



Gas Industry Standards Board

1100 Louisiana, Suite 3625, Houston, Texas 77002

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Home Page: www.gisb.org

Via email and posting

TO: GISB Contract Subcommittee Participants & Posting for Interested Industry Participants

FROM: Rae McQuade, Executive Director
Diane McVicker, Co-Chairman, GISB Contracts Subcommittee
Cary Metz, Co-Chairman, GISB Contracts Subcommittee

RE: **Meeting Announcement** for the Contracts Subcommittee Meeting - May 7, 2001

DATE: April 24, 2001

Dear GISB Contracts Subcommittee Participants,

During the next scheduled meeting for this subcommittee, a single topic will be discussed - a continuation of the discussion on the Enbridge work paper - in particular, the types of changes can be enacted through the oral transaction procedure. This should be the last conference call of the group to review the final outstanding issues before the conceptual language is incorporated into the base contract. Once the changes to the short-term base contract (GISB Standard No. 6.3.1) have been finalized, the subcommittee will directly follow that effort with the development of the long-term base contract.

The meeting specifics are:

Conference Calling: Please call the GISB Office 713-356-0060 for conference calling instructions

Date/Time: **Monday, May 7, 2001**
2:00 to 3:30 p.m. central

The co-chairs for this effort are Cary Metz and Diane McVicker. Their contact information can be found below:

Cary Metz	Midland Cogeneration Venture Email: cdmetz@midcogen.com
Diane McVicker	Salt River Project Email: dbmcvick@srpnet.com

The draft agenda follows. We look forward to hearing from you at the meeting.

Best Regards,

Rae McQuade



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GAS INDUSTRY STANDARDS BOARD CONTRACTS SUBCOMMITTEE MEETING

2:00 to 3:30 p.m. Central, Monday, May 7, 2001

DRAFT AGENDA

The Contracts Subcommittee will meet via conference calling on **May 7, 2001** from **2:00 to 3:30 p.m. central.** This should be the last conference call of the group to review the final outstanding issues before the conceptual language is turned over to the drafting team to be incorporated into the base contract.

- 1 Welcome
 - Welcome to members and attendees
 - Roll Call
 - Antitrust Guidelines
 - Adoption of Agenda
 - Adoption of draft minutes of April 23, 2001

- 2 Discuss and possibly vote on the following items
 - Enbridge Work Paper

On April 23, in discussion of the work paper presented by Enbridge regarding the oral transaction procedure and the amendments that can be considered, concerns were raised that it was never intended that the oral transaction amendments apply to significant non-commercial amendments. Consensus was previously reached that in the oral confirmation process, the parties would agree to price, quantity and transportation – but would not have amendments of non-commercial significance enacted as a result of a phone call. This is to avoid enacting changes for which there is not agreement from both parties – the amendments are discussed on the phone, submitted from one party to another for confirmation, and after the confirmation deadline is reached with no communication from the other party, have those amendments be considered binding provisions of the contract. After further discussion, several on the phone noted that they required additional time to consider the types of changes that could be considered in an oral transaction process and the needed safeguards.

- 3 Wrap-up
 - Organization and arrangements for drafting team
 - Other business

- 4 Adjourn