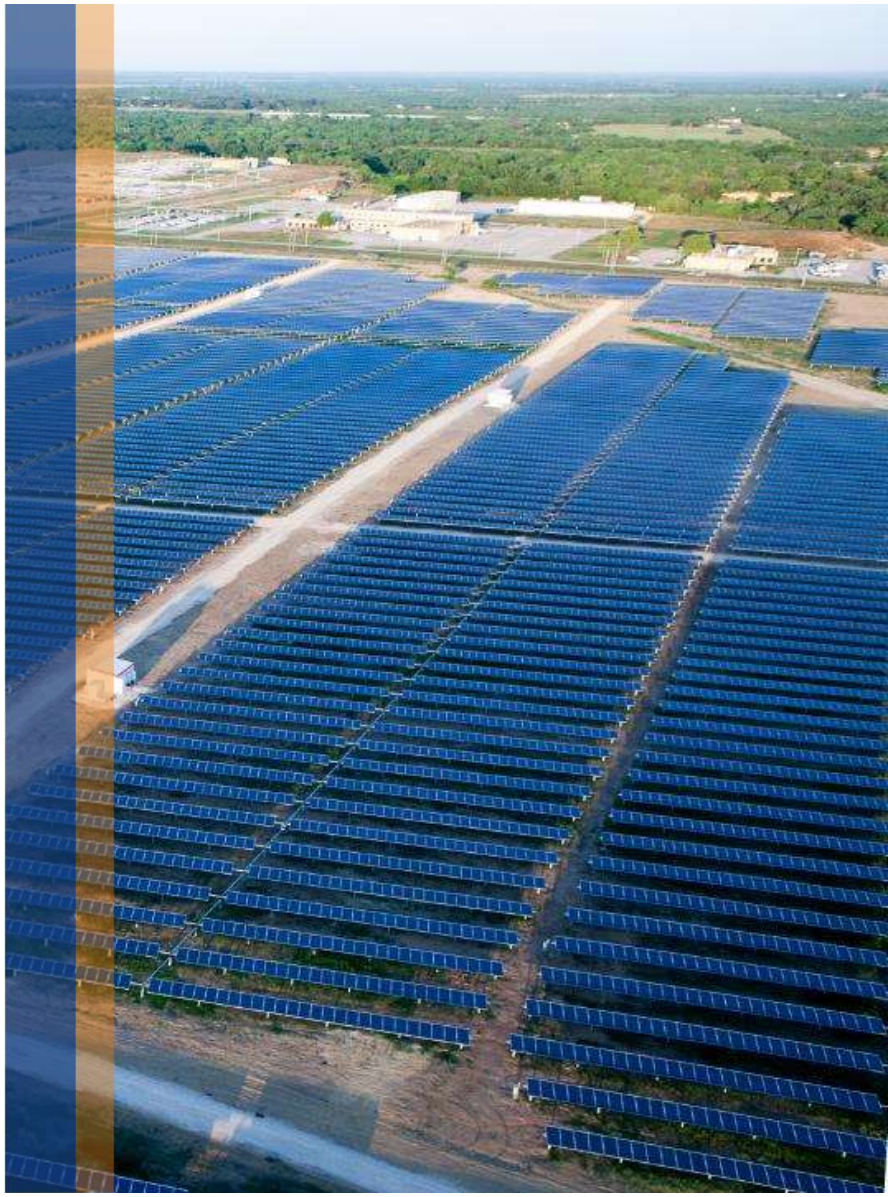
# POLE ATTACHMENT SERVICES QUARTERLY WORKSHOP



*PRESENTED BY:*
**Pole Attachment Services Dept.**

**06 JUN 2024**

# AGENDA

- Safety
- Joint Trench
- General Topics
- Applications
- Requirements
- LiDAR
- Announcements



