



U.S. Department
of Transportation
**Pipeline and Hazardous
Materials Safety
Administration**

1200 New Jersey Avenue SE
Washington DC 20590

Pipeline Safety

2010 Natural Gas Year End Payment Request

for

NORTH DAKOTA PUBLIC SERVICE COMMISSION

Please follow the directions listed below:

1. Review the entire document for completeness.
2. Review and have an authorized signatory sign the top of the second page of the SF-270 document, Block 13.
3. Fasten all pages with a paper or binder clip - no staples please as this package will be scanned upon it's arrival at PHMSA
4. Mail the entire document, including this cover page to the following:

**ATTN: Gwendolyn M. Hill
U.S. Department of Transportation
Pipeline & Hazardous Materials Safety Administration
Pipeline Safety, PHP-50
1200 New Jersey Avenue, SE Second Floor E22-321
Washington, D.C. 20590**

FedSTAR Information

Electronic Submission Date: 3/1/2011 5:32:52 PM

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2010 Natural gas year end payment request

REQUEST FOR ADVANCE OR REIMBURSEMENT

(See instructions on back)

OMB APPROVAL NO. PAGE _____ OF _____
0348-0004

1. TYPE OF PAYMENT REQUESTED	a. "X" one or both boxes <input type="checkbox"/> ADVANCE <input checked="" type="checkbox"/> REIMBURSEMENT b. "X" the applicable box <input checked="" type="checkbox"/> FINAL <input type="checkbox"/> PARTIAL	BASIS OF REQUEST <input checked="" type="checkbox"/> CASH <input type="checkbox"/> ACCRUAL
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3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED DOT/PHMSA/Office of the Pipeline Safety	4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY DTPH56-10-G-PHPG32	5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST
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6. EMPLOYER IDENTIFICATION NUMBER 45-0309764	7. RECIPIENTS ACCOUNT NUMBER OR IDENTIFYING NUMBER	8. PERIOD COVERED BY THIS REQUEST FROM (month, day, year) To (month, day, year) 01/01/2010 12/31/2010
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9. RECIPIENT ORGANIZATION Name: NORTH DAKOTA PUBLIC SERVICE COMMISSION Number and Street: 600 E. BOULEVARD DEPARTMENT 408, City, State and ZIP Code: Bismarck, ND, 58505-0408	10. PAYEE (Where check is to be sent if different than item 9) Name: NORTH DAKOTA PUBLIC SERVICE COMMISSION Number and Street: 600 E Boulevard - Dept 408 City, State and ZIP Code: Bismarck, ND 58505-0480
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11. COMPUTATION OF AMOUNT OF REIMBURSEMENTS/ADVANCES REQUESTED

PROGRAMS/FUNCTIONS/ACTIVITIES	(a) Direct Costs	(b) Indirect Costs	(c)	TOTAL
a. Total program outlays to date <i>(As of date)</i>	\$74,971.82	\$7,370.83		\$82,342.65
b. Less: Cumulative program income	\$0.00	\$0.00		\$0.00
c. Net program outlays <i>(Line a minus line b)</i>	\$74,971.82	\$7,370.83		\$82,342.65
d. Estimated net cash outlays for advance period	\$0.00	\$0.00		\$0.00
e. Total <i>(Sum of line c & d)</i>	\$74,971.82	\$7,370.83		\$82,342.65
f. Non-Federal share of amount on line e	\$23,018.60	\$2,263.07		\$25,281.66
g. Federal share of amount on line e	\$51,953.22	\$5,107.76		\$57,060.99
h. Federal Payments previously requested	\$0.00	\$0.00		\$0.00
i. Federal share now requested <i>(Line g minus line h)</i>	\$51,953.22	\$5,107.76		\$57,060.99
j. Advances required by month, when requested by Federal grantor agency for use in making prescheduled advances	1st month	\$0.00	\$0.00	\$0.00
	2nd month	\$0.00	\$0.00	\$0.00
	3rd month	\$0.00	\$0.00	\$0.00

12. ALTERNATE COMPUTATION FOR ADVANCES ONLY

a. Estimated Federal cash outlays that will be made during period covered by the advance	
b. Less: Estimated balance of Federal cash on hand as of beginning of advance period	
c. Amount requested <i>(Line a minus line b)</i>	


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(Continued on Reverse)

STANDARD FORM 270 (Rev. 7-97)
Prescribed by OMB Circulars A-102 and A-110

13.

