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/w

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July 17, 1995

ORIGINAL
FILE COPY

Ms. Blanca S. Bayo, Director
Division of Records and Reporting
Florida Public Service Commission
2540 Shumard Oak Boulevard
Betty Easley Conference Center
Room 110
Tallahassee, Florida 32399-0850

HAND DELIVERY

Re: Docket No. 950495-WS

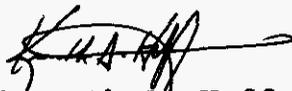
Dear Ms. Bayo:

Enclosed herewith for filing in the above-referenced docket on behalf of Southern States Utilities, Inc. are the original and fifteen copies of Southern States Utilities, Inc.'s First Notice of Intent to Request Confidential Classification for Material Provided to Commission Staff.

Please acknowledge receipt of these documents by stamping the extra copy of this letter "filed" and returning the same to me.

Vandiver Thank you for your assistance with this filing.

Sincerely,



Kenneth A. Hoffman

KAH/rl

cc: All Parties of Record

Willis
OTR

W. H. S.

DOCUMENT NUMBER-DATE
06747 JUL 17 95
FPSC-RECORDS/REPORTING

SSU's liquified petroleum gas operations.

3. SSU's gas operations are not regulated by the Commission. Information regarding said gas operations relates to the competitive business interests of SSU and is therefore proprietary confidential business information pursuant to Section 367.156(3), Florida Statutes (1993).

4. The specific proprietary confidential business information is contained on one computer data tape provided Staff which is clearly marked "Confidential." Confidential business information also appears on page 17 of each month's balance sheet and on pages 18 and 21 of each month's income statement provided to Staff in printed form. The aforesaid pages are also marked "Confidential."

5. Southern States will file a request for confidential classification of said materials within the time frame prescribed by Rule 25-22.006(3)(a), Florida Administrative Code.

Respectfully submitted,


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and

BRIAN P. ARMSTRONG, ESQ.
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Southern States Utilities, Inc.
1000 Color Place
Apopka, Florida 32703
(407) 880-0058

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a copy of the foregoing was furnished by U. S. Mail to the following this 17th day of July, 1995:

Lila Jaber, Esq.
Division of Legal Services
2540 Shumard Oak Boulevard
Gerald L. Gunter Building
Room 370
Tallahassee, FL 32399-0850

Harold McLean, Esq.
Office of Public Counsel
111 W. Madison Street
Room 812
Tallahassee, FL 32399-1400


KENNETH A. HOFFMAN, ESQ.

FLORIDA PUBLIC SERVICE COMMISSION
AUDIT DOCUMENT/RECORD REQUEST
NOTICE OF INTENT

TO: Ms. Ginger Clark
UTILITY: SOUTHERN STATES UTILITIES, INC.
FROM: Charleston I. Winston Charles A. Chairas Staff - Tallahassee
(AUDIT MANAGER) (AUDITOR PREPARING REQUEST)
REQUEST NUMBER: SSU/EDP-1 DATE OF REQUEST: June 27, 1995
AUDIT PURPOSE: Rate Case Docket No. - TBA

REQUEST THE FOLLOWING ITEM(S) BE PROVIDED BY: July 17, 1995
(DATE)

REFERENCE RULE 25-22.006, F.A.C., THIS REQUEST IS MADE: INCIDENT TO AN INQUIRY
 OUTSIDE OF AN INQUIRY

ITEM DESCRIPTION:

1. Please provide items delineated in Attachment A and questionnaire in Attachment C to: Charles A. Chairas
Division of Auditing & Financial Analysis
Florida Public Service Commission
2540 Shumard Oak Boulevard
Tallahassee, Florida 32399-0865
2. Please return this Document/Record Request to the assigned FPSC Audit Manager upon completion of Item 1 per the below instructions.

TO: AUDIT MANAGER Charleston Winston DATE: 7/11/95

THE REQUESTED RECORD OR DOCUMENTATION:

- (1) HAS BEEN PROVIDED TODAY
- (2) CANNOT BE PROVIDED BY THE REQUESTED DATE BUT WILL BE MADE AVAILABLE BY _____
- (3) AND IN MY OPINION, ITEM(S) see attached list IS(ARE) PROPRIETARY AND CONFIDENTIAL BUSINESS INFORMATION AS DEFINED IN 364.183, 388.093, OR 367.156, F.S. TO MAINTAIN CONTINUED CONFIDENTIAL HANDLING OF THIS MATERIAL, THE UTILITY OR OTHER PERSON MUST, WITHIN 21 DAYS AFTER THE AUDIT EXIT CONFERENCE, FILE A REQUEST FOR CONFIDENTIAL CLASSIFICATION WITH THE DIVISION OF RECORDS AND REPORTING. REFER TO RULE 25-22.006, F.A.C.
- (4) THE ITEM WILL NOT BE PROVIDED. (SEE ATTACHED MEMORANDUM)

Judy Kimball, Asst. VP, Finance
(SIGNATURE AND TITLE OF RESPONDENT)

DISTRIBUTION:
White: Utility Complete and Return to Auditor
Pink: Audit File Copy
Canary: Utility Retain

PSC/AFA-8 (Rev.2/95)

EXHIBIT "A"

FLORIDA PUBLIC SERVICE COMMISSION

ATTACHMENT A

Company: SOUTHERN STATES
 Docket No. TBA

1. Computerized records of following per specifications in Attachment B.
 - A. General Ledger master file (final summary balances): 1994
 - B. Accounting detail activity file (to support item 1A): 1994
 - C. Budget detail for: n/a
 - D. Other Files: JE Comments; Chart of Acnts (Titles); Plant (Names):1994
 - E. COBOL FD (file description) on tape cartridge for each file listed above. (FOCUS DBMS users also provide FOCUS MFD's)
 - F. Each year should be contained in a separate file.
 - G. If any portion of the General Ledger data is not regulated by the Public Service Commission and confidential per note below is a consideration, submit regulated and non-regulated data on separate tape cartridges.

