

EXHIBIT 1

Subcontractor and Supplier Utilization Plan Instructions

Prime Contractor/Prime Supplier shall provide a signed Exhibit 1A (Subcontractor and Supplier Utilization Plan) prior to the performance of Work with a list of all Subcontractors and Suppliers (A form of Exhibit 1A can be located at: [PG&E Exhibit 1A](#)). In the event of any change in Subcontractors or Suppliers, Prime Contractor/Prime Supplier shall submit an updated and signed Exhibit 1A. The Subcontractor and Supplier Utilization Plan document must be completed even if no subcontractors or Suppliers will be utilized. Complete the top section, respond “N/A” in column 2 if not applicable and, sign and date. See further instructions below.

Prime Contractor/Supplier Information:

Prime Contractor/Prime Supplier CPUC and Small Business Status

Indicate “yes” or “no” to indicate whether Prime Contractor/Prime Supplier is CPUC Clearinghouse certified. If certified please provide the Verification Order Number (VON).

To find the VON Number, access:

- CPUC Clearinghouse Database:
<https://sch.thesupplierclearinghouse.com/frontend/searchcertifieddirectory.asp>

Indicate “yes” or “no” to indicate whether Prime Contractor/Prime Supplier is Small Business certified. If certified please provide the small business certification number.

To find out more about Small Business certification, access the following sites:

- California Department of General Services (DGS): <http://www.dgs.ca.gov>
- U.S. Small Business Administration (SBA): <https://www.sba.gov/contracting/getting-started-contractor/qualifying-small-business>

Prime Contractor/Prime Supplier’s Estimated Amount to be Paid to All Subcontractors/Suppliers

Provide the estimated dollar amount to be paid to all Subcontractors and Suppliers for the duration of the contract term by the following categories: a) all Subcontractors and Suppliers; b) small business certified suppliers only; and c) CPUC certified businesses only. The estimated dollar amounts may be reflected in one or more categories.

If 100 percent of the work will be self-performed by the Prime Contractor/Prime Supplier, indicate “0” for each category.

Refer to the links above to locate potential CPUC and Small Business-certified subcontractors and suppliers.

1. Tier Level

- 1.1.** For most Services, lower tier subcontractors are not allowed below three sub-tiers. (Ex: Prime > Subcontractor 1 > Subcontractor 1.1> Subcontractor 1.1.1).
- 1.2.** Providers of Restricted Services are limited to first tier and may not subcontract the Work. Restricted Services currently includes Freight Haulers and Vegetation Management; however, this may be expanded to include others in the future. (Ex: Prime > Vegetation Management Subcontractor).

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- 1.3. A 3rd-party logistics provider or qualified freight broker may be utilized to directly subcontract the Work to Freight Haulers, however, Freight Haulers may not subcontract the Work to other Freight Haulers. (Ex: Prime > Qualified Freight Broker > Freight Hauler or Prime > Freight Hauler).
- 1.4. Refer to the Allowable Tier Matrix for further detail.
2. **Subcontractors/Suppliers**
 - 2.1. Provide the complete name of the Subcontractor or Supplier. Do not abbreviate - please spell out any acronyms.
 - 2.2. Subcontractors are contractors that have been retained by Prime Contractor, or any subcontractor at lower tiers, to provide services on behalf of PG&E.
 - 2.2.1. A - General Engineering Contractor: A contractor whose principal contracting business is in connection with fixed works requiring specialized engineering knowledge and skill.
 - 2.2.2. B - General Building Contractor: A contractor whose principal contracting business is in connection with any structure built, being built, or to be built, for the support, shelter, and enclosure.
 - 2.2.3. C - Specialty Contractor: A contractor whose operations as such are the performance of construction work requiring special skill and whose principal contracting business involves the use of specialized building trades or crafts.
 - 2.2.4. D - Restricted Services Providers include, but are not limited to, Freight Haulers and Vegetation Management Providers.
 - 2.3. Services for which Subcontractors and Suppliers shall be listed on the Exhibit 1A include, but are not limited to:
 - 2.3.1. Construction Services: All aspects of: constructing, fabricating, installing, erecting, maintaining, performing integrity digs on, and performing turnaround services on, pipelines, buildings, plants, and facilities of all types. Additionally, subcontractor team members who provide construction, general construction, heavy machinery, and other construction services will be included in this group of services.
 - 2.3.2. Industrial Service Vendors (ISV): typically subcontracted for specializing in specific construction work scope such as hydrotesting and surveying.
 - 2.3.3. Professional and Consulting Services: Individuals who provide your company with specialized service, including but not restricted to lawyers, accountants and management consultants. Including, but not limited to environmental and land consultants, human health and risk assessment providers; other select professional services may be included, as needed.
 - 2.3.4. Niche Professional or Consulting Service: An organization that specializes or has a forte in a particular industry or field.
 - 2.3.5. Local Hire Suppliers: Select subcontractors with specific project geography support in facilitating local and/or union hiring.

