

March 3, 2014

#### VIA ELECTRONIC MAIL AND OVERNIGHT DELIVERY

Paul Clanon Executive Director California Public Utilities Commission 505 Van Ness Avenue San Francisco, CA 94102-3298

RE:

PacifiCorp's (U-901-E) 2013 Annual Report on Utilization of Women/Minority/Disabled Veteran Business Enterprises and 2014

Annual Plan - General Order 156

Pursuant to General Order 156, Sections 9 and 10, PacifiCorp, d.b.a. Pacific Power, hereby submits its 2013 Annual Report on the Utilization of Women, Minority, Disabled, Veteran Business Enterprises (WMDVBE) and the 2014 Annual Plan. As requested, PacifiCorp is also providing a copy of the General Order 156 Scorecard.

It is respectfully requested that all formal correspondence and Staff requests regarding this report be addressed to the following:

By E-mail (preferred):

datarequest@pacificorp.com

By regular mail:

Data Request Response Center

PacifiCorp

825 NE Multnomah, Suite 2000

Portland, OR 97232

Informal inquiries may be directed to Cathie Allen, Regulatory Affairs Manager, at (503) 813-5934.

Sincerely,

R. Bryce Dalley/ca R. Bryce Dalley

Vice President, Regulation

Enclosure

Cc: Marshall Kennedy, CPUC



2013 Annual Report – 2014 Annual Plan



Let's turn the answers on.

#### **EXECUTIVE SUMMARY**

PacifiCorp, d/b/a Pacific Power (PacifiCorp or Company) respectfully submits its 2013 Annual Report and 2014 Annual Plan for the Utility Supplier Diversity Program. The Annual Report covers the period of January 1, 2013, through December 31, 2013, and the Annual Plan covers January 1, 2014, through December 31, 2014.

This report provides information regarding the Company's Women, Minority and Disabled Veteran Business Enterprise (WMDVBE) procurement program and summarizes PacifiCorp's utilization of WMDVBE suppliers during 2013. The report generally follows the reporting format guidelines established in California Public Utility Commission (Commission) Decision (D.) 95-12-045.

#### **INTRODUCTION**

PacifiCorp has a very limited scope of operations in the state of California. The Company's service territory in California includes the communities of Yreka, Mt. Shasta, Crescent City and Alturas.

PacifiCorp has approximately 45,000 customers in California. These customers account for approximately 1.43 percent of total kilowatt hour sales in PacifiCorp's six states (California, Idaho, Oregon, Utah, Washington and Wyoming).

2013 was a year of re-energizing the supplier diversity program within the Company. Several changes were implemented to begin enhancing the Company's supplier diversity program. Based on executive leadership's commitment to and championship of supplier diversity, the Company established a supplier diversity team. The Company also developed and enhanced communication of opportunities to WMDVBEs and, the Company developed a strategy to sensitize staff to the importance of diversity supplier goals and their assistance with goal attainment.

In mid-2013, a team comprised of procurement and business operations staff joined together to lay the groundwork for the re-energized supplier diversity initiative. This team established goals for the inclusion of diversity suppliers in competitive bids and a measurement for tracking spend by each executive's department.

In addition to the internal efforts, a utility supplier diversity committee was formed with other Oregon-based utilities. Additionally, PacifiCorp staff attended small utility supplier diversity meetings sponsored by the Commission.

# PACIFICORP GENERAL ORDER 156 2013 ANNUAL REPORT 2014 ANNUAL PLAN

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#### 2013 ANNUAL REPORT

#### 9.1.1 Description of WMDVBE Program Activities, Internal and External

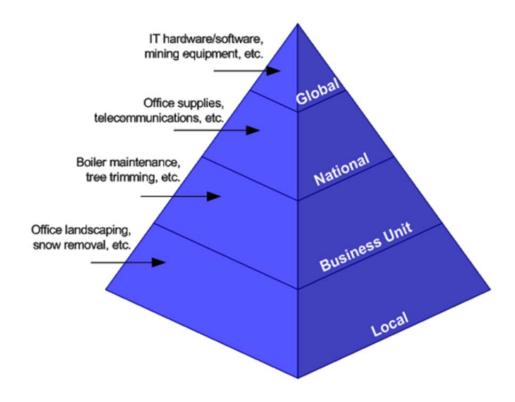
#### **INTERNAL PROGRAM ACTIVITIES:**

#### PacifiCorp's sourcing model was presented to procurement staff and key executives.

The sourcing model requires that purchase decisions shall be based on an objective evaluation of documented and pre-established criteria which include a variety of factors determined by the sourcing team. The Company's objective is to obtain the maximum value:

- For each dollar it spends
- At the lowest "total cost of ownership"

As illustrated in the graphic below, opportunities for diversity suppliers exist at all levels of spend within PacifiCorp. Suppliers who meet PacifiCorp's pre-qualification criteria are encouraged to participate in competitive bids.



Page 1

# PacifiCorp made progress towards overcoming the barriers to diverse supplier inclusion in competitive opportunities

The following barriers were identified and steps were taken to address them:

- i. Suppliers may not be aware of upcoming bid opportunities.
- ii. Sourcing team/Procurement/business unit staff may not be aware of diversity suppliers who can meet the scope of work or services required
- iii. Suppliers may not know how to make themselves known to PacifiCorp purchasers.
- iv. Vendor pre-qualification form is perceived to be onerous and overreaching.by some suppliers
- v. Insurance requirements may be prohibitive to small suppliers.
- vi. Contracting requirements may be overwhelming to less sophisticated suppliers.
- vii. E-tendering tool not may not be well understood by suppliers.

