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DOCKET NO. 44698

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APPLICATION OF SOUTHWESTERN § BEFORE THE STATE OFFICE
PUBLIC SERVICE COMPANY TO §
ADJUST ITS ENERGY EFFICIENCY § OF
COST RECOVERY FACTOR § ADMINISTRATIVE HEARINGS

SOUTHWESTERN PUBLIC SERVICE COMPANY'S
RESPONSE TO COMMISSION STAFF'S
FIRST REQUEST FOR INFORMATION
QUESTION NOS. 1-1 THROUGH 1-24

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**SOAH DOCKET NO. 473-14-3447
DOCKET NO. 42454**

APPLICATION OF SOUTHWESTERN	§	BEFORE THE STATE OFFICE
PUBLIC SERVICE COMPANY TO	§	
ADJUST ITS ENERGY EFFICIENCY	§	OF
COST RECOVERY FACTOR	§	ADMINISTRATIVE HEARINGS

**SOUTHWESTERN PUBLIC SERVICE COMPANY'S
RESPONSE TO COMMISSION STAFF'S
FIRST REQUEST FOR INFORMATION
QUESTION NOS. 1-1 THROUGH 1-24**

Southwestern Public Service Company ("SPS") files this response to Commission Staff's ("Staff") first Request for Information, Question Nos. 1-1 through 1-24.

I. WRITTEN RESPONSES

SPS's written responses to Staff's first Request for Information are attached and incorporated by reference. Each response is stated on or attached to a separate page on which the request has been restated. SPS's responses are made in the spirit of cooperation without waiving SPS's right to contest the admissibility of any of these matters at hearing. Pursuant to 16 Tex. Admin Code § 22.144(c)(2)(A) (TAC), each response lists the preparer or person under whose direct supervision the response was prepared and any sponsoring witness. When SPS provides certain information sought by the request while objecting to the provision of other information, it does so without prejudice to its objection in the interests of narrowing discovery disputes pursuant to 16 TAC § 22.144(d)(5). Pursuant to 16 TAC § 22.144(c)(2)(F), SPS stipulates that its responses may be treated by all parties as if they were made under oath.

II. INSPECTIONS.

If responsive documents are more than 100 pages but less than eight linear feet in length, the response will indicate that the attachment is voluminous (“(V)”) and, pursuant to 16 TAC § 22.144(h)(2), the exhibit will be made available for inspection at SPS’s voluminous room at 401 Congress Avenue, Suite 2100, Austin, Texas 78701; telephone number (512) 370-2867. Voluminous exhibits will also be provided on CD to any requesting party. Further, SPS will upload all voluminous documents, along with all native files for review to SPS’s Sharepoint website:

[http://collaboration.xcelenergy.com/sps/SPSFinalRateCases/Docket%20No%2044698/Fo
rms/AllItems.aspx](http://collaboration.xcelenergy.com/sps/SPSFinalRateCases/Docket%20No%2044698/Fo
rms/AllItems.aspx)

All parties will be provided a log in identification number at time of intervention to access the Sharepoint website.

If a response or the responsive documents are provided pursuant to the protective order in this docket, the response will indicate that it or the attachment is either confidential (“CONF”) or highly Sensitive (“HS”) as appropriate under the protective order. Confidential and Highly Sensitive materials will be served on all parties that have signed and filed the certification under the protective order entered in this docket. Confidential and Highly Sensitive responsive documents will also be made available for inspection at SPS’s voluminous room, unless they form a part of a response that exceeds eight linear feet in length; then they will be available at their usual repository in accordance with the following paragraph. Please call in advance for an appointment to ensure that there is sufficient space to accommodate your inspection.

If responsive documents exceed eight linear feet in length, the response will indicate that the

attachment is subject to the FREIGHT CAR DOCTRINE, and, pursuant to 16 TAC § 22.144(h)(3), the attachment will be available for inspection at its usual repository, SPS's offices in Amarillo, Texas, unless otherwise indicated. SPS requests that parties wishing to inspect this material provide at least 48 hour notice of their intent by contacting Ron Moss of Winstead P.C., 401 Congress Avenue, Suite 2100, Austin, Texas 78701; telephone number (512) 370-2867; facsimile transmission number (512) 370-2850; email address rhmoss@winstead.com. Inspections will be scheduled to accommodate all requests with as little inconvenience to the requesting party and to SPS's operations as possible.

Respectfully submitted,



XCEL ENERGY SERVICES INC.

WINSTEAD PC

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ATTORNEYS FOR
SOUTHWESTERN PUBLIC SERVICE COMPANY

*PUC Docket No. 44698
SOAH Docket No. 473-15-3686
Southwestern Public Service Company's Response to
Staff's First Request for Information*

RESPONSES

QUESTION NO. Staff 1-1:

Please identify all incentive compensation costs included in the EECRF by plan type for the reconciled years, current energy efficiency program year, and, the 2016 energy efficiency program year.

RESPONSE:

Only Xcel Energy Services Inc. ("XES") employee labor expenses associated with SPS-Texas energy efficiency programs are recovered through SPS's EECRF. Those employees fall within the Corporate Services Business Area.

XES employees receive a portion of their cash compensation through the Annual Incentive Program ("AIP"). In SPS's currently-pending electric rate case (Docket No. 43695), SPS provided the testimony of Jill H. Reed, who addressed AIP, the reasonableness of the program, and the benefits it provides to customers.

The 2016 Corporate Services Business Area's AIP Scorecard has not yet been finalized. The amounts of AIP recovered through the EECRF for 2014 and for 2015 through June 1, 2015 are as follows:

Year	AIP amount recovered through the EECRF for energy efficiency labor
2014	\$9500.59
2015	\$4258.31

Preparer: Michael V. Pascucci

Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-2:

For each type of incentive compensation identified in Staff 1-1 above, please separate the payments by operational performance and financial performance. Provide the information for expenses directly incurred by SPS and for expenses allocated to SPS by an affiliate.

RESPONSE:

The reconciled year is 2014. The current energy efficiency program year is 2015.

As discussed in Jill H. Reed's current rate case testimony, for 2014 the AIP Corporate Scorecard included an O&M Growth Management Key Performance Indicator ("KPI"). In addition, for 2014, SPS identified the following Corporate Services Business Area goal as a financial measure:

Corporate Services	O&M Growth Management	10%
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Ms. Reed's rate case testimony did not address 2015. However, the same O&M Growth Management Key Performance Indicator and Corporate Services Business Area goal exists for 2015.

The 2016 Corporate Services Business Area's AIP Scorecard has not yet been finalized. Below are the AIP compensation payouts related to financial and operational measures for 2014 and 2015.