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- 2.3.6.** Restricted Services: Freight Haulers (FH) are business entities operating commercial vehicle with a Gross Vehicle Weight Rating (GVWR) of 55,000 pounds or greater either for commercial or private use.

3. Emergency Point of Contact

- 3.1** Please include the best point of contact and phone number for use in the event of an emergency.

4. Contractor's License # and/or Motor Carrier Permit #

- 4.1.** Provide the California Contractor's License Number of each Subcontractor or Supplier (if applicable) along with the type of License or Permit.
- 4.2.** The MCP (Motor Carrier Permit) is issued to the motor carrier as evidence the carrier has registered their CA# with the DMV, as required by CVC (California Vehicle Code) Section 34620.
- 4.3.** Provide the Expiration Date of the Subcontractor or Supplier's California Contractor's License or MCP.
- 4.4.** Subcontractors and Suppliers may have both a California Contractor's License Number and a MCP. If this is the case, please include information for both.
- 4.5.** Special Permit Requirements:
- 4.5.1.** Freight Haulers needing Special Permit for transferring atypical extra wide or heavy loads and/or hazardous or flammable materials. Applicable permit retention includes but not limited to below lists.
 - 4.5.2.** Oversized Load - California Transportation Permit - Issued for movement of non-divisible (exceeding applicable length, width, height, or weight limit) loads, not circumventing California Vehicle Code requirements.
 - 4.5.3.** Hazardous Material Load - Federal Motor Carrier Safety Administration (FMCSA) requires motor carriers to obtain a Hazardous Materials Safety Permit (HMSP) prior to transporting certain highly hazardous materials.
 - 4.5.4.** Flammable Load - Every motor carrier who transports the following hazardous materials in California must have a hazardous materials transportation license (California Hazardous Material Transportation License) issued by California Highway Patrol.

5. Description of Work to be Performed or Major Materials to be Supplied

- 5.1.** Provide a description of the work to be performed or major materials to be supplied by the Subcontractor or Supplier.

6. Is excavation to be performed?

- 6.1.** Indicate whether the work to be performed by each Subcontractor or Supplier includes excavation by responding "Yes" or "No." Refer to [Section 4216 of the California Government Code](#) for the definition of "excavation."

7. Damage Prevention Institute (DPI) Certification Status (formerly known as Gold Shovel Status)

- 7.1.** Indicate the DPI Certification Status for each Subcontractor or Supplier by responding as appropriate:

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- 7.2. "N/A" for Subcontractor or Supplier who will not perform excavation work.
- 7.3. "Active" for Subcontractor or Supplier with an active DPI Certification.
- 7.4. "Inactive" for Subcontractor or Supplier that does not have current DPI Certification. Attach an explanation to Exhibit 1A indicating when Contractor anticipates Subcontractor or Supplier will obtain DPI Certification.

- 7.5. To determine status or to find potential subcontractors, access the following site:

<https://dpi.commongroundalliance.com/>

8. Risk Level

- 8.1. Indicate whether each Subcontractor or Supplier will be performing low, medium, or high risk work by responding "Low", "Med", or "High". Refer to PG&E's Contractor Safety Program risk definitions at https://www.pge.com/pge_global/common/pdfs/for-our-business-partners/purchasing-program/suppliers/ContractorSafety_ProgramRequirements_Risk.pdf

9. ISN ID# and/or PG&E Qualified Vendor #

- 9.1. Provide ISNWorld (ISN) Identification Number of each Subcontractor or Supplier performing medium to high risk work.
- 9.2. Respond "N/A" for any Subcontractor or Supplier performing low risk work.
- 9.3. Respond "None" if Subcontractor or Supplier has not completed ISN prequalification. Attach an explanation to Exhibit 1A explaining when Contractor anticipates Subcontractor or Supplier prequalification will be complete.
- 9.4. Subcontractor or Supplier may have both an ISN ID Number and a PG&E Qualified Vendor Number. If company has both, please list ISN ID Number first.

9.5. ISNWorld Prequalified

- 9.5.1. Indicate whether Subcontractor or Supplier performing medium to high risk work is Prequalified in ISN by responding "Yes" or "No." Respond "N/A" for each Subcontractor or Supplier performing low risk work.
- 9.5.2. To determine prequalification status or to find potential subcontractors, access the following site: https://www.pge.com/en_US/for-our-business-partners/purchasing-program/suppliers/suppliers.page.

10. Union Signatory

- 10.1. Indicate whether Subcontractor or Supplier is signatory to a labor union by responding "Yes" or "No."

11. Signature and Attestation

- 11.1. Please sign, date and indicate the revision number certifying that the information provided in the Exhibit 1A is true to the best of your knowledge. Note: The information provided may form the basis of a Statement of Record, against which PG&E may conduct an audit or review to ensure compliance.