# SAFETY

# SAFETY

## JUNE IS NATIONAL SAFETY MONTH




- Engagement of Safety in the workplace
  - Promote commitment and participation
  - Reduce complacency
- Roadway Safety
  - Cognitive of work zones & blind spots of other vehicles
  - Share the road with pedestrians and cyclist
- Reduction of Risk
  - Proactive of safety concerns and recognizing potential hazards
  - See something, Say something & Do something
- Slips, Trips & Falls
  - Awareness of spills, loose rugs, and weather hazards
  - Poor lighting & uneven services
  - Using improper equipment and inattentiveness to surroundings
- **HEAT**
  - Hydrate, Mitigate Exposure, OSHA Heat application



# JOINT TRENCH

# UPDATED JOINT TRENCH AGREEMENT

- New agreement requires payment prior to start of construction
- Joint Trench access fee will be calculated using preliminary design routing
- Each project will be invoiced separately
- Joint Trencher responsible for coordination with developer/GC for all joint trench activities
- Joint Trench rates based on updated construction costs

CPS Energy provided a review and comment period for the new agreement.

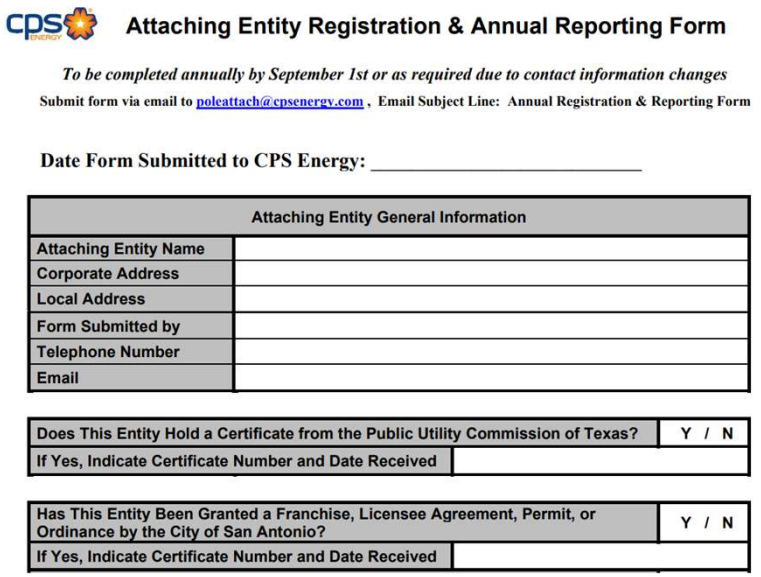
# UPDATED JOINT TRENCH AGREEMENT

- CPS Energy will begin the termination of existing agreements in the coming weeks
- A CPS Energy representative will reach out to initiate the process
- In-progress jobs will follow the old agreement until July 2024

# GENERAL TOPICS

# REGISTRATION & ANNUAL REPORTING FORM A1

- Is **Required** to be completed annually by **September 1st** of every year
- CPS Energy will be emailing current contacts on July 1st for compliance
- The form can be found on the Pole Attachment page on the CPS Energy website



**Attaching Entity Registration & Annual Reporting Form**

*To be completed annually by September 1st or as required due to contact information changes*

Submit form via email to poleattach@cpsenergy.com , Email Subject Line: Annual Registration & Reporting Form

**Date Form Submitted to CPS Energy:** _____

| Attaching Entity General Information | |
|---|---|
| Attaching Entity Name | |
| Corporate Address | |
| Local Address | |
| Form Submitted by | |
| Telephone Number | |
| Email | |

| | |
|---|---|
| Does This Entity Hold a Certificate from the Public Utility Commission of Texas? | Y / N |
| If Yes, Indicate Certificate Number and Date Received | |

| | |
|---|---|
| Has This Entity Been Granted a Franchise, Licensee Agreement, Permit, or Ordinance by the City of San Antonio? | Y / N |
| If Yes, Indicate Certificate Number and Date Received | |

A1 Registration & Annual Reporting Form

# APPROVED ENGINEERING FIRMS

- The PAS team periodically identifies firms that have not submitted applications & then will remove them from the Approved Engineering Firms list
  - This review will be conducted on 7/1
- It takes 90 days for individual credentials to expire
  - The firms removed had been inactive for much longer
- Firms will need to re-apply to become approved, going through the entire approval process as if it were the first time

