

From: Yura, Jane
Sent: 9/24/2012 4:04:16 PM
To: Julie Halligan (julie.halligan@cpuc.ca.gov)
Cc:
Bcc:
Subject: Fwd: CPUC Meeting - Hotel Space Status Update

Julie I know you'll be setting up a call to get the 3 utilities coordinated--- but I think we'll need to lock down the venue soon. Looks like we have one option now.
Thx

Jane

Jane Yura
PG&E Gas Ops
415-973-1398

Begin forwarded message:

From: "Parnell, Renee" <RTP3@pge.com>
Date: September 24, 2012 3:46:49 PM PDT
To: "Yura, Jane" <JKY1@pge.com>
Cc: Redacted
Subject: RE: CPUC Meeting - Hotel Space Status Update

Jane:

Any word on CPUC Safety Symposium? We just heard that the Hilton is now booked. Again, until we have a deposit to hold a facility, we **do not** have a venue locked in for this meeting.

Please advise.

Thanks.

Renee

From: [Redacted]
Sent: Wednesday, September 12, 2012 4:08 PM
To: Yura, Jane
Cc: Parnell, Renee
Subject: CPUC Meeting - Hotel Space Status Update

Hi Jane,

Renee asked me to reach out to you and share the status of the hotels that had availability for the CPUC meeting on January 8th and 9th.

Hotels

Renaissance – The Stanford Court Hotel

- Large meeting space and breakout rooms are still on “soft hold”

Hilton – San Francisco Union Square

- Large meeting space and breakout rooms are still on “soft hold”

Palace Hotel

- Space is available but they are hesitant to guarantee us meeting space without a commitment of 100 guest rooms.

Notes

The “soft hold” is informal with no obligation by either party. The hotel can release our requested dates/space at any time. We have asked them to give us a call if another group is interested.

Next Steps

Next steps should include scheduling a site visit to your preferred location, signing a contract and making a deposit. Attached you will find a summary of projected costs.

Concerns

Due to the JP Morgan Healthcare conference scheduled for the same week as the CPUC meeting dates, overnight stays will be difficult to book as well as more expensive than normal rates. So while the meeting space and breakout rooms are still on “soft hold”, we cannot guarantee the same for the hotel rooms for the guests. If we book a contract with a room block, then we can be assured that the attendees will be able to secure a room. Therefore, it is important to identify how many out-of-town guests will attend and require overnight accommodations.

Please let me know if you have any questions.

Best,

Redacted

Redacted Executive Communications

Pacific Gas and Electric Company

Redacted