CERTIFICATION

I certify that to the best of my knowledge and belief the data on the reverse are correct and that all outlays were made in accordance with the grant conditions or other agreement and that payment is due and has not been previously requested	SIGNATURE OR AUTHORIZED CERTIFYING OFFICIAL 	DATE REQUEST SUBMITTED
	TYPED OR PRINTED NAME AND TITLE Patrick Fahn, Director, Compliance and Competitive Markets	TELEPHONE (AREA CODE, NUMBER, EXTENSION) 701-328-4077 -

This space for agency use

Public reporting burden for this collection of information is estimated to average 60 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0004), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

INSTRUCTIONS

Please type or print legibly. Items 1, 3, 5, 9, 10, 11e, 11f, 11g, 11i, 12 and 13 are self-explanatory; specific instructions for other items are as follows:

<i>Item</i>	<i>Entry</i>	<i>Item</i>	<i>Entry</i>
2	Indicate whether request is prepared on cash or accrued expenditure basis. All requests for advances shall be prepared on a cash basis.		activity. If additional columns are needed, use as many additional forms as needed and indicate page number in space provided in upper right; however, the summary totals of all programs, functions, or activities should be shown in the "total" column on the first page.
4	Enter the Federal grant number, or other identifying number assigned by the federal sponsoring agency. If the advance or reimbursement is for more than one grant or other agreement, insert N/A; then, show the aggregate amounts. On a separate sheet, list each grant or agreement number and the Federal share of outlays made against the grant or agreement.	11a	Enter in "as of date," the month, day, and year of the ending of the accounting period to which this amount applies. Enter program outlays to date (net of refunds, rebates, and discounts), in the appropriate columns. For requests prepared on a cash basis, outlays are the sum of actual cash disbursements for goods and services, the amount of indirect expenses charged, the value of in-kind contributions applied, and the amount of cash advances and payments made to subcontractors and subrecipients. For requests prepared on an accrued expenditure basis, outlays are the sum of the actual cash disbursements, the amount of indirect expenses incurred, and the net increase (or decrease) in the amounts owed by the recipient for goods and other property received and for services performed by employees, contracts, subgrantees and other payees.
4	Enter the employer identification number assigned by the U.S. Internal Revenue Service, or the FICE (institution) code if requested by the Federal agency.	11b	Enter the cumulative cash income received to date, if requests are prepared on a cash basis. For requests prepared on an accrued expenditure basis, enter the cumulative income earned to date. Under either basis, enter only the amount applicable to program income that was required to be used for the project or program by the terms of the grant or other agreement.
7	This space is reserved for an account number or other identifying number that may be assigned by the recipient.	11d	Only when making requests for advance payments, enter the total estimated amount of cash outlays that will be made during the period covered by the advance.
8	Enter the month, day, and year for the beginning and ending of the period covered in this request. If the request is for an advance or for both an advance and reimbursement, show the period that the advance will cover. If the request is for reimbursement, show the period for which the reimbursement is requested.	13	Complete the certification before submitting this request.
<p>The Federal sponsoring agencies have the opinion of requiring recipients to complete items 11 or 12, but not both. Item 12 should be used when only a minimum amount of information is needed to make an advance and outlay information contained in item 11 can be obtained in a timely manner from other reports.</p>			
11	The purpose of the vertical columns (a), (b), and (c) is to provide space for separate cost breakdowns when a project has been planned and budgeted by program, function, or		