#### PacifiCorp developed a diversity supplier database.

In 2013 WMDVBE certifications were verified with all suppliers in PacifiCorp's enterprise resource planning system vendor database. This validation of certification resulted in 184 suppliers identified as WMDVBE. Suppliers were also encouraged to register with the California Supplier Clearinghouse (Clearinghouse) if they were interested in doing business in California. In addition, previously pre-qualified suppliers were verified as certified and added to the PacifiCorp diversity supplier database. Finally, a list of diversity suppliers was obtained from an affiliate company and added to the PacifiCorp database. As of the date of this Report, there are 254 diversity suppliers identified as providing goods and services needed by PacifiCorp. This diversity supplier database is published on PacifiCorp's intranet and available to procurement personnel and all field staff who are authorized to make local purchases.

#### **EXTERNAL PROGRAM ACTIVITIES:**

In 2013 PacifiCorp attended four meetings hosted by the Commission designed to increase awareness and knowledge regarding diversity supplier development for small utilities in California. The first meeting held April 2, 2013, in San Francisco provided a general awareness of developing programs as evidenced by the water companies. The second meeting held April 23, 2013, in Los Angeles provided some insights on how small utilities can expand their programs. This workshop also served as an opportunity to collaborate and network with other small utilities. The third meeting was held June 4, 2013, in San Francisco and expanded upon

spend reporting/auditing requirements/standards, program challenges such as NAICS vs SICs, outlined the Clearinghouse certification process and highlighted avenues to pursue opportunities for outreach with diversity suppliers. The fourth meeting held July 31, 2013, in San Francisco was focused on best practices presented by AT&T, PG&E, and SCE. These presentations provided many ideas about how to improve the PacifiCorp program, facilitated networking opportunities with some of the larger utilities, demonstrated what successful programs look like and highlighted some of the crucial components to success.

In addition to efforts in California, activities were undertaken with Oregon-based diversity suppliers who may be interested in providing services in PacifiCorp's California service territory. In 2013 PacifiCorp participated on the Oregon Association of Minority Entrepreneurs annual conference and exhibit, the Portland Hispanic Chamber of Commerce meetings and Oregon Governor's Marketplace including road shows in Medford and Bend, Oregon, the closest locations to the California service territory.

PacifiCorp revamped its external-facing supplier portal on <a href="www.pacificorp.com">www.pacificorp.com</a>. Added features include a listing of the goods and services the Company typically purchases. There is also a revised and simplified vendor pre-qualification application available.

PacifiCorp has an email address, <u>NewSupplier@Pacificorp.com</u>, to route potential suppliers to a central location. This is a forum where the questions and information can be routed to Company personnel in the best position to assess the interest level in their goods or services.

Company-wide procurement with all suppliers was \$1,102,854,274. Company-wide spend with verified WMDVBE suppliers was \$33,029,117. California-certified WMDVBE suppliers used Company-wide was \$31,718,685. Direct spend with suppliers in the Company's service territory in California was \$17,295,276 and of that \$81,589 was with certified WMDVBE suppliers. In 2013 PacifiCorp added 68 diversity suppliers to its diversity supplier database. As previously mentioned, PacifiCorp has approximately 1.7 million customers in California, Idaho, Oregon, Utah, Washington and Wyoming. Approximately 45,000 of those customers are located in Shasta, Modoc, Siskiyou and Del Norte counties in Northern California, representing less than two percent of the total retail load served across PacifiCorp's six-state system.

## WMDVBE ANNUAL RESULTS BY ETHNICITY

|    |   | Г                                    |          | 2013 | 3        |      |
|----|---|--------------------------------------|----------|------|----------|------|
|    |   |                                      | Direct   | Sub  | Total \$ | %    |
| 1  | Minority  | Asian-Pacific                        | \$0      | \$0  | \$0      | 0%   |
| 2  | Men   | Black                                | \$0      | \$0  | \$0      | 0%   |
| 3  |   | Hispanic                             | \$54     | \$0  | \$54     | 0%   |
| 4  |   | Native-<br>American                  | \$0      | \$0  | \$0      | 0%   |
| 5  |   | Other                                | \$0      | \$0  | \$0      | 0%   |
| 6  |   | Total Minority<br>Men                | \$54     | \$0  | \$54     | 0%   |
| 7  | Minority  | Asian-Pacific                        | \$9,816  | \$0  | \$9,816  | .06% |
| 8  | Women   | Black                                | \$50,997 | \$0  | \$50,997 | .29% |
| 9  |   | Hispanic                             | \$0      | \$0  | \$0      | 0%   |
| 10 |   | Native-<br>American                  | \$0      | \$0  | \$0      | 0%   |
| 11 |   | Other                                | \$0      | \$0  | \$0      | 0%   |
| 12 |   | Total Minority<br>Women              | \$60,813 | \$0  | \$60,813 | .35% |
| 13 |   | inority Business<br>rprise (MBE)     | \$60,867 | \$0  | \$60,867 | .35% |
| 14 | Women B   | usiness Enterprise<br>(WBE)          | \$20,722 | \$0  | \$20,722 | .12% |
| 15 | Subtotal Women, Minority Business Enterprise (MWBE) |                                      | \$81,589 | \$0  | \$81,589 | .47% |
|    | 1   |                                      |          |      |          |      |
| 16 |   | Disable Veteran<br>Enterprise (DVBE) | \$0      | \$0  | \$0      | 0%   |
|    |   |                                      |          |      |          |      |
| 17 | TOTA  | L WMDVBE                             | \$81,589 | \$0  | \$81,589 | .47% |

| 18 | Gross Procurement | \$17,295,276 |
|----|-------------------|--------------|
| 19 | Exclusions        |              |
| 20 | Net Procurement   | \$17,295,276 |

