076

Quantity	Description	Rate	Amount
70.5	Laura Okey - Business Analyst/PM Contractor FSMP - EXE 5/16/15-5/31/15	100.00	7,050.00
1	Laura Okey - Business Analyst/PM Contractor - Pink Box Donuts meeting with SNV 4/29/15	33.00	33.00
1	Laura Okey - Business Analyst/PM Contractor - Smith's gift cards - for newsletter 4, IS Security 3, SMEs 14 5/6/15	385.00	385.00
1	Laura Okey - Business Analyst/PM Contractor - 40th birthday supplies 5/11/15	40.45	40.45
<p>Okay to Pay: <u>Keith Sutton</u>  Manager: <u>K. Sutton</u>  Contract #: <u>175205</u>  ORC <u>4962</u> RRC <u>0061</u> ACCT# <u>400001059</u> C/E <u>425</u></p>			
FEIN # 76-0706202		Total	\$7,508.45

## Expense Sheet for Laura Okey

Fiala Project Resources  
May 29, 2015

## FSM May Expenses



Project related expenses for food and activities

Date	Type	Description	Project	Billable	Mileage	Payment Type	Receipt	Amount
4/29/2015	Meals	Pink Box Donuts	SWG-FSMP (Financial Systems Modernization Program)	✓		VISA	✓	\$33.00
Comment: Meeting with SNY division construction/invoice processing department								
5/6/2015	Miscellaneous	Smiths - Gift Cards	SWG-FSMP (Financial Systems Modernization Program)	✓		VISA		\$385.00
Comment: Gift cards for newsletter (4), IS Security (3), SMEs (14)								
5/11/2015	Miscellaneous	Walmart - 40th Birthday Supplies	SWG-FSMP (Financial Systems Modernization Program)	✓		VISA		\$40.45
Comment: Cake, cupcakes, plates, forks decorations and gag gift for team lead's surprise 40th birthday								

Total \$458.45

Reimbursable Total = \$458.45

submitted by

approved by

Prepared by ClickTime on 6/3/2015 6:07:29 PM

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Page 1 of 1

# **PINK BOX DONUTS Lake Mead**

7531 W LAKE MEAD #200  
LAS VEGAS, NV 89128  
(702)478-7465

Cashier: Karisa H  
29-Apr-2015 7:53:03A

12 Add .50 For Gourmet \$6.00  
3 Full Dozen Classic/  
Specialty \$27.00

Total \$33.00

CREDIT CARD AUTH \$33.00  
VISA 3338

29-Apr-2015 7:53:39A  
\$33.00 | Method: SWIPED  
VISA XXXXXXXXXXXX3338  
Ref #: 511900058374 | Auth #: 00211D  
MID: 372349977887  
NO CARDHOLDER VERIFICATION

Order REXZTZTFARRSY

Online: [https://clover.com/p/  
SRV33BERZX3XM](https://clover.com/p/SRV33BERZX3XM)



SRV33BERZX3XM

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GB	*****8113	45.00 Blnc
MR	CHIPOTL MLTPCK \$45	45.00
GB	*****4781	45.00 Blnc
MR	OLV GRDN \$60	60.00
GB	*****5657	60.00 Blnc
MR	OLV GRDN \$60	60.00
GB	*****5120	60.00 Blnc
MR	AMAZON GC	25.00
GB	*****2988	25.00 Blnc
MR	AMAZON GC	25.00
GB	*****2988	25.00 Blnc
MR	AMAZON GC	25.00
GB	*****3182	25.00 Blnc
MR	AMAZON GC	25.00
GB	*****5860	25.00 Blnc
MR	AMAZON GC	25.00
GB	*****4666	25.00 Blnc
MR	AMAZON GC	25.00
GB	*****4281	25.00 Blnc
MR	AMAZON GC	25.00
GB	*****1924	25.00 Blnc
	FRESH VALUE CUSTOMER	*****2621
	TAX	0.00
	**** BALANCE	385.00

706 SMITH'S FOOD & DRUG #338  
6855 Aliante Parkway  
North Las Vegas NV 89084  
VISA Purchase  
\*\*\*\*\*3338  
TOTAL: 385.00  
REF#: 03004D

VISA 385.00  
CHANGE 0.00

# **Walmart**

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( 702 ) 515 - 7050  
MANAGER SUSAN MANTEROLA  
6464 N DECATUR BLVD  
LAS VEGAS NV 89131

