



Pole Attachment Checklist

Durango Office:
P.O. Box 2750, Durango, CO 81302
45 Stewart St, Durango, CO 81303
Phone: (970) 247-5786
Pagosa Springs Office:
P.O. Box 305, Pagosa Springs, CO 81147
603 S 8th St, Pagosa Springs, CO 81147
Phone: (970) 247-5786

Pole Attachment Work Order

Below is a checklist to assist you with your project:

In order to expedite the assignment of your job to a staking engineer, provide the following:

- Complete and sign the "Application for Pole Attachment"
- Complete and sign Statement of Authority
- Complete and sign a "Pole Attachment License Agreement" *(Not required if one is already on file.)*
- Complete strength and clearance analysis for proposed attachments with proposed height. The analysis must meet National Electric Safety Code (NESC) requirements for a Heavy Loading district, be stamped by a Colorado Professional Engineer and meet LPEA's Pole Attachment Requirements.
- Pay the required Design Fee (Credit card payments are not accepted for New Construction) \$100 per pole.
Submit the above by mail or at the office in Durango or Pagosa Springs.

Upon receipt of the above, the first available staking engineer will contact you to arrange an appointment to discuss your job. After the initial meeting, the staking engineer will design the electrical make ready, compute the construction estimate, and contact you. The applicant is responsible for communication make ready and acquiring communication right-of-way.

(NOTE: The estimate you receive is good for 30 days.)

Job will be released to construction for scheduling after the following are completed:

- Sign and notarize necessary contracts.
- Pay construction estimate (credit card payments are not accepted)
- Contact LPEA at (970) 247-5786 and ask to speak with the Line Superintendent, in Durango (La Plata County) or Pagosa Springs (Archuleta County), to coordinate scheduling for construction. Be sure to reference your LPEA Work Order Number when you call
- LPEA completes Make Ready work to electrical infrastructure for the proposed attachment.

LPEA will contact the applicant when make ready is complete.

Job will be closed after the following are completed:

- Sign a Pole Attachment Agreement
- Contact LPEA at (970) 247-5786 and ask to speak with the Line Superintendent, in Durango (La Plata County) or Pagosa Springs (Archuleta County), at least 7 calendar days before installing Attachments.
- Install Attachment.
- Contact LPEA at (970) 247-5786 and ask to speak with the Line Superintendent, in Durango (La Plata County) or Pagosa Springs (Archuleta County), within 30 calendar days after construction is complete for a final inspection.



La Plata Electric Association, Inc.

Application for Work Order
Pole Attachments

Business Name: _____ Total # of Pole Attachments: _____

Project Description: _____

Pole #s (yellow tags on poles): _____

Billing Address: _____ City/State: _____ Zip: _____

Work Phone: _____ Cell Phone: _____

Project Contact: _____ Email Address: _____

LPEA's Pole Attachment Requirements

General Provisions

- All new Attachments must meet National Electric Safety Code (NESC), requirements for a Heavy Loading District and be placed in the Communication Space.
- New Attachments shall not cause existing Association poles or facilities to violate NESC.
- Attachments are not allowed on underground or on structures involving voltages greater than 25 kV.
- Radio and wireless devices shall not be attached to the Association's poles or facilities.
- If, in the reasonable discretion of the Association, there is insufficient capacity for the proposed Attachment or concerns about safety, reliability, or generally applicable engineering purposes, the Association shall have the right to reject the Application.
- The Applicant is responsible for all costs incurred by the Association during the design and inspection of the Attachment Application.
- The Applicant is responsible for all right of way privileges and easements associated with attached infrastructure.
- All Attachments are the responsibility of the Applicant.
- Attachments remaining on poles the Association has taken out of service will be charged at two times the Association's pole attachment rate.
- A coil shall not be attached to a pole, duct or conduit owned by the Association.
- Each Applicant is limited to five Attachments per pole.