#### WMDVBE ANNUAL RESULTS BY PRODUCT AND SERVICE CATEGORIES

|    |                                  |                           |              | Prod    | ucts     | Servi        | ces  | Total          |       |
|----|----------------------------------|---------------------------|--------------|---------|----------|--------------|------|----------------|-------|
|    |                                  |                           |              | \$      | %        | \$           | %    | \$             | %     |
| 1  | Minority                         | Asian-Pacific             | Direct       | \$0     | 0%       | \$0          | 0%   | \$0            | 0%    |
| 2  | Men                              | Black                     | Direct       | \$0     | 0%       | \$0          | 0%   | \$0            | 0%    |
| 3  |                                  | Hispanic                  | Direct       | \$0     | 0%       | \$54         | 0%   | \$0            | 0%    |
| 4  |                                  | Native-American           | Direct       | \$0     | 0%       | \$0          | 0%   | \$0            | 0%    |
| 5  |                                  | Other                     | Direct       | \$0     | 0%       | \$0          | 0%   | \$0            | 0%    |
| 6  |                                  | Total Minority Men        | Direct       | \$0     | 0%       | \$54         | 0%   | \$54           | 0%    |
| 7  | Minority                         | Asian-Pacific             | Direct       | \$0     | 0%       | \$9,816      | .06% | \$9,816        | .06%  |
| 8  | Women                            | Black                     | Direct       | \$0     | 0%       | \$50,997     | .3%  | \$50,997       | .29%  |
| 9  |                                  | Hispanic                  | Direct       | \$0     | 0%       | \$0          | 0%   | \$0            | 0%    |
| 10 |                                  | Native-American           | Direct       | \$0     | 0%       | \$0          | 0%   | \$0            | 0%    |
| 11 |                                  | Other                     | Direct       | \$0     | 0%       | \$0          | 0%   | \$0            | 0%    |
| 12 |                                  | Total Minority            |              |         |          |              |      |                |       |
|    |                                  | Women                     | Direct       | \$0     | 0%       | \$60,813     | .36% | \$60,813       | .35%  |
|    |                                  |                           |              |         | _        | <b>T</b>     |      | _              | 1     |
|    |                                  | ority Business Enterprise | ;            |         |          |              | * 0  |                |       |
| 13 | 13 (MBE)                         |                           |              | \$0     | 0%       | \$60,867     | \$0  | \$60,867       | .35%  |
|    |                                  |                           | T T          |         | Т        | T            |      |                | T 1   |
|    |                                  | usiness Enterprise        |              |         |          |              |      |                |       |
| 14 | (WBE)                            |                           | Direct       | \$8,133 | 1.5%     | \$12,589     | .07% | \$20,722       | .012% |
|    |                                  |                           | <u> </u>     |         | <u> </u> | 1            |      |                |       |
|    | Total Women, Minority Business   |                           |              | 40.400  |          | <b>*=2.4</b> | 100/ | <b>404 700</b> | 4=0.  |
| 15 | 15 Enterprise (MWBE)             |                           |              | \$8,133 | 1.5%     | \$73,456     | .42% | \$81,589       | .47%  |
|    | a . D.                           | 11 W . D .                |              |         |          |              |      |                |       |
|    | Service Disable Veteran Business |                           |              |         |          |              |      |                |       |
| 16 | 16 Enterprise (DVBE)             |                           |              | \$0     | 0%       | \$0          | 0%   | \$0            | 0%    |
|    |                                  |                           | <del> </del> |         | T        | T .          |      | T .            |       |
| 17 | TOTAL W                          | MDVBE                     |              | \$8,133 | 1.5%     | \$73,456     | .42% | \$81,589       | .47%  |
|    |                                  |                           |              |         |          |              |      |                |       |

| 18 | Gross Procurement         | \$17,295,276 |
|----|---------------------------|--------------|
| 19 | Exclusions                |              |
| 20 | Net Procurement           | \$17,295,276 |
| 21 | Total Product Procurement | \$ 515,632   |
| 22 | Total Service Procurement | \$16,779,644 |
| 23 | Net Procurement           | \$17,295,276 |

Percentage for "Products" expenditures are WMDVBE compared to "Total Product Procurement" expenditures. Percentage for "Services" expenditures are WMDVBE compared to "Total Service Procurement" expenditures. Percentage for "Total" expenditures are WMDVBE compared to "Net Procurement" expenditures.