**Engineering Firms that are collectively working on the applications & EMR design are to submit applications together**

# APPROVED ENGINEERING FIRMS

| *Engineering* |
|---|
| 1. AWE, LLC ★ |
| 2. Binkley & Barfield ★★★ |
| 3. Black & McDonald ★★★ |
| 4. Cobb Fendley ★★★ |
| 5. Davey Resource Group ★★★ |
| 6. DeBauche Comm. & Cons. Serv., LLC ★ |
| 7. ENTRUST ★★★ |
| 8. LJA Telecom ★★★ |
| 9. Merrick & Company ★★★ |
| 10. Mountain, LTD. ★★★ |
| 11. Quanta Utility Eng. Services ★★★ |
| 12. Surveying & Mapping, LLC ★★★ |
| 13. TDC2, LLC ★ |
| 14. Telecom Staffing, LLC ★★★ |
| 15. TOP Engineers + ★★★ |
| 16. Tower Engineering Prof., Inc. ★★★ |
| 17. TRC, Inc. ★★★ |
| 18. Utility.Engineering ★★★ |

| *Electrical Distribution Construction* |
|---|
| Chain Electric |
| Pike Electric |
| Greenstone |
| Source Power |

| *One-Touch Transfer Construction* |
|---|
| BComm Constructors, LLC |
| Ervin Cable Construction, LLC |
| Quest Utility Construction, Inc. |
| S&S Cable Communications |
| Tero Technologies Inc. |
| TEXSTAR Enterprises, Inc. |
| TX Superior Communications, LLC |
| JC Communications |
| ADB Companies |
| A2 Total Telecom Services LLC |
| B Robinson Inc. |
| CJ Hood Communications |
| US Aerial |
| HMI Utilities |

| *Vegetation Management* |
|---|
| Asplundh Tree Expert |
| Davey Tree Surgery |
| McCoy Tree Surgery |

★ Option 1: Pole Loading Analysis (PLA) & Application submittal

★★ Option 2: Make ready engineering

★★★ Option 3: Pole Loading Analysis (PLA), Application submittal & Make ready engineering

# PAS GIS TRAINING CLASSES

## GENERAL TOPICS

- Future Proposed Trainings – Please submit the name & company to get on the list for the next available training July 22 - 26
  - Date: Near future (working on scheduling)
    - Next class is @ capacity, continue to submit for future training sessions
  - Duration: 5 days Mon – Fri
  - Location: Virtual
- For more information, please email poleattach@cpsenergy.com
- The maximum class size is 6 & the minimum is 3
- **You will receive a set-up walkthrough from the GIS team that needs to be completed prior to the course starting**

# PAS GIS TRAINING CLASSES

## GENERAL TOPICS

- GIS training **DOES NOT** cover:
  - Pole Attachment Standards
  - Distribution Standards and Specifications
  - Pole Attachment Process
  - **Replace Design Training**
- GIS Training DOES cover basic GIS design training to submit EMR designs which include:
  - Transformers, Streetlights Etc.
  - Pole change outs (PCO)
  - Setting mid-span poles

**CPS Energy led GIS training isn't a replacement for design training**

# PAS GIS TRAINING CLASSES
## POLE APPLICATION PROCESS

Engineering Firms should:

- Make sure that all new &/or replacement employees as well as contractors are trained on
  - Pole Attachment Standards & pole attachment process
  - Electrical make ready designs to streamline the rejections
- Continue to train their employees on the importance of communication regarding worker safety zones & applicable clearances

**It's the engineering contractor's responsibility to learn how to fill out the application & understand CPS Energy standards**