STANDARD FORM 270 (Rev 7-97) BACK


2010 Natural Gas Year End Payment Request Cost Summary

<u>DIRECT COSTS</u>	<u>Estimated</u>	<u>Actual</u>
Compensation for Personnel Services (A-87 #8)		
A. Supervisory personnel who are directly engaged in the administration of the Pipeline Safety Program	\$12,122.00	\$10,173.09
A1. Supervisory fringe benefits	\$4,309.00	\$2,551.18
B. Technical personnel who conduct pipeline safety inspections, failure investigations and review plans, etc.	\$24,323.00	\$27,098.78
B1. Technical fringe benefits	\$8,793.00	\$8,425.96
C. Administrative personnel whose duties are directly related to the Pipeline Safety Program.	\$20,554.00	\$9,420.97
C1. Administrative fringe benefits	\$7,409.00	\$2,309.18
ACTIVITIES		
Audit costs and related services (A-87 #04).....	\$0.00	\$0.00
Communication costs (A-87 #07).....	\$420.00	\$299.31
Maintenance, operations and repairs (A-87 #25).....	\$0.00	\$0.00
Memberships, subscriptions and professional activity costs (A-87 #28)..	\$0.00	\$0.00
Professional services (i.e. Studies and Research) (A-87 #32).....	\$0.00	\$0.00
Publication and printing costs(A-87 #34).....	\$200.00	\$0.00
Rental costs of building and equipment (A-87 #37).....	\$0.00	\$0.00
Training and Education (A-87 #42).....	\$350.00	\$105.00
Travel costs (A-87 #43).....	\$8,900.00	\$13,818.05
MATERIALS		
Motor Vehicles (A-87 #15).....	\$0.00	\$0.00
Office Equipment (A-87 #15).....	\$0.00	\$423.82
Safety Clothing (A-87 #26).....	\$0.00	\$209.84
Supplies (A-87 #26).....	\$150.00	\$136.64
Testing Equipment(A-87 #15).....	\$0.00	\$0.00
INDIRECT COSTS (A-87 Attachment C, D, E)		
Indirect costs incurred by State Agency(i.e. Public Utilities Commission, Public Service Commission, State Corporation Commission).	\$9,278.00	\$7,370.83
TOTAL	\$96,808.00	\$82,342.65

Pipeline Safety Program Cost Summary Explanations -- Calendar Year 2010

DIRECT COSTS

PERSONNEL



Supervisory Personnel

In CY 2010, the gas pipeline safety inspector resigned on March 10 and the program manager retired on May 31. Up until retirement, the gas safety program manager was ill and was unable to work, therefore, supervisory time spent by the supervisor was less than originally estimated in the grant application. The gas pipeline safety program was transferred to the Compliance and Competitive Markets Division under new supervision but the new gas pipeline inspector/program manager only started with the Commission on June 14. We also changed the way time is allocated between supervisory, technical and administrative costs which results in less salary allocated to administrative and more salary allocated to supervisory.

Supervisory Fringe Benefits

In CY 2010, the gas pipeline safety inspector resigned on March 10 and the program manager retired on May 31. Up until retirement, the gas safety program manager was ill and was unable to work, therefore, supervisory time spent by the supervisor was less than originally estimated in the grant application. The gas pipeline safety program was transferred to the Compliance and Competitive Markets Division under new supervision but the new gas pipeline inspector/program manager only started with the Commission on June 14. We also changed the way time is allocated between supervisory, technical and administrative costs which results in less salary allocated to administrative and more salary allocated to supervisory.

Technical Personnel

In CY 2010, the gas pipeline safety inspector resigned on March 10 and the program manager retired on May 31. The previous inspector was not dedicated 100% to the gas pipeline safety program, sharing time with the Commission's weights and measures program. The new gas pipeline inspector/program manager started with the Commission on June 14 and was dedicated 100% to the pipeline safety program. In addition, the Commission also contracted with the retired program manager for a short period to assist the new inspector/program manager. We also changed the way time is allocated between supervisory, technical and administrative costs which results in less salary allocated to administrative and more salary allocated to technical.

Technical Fringe Benefits

Thresholds not exceeded; therefore an explanation is not needed.

