

FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted DOT/PHMSA/Office of Pipeline Safety	2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) DTPH56-11-G-PHPS07	Page 1	of 1 pages
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3. Recipient Organization (Name and complete address including Zip code) MN Office of Pipeline Safety, 444 Cedar Street, Suite 147, St. Paul, MN, 55101-5147

4a. DUNS Number 804886729	4b. EIN 41-6007162	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment) Funding Opportunity Number: DTPH56-11-SN-0001	6. Report Type <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input checked="" type="checkbox"/> Final	7. Basis of Accounting <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual
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8. Project/Grant Period From: (Month, Day, Year) April 8, 2011	To: (Month, Day, Year) April 7, 2012	9. Reporting Period End Date (Month, Day, Year) April 24, 2012
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10. Transactions	Cumulative
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(Use lines a-c for single or multiple grant reporting)

Federal Cash (To report multiple grants, also use FFR Attachment):	
a. Cash Receipts	
b. Cash Disbursements	
c. Cash on Hand (line a minus b)	

(Use lines d-o for single grant reporting)

Federal Expenditures and Unobligated Balance:	
d. Total Federal funds authorized	100,000.00
e. Federal share of expenditures	100,000.00
f. Federal share of unliquidated obligations	0
g. Total Federal share (sum of lines e and f)	0
h. Unobligated balance of Federal funds (line d minus g)	0
Recipient Share:	
i. Total recipient share required	0
j. Recipient share of expenditures	0
k. Remaining recipient share to be provided (line i minus j)	0
Program Income:	
l. Total Federal program income earned	0
m. Program income expended in accordance with the deduction alternative	0
n. Program income expended in accordance with the addition alternative	0
o. Unexpended program income (line l minus line m or line n)	0

11. Indirect Expense	a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
		10.3%	04-8-2011	4-7-2012	90760.18	9239.82	100,000.00
			g. Totals:		90760.18	9239.82	100,000.00

12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:

13. Certification: By signing this report, I certify that it is true, complete, and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)

a. Typed or Printed Name and Title of Authorized Certifying Official <i>Elizabeth Skalnek Administrative Engineer</i>	c. Telephone (Area code, number and extension) 651-201-7239
b. Signature of Authorized Certifying Official 	d. Email address elizabeth.skalnek@state.mn.us
e. Date Report Submitted (Month, Day, Year)	

14. Agency use only:

Standard Form 425
 OMB Approval Number: 0348-0061
 Expiration Date: 10/31/2011

Paperwork Burden Statement

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is 0348-0061. Public reporting burden for this collection of information is estimated to average 1.5 hours 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 (0348-0060), Washington, DC 20503.

2011 State Damage Prevention Program Grants Final Report
Funding Opportunity Number: DTPH56-11-SN-0001
CFDA Number: 20.720

Award Number: *DTPH56-11-G-PHPS07*

Project Title: *MN Office of Pipeline Safety State Damage Prevention Program*

Date Submitted: *April 13, 2012*

Submitted by: *Elizabeth Skalnek*

Specific Objective(s) of the Agreement

Under this grant agreement, The Minnesota Office of Pipeline Safety performed damage prevention program duties. The Duties included:

- Enforcement action follow-up and collections
- In-office and on-site investigations and research
- Statistical analysis, complaint and incident trending (see attachments)
- Complaint resolution, debt referral to Dept. of Revenue and tracking
- Compliance monitoring of one-call center operations, frequent offenders, and types of offenses
- Rules and law review
- Outreach
 - Safety presentations to excavators
 - Damage Prevention/811 Hard hat sticker developed and distributed
 - Safety & training presentations for operators & locators
 - Annual conference containing Damage Prevention Trends and Analysis presentation
 - Safety messages for the general population via website
 - Public meetings hosted regarding proposed Rules and/or Statute changes
- Presentation, crossbore panel discussion and involvement in the 2012 Common Ground Alliance annual conference
- Active participation in area Utility Coordinating Committees
- Participation in locator roundtable and summit meetings
- Damage Prevention Specific Inspections
- GSOC board meeting representation and review
- MNOPS Dashboards tracking
- Enhancements to OPS database system (specifically one call tab).
- MNOPS operations manual – DP specific
- DP case transparency
- Developed “No-Locate” Offender program (from mandatory leak reporting – gas operators)

Workscope

Under the terms of this grant agreement, the Grantee will address the following elements listed in 49 USC §60134 through the actions it has specified in its Application.