ST# 3351	OP# 00009047	TE# 47	TR# 08412
WHITE FORKS	00111793741		0.97 X
TC	001305154126		2.77 X
PLATES	001117931704		0.97 X
RED GEL	001117931684		0.97 X
BLACK GEL	005210004650	F	1.88 0
CHILDREN S70	005210004641	F	1.88 0
CUPCAKES	978031629642	F	6.28 X
CAKE	007874298546	F	3.78 0
	007874298420	F	19.98 0
	SUBTOTAL		39.48
	TAX 1	8.100 X	0.97
	TOTAL		40.45
	VISA TEND		40.45

ACCOUNT # \*\*\*\*\* 3338 S  
APPROVAL # 0346/D  
REF # 1042000314  
TRANS ID - 085132122877092



# Timesheet for Laura Okey

team: Southwest Gas  
default approver:

employment type: Contractor

5/16/2015 - 5/31/2015  
Open



Client	Project	Task	May							Total		
			Sat 16	Sun 17	Mon 18	Tue 19	Wed 20	Thu 21	Fri 22	Sat 23	Sun 24	Total
Southwest Gas	FSMP Financial Systems Modernization Program	EXE - Execution			8.25 [A]	8.50 [B]	9.50 [C]	7.75 [D]	7.00 [E]			70.50
Total			0	0	8.25	8.50	9.50	7.75	7.00	0	0	70.50

Submitted by  
Page 1 of 2

Approved by

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Prepared by ClickTime on 6/3/2015 6:06:19 PM

5/16/2015 - 5/31/2015  
Open

# Timesheet for Laura Okey

team: Southwest Gas  
employment type: Contractor  
default approver:



DATE	HOURS	NOTES
A 05/18/2015	8.25	Tech Spec Updates PMO Meeting Training Curriculum level set
B 05/19/2015	8.50	Team Meeting Chesapeake Status Call & follow-ups Team Building coordination OCM team meeting
C 05/20/2015	9.50	Flyer distribution Kitchen Supply pick-up and deliver IS coordination meeting Team Building coordination PMO status update
D 05/21/2015	7.75	SCM SUA/JACH follow-ups LMS Strategy Review Noelix training discussions Team meeting prep Chesapeake test coordination with Oracle Cycle
E 05/22/2015	7.00	PICA Plan LMS Strategy Review Team meeting agenda topics MS Project issues Chesapeake Interface Functional Specifications
F 05/26/2015	8.00	Chesapeake Status Call and follow-ups Training Quality Assurance Process OCM meeting
G 05/27/2015	4.00	Oracle Training Streams coordination June Team meeting prep
H 05/28/2015	8.00	Chesapeake Schedule issues/coordination Draft Chesapeake Change Order June team meeting prep

Submitted by  
Page 2 of 2

Approved by

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Prepared by ClickTime on 6/3/2015 6:08:19 PM

## Sheila Fiala

---

**From:** David Randall <david.randall@swgas.com>  
**Sent:** Thursday, June 04, 2015 10:59 AM  
**To:** Laura Okey; Keith Sutton  
**Cc:** Sheila Fiala  
**Subject:** RE: Okey Timesheet

Approved. Thank you.

---

**From:** Laura Okey  
**Sent:** Wednesday, June 03, 2015 6:10 PM  
**To:** David Randall; Keith Sutton  
**Cc:** Sheila Fiala  
**Subject:** Okey Timesheet

Apologies for the late submission, it's been a busy week! Please find my timesheet, expense report and receipts for May attached for your approval.

Thanks,  
**Laura Okey, PMP** | Contractor, Project Management  
direct 702.247.3731 | mobile 702.574.4576

\*\*\*\*\*  
\*\*\*\*\*

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\*\*\*\*\*  
\*\*\*\*\*

## Sheila Fiala

---

**From:** Keith Sutton <Keith.Sutton@swgas.com>  
**Sent:** Thursday, June 04, 2015 12:52 PM  
**To:** David Randall; Laura Okey  
**Cc:** Sheila Fiala  
**Subject:** RE: Okey Timesheet

Approved.

---

**From:** David Randall  
**Sent:** Thursday, June 04, 2015 10:59 AM  
**To:** Laura Okey; Keith Sutton  
**Cc:** Sheila Fiala  
**Subject:** RE: Okey Timesheet

Approved. Thank you.