Year	AIP amount related to financial measures.	AIP amount related to operational measures.
2014	\$591.22	\$8,909.37
2015	\$458.53	\$3,799.77

All amounts are directly assigned by XES to SPS as all of the work is done solely for SPS-Texas energy efficiency programs.

Preparers: Michael V. Pascucci, Andrea Beaukelman
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-3:

Reference Attachment MVP-4, pages 12, 13, 15, 22, 24, 28, 31, 36, and 44 of 48. Please indicate the year to which the mileage authorization forms pertain.

RESPONSE:

All personal mileage amounts recorded on the referenced pages were incurred during the 2014 Program Year.

Preparer: Jeremiah Cunningham
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-4:

Reference Attachment MVP-4, page 16 of 48. Please indicate the number of people present and the EECRF purpose of the \$320.10 lunch at Logans.

RESPONSE:

The purpose of this meeting was to educate account management personnel about SPS's 2014 program year energy efficiency and load management offerings because they often receive inquiries from customers about energy efficiency services. There were 14 employees present for this meeting.

Preparers: Michael V. Pascucci, Bryan Whitson
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-5:

Reference Attachment MVP-4, page 17 of 48. Please indicate the number of people present and the EECRF purpose of the \$68.38 lunch at Tacos Garcia.

RESPONSE:

The purpose of this meeting was to educate community engagement personnel about SPS's 2014 program year energy efficiency and load management offerings because they often receive inquiries from customers about energy efficiency services. There were 5 employees present for this meeting.

Preparers: Michael V. Pascucci, Bryan Whitson
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-6:

Reference Attachment MVP-4, page 17 of 48. Please provide the EECRF purpose of the \$56.51 meeting registration.

RESPONSE:

SPS assumes the intended page reference was Attachment MVP-4, page 20 of 48 because the \$56.51 expense appears there. The registration fee was for the Institute of Electronic and Electrical Engineers 2014 Professional Development Seminar. SPS's project manager for energy efficiency and demand side management programs attended this meeting to maintain his professional engineer certification.

Preparers: Michael V. Pascucci, Bryan Whitson
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-7:

Reference Attachment MVP-4, page 23 of 48. Please provide the EECRF purpose of the \$768.57 purchase at the AT&T Store.

RESPONSE:

The receipt included in Attachment MVP-4, page 23 reflects the purchase of a new phone by an SPS employee that works on Texas energy efficiency programs. Page 23 reflects the entirety of the employee's expense in making the purchase but the charge to SPS was for the reimbursable amount of \$75. SPS provides a bi-annual reimbursement to employees for the purchases of new phones. In 2014, this reimbursement was equal to \$75 consistent with SPS's reimbursement policy for personal communication devices. Please refer to Exhibit SPS-Staff 1-9 for a copy of SPS's Personal Responsible Accounts policy which details the reimbursement policy followed for this purchase.

The phone for which Mr. Whitson received reimbursement is a personal communication device used for communicating with energy efficiency service providers, other company employees, and program participants.

Preparers: Michael V. Pascucci, Bryan Whitson

Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-8:

Reference Attachment MVP-4, pages 14, 19, 21, 25, 26, 30, 34, 38, 43, 45, and 47 of 48 which represent AT&T wireless statements. Please indicate the number of cell phones, tablets, or other devices associated with each statement. For each cell phone, tablet, or other device indicate the EECRF purpose.

RESPONSE:

There are four cell phones associated with each statement included in Attachment MVP-4. One phone is a personal communication device used for communicating with energy efficiency service providers, other company employees, and program participants. The other devices included on the statements are devices belonging to family members of Mr. Whitson. These personal communication devices are associated with the master account but do not receive any reimbursement from Xcel Energy. This phone receives a monthly reimbursement of \$50 consistent with SPS's reimbursement policy for personal communication devices. Please refer to Exhibit SPS-Staff 1-9 for SPS's policy regarding Personal Responsible Accounts which includes the policy for receiving a monthly service stipend.

Preparers: Michael V. Pascucci, Bryan Whitson
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-9:

Please provide a copy of the Company's policy regarding employee reimbursement of personal electronic device expenses.

RESPONSE:

Please refer to Exhibit SPS-Staff 1-9 beginning at page 7 for the policy regarding Personal Responsible Accounts which covers reimbursement of personal electronic device expenses.

Preparer: Jeremiah Cunningham
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-10:

Reference Attachment MVP-3, page 3 of 17. Please define “compensation for use of capital” as used in the 2007 Service Agreement.

RESPONSE:

Compensation for use of capital consists of intercompany interest on money pool loans and intercompany interests on short-term working capital provided to the affiliate companies by Xcel Energy Service Inc. (“XES”) the service company affiliate of Xcel Energy Inc.

Per 18 Code of Federal Regulations (CFR) 367.4573, compensation for use of capital includes the portion of compensation for use of equity and inter-company interests on debt before income taxes that is properly allocable for services rendered to each associated company.

Per SPS’s Service Agreement, the affiliate company will submit payment to XES for all services rendered and cover all costs of business, including compensation for the use of capital, on a monthly basis. The total amount of intercompany interest that is received by XES from the affiliate companies is recorded in FERC Account 457.3, Compensation for the Use of Capital, and reported on the FERC form 60, page 307.

Preparers: Jeremiah Cunningham, Olga Odell
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-11:

Reference the direct testimony of Company Witness Pascucci at page 51, lines 8 and 9 as well as the Application at page 4. Please reconcile the different percentages and dollar amounts presented as the excess of the 15% spending cap.

RESPONSE:

SPS's Application at page 4 contains an error. SPS witness Michael V. Pascucci provides the correct percentage and dollar amount as the excess of the 15% spending cap on page 50 of his testimony (batestamp page 082).

The correct percentage is 1.28% and the correct dollar amount is \$32,895.

Preparer: Jeremiah Cunningham
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-12:

Reference the direct testimony of Company Witness Pascucci at page 36, Table MVP-6. Please provide work orders/project summaries which support the affiliate labor and loading expenses.

RESPONSE:

The following work orders incurred charges for affiliate expenses in PY 2014:

Work Order	Description
Research and Development	Work order used to track costs associated with R&D activities such as 2014 study to determine future program offerings or creation of pump off controller measure
Large C&I SOP	Work order used to track costs associated with participation in the Large C&I SOP program
Load Management SOP	Work order used to track costs associated with participation in the Load Management SOP program
M&V Costs	Work order used to track costs associated with measurement and verification activities including invoices from the third-party evaluator
EECRF Rider Costs	Work order to track expenses incurred developing, filing, and litigating SPS annual EECRF filing
Misc. Recoverable Admin	Work order used to track general administration costs such as program management time or employee expenses

Affiliate labor expenses and loadings incurred under the M&V and EECRF work orders are classified as "General Administration" in SPS's EEPR and EECRF filings.