# WMDVBE PROCUREMENT BY PRODUCT AND SERVICE CATEGORIES

|     |                                    |  | ſ    | Prod     | ucts | Services    |     | Total |   |
|-----|------------------------------------|--|------|----------|------|-------------|-----|-------|---|
|     |                                    |  |      | \$       | %    | \$          | %   | \$    | %   |
| 1   | Minority                           | Asian-Pacific                              | Sub  | \$0      | 0%   | \$0         | 0%  | \$0   | 0%  |
| 2   | Men                                | Black                                      | Sub  | \$0      | 0%   | \$0         | 0%  | \$0   | 0%  |
| 3   |                                    | Hispanic                                   | Sub  | \$0      | 0%   | \$0         | 0%  | \$0   | 0%  |
| 4   |                                    | Native-American                            | Sub  | \$0      | 0%   | \$0         | 0%  | \$0   | 0%  |
| 5   |                                    | Other                                      | Sub  | \$0      | 0%   | \$0         | 0%  | \$0   | 0%  |
| 6   |                                    | Total Minority Men                         | Sub  | \$0      | 0%   | \$0         | 0%  | \$0   | 0%  |
| 7   | Minority                           | Asian-Pacific                              | Sub  | \$0      | 0%   | \$0         | 0%  | \$0   | 0%  |
| 8   | Women                              | Black                                      | Sub  | \$0      | 0%   | \$0         | 0%  | \$0   | 0%  |
| 9   |                                    | Hispanic                                   | Sub  | \$0      | 0%   | \$0         | 0%  | \$0   | 0%  |
| 10  |                                    | Native-American                            | Sub  | \$0      | 0%   | \$0         | 0%  | \$0   | 0%  |
| 11  |                                    | Other                                      | Sub  | \$0      | 0%   | \$0         | 0%  | \$0   | 0%  |
| 12  |                                    | Total Minority Women                       |      | \$0      | 0%   | \$0         | 0%  | \$0   | 0%  |
|     |                                    |  |      |          |      | 1           | T   | T     |   |
|     | Total Minority Business Enterprise |  |      |          | _    |             | _   |       | _   |
| 13  | (MBE)                              |  | Sub  | \$0      | 0%   | \$0         | 0%  | \$0   | 0%  |
|     | ***                                |  | 1 1  | 1        |      | T           | T   | Π     | 1 1   |
| 1.4 | Wome                               | n Business Enterprise                      | G 1  | фО       | 00/  | Φ0          | 00/ | Φ0    | 00/   |
| 14  |                                    | (WBE)                                      | Sub  | \$0      | 0%   | \$0         | 0%  | \$0   | 0%  |
|     | Total Wa                           | man Minarity Dysinass                      |      | 1        |      | 1           | 1   |       | 1 1   |
|     |                                    | omen, Minority Business<br>terprise (MWBE) |      | \$0      | _    | \$0         | 0%  | \$0   | 0%  |
| 15  | 1511                               | terprise (WWBE)                            | Sub  | φU       | 0%   | <b>\$</b> 0 | 070 | φU    | 070   |
|     | 0 . 5                              | N 11 T/ D '                                | 1 1  | 1        |      | 1           | 1   |       | 1   |
|     | Service Disable Veteran Business   |  |      | ΦΩ.      | 00/  | Φ0          | 00/ | ΦΩ.   | 00/   |
| 16  | Enterprise (DVBE)                  |  | Sub  | \$0      | 0%   | \$0         | 0%  | \$0   | 0%  |
|     |                                    |  | 1 1  |          |      |             | 1   |       | <del>, , , , , , , , , , , , , , , , , , , </del> |
| 17  | TOTAL WMDVBE                       |  | Sub  | \$0      | 0%   | \$0         | 0%  | \$0   | 0%  |
|     |                                    |  | 1    |          |      |             |     |       |   |
| 18  | Gross Proc                         |  | \$17 | ,295,276 |      | \$0         |     |       | \$0   |
| 19  | Exclusions                         | S  |      | \$0      |      | \$0         |     | 9     | \$0   |
| 20  | Net Procui                         | rement                                     | \$17 | ,295,276 |      | \$0         |     | 9     | \$0   |

## WMDVBE PROGRAM EXPENSES

| Line |                          |         |
|------|--------------------------|---------|
| No.  | Expense Category         | 2013    |
| 1    | Wages                    | 0       |
| 2    | Other Employee Expenses  | 0       |
| 3    | Program Expenses         | \$2,798 |
| 4    | Reporting Expenses       | 0       |
| 5    | Training                 | 0       |
| 6    | Consultants              | 0       |
| 7    | Other                    | 0       |
| 8    | TOTAL Estimated Expenses | \$2,798 |

| Line<br>No. |      | escription of progress in meeting or c<br>circumstances that may have caused     | 0 0                        | _                        |
|-------------|------|--|----------------------------|--------------------------|
| 1           |      |  |                            |                          |
| 2           |      | Category   | Current<br>Year<br>Results | Current<br>Year<br>Goals |
| 3           |      | Minority Men   | 0%                         | 0%                       |
| 4           |      | Minority Women   | .12%                       | 7%                       |
| 5           |      | Minority Business<br>Enterprise (MBE)  | .06%                       | 1%                       |
| 6           |      | Women Business<br>Enterprise (WBE)   | .29%                       | 2%                       |
| 7           |      | Subtotal Women, Minority Business Enterprise (WMBE)                              | .47%                       | 10%                      |
| 8           |      | Service Disabled Veteran Business Enterprise                                     | 0%                         | 0%                       |
| 9           | -    | (DVBE) Total WMDVBE  | .47%                       | 10%                      |
| 10          | <br> | 10002 111122 122   | •••                        | 10/0                     |
| 11          |      | nding in the Company's California serv<br>npany spend, only 1.6% was in Californ |                            | mited. Of the total      |
| 12          |      |  |                            |                          |
| 13          | _    |  |                            |                          |
| 14<br>15    | Paci | fiCorp did not set a goal for disabled v   | eteran supplier activit    | y.                       |

| Line |                      |                 |                   |                                 |                                 |                                  |                                  |                 |
|------|----------------------|-----------------|-------------------|---------------------------------|---------------------------------|----------------------------------|----------------------------------|-----------------|
| No.  | A summary of         | prime con       | tractor ut        | ilization of                    | WMDVBI                          | E subcontr                       | actors.                          |                 |
| 1    | ,                    |                 |                   |                                 |                                 |                                  |                                  |                 |
| 2    |                      |                 |                   | Minority                        | Women                           | Women<br>Minority                | Service<br>Disabled<br>Veterans  |                 |
|      |                      | Minority<br>Men | Minority<br>Women | Business<br>Enterprise<br>(WME) | Business<br>Enterprise<br>(WBE) | Business<br>Enterprise<br>(WMBE) | Business<br>Enterprise<br>(DVBE) | TOTAL<br>WMDVBE |
| 3    | Direct \$            |                 |                   |                                 | , ,                             | ,                                | , ,                              |                 |
| 4    | Subcontracting \$    |                 |                   |                                 |                                 |                                  |                                  |                 |
| 5    | Total \$             |                 |                   |                                 |                                 |                                  |                                  |                 |
| 6    |                      |                 |                   |                                 |                                 |                                  |                                  |                 |
| 7    | Direct %             |                 |                   |                                 |                                 |                                  |                                  |                 |
| 8    | Subcontracting %     |                 |                   |                                 |                                 |                                  |                                  |                 |
| 9    | Total %              |                 |                   |                                 |                                 |                                  |                                  |                 |
| 10   |                      | _               |                   | 7                               |                                 |                                  |                                  |                 |
| 11   | Gross<br>Procurement |                 |                   |                                 |                                 |                                  |                                  |                 |
| 12   | Exclusion            |                 |                   |                                 |                                 |                                  |                                  |                 |
| 13   | Net Procurement      |                 |                   |                                 |                                 |                                  |                                  |                 |
| 14   |                      |                 |                   |                                 |                                 |                                  |                                  |                 |
| 15   |                      |                 |                   |                                 |                                 |                                  |                                  |                 |
| 16   | PacifiCorp did n     | ot collect      | lata regard       | ling use of o                   | diversity su                    | bcontractor                      | s in 2013.                       |                 |