---

**From:** Laura Okey  
**Sent:** Wednesday, June 03, 2015 6:10 PM  
**To:** David Randall; Keith Sutton  
**Cc:** Sheila Fiala  
**Subject:** Okey Timesheet

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Thanks,  
**Laura Okey, PMP | Contractor, Project Management**  
direct 702.247.3731 | mobile 702.574.4576

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## Certified Project Resources

DBA Fiala Project Resources  
190 Ultra Drive  
Henderson, NV 89074

## Invoice



Date	Invoice #
8/5/2015	939

Bill To
Southwest Gas Corporation Fran Huchmala Keith Sutton 5241 Spring Mountain Road Las Vegas, NV 89150-002

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
① 100	Laura Okey - Business Analyst/PM Contractor - FSMP - EXE 7/16/15-7/31/15	100.00	10,000.00
② {	1 Laura Okey - Business Analyst/PM Contractor - 7/4/15 Costco meal/snack fro project team during long hrs of SIT1	247.80	247.80
	1 Laura Okey - Business Analyst/PM Contractor - 7/4/15 Smiths - meals for project team during long hrs of SIT1	40.13	40.13
	1 Laura Okey - Business Analyst/PM Contractor - 7/24/15 Walmart - Salad items for team lunch	54.89	54.89
	1 Laura Okey - Business Analyst/PM Contractor - 7/30/15 Walmart - Lunch items for FSM SIT testing team.	44.78	44.78
<p>71994478</p> <p>Okay to Pay: <u>Keith Sutton</u></p> <p>Manager: <u>K. Sutton</u></p> <p>Contract #: <u>175205</u></p> <p>ORC    RRC    ACCT#    C/E</p> <p>① <u>4962</u> <u>0061</u> <u>W0001059</u> <u>425</u></p> <p>② <u>4962</u> <u>0061</u> <u>W0001059</u> <u>251</u></p>			
FEIN # 76-0706202			<b>Total</b> \$10,387.60

7/16/2015 - 7/31/2015  
Open

**Timesheet for Laura Okey**  
team: Southwest Gas  
employment type: Contractor  
default approver:



**employment type: Contractor**

team: Southwest  
default approver:

Client	Project	Task	Jul																	Total
			Thu 16	Fri 17	Sat 18	Sun 19	Mon 20	Tue 21	Wed 22	Thu 23	Fri 24	Sat 25	Sun 26	Mon 27	Tue 28	Wed 29	Thu 30	Fri 31		
Southwest Gas	FSNP Financial Systems Modernization Program	EXE - Execution	9.00 (A)	8.00	3.00 (B)		9.50 (C)	3.00 (D)	9.50 (E)	9.50 (F)	9.50 (G)		7.00 (H)	9.00 (I)	9.00 (J)	9.00 (K)	5.00 (L)	100.00		
		Total	9.00	8.00	3.00	0	9.50	3.00	9.50	9.50	9.50	0	7.00	9.00	9.00	9.00	5.00	100.00		

Submitted by  
Page 1 of 3

Approved by

[www.clicktime.com](http://www.clicktime.com)

Prepared by ClickTime on 8/4/2015 1:33:45 PM

7/16/2015 - 7/31/2015  
Open

# Timesheet for Laura Okey

team: Southwest Gas  
employment type: Contractor  
default approver:



	DATE	HOURS	NOTES
A	07/16/2015	9.00	Cycle 2 Test Instance approach SCM Cycle 2 and test instance Test Status Meeting
B	07/18/2015	3.00	Cycle 2 Instance Strategy TRecs Interface Status
C	07/20/2015	9.50	Training Schedule/Development TRecs Interfaces PMO Meeting Test Scope Test Status
D	07/21/2015	3.00	Test Instances for Cycle 2 Chesapeake Status Call
E	07/22/2015	9.50	DBA Support FSM Support FOMIS Interfaces/Testing Requirements IS Coordination Meeting Test Status
F	07/23/2015	9.50	GIS Startup Recommendations FSM Training Schedule Chesapeake Interface Validation TRecs Interface Status/Requirements Test Status Meeting
G	07/24/2015	9.50	Office Supplies Lunch Prep Interface Status Test Status Training Schedule Advanced Controls Configuration
H	07/27/2015	7.00	UPCS Implementation Plan Org Readiness Survey Chesapeake Interface PMO Meeting Training Schedule Test Status