Preparer: Michael V. Pascucci
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-13:

Does the Company's requested EECRF affiliate expenses include amounts for carrying charges on shared assets? If so, please provide the amounts by depreciation expenses, equity, and interest.

RESPONSE:

No.

Preparer: Michael V. Pascucci
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-14:

Reference Attachment MVP-6, page 62 of 168. Please indicate the number of people present and the EECRF purpose of the \$119.21 lunch at the Roaring Fork. Additionally, please provide a receipt which itemizes the details of the charges for that lunch.

RESPONSE:

Please refer to Exhibit SPS-Staff 1-14 for an itemized receipt. The lunch at the Roaring Fork preceded SPS's meeting with the parties for a Technical Conference in Docket No. 42454 held on June 10, 2014. Seven people were present for the meal and then attended the Technical Conference.

Preparer: Jeremiah Cunningham
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-15:

Reference Attachment MVP-6, page 111 of 168. Please indicate the number of people present and the EECRF purpose of the \$9.57 purchase at Aussie's Grill. Additionally, please provide a receipt which itemizes details of the charges for that purchase.

RESPONSE:

Only one person was present for the meal purchased at Aussie's Grill. The meal was purchased on June 9, 2014 during travel to Austin for the Technical Conference in Docket No. 42454 held on June 10, 2014.

The itemized receipt was lost during travel and consistent with SPS's policy on lost receipts a lost receipt form was submitted. Please see Exhibit SPS Staff 1-15.

Preparers: Jeremiah Cunningham, Michael V. Pascucci
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-16:

Reference Attachment MVP-6, page 89 of 168. Please provide the Corporate Couriers receipt supporting the expense listed of \$20.94.

RESPONSE:

Please refer to Attachment Staff RFI 1-16.

Preparer: Carrie Collier-Brown
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-17:

Reference Attachment MVP-6, page 89 of 168. Please provide the delivery services receipt supporting the expense listed of \$90.

RESPONSE:

Please refer to Attachment Staff RFI 1-17.

Preparer: Carrie Collier-Brown
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-18:

Reference Attachment MVP-6, page 131 of 168. Please provide the delivery services receipt supporting the expense listed of \$120.40.

RESPONSE:

Please refer to Attachment Staff RFI 1-18.

Preparer: Carrie Collier-Brown
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-19:

Reference Attachment MVP-6, page 137 of 168. Please provide the Corporate Couriers receipt supporting the expense listed of \$165.84.

RESPONSE:

Please refer to Attachment Staff RFI 1-19.

Preparer: Carrie Collier-Brown
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-20:

Reference Attachment MVP-6, page 148 of 168. Please provide the Corporate Couriers receipt supporting the expense listed of \$173.03.

RESPONSE:

Please refer to Attachment Staff RFI 1-20.

Preparer: Carrie Collier-Brown
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-21:

Reference Attachment MVP-6, page 153 of 168. Please provide the Corporate Couriers receipt supporting the expense listed of \$12.98

RESPONSE:

Please refer to Attachment Staff RFI 1-21.

Preparer: Carrie Collier-Brown
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-22:

Reference Attachment MVP-6, page 154 of 168. Please provide the Corporate Couriers receipt supporting the expense listed of \$25.74

RESPONSE:

Please refer to Attachment Staff RFI 1-22.

Preparer: Carrie Collier-Brown

Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-23:

Reference Attachment MVP-6, page 160 of 168. Please provide the Corporate Couriers receipt supporting the expense listed of \$25.08

RESPONSE:

Please refer to Attachment Staff RFI 1-23.

Preparer: Carrie Collier-Brown
Sponsor: Michael V. Pascucci

QUESTION NO. Staff 1-24:

Reference Attachment MVP-6, page 160 of 168. Please provide the parking receipt supporting the expense listed of \$8.

RESPONSE:

Please refer to Attachment Staff RFI 1-24.

Preparer: Carrie Collier-Brown
Sponsor: Michael V. Pascucci

CERTIFICATE OF SERVICE

I certify that on the 16th day of June, 2015, a true and correct copy of the foregoing document was served on all parties of record by electronic service and by hand delivery, Federal Express, regular first class mail, certified mail, or facsimile transmission.





RESPONSIBLE BY NATURE™

Mobile Device Standard

Version 2.0

Mobile Device Standard

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Mobile Device Standard

DEFINITIONS

Account Administrator	The designated person that manages a Corporate Responsible account for a department or business area.
Anti-Virus Software	Security software that protects devices from Malware (e.g., Trojans, viruses or spyware).
Authorized Device	Any Mobile Device that is connected to Xcel Energy Information Systems, or has access to Xcel Energy Company Information. This does not include devices which only connect through the public internet to Xcel Energy's public web site or other public information.
Company Information	Information that is collected or created in the course of business.
Corporate Responsible Account	The type of account for purchasing Mobile Data Services, Mobile Voice Services and/or Mobile Devices that is in Xcel Energy's name and for which Xcel Energy bears payment responsibility to the communication service provider.
Malware	Any malicious programs, such as viruses, worms, Trojans or spyware, which are designed to infect or take control of, or otherwise misuse, a device.
Mobile Account Application	The designation for one of two forms (Corporate and Personal) used to submit requests for Mobile Devices and/or Services.
Mobile Data Service	Services purchased from a communications service provider that provides internet access and email/calendar access and which are accessible via a Mobile Device.
Mobile Device	Consumer-level Mobile Device such as smart phones (including BlackBerries, iPhones and Android phones), tablets (such as iPads and Android devices), and PDAs. Portable computers such as Laptops and Mobile Data Terminals (MDTs) are not included in the scope of this standard.
Mobile Device website	This is a one stop shop for all mobile device documents, forms, links, questions, etc. Located on Xpressnet under Technology-Systems-Mobile Devices. http://xpressnet.xcelenergy.com/Technology/Systems/Mobile_Devices
Mobile Services Database	A Microsoft Access database created to manage and report Mobile Account User data.
Mobile Voice Service	Services purchased from a communications service provider that provides telephone service and which are accessible via a Mobile Device
Personal Responsible Account	The type of account for acquiring Mobile Data Services, Mobile Voice Services and/or Mobile Devices that is in the employee's name and for which the employee bears payment responsibility to the communication service provider.
Registered User	An individual using Mobile Data Services who has signed the

