

STATE OF FLORIDA

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DIVISION OF WATER & WASTEWATER  
DANIEL M. HOPPE, DIRECTOR  
(850) 413-6900

Public Service Commission

August 24, 1999

Florida Public Utilities Company  
Mr. Patrick M. Foster, P. E.  
911 South 8th Street  
Fernandina Beach, Fl. 32034

Re: Docket No. 990535-WU, Engineering investigation of Florida Public Utilities Company, for a Rate Case in Nassau County.

Dear Mr. Foster:

This letter is to confirm our telephone conversation concerning my on site investigation, acknowledging that the minimum filing requirements for the above mentioned docket have been met.

For Engineering, we require the collection of the items listed below prior to our investigation to ensure expedient treatment of your rate case and early closure of the docket. Please have the following items ready and available on Monday, September 13, 1999, when I arrive to begin my investigation:

Items Required:

- AFA \_\_\_\_\_
- APP \_\_\_\_\_
- CAF \_\_\_\_\_
- CMU \_\_\_\_\_
- CTR \_\_\_\_\_
- EAG \_\_\_\_\_
- LEG \_\_\_\_\_
- MAS \_\_\_\_\_
- OPC \_\_\_\_\_
- PAI \_\_\_\_\_
- SEC \_\_\_\_\_
- WAW \_\_\_\_\_
- OTH \_\_\_\_\_

(1) A list of all field employees, their duties and responsibilities, certificate held, salary and explanation of how allocated to utility. A short personal interview with the available employees will help expedite the investigation.

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PSC Website: [www.scri.net/psc](http://www.scri.net/psc)

Internet E-mail: [contact@psc.state.fl.us](mailto:contact@psc.state.fl.us)

DOCUMENT NUMBER - DATE

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- (2) A schedule of all vehicles by serial number and description, owned or leased by the utility, original cost or lease documents, who assigned to, and an explanation of how allocated to the utility. All vehicles are to be available for inspection.
- (3) A written summary, by permit number, of all Department of Environmental Regulation and/or Health Department permits.
- (4) A copy of monthly operation reports for the water system for a period of 12 months prior to test year to the present.
- (5) A summary of all electricity bills from the beginning of the test year, December 31, 1995 to present. Summary should include meter number and location, kilowatts used, dollar paid, and electric company's account numbers.
- (6) A summary and description of all construction work in progress, whether interest bearing or not, date completed and date booked. Summary to indicate if revenue producing or non revenue producing.
- (7) A list of all service complaints received during test year and an explanation of how each was disposed of.
- (8) A list of all assets owned by the utility.

EXAMPLE: 2,000' - 4" PVC

5 - Fire plugs

- (9) An explanation of allocation procedures for items charged indirectly to the utility:

EXAMPLE: Office space, employee salary, etc.

- (10) A schedule of depreciation rates used by the utility, by account numbers, if possible.
- (11) If any plant addition has been or will be made due to a written order from a governmental agency, please provide a copy of that order.
- (12) A schedule of additions to plant, by year, since inception or since the last rate case explaining each item, how it was acquired (CIAC, Investment) and the dollar value for each.
- (13) A list of chemicals used for water treatment, amount purchased, unit prices paid and dosage rates utilized, excluding those paid as a part of the operator's contracted services, material and testing.
- (14) A copy of any current contract(s) pertaining to projects in process. I will need a copy of all monthly invoices and checks covering the contracted materials, testing and services.
- (15) The number of customers classified as to meter size and Class (commercial or residential) for the following points in time:
  - A) A minimum of 3 years prior to the beginning of the test year.
  - B) The beginning of the test year.
  - C) The end of the test year.
  - D) Present.

Florida Public Utilities Company

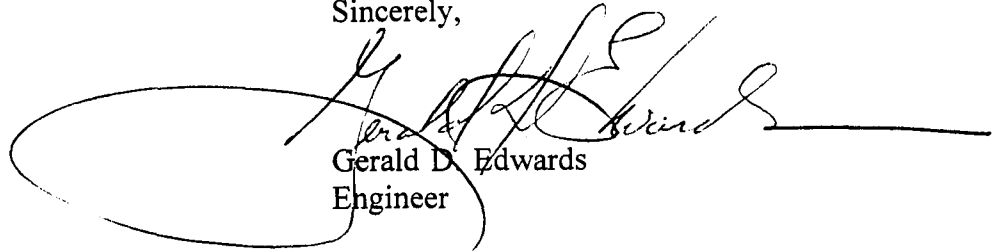
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- (16) A copy of the engineering plans showing the location of the source, treatment plants and the total distribution systems. The type, length and depth of all buried plant should be included. If not available, a plat should be accurately marked with the above mentioned data.

During the first day of the investigation, I would like to tour the utility service area and plant. The Commission procedures dictate that this docket be closed as soon as possible, therefore, your full cooperation would be greatly appreciated. If you have any questions, please do not hesitate to contact me at (904) 413-7001.

Sincerely,



Gerald D. Edwards  
Engineer

cc: Hoppe, Willis, Crouch, Binford, Merchant  
Jaeger, Division of Legal Services  
Jack Shreve, Office of Public Council  
File