

**ARIZONA CORPORATION COMMISSION - PIPELINE SAFETY GROUP
ANNUAL INSPECTION REPORT - Gas System Operators**

Inspection Date : 7/13/2018 **Last Inspection Date :** 7/27/2016
Name of Facility: AIRPORT OFFICE PARK **OPID #:** 32895 **Phone:** (602) 265-9595
Cell Phone: (602) 769-3201 **Fax:** _____ **Email:** pmenser@reliancemgmt.com
Address of Facility: 2538 E UNIVERSITY **City:** PHOENIX
State: AZ **Zip:** 85034 **Contact Person:** Phyllis Menser
Operator Name: RELIANCE MANAGEMENT **Phone:** (602) 265-6000
Operator Address: 2122 E HIGHLAND AVE #400 **City:** PHOENIX
 please check box if this is to be the mailing address
State: AZ **Zip:** 85016 **Number of Buildings:** 4
Facility Type: Office Buildings **Priority:** 2 **Gas Supplier:** Southwest Gas
LPG: No **Natural:** Yes **Number of Meters:** One **Operating Pressure:** 2 PSIG
GAS SYSTEM HISTORY **A. Piping Type:** Steel **Date Installed:** 11/1/1993

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|---|-----------------------|
| 1. Has a written operation and maintenance plan been established meeting the requirements of the regulations and review records maintained? | <u>Satisfactory</u> |
| 2. Has a written emergency plan been established and does operating personnel have knowledge of emergency procedures and are records maintained? | <u>UnSatisfactory</u> |
| 3. Has a map of the gas system been developed showing meter and valve locations, mains, and service lines? | <u>Satisfactory</u> |
| 4. Are operation and maintenance personnel qualified and are OQ records maintained? | <u>Satisfactory</u> |
| 5. Has all above ground pipe been maintained? | <u>Satisfactory</u> |
| 6. Has cathodic protection been tested at proper intervals and records maintained? Does it meet the negative voltage of at least 0.85 volt? | <u>Satisfactory</u> |
| 7. Have required valves been checked and serviced at intervals not exceeding 15 months but at least once each calendar year and records maintained? | <u>Satisfactory</u> |
| 8. Have periodic odorization checks been conducted and records maintained? | <u>Satisfactory</u> |
| 9. Has a leak survey of the system been conducted at intervals not exceeding 15 months but at least once each calendar year and records maintained? | <u>Satisfactory</u> |
| 10. Has operator filed annual report? | <u>UnSatisfactory</u> |

Last year on File : 2015

10. Finding- Operator states that 2017 was sent to ACC. ACC will check if Annual report is on file and remove violation if found.

Total Violations Found: 2

NOTE: Items listed or marked *Unsatisfactory* or *Not Checked* shall be corrected no later than 30-days following the receipt of this report. Correspondence regarding violations can be emailed to safety@azcc.gov or mailed to Pipeline Safety Section, 1300 W. Washington Street, Phoenix, AZ 85007. Failure to comply will result in this matter being forwarded to our Legal Council for further action, and this action may result in termination of gas service to your facility.

The findings of this report are based on observation made and documentation available to inspectors at the time of inspection.

Operator Representative Tony Rollier **ACC Representative** Daniel Hickey

Notes :

- 2) Finding-Last emergency plan annual review was done on 8/17.2016. Need to conduct review once each calendar year not to exceed 15 months.
Need to add their gas supplier contact information to their emergency plan.
- 8) Reminder-Operator will conduct "Odorant Test" (sniff test) once each quarter, 4 times a year>