| Line | A list of WMDVBE complaints received during the past year, accompanied by a     |
|------|---|
| No.  | brief description of the nature of each complaint and its resolution or current |
|      | status.   |
| 1    |   |
| 2    | PacifiCorp is unaware of any WMDVBE complaints during 2013.                     |
| 3    |   |
| 4    |   |
| 5    |   |
| 6    |   |
| 7    |   |
| 8    |   |
| 9    |   |
| 10   |   |
| 11   |   |
| 12   |   |
| 13   |   |
| 14   |   |
| 15   |   |
| 16   |   |
| 17   |   |
| 18   |   |
| 19   |   |
| 20   |   |
| 21   |   |
| 22   |   |
| 23   |   |
| 24   |   |
| 25   |   |

| Line  | A summary of purchases and/or contracts for products and services in excluded  |
|---|--|
| No.   | categories.  |
| 1   |  |
| 2   | No exclusions.   |
| 3   |  |
| 4   |  |
| 5   |  |
| 6   |  |
| 7   |  |
| 8   |  |
| 9   |  |
| 10  |  |
| 11  |  |
| 12  |  |
| 13  |  |
| 14  | A : 4:6: - 4: 6 41   |
|   | A justification for the continued existence of any "excluded category" of products or services which has been removed from the procurement dollar base used to set goals |
|   | because of the established unavailability of WMDVBE suppliers. Such justification  |
| Line  | must include a description of any efforts made to find and/or recruit WMDVBE   |
|   | I must include a describiton of any enorts made to find and/of fection wiving only   |
|   |  |
| No. 20  | suppliers or services in the excluded category.  |
| No.   |  |
| No. 20  | suppliers or services in the excluded category.  |
| No. 20 21                                     | suppliers or services in the excluded category.  |
| No. 20 21 22 23 24                            | suppliers or services in the excluded category.  |
| No. 20 21 22 23                               | suppliers or services in the excluded category.  |
| No. 20 21 22 23 24 25 26                      | suppliers or services in the excluded category.  |
| No. 20 21 22 23 24 25 26 27                   | suppliers or services in the excluded category.  |
| No. 20 21 22 23 24 25 26 27 28                | suppliers or services in the excluded category.  |
| No. 20 21 22 23 24 25 26 27 28 29             | suppliers or services in the excluded category.  |
| No. 20 21 22 23 24 25 26 27 28 29 30          | suppliers or services in the excluded category.  |
| No. 20 21 22 23 24 25 26 27 28 29 30 31       | suppliers or services in the excluded category.  |
| No. 20 21 22 23 24 25 26 27 28 29 30 31 32    | suppliers or services in the excluded category.  |
| No. 20 21 22 23 24 25 26 27 28 29 30 31 32 33 | suppliers or services in the excluded category.  |
| No. 20 21 22 23 24 25 26 27 28 29 30 31 32    | suppliers or services in the excluded category.  |

| Line<br>No. | A description of any efforts made to recruit WMDVBE suppliers of products or services in procurement categories where WMDVBE utilization has been low, such as legal and financial services, fuel procurement, and areas that are considered highly technical in nature. |
|-------------|--|
| 1           |  |
| 2           | PacifiCorp's internal and external activities described in section 9.1.1 are aimed at recruiting WMDVBE suppliers of products or services in procurement categories where WMDVBE utilization has been low as well as in all other procurement categories.                |
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## 2014 Annual Plan

|      |                     |   |     |          | Short-Term ( | (2014)     |            |     |         | Mid-Term (2 | 015)       |            |     |        | Long-Term (2 | 2016)      |            |
|------|---------------------|---|-----|----------|--------------|------------|------------|-----|---------|-------------|------------|------------|-----|--------|--------------|------------|------------|
|      |                     |   |     |          |              |            | Women      |     |         |             |            | Women      |     |        |              |            | Women      |
|      |                     |   |     |          | Minority     | Women      | Minority   |     |         | Minority    | Women      | Minority   |     |        | Minority     | Women      | Minority   |
|      |                     | - |     |          | Business     | Business   | Business   |     |         | Business    | Business   | Business   |     |        | Business     | Business   | Business   |
| Line |                     |   | M   | linority | Enterprise   | Enterprise | Enterprise | Mi  | inority | Enterprise  | Enterprise | Enterprise | Mi  | nority | Enterprise   | Enterprise | Enterprise |
| No.  | Products/Services   |   | Men | Women    | (MBE)        | (WBE)      | (WMBE)     | Men | Women   | (MBE        | (WBE       | (WMBE      | Men | Women  | (MBE)        | (WBE       | (WMBE)     |
| 1    | Replacement parts   | % | 0%  | 0%       | 0%           | 0%         | 0%         | 0%  | 0%      | 0%          | 0%         | 0%         | 0%  | 0%     | 0%           | 0%         | 0%         |
| 2    | Office Supplies     | % | 0%  | 0%       | 0%           | 0%         | 0%         | 0%  | 0%      | 0%          | 0%         | 0%         | 0%  | 0%     | 0%           | 0%         | 0%         |
| 3    | Operating Materials | % | 0%  | 0%       | 0%           | 0%         | 0%         | 0%  | 0%      | 0%          | 0%         | 0%         | 0%  | 0%     | 0%           | 0%         | 0%         |
| 4    | Automotive Repair   | % | 0%  | 0%       | 0%           | 0%         | 0%         | 0%  | 0%      | 0%          | 0%         | 0%         | 0%  | 0%     | 0%           | 0%         | 0%         |
| 5    | Freight Services    | % | 0%  | 0%       | 0%           | 0%         | 0%         | 0%  | 0%      | 0%          | 0%         | 0%         | 0%  | 0%     | 0%           | 0%         | 0%         |
| 6    | Tree Trimming       | % | 0%  | 0%       | 0%           | 0%         | 0%         | 0%  | 0%      | 0%          | 0%         | 0%         | 0%  | 0%     | 0%           | 0%         | 0%         |
| 7    | Analytical Services | % | 0%  | 0%       | 0%           | 0%         | 0%         | 0%  | 0%      | 0%          | 0%         | 0%         | 0%  | 0%     | 0%           | 0%         | 0%         |
| 8    | Other               | % | 0%  | 0%       | 1%           | 4%         | 5%         | 0%  | 0%      | 1%          | 4%         | 5%         | 0%  | 0%     | 1%           | 4%         | 5%         |
|      |                     |   |     |          |              |            |            |     |         |             |            |            |     |        |              |            | <u>.</u>   |
| 9    | TOTAL               |   | 0%  | 0%       | 1%           | 4%         | 5%         | 0%  | 0%      | 1%          | 4%         | 5%         | 0%  | 0%     | 1%           | 4%         | 5%         |