- *Element (1): Participation by operators, excavators, and other stakeholders in the development and implementation of methods for establishing and maintaining effective communications between stakeholders from receipt of an excavation notification until successful completion of the excavation, as appropriate.*

- *Element (2): A process for fostering and ensuring the support and partnership of stakeholders, including excavators, operators, locators, designers, and local government in all phases of the program.*
- *Element (3): A process for reviewing the adequacy of a pipeline operator’s internal performance measures regarding persons performing locating services and quality assurance programs.*
- *Element (4): Participation by operators, excavators, and other stakeholders in the development and implementation of effective employee training programs to ensure that operators, the one call center, the enforcing agency, and the excavators have partnered to design and implement training for the employees of operators, excavators, and locators.*
- *Element (5): A process for fostering and ensuring active participation by all stakeholders in public education for damage prevention activities.*
- *Element (6) A process for resolving disputes that defines the State authority’s role as a partner and facilitator to resolve issues.*
- *Element (7): Enforcement of State damage prevention law and regulations for all aspects of the damage prevention process, including public education and the use of civil penalties for violations assessable by the appropriate State authority.*
- *Element (8): A process for fostering and promoting the use, by all appropriate stakeholders, of improving technologies that may enhance communications, underground pipeline locating capability, and gathering analyzing information about the accuracy and effectiveness of locating programs.*
- *Element (9): A process for review and analysis of the effectiveness of each program element, including a means for implementing improvements identified by such program reviews.*

Accomplishments for the grant period (Item 1 under Agreement Article IX, Section 9.02 Final Report: “A comparison of actual accomplishments to the objectives established for the period.”)

- **Note in this Final Report, the numbers reflect only the accomplishments within the Grant Funding Period.**

Objective	Accomplishments (approximate year-to-date numbers as of report date)
Enforcement actions follow-up collections	98 Violations under the SDP grant Cited.
In-office/Field investigations and research	2005 hrs. spent on SDP Grant cases.
Statistical analysis and complaint and incident trending	Volunteer Damage Reporting, (VDR) initiated. MNOPS Dashboards are developed and implemented Special education materials developed in conjunction with GSOC to address meets and project issues.
Court proceedings and conciliations	Court cases and conciliations ongoing
Compliance monitoring of one-call center operations, Frequent offenders, and types of offenses	Monitoring ongoing Last update of Call Center Operations on April 18, 2012.
Rules and law review	Minnesota Statute 216D review is next scheduled

	for August, 2012. Minnesota intends to open its statutes for changes in 2014.
<p>Outreach</p> <ul style="list-style-type: none"> ▪ Safety presentations to excavators ▪ Safety & training presentations for Operators & locators ▪ Annual conference with Damage Prevention trends and analysis presentation ▪ Public meetings hosted regarding proposed Rules and/or Statute changes ▪ Safety messages for the general population 	<p>78 Damage Prevention Presentations to over 7500 excavators statewide.</p> <p>MNOPS Damage Prevention at MNOPS Spring Educational Conference.</p>
Involvement in Common Ground Alliance	MNOPS Participated in annual CGA conference. MNOPS gave a presentation at CGA conference regarding effective Damage Prevention Enforcement and also sat on a panel to discuss crossbores and acceptable excavation methods.
Active Participation in area Utility Coordinating Committees	MNOPS Participated in various Utility Coordinating Committee meetings across the State.
Participation in the one-call center Operations and Communications Committees	MNOPS Participated in all Gopher State One Call Operations and Communications Committee meetings.

Quantifiable Metrics/Measures of Effectiveness (Item 2 under Article IX, Section 9.01 Project Report: “Where the output of the project can be quantified, a computation of the cost per unit of output.”)

MNOPS continues to closely track excavation damages in a quantifiable manner. 2011 continues to track damages per 1000 excavation locate request notices. As shown in the attached chart in 2011 there were 2.11 damages per 1000 excavation locate tickets when analyzing all utilities, there were 1,244 gas distribution pipeline leaks caused by excavation. Effective December 1, 2011, MNOPS has implemented a mandatory reporting requirement for all excavation related leaks relating to intrastate gas pipeline operators. This report requires each operator to report specific information on all excavation-related gas leaks and includes the apparent cause of damage. MNOPS is also encouraging this information from not only gas operators but also from other facility owners, excavators and the public. MNOPS has implemented a program to review of the causes of excavation related gas leaks reported, where it is determined that no locate ticket was generated for the excavation, MNOPS will contact the excavator then take enforcement action where determined appropriate.