Mobile Device Standard

	Acknowledgment, Consent and Release, and has an Authorized Device associated with the individual. Includes Reimbursed Registered User, where applicable.
Reimbursed Registered User	A Registered User that uses a Corporate Responsible Account, or submits reimbursement requests for a Personal Responsible Account.
Rooting or Jail Breaking	Any action used for overcoming restrictions on a Mobile Device that were installed by the manufacturer for security, administrative, marketing, or any other reason.
Stipend	A fixed amount paid to an employee on a regular basis (typically monthly) for a particular business purpose.
Supply Chain Hotline	The team selected to manage mobile account applications, perform database entry and management and provide reporting for business area vice presidents and auditing.
Wipe or Remove	The process of removing or erasing information from a device that reasonably precludes the information from being recreated or retrieved.
Xcel Energy	Xcel Energy Inc., its wholly owned subsidiaries and affiliates ("Xcel Energy"). The use of "we," "ours," or "Company" is synonymous with Xcel Energy.
Xcel Energy Email System	Xcel Energy Information Systems that contain company emails (including attachments), contacts and calendars. Systems include Microsoft Exchange and access through Microsoft Outlook Web Access (OWA) and Microsoft ActiveSync.
Xcel Energy Information Systems	Information Systems owned by Xcel Energy or operated by third-party service providers on behalf of Xcel Energy, including Xcel Energy Email System and Xcel Energy Network.
Xcel Energy Network	Xcel Energy computer network allows data communications between non-public corporate IT Systems. This includes Ethernet connections to the corporate local area network, wide area network, Virtual Private Network (VPN) and corporate network Wi-Fi connections that connect to corporate IT Systems. The Xcel Energy Network does not include public computer networks or networks which only connect to the public internet.

Mobile Device Standard

MOBILE DEVICE STANDARD

This standard defines the security requirements for Mobile Devices when a Registered User elects to use a Mobile Device to access Xcel Energy Information Systems or is requested by their leader to use a Mobile Device for business purposes. It also establishes the criteria for when costs associated with a Mobile Device or communications services are eligible for reimbursement.

All documents, policies and forms referenced in this standard are available from the [Mobile Device webpage](#) (See link in Definitions)

Portable computers such as Laptops and Mobile Data Terminals (MDTs) are not included in the scope of this standard.

APPLICABILITY

This Standard applies to all employees of Xcel Energy Inc.'s subsidiaries and affiliates ("Xcel Energy"). If there are conflicts between this standard and collective bargaining agreements that are in effect for bargaining unit employees, the collective bargaining agreement applies.

This Standard also applies to non-employees, such as contract workers, service providers, or board members, who are Registered Users.

MOBILE DEVICE ACQUISITION STANDARD

Mobile Devices, Mobile Voice Services, and Mobile Data Services may be provided to employees by the company or associated stipends paid to employees per this standard. Any such costs incurred by the company shall be for non-compensatory business purposes only.

Xcel Energy permits two types of accounts for Mobile Devices:

1. Corporate Responsible Account
2. Personal Responsible Account.

ELIGIBILITY AND DOCUMENTATION

Employees must obtain approval from his or her business area vice president to become a Reimbursed Registered User. In order to obtain approval to become a Reimbursed Registered User, employees must complete a Mobile Account Application and submit it for approval to their Account Administrator for Corporate Responsible Accounts or their Manager for Personal Responsible Accounts. For each Reimbursed Registered User, the business area vice president must approve the employee's name, business purpose, type of account, and eligible devices and services and then submit the documentation to Supply Chain. This approval request is compiled systematically from electronically submitted requests. Account Administrators may submit Mobile Account Applications on behalf of multiple employees.

For Personal Responsible Accounts, the employee must include a copy of the portion of their current billing statement that documents their Mobile Data Service and Mobile Voice Service fees for validation purposes. Employees do not have to share the portion of their billing statement identifying their calling history, and may redact information as appropriate. The manager is responsible for verifying the information provided, approving a stipend amount, digitally signing the Mobile Account Application and forwarding it to the Supply Chain hotline for entry into the Mobile Services Database. Reports will be generated and sent to the applicable business area

Mobile Device Standard

vice presidents on a monthly basis for final approval. Employees must receive confirmation of acceptance from the Supply Chain hotline prior to submitting a request for a stipend through the company expense system. A new Mobile Account Application is required for changes to a Reimbursed Registered User profile such as changes to account types, departments, business areas, service carriers, etc.

The Supply Chain hotline will perform a daily review of Reimbursed Registered Users based on the Human Resource department daily termination list. In addition, the Supply Chain hotline will also perform a parity check with the Mobile Services Database on a monthly basis using expense data from the company expense system. This will ensure that stipend amounts paid on Personal Responsible Accounts do not exceed the approved stipend levels.

Annual Reimbursed Registered Users reviews will be conducted every October. The Supply Chain hotline will run reports from the Mobile Services Database and distribute the reports to each business area vice president for review and approval. The business area vice presidents are required to return the approved list to the Supply Chain hotline for updates to the Mobile Services Database.

Corporate Responsible Account

A Corporate Responsible Account is in Xcel Energy's name and Xcel Energy bears payment responsibility to the communication service provider. Corporate Responsible Accounts may be used for business purposes only by:

- Bargaining unit employees
- Pre-approved groups of non-bargaining employees that share Mobile Devices or pooled-minute plans with other employees

The cost for Mobile Devices purchased under Corporate Responsible Accounts shall not exceed the levels listed in *Stipends for Mobile Voice Services and Mobile Data Services* and *Mobile Device REIMBURSEMENTS* sections, below.

The average cost per user for Mobile Voice Service and Mobile Data Service must not exceed the levels listed in *Stipends for Mobile Voice Services and Mobile Data Services* and *Mobile Device REIMBURSEMENTS* sections, below.

Mobile Devices for a Corporate Responsible Account may only be purchased for use by Account Administrators for Reimbursed Registered User.

Employees and Account Administrators are encouraged to take advantage of special promotions for free or low cost cell phones and Mobile Devices from communications service providers.

Any exceptions to the criteria for average cost per user and cost per Mobile Device above must be approved by the managing director of Supply Chain and the business area vice president.

Account Administrators are responsible for completing the documentation to register users under a Corporate Responsible Account using the Mobile Account Application for Corporate Responsible Accounts. The employee's manager is responsible for verifying information provided, approving and digitally signing the Mobile Account Application and forwarding it to the Supply chain hotline for entry into the Mobile Services Database. Reports will be generated and sent to business area vice presidents on a monthly basis for final approval. The Account Administrators must receive confirmation of acceptance from the Supply Chain hotline before submitting charges for reimbursement on their monthly expense statement. The Mobile Account Application for

Mobile Device Standard

Corporate Responsible Accounts can be found on the [Mobile Device webpage](#) (See link in Definitions)

The Account Administrator must settle payments for Corporate Responsible Accounts on the Corporate Credit Card and invoices must be submitted with the employee's expense report. Corporate Responsible Accounts and associated Mobile Devices may only be used for business purposes except in cases of personal emergencies. See the Exceptions for Personal Use section of corporate policy [9.20, Appropriate Use of Company Assets](#).