# APPLICATIONS

# WORK MANAGER PROCESS

## MAJOR TASKS

| | | | |
|---|---|---|---|
| 1000 | Create Work Request | 6000 | Finalize and Lock Down Design |
| 2125 | Request Environmental Review | 9100 | Obtain ROW / Easement(s) |
| 2130 | Obtain Environmental Permit(s) | 9200 | Receive Customer Pre-Work Pay... |
| 2280 | Perform Field Survey / Obtain Data | 11060 | Submit Notice of Intent (NOI) |
| 2305 | Request Long Lead and/or Non-St... | 11065 | Underground Inspections |
| 2310 | Assign Designer / Supervisor | 11100 | Accept Work Request for Constru... |
| 2360 | Design Job | 12271 | Delay For Reason in Comments |
| 2400 | Request ROW / Easement From ... | 12500 | Schedule Work |
| 2445 | Obtain Permit(s) | 12800 | Send Scheduled Date to Customer |
| 2450 | Calculate Contribution Charges | 16100 | Perform Field Work |
| 2460 | Perform Supervisor Review of De... | 16130 | Submit Notice of Termination (NOT) |
| 2605 | Send Contribution Charges to Cus... | 16500 | Perform Initial Material Reconciliat... |
| 2680 | Indicate Official Revision | 16900 | Receive Customer Post-Work Pay... |
| 5000 | Perform Supervisor Approval | 17000 | Enter As-Builts |
| 5100 | Approve Work Request | 18200 | Close Work Request |

- 2280 – Designer: Field work (locates, staked locations)
- 2360 – Designer: GIS Design
- 2460/2605 – Supervisor: Designer notifies supervisor by email that EMR is ready for review. Supervisor reviews the design & creates the CIAC invoice
- 2680 – Designer: if EMR project is completed (all permits attached, PE seal, etc.) designer IND of revision in GIS & must send an email to supervisor that design is ready for final approval
- 5000/5100 – Supervisor: Final approval

EMR Designer is the owner of the Work Order from start to close out & responsible for pushing the project through the process

# WORK MANAGER PROCESS

## MAJOR TASKS

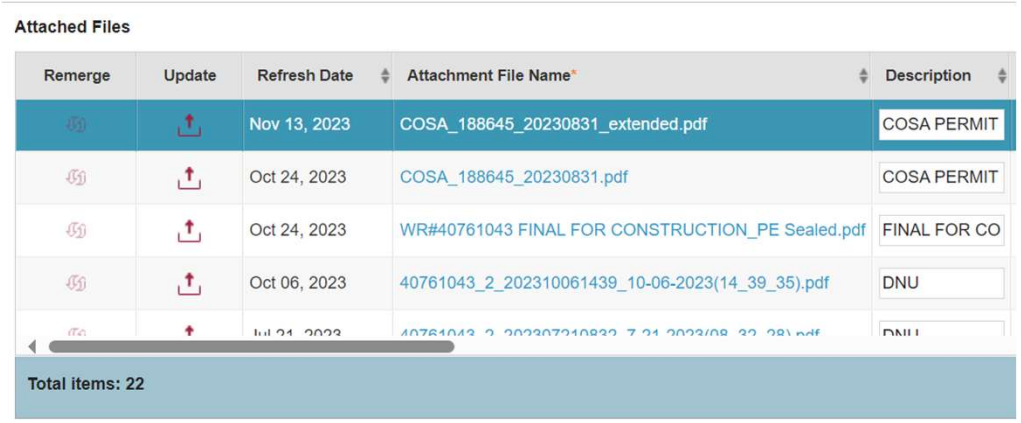
| | | | |
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| 5000 | Perform Supervisor Approval | 17000 | Enter As-Builts |
| 5100 | Approve Work Request | 18200 | Close Work Request |

*NTP sent after EMR Post Inspection

- 6000 – Designer: Designer is responsible for:
  - Finalizing the design
  - Coordinates the tree trimming if needed
  - Applies for any pending ROW permits
  - Re-stakes proposed pole locations
  - Prepares for construction
- 9200 – Designer: receives notification when the CIAC has been paid
- 11100 – Designer: releases design to construction, emails scheduler
- 12500/12800/16100 – Scheduler/Construction
- **16500* – Designer: Must Request NTP**
- **17000 – Designer: enters As-Builts & submits for verification**
- 18200: Work order is closed