Included on the next page is a letter from Pat Reiten, President and CEO of Pacific Power, to Pacific Power employees describing the initiative to increase supplier diversity.



#### Company-wide letter from Pacific Power CEO, Pat Reiten on January 21, 2014

PacifiCorp is committed to promoting diversity and economic development in the communities we serve. In order to be efficient and bring the greatest value to the company and our customers, it is important to continuously seek new alliances and grow our current relationships with broader supplier participation.

This year, Pacific Power has made a commitment to increase the company's business relationships with historically underrepresented and diverse suppliers, and to sustain the inclusion of these suppliers in our supply chain.

Our goal is to proactively identify, build relationships with and purchase from qualified minority-owned, womenowned, disabled-veteran-owned, and emerging small businesses (MWDVESBs) that can provide high-quality commodities and services in a competitive market.

Why is supplier diversity important? It supports our company and community values, fosters competition, supports local economies, acknowledges changing demographics in our service area, and introduces new suppliers, bringing potential innovation and flexibility.

Specifically, our 2014 goals are to:

- Increase spend on MWDVESBs to 3% of total accounts payable
- Increase MWDVESB spend to 10% of total accounts payable in California
- Increase the inclusion of MWDVESB suppliers on the bid list by including at least one MWDVESB supplier on at least half of the bid events

#### What can you do?

Procurement is currently finalizing a database that will identify available suppliers who meet the MWDVESB criteria. This will be posted on the intranet by the end of this month.

To help us meet these goals, you can:

- Refer to the procurement database, and add diverse suppliers to your bid lists
- For purchases that don't require a bid, actively seek out diverse suppliers in your local area
- Identify areas where diverse suppliers need to be developed
- Help diverse suppliers understand how to do business with PacifiCorp
- Coach suppliers in areas where they need to improve to better serve PacifiCorp
- Help these suppliers network with larger suppliers for second-tier opportunities

The commitment to developing and engaging a diverse range of business partners and suppliers is critical for the company and a priority for our stakeholders. By providing opportunity for new supplier relationships, these traditionally underutilized businesses can work with PacifiCorp and successfully compete through quality performance at competitive prices.