Xcel Energy has negotiated discounts with several communications service providers. Such communications service providers must be used for Corporate Responsible Accounts except in cases where wireless service coverage is not available from any of the providers. Any exceptions to the use of corporate negotiated communications service providers must be approved by the managing director of Supply Chain and the business area vice president.

Account Administrators of Corporate Responsible Accounts are responsible to ensure that corporate discounts are applied to their invoices. Furthermore, Account Administrators are encouraged to take advantage of corporate discounts and special promotions for free or low cost cell phones and Mobile Devices from communications service providers.

Personal Responsible Account

A Personal Responsible Account is in an employee's name and the employee owns the account and bears payment responsibility to the communication service provider. Employees may be eligible for reimbursement for use of a Mobile Device to conduct company business under a Personal Responsible Account if the employee:

- Is required to be on-call after normal working hours
- Works in the field or a plant location and it is necessary to be in communication with other employees
- Works in a corporate office but frequently travels and it is necessary to be in communication with other employees
- Is in a leadership roles and it is advantageous to Xcel Energy to be in communication with the employee when not in the office

Employees must complete the Personal Mobile Account Application for Personal Responsible Accounts to become a Reimbursed Registered User. The employee's manager is required to verify the information provided, approve the stipend amount, digitally sign the Mobile Account Application and forward it to the Supply Chain hotline for entry into the Mobile Services Database. Reports will be generated and sent to the business area vice presidents on a monthly basis for final approval. Employees must receive confirmation of acceptance from the Supply Chain hotline prior to submitting charges for reimbursement on their monthly expense statement. The Personal Mobile Account Application can be found on the [Mobile Device webpage](#) (See link in Definitions).

A Reimbursed Registered User on a Personal Responsible Account will be paid a stipend for Mobile Voice Services and/or Mobile Data Services at the levels listed below.

MOBILE COMMUNICATIONS EXPENSES GUIDELINES

These guidelines apply to amounts paid to employees in accordance with Corporate [Policy 10.2, Travel and Employee Expense Reimbursement](#). These guidelines are used in connection with

Mobile Device Standard

employees using Personal Responsible Accounts in determining payment of stipends or reimbursements of certain business expenses. These guidelines are also used to validate that corporate liability account expenses are acceptable.

The Supply Chain department will review the stipend and device reimbursement levels from time-to-time by studying wireless services costs from the communications services providers. stipends and levels of reimbursement will take into account that employees commonly use their devices for both work and personal purposes.

STIPENDS FOR MOBILE VOICE SERVICES AND MOBILE DATA SERVICES

Stipends higher than those listed below must be approved by the employee's vice president and the managing director of Supply Chain. The Non-Standard Service Stipend Request section on the *Personal Mobile Account Application* form located on the [Mobile Device webpage](#) (See link in Definitions) shall be used for such exceptions.

Mobile Services	Stipend	Frequency
Mobile Voice/Text Service	\$50	Monthly
Mobile Voice/Text and Data Service	\$75	Monthly

Corporate Responsible accounts must be managed to be inline with these stipend levels.

MOBILE DEVICE REIMBURSEMENTS

The following are reimbursable to employees based on actual expenses submitted via the expense report system with supporting copies of invoices and business justifications. Amounts greater than those below must be approved by the managing director of Supply Chain and the business area vice president.

Mobile Devices and Accessories	Not-to-Exceed	Frequency
Mobile Devices	\$100	No more than once every two years
Reasonable accessories, including Bluetooth headsets, power cords and other Mobile Device accessories	\$70	No more than once every two years
Upgrade and activation charges	\$30	No more than once every two years

Mobile devices and accessories purchased for Corporate Responsible Accounts must follow the above not-to-exceed guidelines.

Employees must submit an expense report in the Expense Management System to receive the stipend. The amount of any stipend paid shall be the lesser of the approved amount of stipend or the actual cost incurred. Payments for Personal Responsible Accounts may not be settled on the Corporate Credit Card. Stipend levels are set based on anticipated business use by Registered Users, using a reasonable portion of the average fees from the major telecommunications providers and shall be reviewed/updated periodically by Supply Chain. Any exceptions to the stipend levels must be approved by the managing director of Supply Chain and the business area vice president.

Mobile Device Standard

MOBLE DEVICE SECURITY STANDARD

STANDARD A. GENERAL SECURITY EXPECTATIONS

All Registered Users are responsible for managing security risks that Mobile Devices pose to Xcel Energy. This Standard is intended to help Registered Users who conduct Xcel Energy business using Mobile Devices to do so in a secure manner thus reducing information security risks that may otherwise impact Xcel Energy

1. All Authorized Devices must have a Registered User associated with the Mobile Device before connecting to Xcel Energy Information Systems. Registered Users must sign and submit the Acknowledgment, Consent and Release at the end of this standard before accessing Xcel Energy Information Systems. Details can be found on the [Mobile Device Webpage](#) (See link in Definitions).
2. A Registered User is responsible for all activity on an Authorized Device.
3. While Authorized Devices may access systems and information not associated with Xcel Energy, connectivity for Company Information is limited to the Xcel Energy email system (which includes Microsoft Exchange email, calendar and contacts) and corporate applications approved by Business Systems which are accessed through the public Internet.
4. Registered Users are prohibited from directly connecting a Mobile Device to any Xcel Energy Network without prior approval from Business Systems. Prohibited direct connections include Ethernet network connections, Virtual Private Network (VPN) or corporate network Wi-Fi connections that are internal use only.

Guest Wi-Fi connections and Wi-Fi access points which only connect to home or the public Internet and have no connection to Xcel Energy Information Systems are permitted.

5. Authorized Devices and Registered Users must comply with all of the requirements of this standard and other relevant Xcel Energy policies, standards, and procedures, including but not limited to:
 - a. Corporate policy 3.7, Information Management and Protection
 - b. Corporate policy 6.2, Information Security Requirements
 - c. Corporate policy 9.20, Appropriate Use of Company Assets
 - d. Information Security Classifications
6. Xcel Energy reserves the right to monitor, modify, block or remove access to or data from any Authorized Device. While Xcel Energy will attempt to distinguish between company and non-company data contained on an Authorized Device, accessing or wiping an Authorized Device may affect all data. Accordingly, Xcel Energy will not review or disclose any information contained on an Authorized Device that is unrelated to company business, or authorize others to do so, except as necessary to identify the information as not related to Xcel Energy business; as part of an investigation, to Wipe the Authorized Device in the circumstances described in this standard; or as required by law or legal process.