# WORK MANAGER PROCESS

## MAJOR TASKS



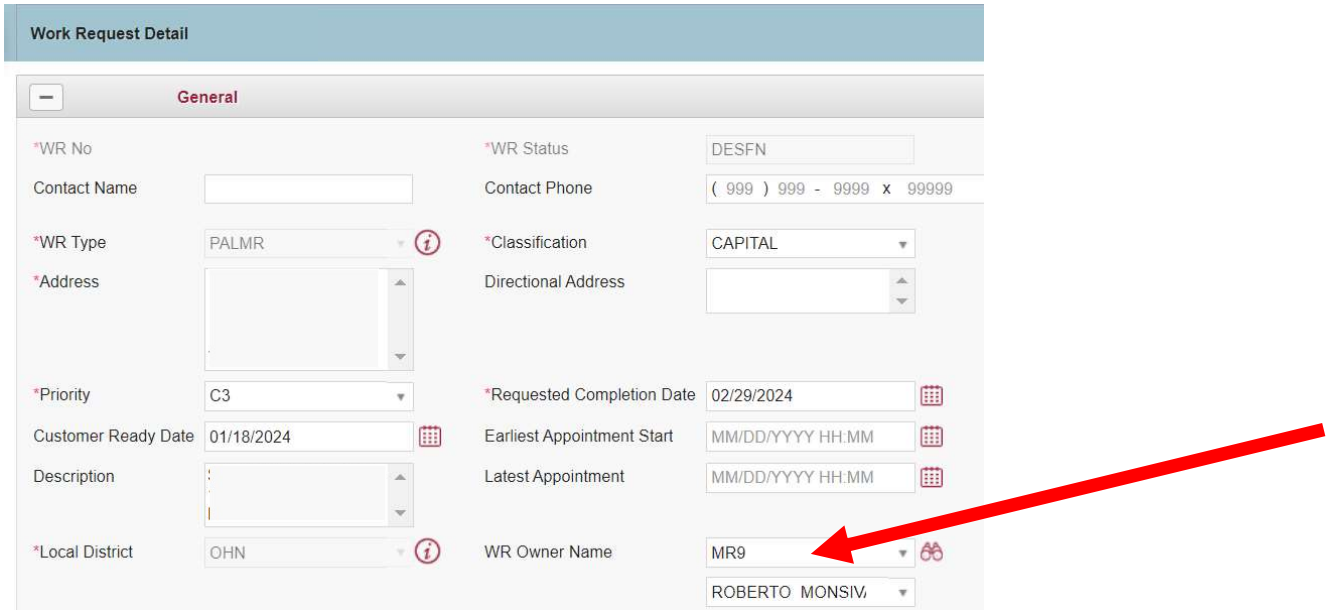

Attachments for Work Request

*These are not the only attachments that would need to be attached; This is not a comprehensive list

- 2460 for Entrust is Zsofia Cassidy (CZ) & for TRC is Steven Chavez Martinez (CSTE)
- Permit Attachments expected at task 2360*
  - Design for Review (preliminary)
  - Design for Construction (final)
  - Dig Tess (number should also be on the design)
  - Gas Maps
  - SAWS/Water Maps
  - CPS Energy Environmental forms/approvals (design notes should be in red)
- Permit attachments expected before 5000 approval
  - TXDOT approval
  - City/County approval

# DESIGNER RESPONSIBILITY

- **The Designer is the owner of the Work Order & GIS from the creation through the As-Builts**
- Make sure that the designer's initials are indicated under Work Request Owner to ensure delivery of emails as tasks are completed



# DESIGNER RESPONSIBILITY

- **After task 5100 is completed, designer is responsible to progress job**
- **Task 6000 – Designer: Designer is responsible for:**
  - Finalizing the design
  - Coordinates the tree trimming if needed
  - Applies for any pending ROW permits
  - Re-stakes proposed pole locations
  - Prepares for construction
- **Ensure CIAC payment has been received prior to progressing the job to scheduling/construction**

# APPLICATION TIMELINE REFRESHER

- PAS met with review firms for review on application timelines with focus on re-alignment with processes outlined in the pole attachment standards
- **The 21 days ‘Pause’ when applications are sent back for corrections (commonly called quick fixes)**
- **The timeline ‘Resumes’ when the review firm receives the quick fix back**
  - **Subsequent pauses for additional quick fixes**
- Applicants shall receive a consolidated review for the total application (application form, PLA, EMR, etc.)
- Expect to see additional notification for 7-day extensions

Applications in which the design needs to be fundamentally changed (e.g. additional pole replacements) are handled as rejections.