The mandatory reporting has provided MNOPS the following benefits:

1. Identification and action on areas of concern (example: no locate offender program initiated in 2011)
2. Offenders input into internal database
3. Increased historical trending data

4. Transparency - increasing public awareness
5. Encourages reporting in a risk based program

In an effort to become proactive with prevention of crossbore incidents, Effective May 2010, MNOPS published an Alert Notice providing guidance for gas pipeline installers on acceptable installation practices and documentation requirements when installing gas mains and services. This alert notice provides guidance on certain types of excavation methods. MNOPS has performed both state and national outreach relating to this subject including the CGA annual conference. In feedback provided from the CGA conference, the State of Ohio indicated that they will try to incorporate some of the information provided in the MNOPS Administrative Damage Prevention Enforcement presentation.

The investigations and enforcement supported by this grant in 2011 resulted in \$98,650 in proposed civil penalties. These penalties were tracked independently of the One Call Grant.

Cost breakdown:	salary and fringe:	\$88,480.92
	travel:	2279.26
	indirect Costs:	9,239.82

Issues, Problems or Challenges (Item 3 under Article IX, Section 9.01 Project Report: “The reasons for slippage if established objectives were not met. “)

There are no issues, problems or challenge to report.

Final Financial Status Report

The final financial report has been sent as a separate attachment to the AA.

Requests of the AOTR and/or PHMSA

No actions requested at this time

Assigned Inspector	Date	Location	Industry Attendees	Government Attendees	Other Attendees	Subject
PJD	4/11/2011	Carlton	45	0	0	Excavator
VL	4/11/2011	Minneapolis	0	55	0	Excavator
VL	4/12/2011	MPLS Water Utility	35	0	0	Excavator
JTM	4/18/2011	Cloverdale	15	0	0	Excavator
TDP	4/19/2011	Duluth	20	20	70	UCC
PJD	4/19/2011	66th & Cedar Ave NE Quad	0	27	0	GSOC
TDP	4/19/2011	Aitkin	40	1	0	Excavator
DGC	4/19/2011	Thief River Falls	150	0	0	UCC
KTS	4/20/2011	Hibbing	240	2	0	Excavator
TDP	4/20/2011	Minneapolis	0	200	0	Excavator
KTS	4/21/2011	Grand Rapids	200	2	0	Excavator
TDP	4/21/2011	MPLS Sewer Utility	35	0	0	Excavator
MDM	4/25/2011	Cloverdale	15	0	0	Excavator
PJD	5/2/2011	Cloverdale Facility	12	0	0	GSOC
PJD	5/3/2011	Walsh's St Paul office	34	0	0	GSOC
Assigned Inspector	Date	Location	Industry Attendees	Government Attendees	Other Attendees	Subject
PJD	5/16/2011	Cloverdale	13	0	0	Excavator
	5/19/2011	Bolander				Excavator
ESS	6/16/2011	VUCC Alexandria	0	0	0	UCC
TDP	7/26/2011	CGI - Crossbore	60	10	0	UCC
PJD	7/28/2011	2851 Dale St. N	6	0	0	GSOC
DGC	9/20/2011	MRWA - Park Rapids	50	0	0	Excavator
DGC	11/22/2011	MRWA - Clarks Grove	45	0	0	Excavator
JTM	12/7/2011	Biwabik	50	0	0	Excavator
TDP	12/14/2011	Stillwater Public Works	45	1	0	Excavator
JTM	1/30/2012	MPLS - Currie Ave	0	55	0	GSOC