Mobile Device Standard

STANDARD B. MOBILE DEVICE HANDLING

1. When an Authorized Device is lost or stolen, the Registered User must immediately notify the Security Operations Center (SOC) at (612) 330-7842 so actions may be taken to protect Company Information on the Authorized Device and prevent unauthorized access to Company Information on the Authorized Device.
2. When an Authorized Device is no longer used for company purposes, all connectivity to Xcel Energy's Information Systems must be removed and any Company Information stored on the device must be Wiped. The Registered User must contact the IT Service Center 303-571-2611 to facilitate removal of the Authorized Device from Xcel Energy Information Systems.
3. As there may be Company Information and other information on an Authorized Device, and reliable technology is not currently in place to distinguish Company Information from other information contained on an Authorized Device, Xcel Energy retains the right to Wipe any Authorized Device when deemed necessary by the company in its sole discretion, as described below.

Xcel Energy retains the right to Wipe an Authorized Device when circumstances warrant such action. Warranted circumstances include but are not limited to:

- a. When an Authorized Device is sold, retired, reassigned or disposed of, and attempts to remove connectivity settings and Company Information are not successful;
- b. When an Authorized Device is reported lost or stolen; or
- c. Other circumstances in which Xcel Energy Human Resources and Legal Services, in their sole discretion, determine that an Authorized Device must be Wiped to safeguard Xcel Energy Information Systems or Company Information, or prevent harm to Xcel Energy, its customers or others.

Registered Users may not receive prior notice in the event Xcel Energy Wipes an Authorized Device beyond the notice provided in this Standard.

4. Upon request by Xcel Energy, the Registered User must provide the company with physical access to an Authorized Device in an unlocked state.
5. In the event a request (in the form of a subpoena, court order or otherwise) is provided to or served on a Registered User for information contained on an Authorized Device, the user will notify Xcel Energy Legal Services at (612) 215-4612 as soon as possible after receiving the request, and in every case before providing to the requesting party any Company Information or access to the Authorized Device. The Registered User will immediately inform the requesting party that some or all the Company Information covered by the request is confidential Company Information. Xcel Energy has the right to seek a protective order or other relief from disclosure of any Company Information subject to the request. Registered Users must cooperate with Xcel Energy in the company's effort to protect Company Information from disclosure.

STANDARD C. ACCESS PROTECTION

1. All Authorized Devices must be password protected. Registered Users should follow these basic guidelines when picking a password:
 - Always change the default password for the device
 - Do not leave the password blank
 - When technically feasible, use a combination of letters, numbers and special characters.

Mobile Device Standard

- Do not use publicly available information like names of spouses, children, friends or pets, or other personal information such as phone numbers, Social Security numbers, birth dates, or anniversary dates;
 - Do not use common words or patterns such as 'password,' "1234," or "qwerty"
2. All Authorized Devices must automatically lock themselves (to be password protected) after no more than 5 minutes of inactivity. To regain access to the device, the password must be entered.
 3. Authorized Devices must be configured so 10 consecutive failed authentication attempts will cause the device to become inaccessible either through an account lockout or device Wipe (reset) to factory default.
 4. Authorized Devices must be protected from theft or unauthorized use. The Authorized Device must be physically protected. Control of the Authorized Device must be maintained at all times or the device must be stored in a secure location. The Registered User is responsible for physically securing their Authorized Device.
 5. A Mobile Device whose operating system has been customized from its out-of-the-box configuration by Rooting or Jail Breaking is not allowed to connect to Xcel Energy Information Systems.

STANDARD D. ANTIVIRUS, UPDATES & ENCRYPTION

1. Authorized Users must keep the latest security and operating system updates installed on Authorized Devices. Authorized Devices have the capability to check for the latest software updates. Registered Users need to check this periodically and install the latest versions of software on the Authorized Device.
2. If the Authorized Device has the capability to encrypt data on the device, encryption must be used for the storage to protect data from unauthorized access.
3. Xcel Energy does not currently require antivirus on Authorized Devices. Antivirus software will become a requirement when a reliable solution becomes available.

STANDARD E. SYNCHRONIZING & BACKUPS

Authorized Devices must be configured to prevent backup or synchronization of Company Information to non-Xcel Energy Information Systems. Authorized Devices typically have the capability to prevent data from applications such as email from being included in personal backups. Company email is automatically backed up and synchronized by Business Systems.

Backups or synchronization of Company Information is not permitted on any third-party backup service, such as Apple iCloud, Dropbox, or Skydrive.

STANDARD F. OTHER

1. To maximize Xcel Energy's ability to respond to a disaster or business interruption, all Registered Users should follow their respective business unit's business continuity plan which may require bringing an Authorized Device home during non-business hours and/or having an alternative means to conduct business without company-issued equipment.

Mobile Device Standard

2. Publicly available Mobile Devices (such as rented devices, demo devices in stores) are prohibited from connecting to Xcel Energy's Information Systems or being used for conducting Xcel Energy business, including access to the Xcel Energy email system.
3. The Xcel Energy IT Service Center will only provide technical support for the connectivity and removing connectivity of Authorized Devices to Xcel Energy's Information Systems; to the extent such access is authorized by Xcel Energy.

Additional technical support for compliance with this standard is available on the Mobile Devices webpage (See link in Definitions).

4. Any exceptions to this standard must be submitted through the IT Service Center and approved by Xcel Energy Business Systems. Exceptions to this standard are granted only when a legitimate business need exists.