Administrative Personnel

In CY 2010, the gas pipeline safety inspector resigned on March 10 and the program manager retired on May 31. The previous inspector was not dedicated 100% to the gas pipeline safety program, sharing time with the Commission's weights and measures program. The new gas pipeline inspector/program manager started with the Commission on June 14. With the change in personnel, we reviewed the way time is allocated between supervisory, technical and administrative costs and made changes that resulted in less salary and fringe benefit costs allocated to administrative and more salary and fringe benefit costs allocated to technical.

Administrative Fringe Benefits

In CY 2010, the gas pipeline safety inspector resigned on March 10 and the program manager retired on May 31. The previous inspector was not dedicated 100% to the gas pipeline safety program, sharing time with the Commission's weights and measures program. The new gas pipeline inspector/program manager started with the Commission on June 14. With the change in personnel, we reviewed the way time is allocated between supervisory, technical and administrative costs and made changes that resulted in less salary and fringe benefit costs allocated to administrative and more salary and fringe benefit costs allocated to technical.

ACTIVITIES

Audit

Thresholds not exceeded; therefore an explanation is not needed.

Communication

The estimate for CY 2010 included an amount for two cellular phone service agreements, one for the program manager and one for the gas pipeline safety inspector. When the pipeline safety inspector resigned, one cellular phone service was discontinued. When the program manager retired, the other cellular phone was transferred to the new gas pipeline safety inspector/program manager. We anticipate adding another cellular phone for the backup person to the inspector for receiving pipeline safety calls.

Maintenance, operations and repairs

Thresholds not exceeded; therefore an explanation is not needed.

Memberships, subscriptions and professional activities

Thresholds not exceeded; therefore an explanation is not needed.

Professional services (i.e. studies and research)

Thresholds not exceeded; therefore an explanation is not needed.

Publication and Printing

In April 2009 the Commission promoted "Safe Digging Month" by running press releases in daily newspapers. The costs budgeted for CY 2010 anticipated similar publication costs in April 2010, however, in April the Commission was transitioning to the new inspector/program manager and the "Safe Digging Month" promotion was neglected.

Rental costs of building and equipment

Thresholds not exceeded; therefore an explanation is not needed.

Training and Education

In CY 2010, the gas pipeline safety inspector resigned on March 10 and the program manager retired on May 31. The new gas pipeline inspector/program manager started with the Commission on June 14. As a result, the amount of training that the previous program manager attended was limited, and training and education was difficult to schedule for the new program manager for the remainder of the year.

Travel

In CY 2010, the gas pipeline safety inspector resigned on March 10 and the program manager retired on May 31. These individuals were headquartered in Bismarck, the capitol city. The new gas pipeline inspector/program manager started with the Commission on June 14 and telecommutes from home in Granville, ND. As a result, the travel costs for CY2010 are greater than estimated.

MATERIALS

Motor Vehicles

Thresholds not exceeded; therefore an explanation is not needed.

Office Equipment

The estimate for CY 2010 did not include an amount for office equipment because it was not anticipated that the gas safety program manager would be unable to work or that the gas safety inspector would resign. The office equipment was necessary for the new gas safety inspector/program manager.

Safety Clothing

The estimate for CY 2010 did not include an amount for office equipment because it was not anticipated that the gas safety program manager would be unable to work or that the gas safety inspector would resign. The safety clothing was required for the new gas safety inspector/program manager.

Supplies

Thresholds not exceeded; therefore an explanation is not needed.

Testing Equipment

Thresholds not exceeded; therefore an explanation is not needed.

Indirect Costs

Indirect

In CY 2010, the gas pipeline safety inspector resigned on March 10 and the program manager retired on May 31. The inspector was not dedicated 100% to the gas pipeline safety program, sharing time with the Commission's weights and measures program. The new gas pipeline inspector/program manager only started with the Commission on June 14. The indirect costs are lower than estimated since salary and benefit costs associated with the gas pipeline safety program were lower in CY 2010 than estimated.

