



PACIFIC GAS AND ELECTRIC COMPANY
LABOR RELATIONS
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BRENDA LEGGE
PRINCIPAL NEGOTIATOR

ENGINEERS AND SCIENTISTS OF CALIFORNIA
LOCAL 20, IFPTE, AFL-CIO AND CLC
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JOSHUA SPERRY
SENIOR UNION REPRESENTATIVE

19-15-ESC

July 18, 2019

Joshua Sperry, Senior Union Representative
Engineers and Scientists of California, Local 20
IFPTE (AFL-CIO & CLC)
810 Clay Street
Oakland, CA 94607

Dear Mr. Sperry:

The Company and Union have concluded negotiations for newly represented employees in the Sourcing Specialists unit. The agreed upon contract language and job descriptions are included as attachments to this Agreement.

Implementation Date

All these employees will be included in the general ESC-PG&E contract as of the implementation date of September 1, 2019.

Classification Groups

All classifications will be part of one Line of Progression and one Classification Group in the Contract, to be called "Sourcing Specialists."

Seniority

Seniority shall be determined per Title 13 using each employee's date of hire at PG&E.

Recognition Clause

The parties agree to modify Title 3 of the Contract to reflect the inclusion of these groups by referring to the National Labor Relations Board (NLRB) case numbers as shown below and adding the next number to the list in section 3.1:

TITLE 3. RECOGNITION

3.1 RECOGNITION

##. NLRB Case 32-RC-223579, September 13, 2018, Sourcing Specialists

Exhibit A, Exhibit D and Appendix 1

All classifications will be added to Exhibit A. Bid codes will be established for all positions. This classification group has no specific working conditions. There will be an item added to Exhibit D to mention that Job Descriptions are in Appendix 1.

Incumbents above 2019 Salary Maximum

Employees whose current wage rate is greater than the 2019 maximum of their respective pay range shall have their current wage rate "grandfathered," i.e., they will continue to reside outside the range for their classification. When the next General Wage Increase (GWI) occurs on January 1, 2020, those

employees whose current wage rate is below the 2020 salary range maximum will receive an increase up to the maximum salary (if applicable), and in addition will receive a lump sum payment equal to the difference between the amount of the GWI (3%) and the amount of the salary increase they received. The following table shows the pay increase and lump sums these incumbents will receive on January 1, 2020:

Employee ID#	Hire Date	Classification	2019 base salary	2019 max salary	2020 max salary	raise	lump sum
275613	11/4/2013	Sourcing Specialist, Senior	113,783	111,766	115,119	1,336	2,078
231843	11/8/2010	Sourcing Specialist, Senior	113,993	111,766	115,119	1,126	2,294
82357	9/12/1983	Sourcing Specialist, Senior	114,142	111,766	115,119	977	2,448
284605	5/27/2014	Sourcing Specialist, Senior	114,858	111,766	115,119	261	3,185
242150	7/8/2013	Sourcing Specialist, Senior	115,119	111,766	115,119	0	3,453
41391	3/19/2018	Sourcing Specialist	95,403	94,815	97,660	2,257	605
107345	9/28/2009	Sourcing Specialist	97,660	94,815	97,660	0	2,930

There is one employee whose current wage rate is above the 2020 salary maximum. That employee will receive a lump sum each year until the salary maximum is above their grandfathered wage rate, at which point they will receive a combination of raise and lump sum equal to the percentage of the GWI (expected in 2022). The following table shows the lump sum payments and pay increase for this employee, provided they are still with the Company on January 1 of each year:

Employee ID#	Hire Date	Classification	2019 base salary	2019 max salary	raise	lump sum
74511	6/4/1979	Sourcing Specialist	102,169	94,815	0	3,065

2020 max salary	raise	lump sum	2021 max salary	raise	lump sum	2022 max salary*	raise	lump sum
97,660	0	3,065	100,590	0	3,065	103,607	1,438	1,627

*Assumes 3% GWI, but actual 2022 GWI will be negotiated.

If you agree, please so indicate in the space provided below and return one executed copy of this letter to the Company.

Very truly yours,

PACIFIC GAS AND ELECTRIC COMPANY

By: Brenda Legge
Brenda Legge
Principal Negotiator

The Union is in agreement.