SECURITY ACKNOWLEDGEMENT, CONSENT AND RELEASE

When you elect to use a Mobile Device to access Xcel Energy Information Systems or your leader requests that you use a Mobile Device for business purposes, it is required that all users read the above Mobile Device Standard and complete either the LMS training on Mobile Device Security Standard or read and submit the *Mobile Device Security Acknowledgement, Consent and Release Form*, available from the Mobile Devices webpage (See link in Definitions)

Mobile Device Standard

DOCUMENT CONTROL

Version	Name	Date	Description
1.0	Doug DeGrote / Team	2/20/2012	Initial version – approved by M McDaniel
2.0	Doug DeGrote (security) Kile Husen (sourcing) and Team	10/5/2012	Updated to merge the security standard and the Approval and Acquisition standard

Luth

2015

EECRF

The Roaring Fork
(512) 583-0000
701 Congress
Austin, TX 78701

Server: Heather 06/10/2014
Table 23/1 12:49 PM
Guests: 6 50010

Queso Con Puerco	9.00
TX Two Step Salmon (2 @14.00)	28.00
Iced Tea (3 @2.50)	7.50
Pastrami Dip	12.00
"Half Ass" Burger	10.00
Spinach Chicken Waldorf S	13.00
TX Two Step Chicken	14.00

Subtotal	93.50
Tax	7.71

Total	101.21
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Balance Due 101.21

Please join us for
Happy Hour in the Lounge
4pm to 7pm every day!!
www.roaringfork.com

1-14

INVOICE

CORPORATE COURIERS
2335 KRAMER LANE, STE. F
AUSTIN, TX 78758

Invoice No.	Customer No.
31860	2300
Inv Date	Total Due
1/31/14	807.02

WINSTEAD PC
401 CONGRESS AVE
SUITE 2100
AUSTIN, TX 78701

NOW ACCEPTING VISA, M/C &
AMEX FOR INVOICE PAYMENT
PLEASE CALL 512.479.4007
TO GET SETUP.

			Customer No.	Invoice No.	Period Ending	Amount Due	Pg		
			2300	31860	1/31/14	807.02	3		
Date	Ord# No.	Svc	Service Detail				Charges		Total
1/17/14	468337	1HR 1HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 12:10 Signed: FELLE				PUBLIC UTILITY COMMISSION 1701 NORTH CONGRESS AUSTIN TX 78701 Wght: 1 Lbs	Base : 6.00 Return : 6.00 Fuel Srchg: 2.04	14.04
1/17/14	468359	1HR 1HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 14:06 Signed: DUNN				PUBLIC UTILITY COMMISSION 1701 N. CONGRESS AVE. AUSTIN TX 78701 Wght: 1 Lbs	Base : 6.00 Return : 6.00 Fuel Srchg: 2.04	14.04
1/27/14	469792	1HR 1HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 10:43 Signed: DUNN				PUBLIC UTILITY COMMISSION 1701 N. CONGRESS AVE. AUSTIN TX 78701 Wght: 1 Lbs	Base : 6.00 Return : 6.00 Fuel Srchg: 2.04	14.04
Total Charges for Ref. - 53646-38:						42.12			
1/31/14	470813	1HR 1HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 12:49 Signed: FELLE				PUBLIC UTILITY COMMISSION 1701 N. CONGRESS AVE. AUSTIN TX 78701 Wght: 1 Lbs	Base : 6.00 Return : 6.00 Fuel Srchg: 2.04	14.04
Total Charges for Ref. - 53646-38 R.MOSS:						14.04			
1/29/14	470238	1HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 10:34 Signed: BELL				XCEL ENERGY 816 CONGRESS AVENUE AUSTIN TX 78701 Wght: 1 Lbs	Base : 6.00 Fuel Srchg: 1.02	7.02
Total Charges for Ref. - 53646-42:						7.02			
1/29/14	470342	1HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 15:57 Signed: BELL				XCEL ENERGY 816 CONGRESS AVENUE AUSTIN TX 78701 Wght: 1 Lbs	Base : 6.00 Fuel Srchg: 1.02	7.02
Total Charges for Ref. - 53646-43 R.MOSS:						7.02			
1/31/14	470731	EXP	WINSTEAD PC 401 CONGRESS AUSTIN TX 78701 Caller: KAREN STONE Time: 09:29 Signed: C NICHOLSON				DEAN M. KILGORE 1301 W. 25TH STREET AUSTIN TX 78705 Wght: 1 Lbs	Base : 11.00 Fuel Srchg: 1.87	12.87
Total Charges for Ref. - 56007-2:						12.87			
Continued									

INVOICE PAYMENT DUE UPON RECEIPT

2094

INVOICE

CORPORATE COURIERS
2335 KRAMER LANE, STE. F
AUSTIN, TX 78758

Invoice No.	Customer No.
32033	2300
Inv Date	Total Due
2/15/14	1,101.02

WINSTEAD PC
401 CONGRESS AVE
SUITE 2100
AUSTIN, TX 78701

NOW ACCEPTING VISA, M/C &
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PLEASE CALL 512.479.4007
TO GET SETUP.

			Customer No.	Invoice No.	Period Ending	Amount Due	Pg		
			2300	32033	2/15/14	1,101.02	7		
Date	Ord No.	Svc	Service Detail				Charges		Total
2/04/14	471403	1HR 1HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 13:01 Signed: DUNN				PUBLIC UTILITY COMMISSION 1701 NORTH CONGRESS AUSTIN TX 78701 Wght: 1 Lbs	Base : 6.00 Return : 6.00 Fuel Srchg: 1.92	13.92
			Total Charges for Ref. - 53646-42 R. MOSS:				13.92		
2/14/14	473390	1HR 1HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 09:41 Signed: KUYKENDALL				PUBLIC UTILITY COMMISSION 1701 NORTH CONGRESS AUSTIN TX 78701 Wght: 1 Lbs	Base : 6.00 Return : 6.00 Fuel Srchg: 1.92	13.92
			Total Charges for Ref. - 54845-1 CCBROWN:				13.92		
2/07/14	472154	2HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: MILDRED THOMSON Time: 14:52 Signed: KIM NOVAK				JEFF NOVAK 304 RIVERCHASE COURT GEORGETOWN TX 78628 Wght: 1 Lbs	Base : 45.00 Fuel Srchg: 7.20	52.2
			Total Charges for Ref. - 55127-1:				52.20		
2/10/14	472466	1HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: MILDRED THOMSON Time: 14:01 Signed: LEAVE PER MILDRED T.				GREEN BUILDERS, INC. 7035 BEE CAVES ROAD AUSTIN TX 78746 Wght: 1 Lbs	Base : 13.00 Fuel Srchg: 2.08	15.08
2/10/14	472468	1HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: MILDRED THOMSON Time: 14:02 Signed: TIMO				STRASBURGER & PRICE, LLP 720 BRAZOS STREET AUSTIN TX 78701 Wght: 1 Lbs	Base : 6.00 Fuel Srchg: .96	6.96
2/10/14	472471	1HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: MILDRED THOMSON Time: 14:05 Signed: D PHILLIPS				INDEPENDENCE TITLE COMPANY 9442 CAPITAL OF TX HWY. AUSTIN TX 78759 Wght: 1 Lbs Comment: DL	Base : 15.00 BAD ADDRES: 8.70 Fuel Srchg: 2.40	26.10
			Total Charges for Ref. - 55794-1:				48.14		
2/05/14	471614	2HR 4HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: SUSAN CASEY Time: 10:20 Signed: DUNN				TEXAS SECRETARY OF STATE 1019 BRAZOS AUSTIN TX 78701 Wght: 1 Lbs	Base : 6.00 Return : 6.00 Fuel Srchg: 1.92	13.92
			Total Charges for Ref. - 55932-1:				13.92		