Submitted by  
Page 2 of 3

Approved by

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Prepared by ClickTime on 8/4/2015 1:33:45 PM

7/16/2015 - 7/31/2015  
Open**Timesheet for Laura Okey**team: Southwest Gas  
default approver:  
employment type: Contractor

I	07/28/2015	9.00	Training Material Review Schedule Trainer Identification OCM Team Meeting Chesapeake Implementation/OCM coordination SIT Exit Criteria status Test Status meeting
J	07/29/2015	9.00	Training Materials Review Kickoff/schedule SIT Design considerations IS Coordination Meeting Test Status
K	07/30/2015	9.00	TRACS Interfaces and Cycle 2 testing Training Material Review Schedule Training status GRC configuration reviews Test Status Meeting
L	07/31/2015	5.00	Test Status UAT Approach Org Readiness Survey Results FSM Support Org

Submitted by \_\_\_\_\_ Approved by \_\_\_\_\_  
 Page 3 of 3 [www.clicktime.com](http://www.clicktime.com) Prepared by ClickTime on 8/4/2015 1:33:45 PM



Fiala Project Resources  
July 1, 2015Expense Sheet for Laura Okey  
FSM July Expenses

Date	Type	Description	Project	Billable	Mileage	Payment Type	Receipt	Amount
7/4/2015	Miscellaneous	Costco	SWG-FSMP (Financial Systems Modernization Program)	✓		Other	✓	\$247.80
<i>Comment: Meal and snack items for project team during long hours of SIT.</i>								
7/4/2015	Miscellaneous	Smith's Grocery Store	SWG-FSMP (Financial Systems Modernization Program)	✓		VISA		\$40.13
<i>Comment: Meal items for project team during long hours of SIT.</i>								
7/24/2015	Meals	Walmart - items for team lunch	SWG-FSMP (Financial Systems Modernization Program)	✓		VISA	✓	\$54.89
<i>Comment: Salad items for team lunch.</i>								
7/30/2015	Meals	Walmart - Lunch items for team	SWG-FSMP (Financial Systems Modernization Program)	✓		VISA	✓	\$44.78
<i>Comment: Supplemental lunch items for FSM SIT testing team.</i>								

Total \$387.60

Reimbursable Total = \$387.60

submitted by

approved by

Prepared by ClickTime on 8/4/2015 1:34:57 PM

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Page 1 of 1



## Self Checkout

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( 702 ) 367 - 9999  
MANAGER KURTIS COWLEY  
3615 S RAINBOW BLVD  
LAS VEGAS NV 89103

ST# 1584 OPR	00009047-TE# 47 TR# 08056
VEG BLENDS	068113132084 I 2.48 N
CCF HB EGGS	081390500115 F 1.98 0
CCF HB EGGS	081390500115 F 1.98 0
SNAP PEAS	068113132877 I 2.68 N
MUSHROOMS	003710268616 I 3.34 N
BACON BITS	004470006788 F 2.48 0
PEPPERONI	020105640356 F 3.56 0
PD HAVARTI	020822640356 F 3.56 0
HFHN SMK SHP	020594070349 F 3.49 0
HARD SALAMI	020105510342 F 3.42 0
BUTTER ROLLS	007343500201 F 2.98 0
BUTTER ROLLS	007343500201 F 2.98 0
BUTTER ROLLS	007343500201 F 2.98 0
PKG SALAD	068113108573 F 5.98 N
STRAWBERRIES	003338320027 I 1.98 N
K SO MAYO 12	002100002687 F 2.58 N
CUCUMBER	067452604593 I 1.98 N
DRS RASP VGT	068113107030 F 2.98 N
MUSTARD	004150000025 F 1.48 N
	SUBTOTAL 54.89
	TOTAL 54.89
	VISA TEND 54.89

ACCOUNT # \*\*\*\* \* 3338 S  
APPROVAL # 00575D  
REF # 520500600022  
TRANS ID - 0585205651180061  
VALIDATION - N4PX  
PAYMENT SERVICE - E  
TERMINAL # SC011687