NOTE: If confidential treatment is desired by the company per F.A.C. 25-22.006, a notice of intent to request such treatment must be filed with the PSC Division of Records and Reporting and a copy appended to the submission of the above data. A formal request for confidentiality must be filed within 21 days after the staff receives the data unless the data is obtained during the course of an audit, in which case no later than 21 days-after the field audit exit conference.

2. In addition to files identified in item 1 above for tape media, provide the following in printed form:
 - A. A final General Ledger (summarized YTD totals) and a company trial balance for each end-of-period (i.e. month) requested in 1.A above (e.g. Dec 31, 199x for calendar years; last month for Fiscal year, etc).
 - B. If Minimum Filing Requirement (MFR) documentation has been filed with the Commission, provide the account(s) and/or subaccount(s) necessary to reconcile the General Ledger Master File and/or Accounting Detail to each line item of the balance sheet and income statement in the MFR.
 - C. Chart of Accounts X Transaction Codes X
 JE Codes X Account Description X
 - D. Other printouts:
 - 1) Record layout: (1) COBOL format and (2) MFDs if FOCUS user
 - 2) Field Descriptions
 - 3) Record Dump (first 50 records of each file type)
 - 4) Listing of record lengths (LRECL) and record counts for each file

3. Name, position, and telephone number of a knowledgeable data processing contact person at the Utility with whom any EDP related questions/problems can be discussed.

(i:DRFatta.edp)
 (rev 1-5-95)

FLORIDA PUBLIC SERVICE COMMISSION

COMPUTER MEDIA SPECIFICATIONS

ATTACHMENT B to PSC Data/Document Request

Cartridge - 3480, or 3490 18 track, tape cartridge desired - 6250 bpi
tape reel acceptable - both IBM compatible.

Density - for 9 track reel: 6250 bpi desired - 800/1600 acceptable;
for 3480 tapes - 38,800 bpi.

Standard Label - See Data Set Name

Data Set Name - Follow TSO/ISPF three-level name format:
Project.Group.Type. - Ensure that rightmost 17 characters, (including
periods) will not position a non-alphabetic or non-national character in byte
position 5 in the HDR1 record format (e.g. position 5 must have a alphabetic
character) to permit use of Standard Label file identification.

External volume number - 6 alphanumeric characters on outside of
cartridge and in agreement with internal label.

DCB - include complete data set name, DCB information and a record
count externally on cartridges, or in a separate listing if more practical.

Record length - Fixed desired (variable if necessary)

Numeric Format - Packed or unpacked

Blocking Factor - must be identified

Block Size - Maximum 32760. Minimum 18. Must be a multiple of the
record length.

Character Set - EBCDIC (Extended Binary Coded Decimal Interchange Code)

Personnel Contact - (If different from paragraph 3, Attachment A)
provide the employee name and telephone # of individual who is familiar with
the procedures which produced the media.

(I:tapespec.edp)
rev 3/95

ATTACHMENT C

**FLORIDA PUBLIC SERVICE COMMISSION
DIVISION OF AUDIT AND FINANCIAL ANALYSIS**

DATA PROCESSING QUESTIONNAIRE

Company Name _____ Date: _____

Type Utility _____ Phone Number _____

Company Representative most knowledgeable to resolve questions:

DATA PROCESSING

Name Title ()
Phone number

ACCOUNTING SYSTEM

Name Title ()
Phone number

1. Description of major utility records:

<u>DESCRIPTION</u>	<u>MANUAL</u>	<u>PC</u>	<u>MAINFRAME</u>	<u>LOCATION</u>
General Ledger	_____	_____	_____	_____
Cash Receipts	_____	_____	_____	_____
Accounts Payable	_____	_____	_____	_____
Payroll	_____	_____	_____	_____
Customer Billing	_____	_____	_____	_____
Plant Ledger	_____	_____	_____	_____

2. If any of the above are maintained by an outside service (e.g. Out Sourcing) please identify by category and company name/location.

3. Please identify the following about your system configuration:

A. MAINFRAME

1) Model: _____

2) Operating System (version/release): _____

3) Teleprocessing System (TSO, CMS, etc): _____

4) Database type (Hierarchical, relational, DB2, etc): _____

5) Storage Devices:

Tape/Cartridge type (3480/3490/3490E, etc): _____

Disk type: _____

6) Type of End-User DBMS in use (e.g. FOCUS, NOMAD, RAMIS, etc): _____

7) If the General Ledger system is installed on a mainframe, do you have a system flow chart? _____

8) Is the mainframe connected to PC's for upload/download? _____

B. PERSONAL COMPUTERS

1) Predominant type/make of PC used: _____

2) Are PC's networked? ___ Operating System (Ethernet, etc): _____

3) Identify spreadsheet used and version: _____

Please return to: **FLORIDA PUBLIC SERVICE COMMISSION**
Division of Audit and Financial Analysis (EDP Support)
Suite 215
2540 Shumard Oak Blvd
Tallahassee, Florida 32399-0865

(a:survey.edp)