Contin

INVOICE PAYMENT DUE UPON RECEIPT

1-17

INVOICE

Exhibit SPS-Staff 1-17

Page 1 of 2

Docket No. 44698

CORPORATE COURIERS
2335 KRAMER LANE, STE. F
AUSTIN, TX 78758

Invoice No.	Customer No.
33043	2300
Inv Date	Total Due
5/15/14	1,383.95

WINSTEAD PC
401 CONGRESS AVE
SUITE 2100
AUSTIN, TX 78701

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AMEX FOR INVOICE PAYMENT
PLEASE CALL 512.479.4007
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			Customer No.	Invoice No.	Period Ending	Amount Due	Pg		
			2300	33043	5/15/14	1,383.95	5		
Date	Ord# No.	Svc	Service Detail				Charges		Total
5/08/14	489283	EXP	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 15:37 Signed: DEAN	KING & SPALDING, LLP 401 CONGRESS AVENUE AUSTIN TX 78701 Wght: 1 Lbs	Base : Fuel Srchg:	11.00 2.20	13.20		
5/08/14	489284	EXP	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 15:38 Signed: ZIPP	ANDREWS & KURTH 111 CONGRESS AVE AUSTIN TX 78701 Wght: 1 Lbs	Base : Fuel Srchg:	11.00 2.20	13.20		
5/12/14	489817	EXP EXP	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 11:11 Signed: DUNN	PUBLIC UTILITY COMMISSION 1701 NORTH CONGRESS AUSTIN TX 78701 Wght: 1 Lbs	Base : Return : Fuel Srchg:	11.00 11.00 4.40	26.40		
Total Charges for Ref. - 53646-40 RMOSS: 123.80									
5/01/14	487925	EXP EXP	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 13:07 Signed: DUNN	PUBLIC UTILITY COMMISSION 1701 NORTH CONGRESS AUSTIN TX 78701 Wght: 5 Lbs	Base : Return : Fuel Srchg:	11.00 11.00 4.40	26.40		
5/01/14	487929	EXP	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 13:28 Signed: NAOMI HUDGINS	PUBLIC UTILITY COMMISSION 1701 NORTH CONGRESS AUSTIN TX 78701 Wght: 1 Lbs	Base : Fuel Srchg:	11.00 2.20	13.20		
5/01/14	487958	1HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 14:40 Signed: CRAIN	TX DEPT. OF HOUSING AND COMMUNITY 221 EAST 11TH STREET AUSTIN TX 78701 Wght: 1 Lbs	Base : Fuel Srchg:	6.00 1.20	7.20		
5/01/14	487959	1HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 14:41 Signed: ZIPP	ANDREWS KURTH LLP 111 CONGRESS AVENUE AUSTIN TX 78701 Wght: 1 Lbs	Base : Fuel Srchg:	6.00 1.20	7.20		
5/01/14	487960	1HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 14:42 Signed: LINDSAY	HERRERA & BOYLE 816 CONGRESS AVENUE AUSTIN TX 78701 Wght: 1 Lbs	Base : Fuel Srchg:	6.00 1.20	7.20		
Continued									

Continued

INVOICE PAYMENT DUE UPON RECEIPT

= \$90.00

INVOICE

CORPORATE COURIERS
2335 KRAMER LANE, STE. F
AUSTIN, TX 78758

Invoice No.	Customer No.
33043	2300
Inv Date	Total Due
5/15/14	1,393.95

WINSTEAD PC
401 CONGRESS AVE
SUITE 2100
AUSTIN, TX 78701

NOW ACCEPTING VISA, M/C &
AMEX FOR INVOICE PAYMENT
PLEASE CALL 512.479.4007
TO GET SETUP.

			Customer No.	Invoice No.	Period Ending	Amount Due	Pg		
			2300	33043	5/15/14	1,393.95	6		
Date	Ord# No.	Svc	Service Detail				Charges		Total
5/01/14	487961	1HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 14:42 Signed: LOTSPEICH	DAVIDSON & TROILO, P.C. 919 CONGRESS AVENUE AUSTIN TX 78701 Wght: 1 Lbs	Base : Fuel Srchg:	6.00 1.20	7.20		
5/01/14	487963	1HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 14:43 Signed: NEWHART	LAW OFFICES OF JAMES Z. BRAZELL 100 CONGRESS AVENUE AUSTIN TX 78701 Wght: 1 Lbs	Base : Fuel Srchg:	6.00 1.20	7.20		
5/01/14	487964	1HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 14:44 Signed: GRATZ	KING & SPALDING, LLP 401 CONGRESS AVENUE AUSTIN TX 78701 Wght: 1 Lbs	Base : Fuel Srchg:	6.00 1.20	7.20		
5/01/14	487965	1HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 14:45 Signed: HOFFMAN	BROWN MCCARROLL LLP 111 CONGRESS AVE AUSTIN TX 78701 Wght: 1 Lbs	Base : Fuel Srchg:	6.00 1.20	7.20		
			Total Charges for Ref. - 53646-42 CCBROWN:				40.00		
5/08/14	489214	4HR 4HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: KATHY ARRAS Time: 12:18 Signed: KIM K	JUSTICE OF THE PEACE, PRECINCT 4 211 WEST 6TH STREET TAYLOR TX 76574 Wght: 1 Lbs Comment: DL	Base : Return : Wait Time : Fuel Srchg:	45.00 45.00 7.00 18.00	115.00		
			Total Charges for Ref. - 53898-1 TO BE SPLIT UP:				115.00		
5/07/14	488947	EXP EXP	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: STEPHANIE BARRER Time: 10:28 Signed: DUNN	PUBLIC UTILITY COMMISSION 1701 NORTH CONGRESS AUSTIN TX 78701 Wght: 1 Lbs	Base : Return : Fuel Srchg:	11.00 11.00 4.40	26.40		
			Total Charges for Ref. - 54845.1 CCBROWN:				26.40		
5/02/14	488152	1HR 2HR	WINSTEAD PC 401 CONGRESS AVE AUSTIN TX 78701 Caller: SUSAN CASEY Time: 10:27 Signed: SUSAN DUNN	COMPTROLLER FIELD OFFICE 1711 SAN JACINTO AUSTIN TX 78701 Wght: 1 Lbs	Base : Return : Fuel Srchg:	6.00 6.00 2.40	14.40		
			Total Charges for Ref. - 55353-1:				14.40		
									Continued

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