07/24/15 11:05:29

CHANGE DUE 0.00

## # ITEMS SOLD 19

TC# 2447 9455 7166 4311 0964



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07/24/15 11:05:29

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MANAGER KURTIS COMLEY

3615 S RAINBOW BLVD

LAS VEGAS NV 89103

ST# 1584	OP# 00009047	YE# 47	TR# 09057
FRUIT BOWL	007774524756	F	0.98 N
SUPPER SP. ASH	007774523760	T	3.98 N
APL. SLC 12OZ	073231312220	F	2.98 N
PKG SALAD	068113108575	F	5.98 N
PKG SALAD	068113102790	I	2.98 N
VEG. BLEND	068113145746	I	2.48 N
GRAPE TOMATO	003330365585	I	2.48 N
POTATO ROLL	004263603535	F	2.96 O
MULTIPACK	002840000288	F	5.98 N
MULTIPACK	002840000288	F	5.98 N
SUBTOTAL			44.78
TOTAL			44.78
VISA TEND			44.78

ACCOUNT # \*\*\*\* \* 3338 S

APPROVAL # 015380

REF # 1042000314

TRANS ID - 165211607482770

VALIDATION - 0580

PAYMENT SERVICE - E

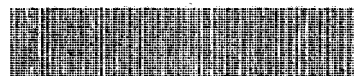
TERMINAL # SC011687

07/30/15 09:52:29

CHANGE DUE 0.00

# ITEMS SOLD 10

EC# 5600 6168 4700 1995 5601



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07/30/15 09:52:29

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6855 Aliante Parkway  
702-642-3350  
YOUR CASHIER WAS BRANDI

12 @ 2.39	STRK TUNA	FV	26.28 F
SC	YOU SAVED	2.40	
	BMBE CKN SLD	FV	2.77 F
		0.22	
SC	YOU SAVED	FV	2.77 F
	BMBE CKN SLD	FV	2.77 F
		0.22	
SC	YOU SAVED	FV	2.77 F
	BMBE CKN SLD	FV	2.77 F
		0.22	
SC	YOU SAVED	FV	2.77 F
	BMBE CKN SLD	FV	2.77 F
		0.22	
SC	YOU SAVED		1
RD	Summer Fuel 2X Pts		
BD	Summer Fuel 2X Pts		
	FRESH VALUE CUSTOMER	*****2621	
	TAX	0.00	
	**** BALANCE	40.13	

706 SMITH'S FOOD & DRUG #338  
6855 Aliante Parkway  
North Las Vegas NV 89084  
VISA Purchase  
\*\*\*\*\*3338  
TOTAL: 40.13  
REF#: 08595D

VISA	40.13
CHANGE	0.00
TOTAL NUMBER OF ITEMS SOLD =	17
FreshValues Savings	\$ 3.50
Total Savings (8 Percent)	\$ 3.50

07/04/15 09:31am 338 5 66 145



737 CENTENNIAL, NV

6555 N DECATUR BLVD  
LAS VEGAS, NV 89131  
MEMBER #111839840745 9R

E	837886	POPCORN	7.99
E	281792	NEWMANS KCUP	39.99
E	818035	DONUT SHOP	39.99
E	288976	TRAIL MIX	11.99
E	443298	EZ MAC CUPS	9.59
E	10000122370	CPN/443298	2.70-
E	583447	POP TARTS	7.95
E	534727	PG JRKY 12CT	15.49
E	534727	PG JRKY 12CT	15.49
E	534727	PG JRKY 12CT	15.49
E		1115 12 OZ BOWL	8.69 A
E	896784	KIND GRN BAR	13.79
E	674620	RICE BOWLS	10.99
E	674620	RICE BOWLS	10.99
E	128783	STEAK BURRIT	13.49
E	558139	DLIGHT TURKY	11.99
E	12173	JELLY BEANS	15.89

SUBTOTAL 247.10  
A 8.10% TAX RATE .70

TOTAL 247.80  
VF EFT/DEBIT 247.80

XXXXXXXXXXXX4551 SWIPE  
07/03/15 18:17 PIN USED  
Seq#: 002595 App#: 165674  
EFT/DEBIT Resp: AA  
Tran ID#: 518426979000  
Merchant ID 99073711

APPROVED - PURCHASE  
AMOUNT: \$247.80

0737 009 000000805 0409

CHANGE 0.00  
COUPONS TENDERED 2.70

TOTAL NUMBER OF ITEMS SOLD - 16

Executive Members earn a 2% Reward annually up to \$750, or approximately \$4.94 on this purchase. They also get added benefits & larger discounts on Costco Services like Travel. See Membership for exclusions and details.

CASHIER: RENE C REG# 9  
07/03/2015 18:17 0737 09 0409 805

THANK YOU!  
PLEASE COME AGAIN!