ENGINEERS AND SCIENTISTS OF CALIFORNIA
LOCAL 20, IFPTE, AFL-CIO and CLC

7/19, 2019

By: Joshua Sperry
Joshua Sperry
Senior Union Representative

NEW CLASSIFICATION GROUP

Ranges shown are for 2019

Sourcing Specialists				
	Min monthly	Max monthly	Min annual	Max annual
Sourcing Specialist, Associate 52327307	4,733	6,500	56,800	78,000
Sourcing Specialist 52327308	5,742	7,901	68,900	94,815
Sourcing Specialist, Senior 52327309	6,692	9,314	80,300	111,766

JOB DESCRIPTIONS

Sourcing Specialist, Associate and Career	
Summary	<ul style="list-style-type: none"> A. Works with internal Line of Business (LOB) clients to negotiate, execute and implement contracts for the procurement of goods and services for clients in assigned functional areas. B. Supports governance and compliance of contract approval process from contract creation through the contract award process. C. Works to enhance client experience with Sourcing by demonstrating aptitude in driving strategic value and operational excellence to meet client needs. D. Collaboratively works with client partners and Sourcing team members in developing and amending all types of contracts between PG&E and suppliers, with the exception of Master Service Agreements. E. The Associate classification is developmental, expected to work with higher level Specialists to develop skills and expertise.
Job Duties	<ul style="list-style-type: none"> 1. Processes Purchase Requisitions (PRs) and provides updates on status of PR's when requested 2. Creates, reviews, and issues purchase orders, contracts and CWAs generated from PRs; executes up to signing authority 3. Ensures all PRs, purchase orders and contract documents comply with all PG&E policies, processes and procedures 4. Processes Return Material Authorizations for materials purchases, as needed 5. Maintains accurate records in procurement systems 6. Identifies and maintains catalogs in procurement systems 7. Submits new vendor information for setup in procurement systems 8. Engages Women, Minority, and Disabled Veteran business enterprises from among PG&E approved vendors to support supplier diversity goals. <p>For Career level, in addition to those listed above for Associate level:</p> <ul style="list-style-type: none"> 9. Collaborates with LOB partners and Sourcing team members to develop, write, and negotiate new contracts and renewals (i.e. all types of contracts between PG&E and suppliers, with the exception of Master Service Agreements) of low to moderate complexity 10. Leads and/or assists in running Quick Bids. <p>May also spend a percentage of time on:</p> <ul style="list-style-type: none"> 11. Consults and trains LOB on the Sourcing process; utilizes training materials as available 12. Provides support in interpreting contractual language for contracts of low to moderate level of complexity 13. Proactively reviews Sourcing process across LOBs to identify areas of improvement
Knowledge / Abilities	<ul style="list-style-type: none"> 1. Ability to learn and utilize SAP and Ariba 2. Proficient in Microsoft Office (Excel, Word, and PowerPoint) 3. Strong attention to details 4. Ability to work in team environment 5. Ability to work on multiple issues and tasks 6. Possesses general technical knowledge with ability and desire to continue increasing business and technical knowledge base <p>For career level, in addition to those listed for the Associate level:</p> <ul style="list-style-type: none"> 7. Advanced SAP and Ariba skills (or advanced skills on similar procurement systems) 8. Advanced Microsoft Office skills (Excel, Word, and PowerPoint) 9. Ability to prioritize, plan, perform and communicate activities, both in written and verbal form 10. Good interpersonal skills and team focus 11. Ability to interface effectively with the line of business up to the Director level

Job Qualifications:	<p>Associate</p> <p>BA/BS or equivalent experience required (one year of experience for every one year of college)</p> <p>Career</p> <p>BA/BS or equivalent experience required (one year of experience for every one year of college) AND 2 years of supply chain or other related discipline</p>
Summary	<p style="text-align: center;">Sourcing Specialist, Senior</p> <p>A. Works with internal Line of Business (LOB) clients to negotiate, execute and implement contracts for the procurement of goods and services for clients in assigned functional areas.</p> <p>B. Supports governance and compliance of contract approval process from contract creation through the contract award process.</p> <p>C. Works to enhance client experience with Sourcing by demonstrating aptitude in driving strategic value and operational excellence to meet client needs.</p> <p>D. Collaboratively works with client partners and Sourcing team members in developing and amending all types of contracts between PG&E and suppliers, with the exception of Master Service Agreements.</p> <p>E. The Senior Sourcing Specialist is similar to the Associate and Career Sourcing Specialist but works on more complex contracts and has a higher level of responsibility.</p>
Job Duties	<p>Perform all Associate and Career duties, and in addition:</p> <ol style="list-style-type: none"> 1. Collaborates with LOB partners and Sourcing team members to develop, write, and negotiate new contracts and renewals (i.e., all types of contracts between PG&E and suppliers, with the exception of Master Service Agreements) of moderate to high complexity. 2. Provide training to other Sourcing Specialists on the Sourcing process, may assist in developing training materials. 3. Recognize gaps and needs in current Company procurement policies and procedures, identify appropriate corrective action, and work with management to implement changes if appropriate.
Knowledge / Abilities	<p>In addition to those listed for the Career level:</p> <ol style="list-style-type: none"> 1. Strong business and technical background 2. Strong interpersonal skills and ability to work in cross-functional teams 3. Ability to work autonomously with little supervision and to direct the work of others to some degree 4. Strong analytical and research skills
Job Qualifications:	<p>BA/BS or equivalent experience required (one year of experience for every one year of college) AND 4 years supply chain or other related discipline</p>