# COMMON APPLICATION ERRORS

- Application missing required information
  - CPS Energy Pole number (PL#) missing on application
  - Make ready not called for on the application
  - Missing required attachments at submittal of application
- Mistakes on Pole Loading Analysis
  - **All existing violations on pole are not fixed or creates a new violation**
  - Incorrect construction grades
  - Missing cables on pole
  - Incorrect cable tensions
  - Mid-span clearance issues
- The application review shot clock will reset with every application rejection
- Contractors should NOT change the attaching entities application name on rejections, only a REV designation should be added to the end of the application name
  - Example – Tag Number-Year-Application *Number_REV#

*Needs to be a new revision number, otherwise it causes billing issues

# COMMON APPLICATION ERRORS

- Pole Loading Analysis (PLA) Report(s) should include coversheet stamped by a PE, or each individual PLA Report is to be stamped
- Pole information on PLA Reports should reflect that of application height information. Pole Capacity Utilization Percentage should also match on Application & more UTD PLA Reports
- Correct wire Sizes/Types, Equipment Sizes/Types, Tensions & Ownership need to be utilized
- Anchor(s)/Downguy(s) at appropriate Lead Lengths/Attachment Heights, as shown on the application. (If applicable)
- Pole Number, Class/Height, Species & Construction Grade, shown as it exists or is proposed on the application

PLA Analysis shall be valid for no longer than six (6) months from the time of Application Submission. After six (6) months, a new PLA analysis will be required

# ASSOCIATED WORK REQUESTS

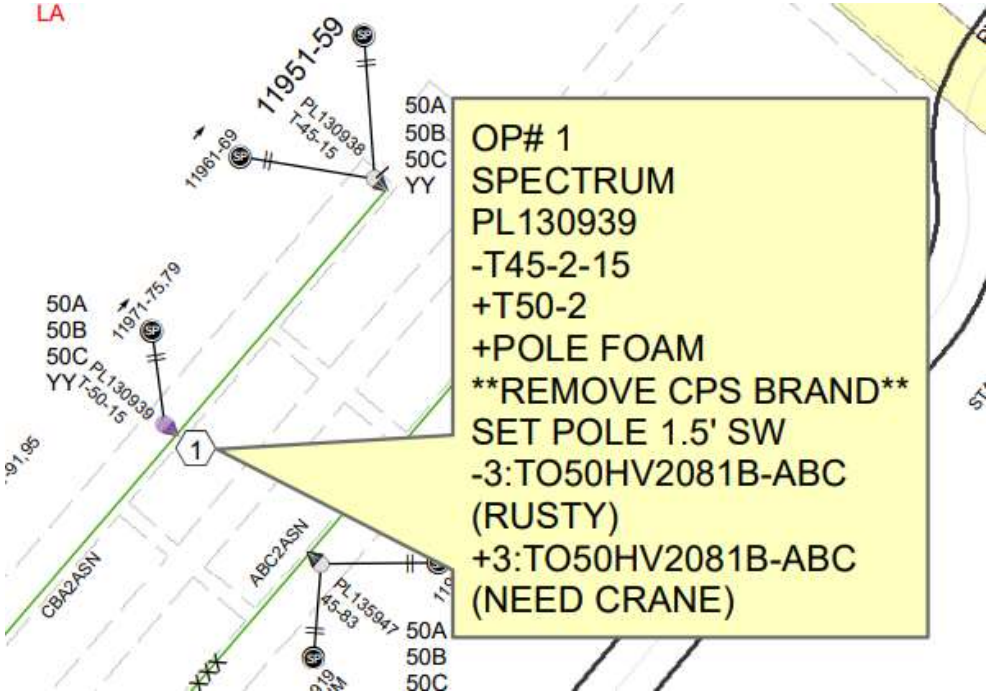
- All associated work requests should be submitted with the original application submission
- This extends to final approvals at task 5000/5100
- All associated work requests must be paid prior to sending to task 5000/5100
  - The 5000/5100 notification email should include the associated work requests



Failure to submit all associated work requests with the project can result in delays for the applicant company.