| Line     | A description of WMDVBE program planned for the next calendar year.   |
|----------|---|
| No.      | Internal program activities.  |
| 1        |   |
| 2        | PacifiCorp will continue to inform and educate executives and their direct reports, procurement staff, operational staff and all company employees who interact with suppliers on the initiative to increase supplier diversity.  Also on-line training will be developed for bid evaluators and decision-makers. |
| 3        | PacifiCorp will continue to implement changes to reduce barriers to participation as a supplier to PacifiCorp.  |
|          | <ul> <li>Post list of diversity suppliers available to perform work in PacifiCorp service<br/>territories (note those already in the database).</li> </ul>  |
|          | <ul> <li>Publish the list of diversity suppliers to business champions and low dollar<br/>purchasers (quarterly).</li> </ul>  |
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| Line | A description of WMDVBE program planned for the next calendar year.  |
|------|--|
| No.  | External program activities.   |
| 2    | PacifiCorp will:   |
|      | <ul> <li>Post upcoming bid opportunities with PacifiCorp contact information on its</li> </ul>   |
|      | supplier portal (rolling 6 months forward).  |
|      | <ul> <li>Host "how to do business with PacifiCorp" events in selected service<br/>territories.</li> </ul>  |
|      | <ul> <li>Create and post a "how to do business with PacifiCorp" guide for suppliers.</li> </ul>  |
|      | <ul> <li>Investigate a supplier registration portal to eliminate the manual pre-</li> </ul>  |
|      | qualification form.  |
|      | <ul> <li>Conduct focus group(s) to understand suppliers' perspective on obtaining</li> </ul>   |
|      | PacifiCorp's business.   |
|      | <ul> <li>Create and conduct webinar(s) on using PacifiCorp's e-sourcing tool.</li> </ul>   |
|      | Collect formal feedback from diversity suppliers who are invited to a bid but  |
|      | choose not to submit a bid.  |
|      | Develop a Supplier Outreach plan:  |
|      | <ul> <li>i. Local outreach events (e.g. Oregon Association of Minority Entrepreneurs, Hispanic Chamber of Commerce).</li> <li>ii. Joint utility outreach events.</li> <li>iii. Targeted territory supplier events.</li> <li>iv. Targeted territory or good/service supplier outreach.</li> </ul> |
|      | PacifiCorp plans to develop Supplier Mentoring Programs and a pilot program with selected supplier(s) will be implemented.   |
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|      | Plans for recruiting WMDVBE suppliers of products or services where WMDVBE   |
|------|--|
| Line | utilization has been low, such a legal and financial services, fuel procurement, and   |
| No.  | areas considered highly technical in nature.   |
| 1    |  |
| 2    | PacifiCorp will continue its concerted efforts in the recruitment of available WMDVBE suppliers in all product and service categories. WMDVBE outreach activities will be addressed by the Company's task force in conjunction with procurement and operational staff. |
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| Line<br>No. | Plans for seeking and/or recruiting WMDVBE suppliers of products or services in any "excluded category" of products or services which has been removed from the procurement dollar base used to set goals because of the established unavailability of WMDVBE suppliers.         |
|-------------|--|
| 1 2         | Not Applicable, as PacifiCorp will not claim exclusions.   |
| 3 4         |  |
| 5           | Plans for recruiting WMDVBE suppliers for service where WMDVBE suppliers are currently unavailable   |
| 6           | currently unavailable  |
| 7           | PacifiCorp will:   |
| ,           | <ul> <li>Post upcoming bid opportunities with PacifiCorp contact information on supplier<br/>portal (rolling 6 months forward).</li> </ul>   |
|             | <ul> <li>Host "how to do business with PacifiCorp" events in selected service territories.</li> </ul>  |
|             | <ul> <li>Create and post a "how to do business with PacifiCorp" guide for suppliers.</li> </ul>  |
|             | <ul> <li>Investigate a supplier registration portal to eliminate the manual pre-qualification<br/>form.</li> </ul>   |
|             | <ul> <li>Conduct focus group(s) to understand suppliers' perspective on obtaining<br/>PacifiCorp's business.</li> </ul>  |
|             | <ul> <li>Create and conduct webinar(s) on using PacifiCorp's e-sourcing tool.</li> </ul>   |
|             | <ul> <li>Collect formal feedback from diversity suppliers who are invited to a bid but<br/>choose not to submit a bid.</li> </ul>  |
|             | Develop Supplier Outreach plan:  |
|             | v. Local outreach events (e.g. Oregon Association of Minority Entrepreneurs, Hispanic Chamber of Commerce)   |
|             | vi. Joint utility outreach events  |
|             | vii. Targeted territory supplier events  |
|             | viii. Targeted territory or good/service supplier outreach   |
|             | PacifiCorp directs potential suppliers to its internet site at <a href="www.PacifiCorp.com">www.PacifiCorp.com</a> , where suppliers can find information regarding how to become a qualified supplier. Suppliers can download the pre-qualification application and email it to |
|             | Newsupplier@PacifiCorp.com. PacifiCorp can then assess a potential supplier's products   |
|             | and/or services to qualify them for future RFPs.   |
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| Line  | Plans for encouraging both prime contractors and grantees to engage WMDVBE's          |
|-------|---|
| No.   | in all categories which provide subcontracting opportunities.                         |
| 1     |   |
| 2     | Proposal instructions for prime contractor bids have been modified to request upfront |
|       | identification of WMDVBE suppliers as subcontractors. A plan will be developed to     |
|       | collect this data in 2014.  |
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| Line | Plans for complying with the WMDVBE program established by the Commission as                                  |
|------|---|
| No.  | required by Public Utilities Sections 8283 (c). The Executive Director's Office will                          |
|      | be responsible for developing, periodically refining, and recommending such                                   |
|      | guidelines for the Commission's adoption.   |
| 1    |   |
| 2    | PacifiCorp will consider as appropriate the recommendations by the Commission's                               |
|      | Advisory and Compliance Division for the achievement of maximum results in                                    |
|      | implementing legislative policy and General Order 156 in being consistent with the WMDVBE program guidelines. |
| 3    | WIND VBD program guidennes.   |
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GO 156 Scorecard

