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STATE OF FLORIDA



DIVISION OF ECONOMICS
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Public Service Commission

September 19, 2013

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COMMISSION
CLERK

S.V. Utilities, Ltd.
Attn: Brian Altman
500 South Florida Ave., Ste. 700
Lakeland, FL 33801

Re: Docket No. 130211-WS - Application for staff-assisted rate case in Polk County, by S.V. Utilities, Ltd.

Dear Mr. Altman:

For the engineering portion of this rate case, staff requires that several items be completed prior to our field audit to ensure fast, expedient treatment of your rate case. Please submit the following information for the period of July 1, 2012 to June 30, 2013 (test year) for the investigation to the Commission by October 18, 2013. Staff will contact you to arrange for a site visit after reviewing the material.


1. Purchased Power: All utility related electricity bills from the beginning of the test year to present which include meter number and location, kilowatts used, dollars paid, and electric company's account numbers.
2. Chemicals: A list of all chemicals used in the treatment of water and wastewater, amounts purchased, quantity purchased, unit prices paid and dosage rates utilized.
3. Sludge Removal Expenses: Total cost and total of quantity of removal of sludge if such work is performed by persons other than owners, stockholders, and employees of the utility during the test year.
4. Contractual Services – Testing: A list of tests along with costs paid to outside laboratories for testing the water and wastewater treatment during the test year.
5. Contractual Services – Other: The costs of operation and maintenance work not performed by utility employees with an explanation of the type of work performed. These costs include the operator's fee, mowing and ground keeping and contracted repair for wastewater system.

6. Transportation Expenses: The 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, or a copy of log book showing miles on personal vehicles associated with utility business. All vehicles are to be available for inspection.
7. Copies of Monthly Operation Reports for water and Discharged Monitoring Report for wastewater from July 1, 2012 to June 30, 2013 (test year).
8. Schedule of monthly totals of water sold for each month of the test year.
9. A list, by permit number, of all Department of Environmental Protection, Water Management District, and/or County Health Department permits.
10. 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.
11. A list of all service complaints received during test year and an explanation of how each was resolved.
12. A listing (engineering plans) of all assets owned by the utility.

Example: 200' – 8" PVC (Sewer)
 250' – 6" PVC Pipe (Water)
 50' – 6" PVC Fire Hydrants (Water)
13. Please provide a copy of the Utility's engineering maps for water and wastewater showing location and size of mains throughout the service area.

On the date selected for the site visit, the staff engineer will inspect the water and wastewater plants, the distribution and collection systems, and the general service area. Please have someone (lead operator, chief maintenance person, or an assigned person with access to the plant) available for this tour. Commission practices dictate that this docket be processed within the statutory time frame, therefore, your full cooperation would be appreciated.

Please contact Penelope Buys, the staff engineer, at (850) 413-6518 if you have any questions.

Sincerely,

Kelly Thompson
Public Utility Analyst II

cc: Division of Economics (Daniel, Hudson, Thompson)
 Division of Engineering (Buys, Lewis, Vickery)
 Division of Accounting & Finance (Lester, Mouring, Prestwood)
 Office of General Counsel (Corbari)
 Office of Commission Clerk (Docket No. 130211-WS)