# AT&T OWNED POLES
## REPLACEMENT

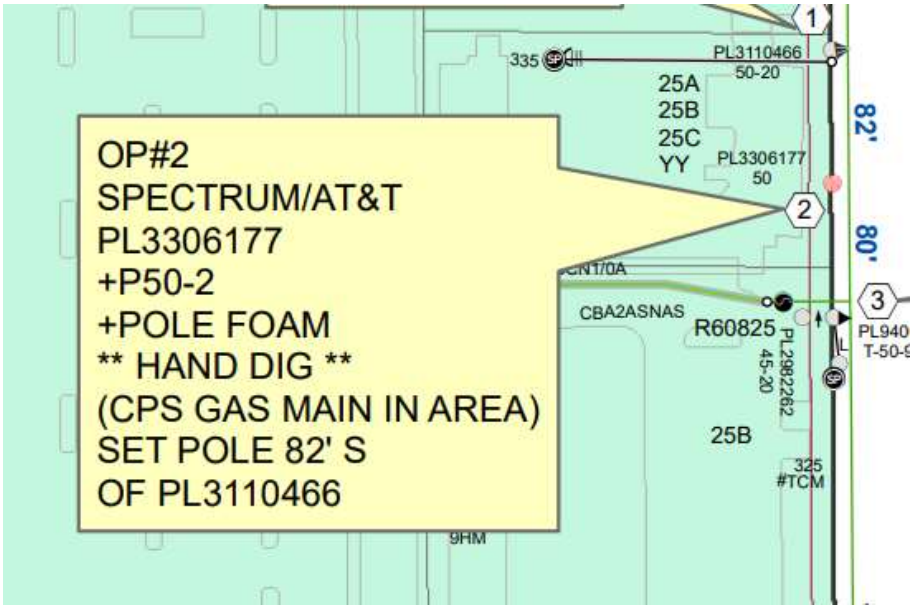
- **The AT&T Occupancy Permit is insufficient to move forward with an AT&T pole changeout**
- **Required to have approval from AT&T for CPS Energy to change out an AT&T owned pole**
- If approved, sketch should note that it is a T-pole as well as call out to remove CPS Energy brand