JJC	1/31/2012	Austin/Albert Lea	250	0	0	GSOC
ESS	2/2/2012	City of MPLS Public Works	0	44	0	Excavator
PJD	2/10/2012	Cloverdale MN	11	0	1	GSOC
JJC	2/15/2012	Saint Cloud	0	47	0	Public Ed. (State Fair, etc.)
TDS	2/24/2012	Lake Crystal	50	0	0	GSOC
MDM	2/27/2012	Cloverdale	10	1	0	Excavator
JTM	3/1/2012	Rogers, MN	30	3	0	Excavator
JJC	3/5/2012	St. Cloud	20	0	0	Excavator
VL	3/5/2012	Hinckley, MN	11	0	0	Excavator
JTM	3/7/2012	CGA - DP Effective Enforcement	25	30	5	CGA
PJD	3/7/2012	Kimball	40	0	0	GSOC
JTM	3/8/2012	CGA - Crossbore Panel Discussion	40	40	5	CGA
PJD	3/9/2012	49ers	12	0	0	GSOC
GMD	3/12/2012	St. Cloud	40	0	0	Excavator
JCW	3/13/2012	2100 White Bear Aveune	250	50	0	UCC
JTM	3/13/2012	St. Cloud	30	0	0	GSOC
MDM	3/14/2012	Winona	94	3	0	GSOC
PJD	3/15/2012	Hinckley	150	0	0	GSOC
DGC	3/16/2012	Owatonna	160	0	0	GSOC
Assigned Inspector	Date	Location	Industry Attendees	Government Attendees	Other Attendees	Subject
JJC	3/19/2012	Cloverdale	9	2	0	Excavator
JTM	3/20/2012	Mankato	150	3	0	Excavator
JCW	3/20/2012	Ramsey	320	0	0	GSOC
JCW	3/20/2012	Willow River	50	0	0	Excavator
JCW	3/20/2012	Superior WI	150	0	0	GSOC
ESS	3/20/2012	Shakopee	150	200	0	Excavator
JCW	3/20/2012	Grand Rapids	150	0	0	Excavator
PJD	3/21/2012		50	0	0	GSOC
PJD	3/21/2012	Q3	61	0	0	Excavator
JCW	3/21/2012	Connexus Energy	125	175	0	Excavator
PJD	3/21/2012	Q3	60	0	0	Excavator
PJD	3/21/2012	Morris	58	0	0	GSOC

PJD	3/21/2012	Northen Dewatering	34	0	0	Excavator
DGC	3/22/2012	Hutchinson	142	0	0	GSOC
JTM	3/23/2012	Brooklyn Park	300	3	0	Excavator
SES	3/23/2012	St. Cloud	40	0	0	Excavator
TDS	3/26/2012	New Ulm	50	0	0	GSOC
TDS	3/26/2012	Alexandria	180	1	0	GSOC
PJD	3/26/2012	Cloverdale	10	0	0	GSOC
DGC	3/27/2012	Spicer	170	0	0	GSOC
MDM	3/27/2012	Worthington	185	1	0	GSOC
DGC	3/29/2012	Foley	300	0	0	GSOC
SES	3/29/2012	Brainerd	122	0	0	GSOC
PJD	3/30/2012	Arvig	122	0	0	GSOC
SES	3/30/2012	Hinckley Training Center	6	0	0	Excavator
JTM	4/2/2012	Grand Forks	300	1	0	Excavator
SES	4/3/2012	Perham	242	0	0	GSOC
SES	4/4/2012	Park Rapids	70	0	0	Excavator
PJD	4/5/2012	Crookston	58	0	0	UCC
DGC	4/5/2012	Maple Lake	135	0	0	Excavator
JJC	4/6/2012	Hibbing	110	0	0	GSOC
JJC	4/6/2012	Two Harbors	55	0	0	GSOC
MDM	4/10/2012	Carlton	275	2	0	GSOC
Attendance Total			6713	979	81	
Grand Total			7773			