Application

- A non-refundable Engineering/Inspection Fee of \$100 per pole is required with the Application. This fee will be applied towards the total design and engineering expenses incurred by the Association.
- All Applications require a Professional Engineer approved strength and clearance analysis to current NESC specifications with the proposed attachment height defined.
- Applications from Applicants with outstanding Pole Attachment annual fees will not be processed.
- After the Application for a Pole Attachment has been submitted with all required documents and fees and approved by the Association, the Association will assign a Work Order to the request to evaluate the Make Ready required.

Make Ready

- The Association, at its sole discretion, will determine if Make Ready is required.
- Make Ready is not eligible for rebates or construction credits.
- If Make Ready is required, the Association will create an estimate for Make Ready work and present it to the Applicant.
- The Applicant is responsible for coordinating the relocation of existing Attachments.
- If Permitted Attachments exist on a Make Ready structure and the existing Permitted Attachment does not meet NESC specifications, the Association will cover 50% of the cost of the structure's Make Ready cost and the Applicant shall cover the remainder.
- 100% of all other Make Ready costs are the responsibility of the Applicant.
- The Association will require 100% of the estimated costs associated with Make Ready prior to releasing the Work Order to construction.
- The Association will notify the Applicant when the Make Ready work is complete.

Attachment Installation

- A signed Pole Attachment Agreement is required before the Applicant can install an Attachment.
- The Applicant must notify the Association at least 7 calendar days before the Attachment installation begins.
- The Applicant is responsible for ensuring Attachments are installed as designed and conform with current NESC specifications.
- The Applicant must label every Attachment with their name.
- The Applicant must contact the Association, within 30 calendar days after construction is complete, for a final inspection.
- Once the final inspection is complete, the Association will update billing and mapping data with the Attachment Agreement.

Signature: _____ Date: _____

STATEMENT OF AUTHORITY

1. This Statement of Authority relates to an entity named _____, and is executed on behalf of the entity pursuant to the provisions of Section 38-30-172, C.R.S.
2. The entity is a:

<input type="checkbox"/> Corporation	<input type="checkbox"/> Limited Liability Company
<input type="checkbox"/> Non-Profit Corporation	<input type="checkbox"/> General Partnership
<input type="checkbox"/> Trust	<input type="checkbox"/> Limited Partnership
<input type="checkbox"/> Business Trust	<input type="checkbox"/> Registered Limited Liability Partnership
<input type="checkbox"/> Governmental Subdivision or Agency	<input type="checkbox"/> Registered Limited Liability Limited Partnership
<input type="checkbox"/> Unincorporated Non-Profit Association	<input type="checkbox"/> Limited Partnership Association
<input type="checkbox"/> Other: _____	
3. The entity was formed under the laws of the State of: _____.
4. The mailing address for the entity is: _____.
5. The **name** and **position** of each person authorized to execute instruments conveying, encumbering, or otherwise affecting title to real property on behalf of the entity is:
 - Name: _____ ,
 - Position: _____
6. (Optional)³ The authority of the foregoing person(s) to bind the entity is limited is not limited as follows:
Define limit or no-limit of signature authority. i.e. LPEA easement documents.
7. (Optional) Other matters concerning the manner in which the entity deals with its interest(s) in real property:
Delete if not necessary.

Owner of Record: _____

Signature: _____

Printed Name: _____

Position: _____

The foregoing instrument was acknowledged before me on this _____ day of _____, 20____.

STATE OF: _____)
COUNTY OF: _____) ss

Witness my hand and official seal.

Notary Public

My Commission Expires

¹ This form should not be used unless the entity is capable of holding title to real property.
² This Statement of Authority must be recorded to obtain the benefits of the statute.
³ The absence of any stated limitation shall be prima facie evidence that no limitation exists.

AFTER RECORDING RETURN TO:
La Plata Electric Association, Inc.
Attn. Right of Way
PO Box 2750
Durango, CO 81302-2750