| Mandatory   Education   On   | l            |                             |   |                   |  |  |   |                                       |          |  |  |   |
|--|--------------|-----------------------------|---|-------------------|--|--|---|---------------------------------------|----------|--|--|---|
| ATRIT Verizon CA & MCI SCE SCE SCG SDG&E SDGAE SCG SDGAE Sprint Verizon Wireless ATRI Mobility Culticas & Storage Pacific Power Culticants Telecom Culticants Pacific Electric Southwest Gas SureWest ATRI Mobility California California California Wird Goose Storage ACC AM Water California Californi |              | UTILITY                     | Capacity<br>Building &<br>Technical<br>Assistance | Mentor<br>Program | Employee<br>Education<br>on<br>Supplier<br>Diversity | Outreach<br>& Comm.<br>On<br>Supplier<br>Diversity | Mandatory<br>requirement<br>of sub-<br>contract | Number of<br>New<br>Vendors<br>(2013) |          | Number of Number of Number of contracts contracts to vendors to vendors to vendors who are who are under \$1M \$1-\$5 M over \$5 M | Number of Number of contracts contracts to vendors to vendors who are who are \$1.\$5 M over \$5 M | Number of contracts to vendors who are over \$5 M |
| Verizon CA & MCI PG&E SCG SCG SCG SCG SCG Sprint Verizon Wireless ATAT Mobility Citizens Telecom Lodi Gas & Storage Pacific Powerr Lodi Gas & Storage AXC Callium is Pacific Electric Southwest Gas Suruewest Transbay Cable TW Telecom Wild Goose Storage AXC Callium is Pacific Comm Transbay Cable TW Telecom Wild Goose Storage AXC Callium is Pacific Comm Transbay Cable TW Telecom Wild Goose Storage AXC Callium is Pacific Comm Transbay Cable TW Commonications Wild Goose Storage AXC Callium Water Call Water Co San Oabriel Water Co Suburban Water T-Mobile Comcast Concact Conc | П            | AT&T                        |   |                   |  |  |   |                                       |          |  |  |   |
| PG&E SCE SCE SCE SCE SCE SCE SCE SCE SCE SC  | 7            | Verizon CA & MCI            |   |                   |  |  |   |                                       |          |  |  |   |
| SCE Spica Spica Spica Spirat Verizon Wireless AT&T Mobility Cultizens Telecom Loci Gas & Storage Pacific Power California Pacific Electric Southwest Gas Surukwest Gas Sur | 3            | PG&E                        |   |                   |  |  |   |                                       |          |  |  |   |
| SCG Spridt Sprint Verticon Wireless AT&T Mobility Citizens Telecom Lodi Gas & Storage Assistantly Link California Pacific Electric Southwest Gas SureWest Transbay Cable TW Fletcom Wild Goose Storage XO California Cal-Am Water Cal Water Service Golden State Water Park Water San Gabriel Water Co Suburban Water Cal Water Co Suburban Water Concast Concast Cov Communications U.S. Cellular (CA Rural)  | 4            | SCE                         |   |                   |  |  |   |                                       |          |  |  |   |
| SpG&E Sprint Vertizon Wireless AT&T Mobility Citizens Telecom Lodi Gas & Storage Pacific Power California Pacific Electric Southwest Gas SureWest Transbay Cable TW Telebacific Comm Transbay Cable TW Telebacific Comm Wild Goose Storage XO California Cal Water Service Golden State Water Cal Water Co Suburban Water Cal Water Co Suburban Water Cal Water Co Suburban Water Cal Communications Cox Communications Wild Goose Storage Cox Communications U.S. Cellular (CA Rural)   | 2            | SCG                         |   |                   |  |  |   |                                       |          |  |  |   |
| Sprint         Average Nurseless           AT&T Mobility         In Set 1,589           Citizens Telecom         No No No T         1 Set 1,589           Bacific Power         No N   | 9            | SDG&E                       |   |                   |  |  |   |                                       |          |  |  |   |
| Verizon Wireless         ATET Mobility           Citizens Telecome         No         X         X         No         1         \$81,589           Loid Gas & Storage         Pacific Powers         No         1         \$81,589         No           Qwest/Century Link         California Pacific Electric         Southwest Gas         Southwest Gas         Southwest Gas           SureWest         TrelePacific Comm         Trearbay Cable         Trespectific Comm         Trearbay Cable           TV Telecom         Wild Goose Storage         XO California         XO California         XO California           XO California         XO California         XO California         XO California         XO California           XO California         XO California         XO California         XO California         XO California           XO California         XO California         XO California         XO California         XO California           XO California         XO California         XO California         XO California         XO California           XO California         XO California         XO California         XO California         XO California         XO California         XO California         XO California         XO California         XO California         XO California         XO Cali   | 7            | Sprint                      |   |                   |  |  |   |                                       |          |  |  |   |
| AT&T Mobility Citizens Telecom Lodi Gas & Storage  Bacific Power Lodi Gas & Storage  Qwest/Century Link California Pacific Electric Southwest Gas SureWest Transbay Cable Try Telecom Wild Goose Storage XO California Cal-Am Water Cal Water Service Golden State Water Cal Water Co San Jose Water Co San Jose Water Co San Jose Water Co San Gabriel Water Comcast  | <sub>∞</sub> | Verizon Wireless            |   |                   |  |  |   |                                       |          |  |  |   |
| Citizens Telecom         Lodi Gas & Storage           Pacific Power         No         N         T         S81,589           Gwest/Century Link         California         C   | 6            | AT&T Mobility               |   |                   |  |  |   |                                       |          |  |  |   |
| Lodi Gas & Storage         No         X         No         1         \$81,589           Pacific Power         No         X         X         No         1         \$81,589           Owest/Century Link         California         Calif   | 10           | Citizens Telecom            |   |                   |  |  |   |                                       |          |  |  |   |
| Pacific Power         No         X         No         1         \$81,589         Mo         West/Cantury Link         California Pacific Electric         Southwest California Pacific Comm         Aurenance         Aurenance<   | 11           | Lodi Gas & Storage          |   |                   |  |  |   |                                       |          |  |  |   |
|  | 12           | Pacific Power               | oN  | No                | ×  | ×  | No  | 1                                     | \$81,589 | 5  | 0  | 0   |
|  | 13           | Qwest/Century Link          |   |                   |  |  |   |                                       |          |  |  |   |
|  | 14           | California Pacific Electric |   |                   |  |  |   |                                       |          |  |  |   |
|  | 15           | Southwest Gas               |   |                   |  |  |   |                                       |          |  |  |   |
|  | 16           | SureWest                    |   |                   |  |  |   |                                       |          |  |  |   |
|  | 17           | TelePacific Comm            |   |                   |  |  |   |                                       |          |  |  |   |
|  | 18           | Transbay Cable              |   |                   |  |  |   |                                       |          |  |  |   |
|  | 19           | TW Telecom                  |   |                   |  |  |   |                                       |          |  |  |   |
| .,   | 20           | Wild Goose Storage          |   |                   |  |  |   |                                       |          |  |  |   |
|  | 21           | XO California               |   |                   |  |  |   |                                       |          |  |  |   |
|  | 22           | Cal-Am Water                |   |                   |  |  |   |                                       |          |  |  |   |
|  | 23           | Cal Water Service           |   |                   |  |  |   |                                       |          |  |  |   |
|  | 24           | Golden State Water          |   |                   |  |  |   |                                       |          |  |  |   |
|  | 25           | Park Water                  |   |                   |  |  |   |                                       |          |  |  |   |
|  | 26           |                             |   |                   |  |  |   |                                       |          |  |  |   |
|  | 27           | San Jose Water Co           |   |                   |  |  |   |                                       |          |  |  |   |
|  | 28           | Suburban Water              |   |                   |  |  |   |                                       |          |  |  |   |
|  | 29           | T-Mobile                    |   |                   |  |  |   |                                       |          |  |  |   |
|  | 30           | Comcast                     |   |                   |  |  |   |                                       |          |  |  |   |
|  | 31           |                             |   |                   |  |  |   |                                       |          |  |  |   |
|  | 32           |                             |   |                   |  |  |   |                                       |          |  |  |   |
| =  | 33           | _                           |   |                   |  |  |   |                                       |          |  |  |   |
|  | 34           | U.S. Cellular (CA Rural)    |   |                   |  |  |   |                                       |          |  |  |   |

Note: "N/A" as noted above means "not available."