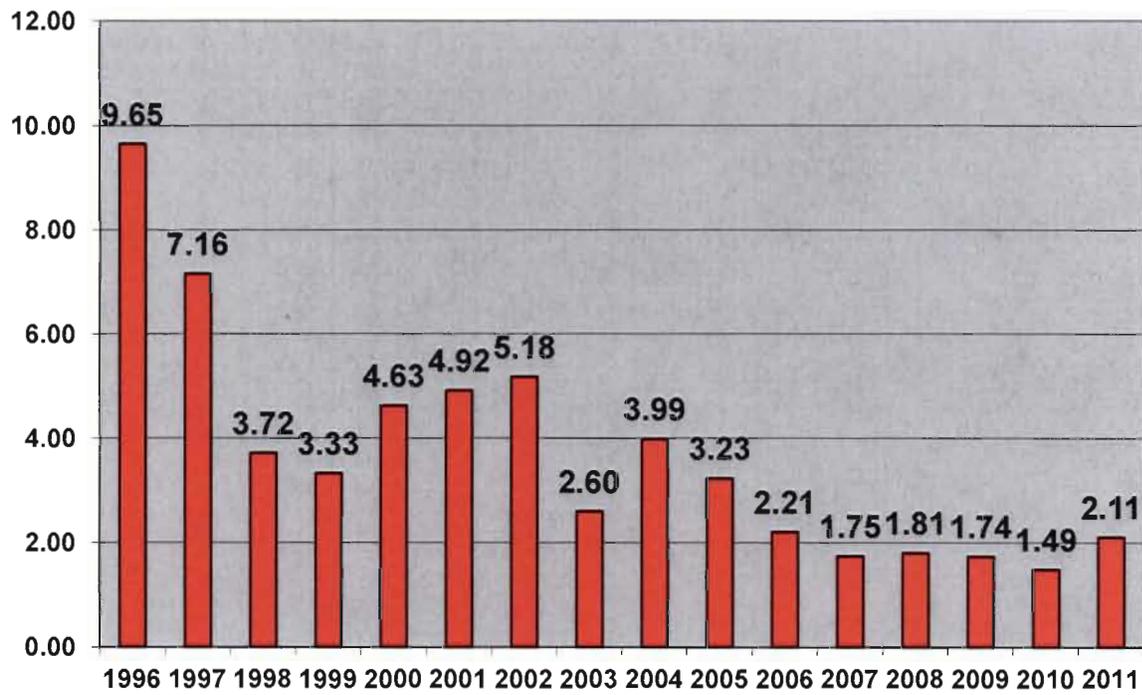
LAST_NAME	Total Of Hours	SDP
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Ardner	2	2
Christensen	251	251
Cremin	220.5	220.5
Donovan	149	149
Dullinger	146	146
Livshutz	38	38
Mendiola	91.5	91.5

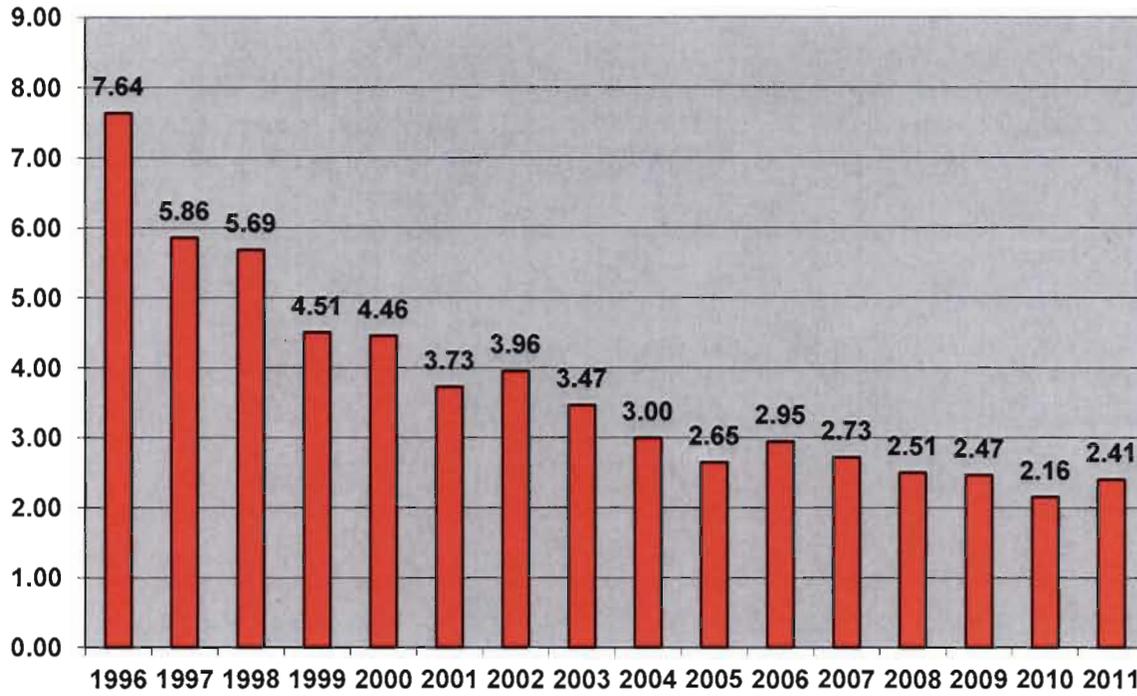
Murray	537	537
Prew	138	138
Schwarz	53.5	53.5
Skalnek	77	77
Stansbury	38.5	38.5
Streeter	164	164
Voyer	8.25	8.25
Wiest	3	3
Wolfgram	87.75	87.75

2005

All Utilities - DAMAGES PER 1000



Gas - Damages PER 1000 Locates



2011 Damages by Cause - All Utilities