# MIDSPAN POLES

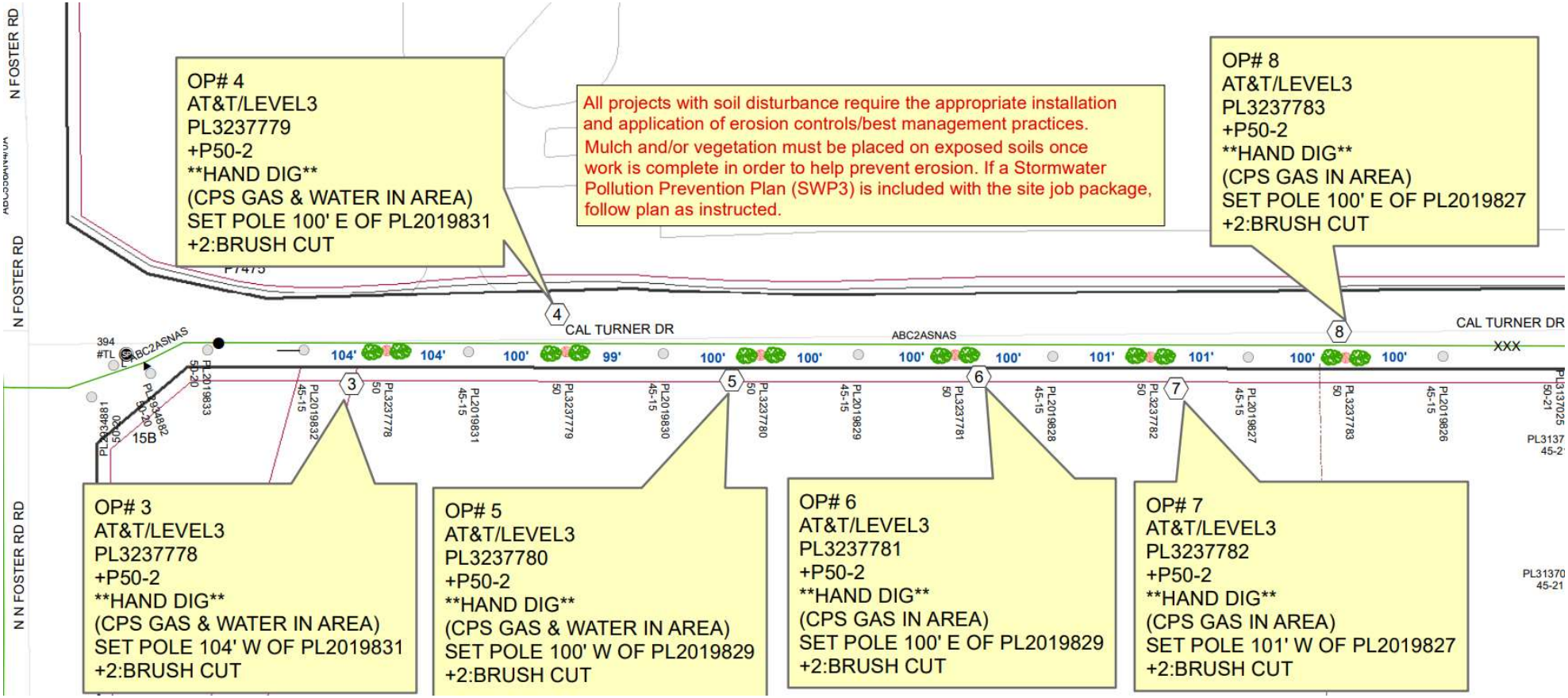
## PARAMETERS FOR MIDSPAN POLE

- Midspan poles are an option for span lengths greater than 250'
- Best effort should be made to split the span
  - Proper placements (not in the middle of driveways, right in front of customer windows, etc.)
  - No cascading for midspan poles
- Exceptions will be taken into consideration
  - Riser poles, AT&T poles, RR crossings, etc.



# MIDSPAN POLES

## EXAMPLE OF A POTENTIAL REJECTION



# POLE PHOTOS

- All applications must have **up to date** photo(s) from within last 6 months
  - May need a new photo if field conditions change, e.g.:
    - New attachment
    - Streetlight
- Combine photos into a single PDF
- **No Google Photos**



Taken in the field



Google StreetView

# PROCESS STANDARDS

- Attachers must inform CPS Energy/Contractors when attachment construction is completed
  - Notice is required to initiate post construction inspection
  - Final permit will not be received until passing post construction inspection
- Wireline routes should follow existing CPS Energy pole lines



Pole line with communications attached

# COMMUNICATION FIBER PLACEMENT

- Wireline routes should follow existing CPS Energy pole lines

- Attachers shall place their fiber on the same side of the pole as CPS Energy Fiber
  - Safety issues – Failure to do so causes a safety issue for CPS Energy Linemen that have to climb these poles
  - Attaching to the same side of the pole allows for a simpler and smoother transition when replacing poles
  - Reliability issue – longer outage times to restore power during emergencies



Attachments on same side

# AS-BUILT CLEAN UP

- CPS Energy is running weekly reports for work requests in As-Built Status

1. Responsible designer shall review documents attached at task 16500 for As-Builts
2. After entering and completing the as-builts, send revision for as-built verification through GIS
3. In ARM, at Task 17000, add supervisor initials CZ or CSTE
   - "Completed on 03/07/2024 submitted to Entrust/TRC by SWAY"

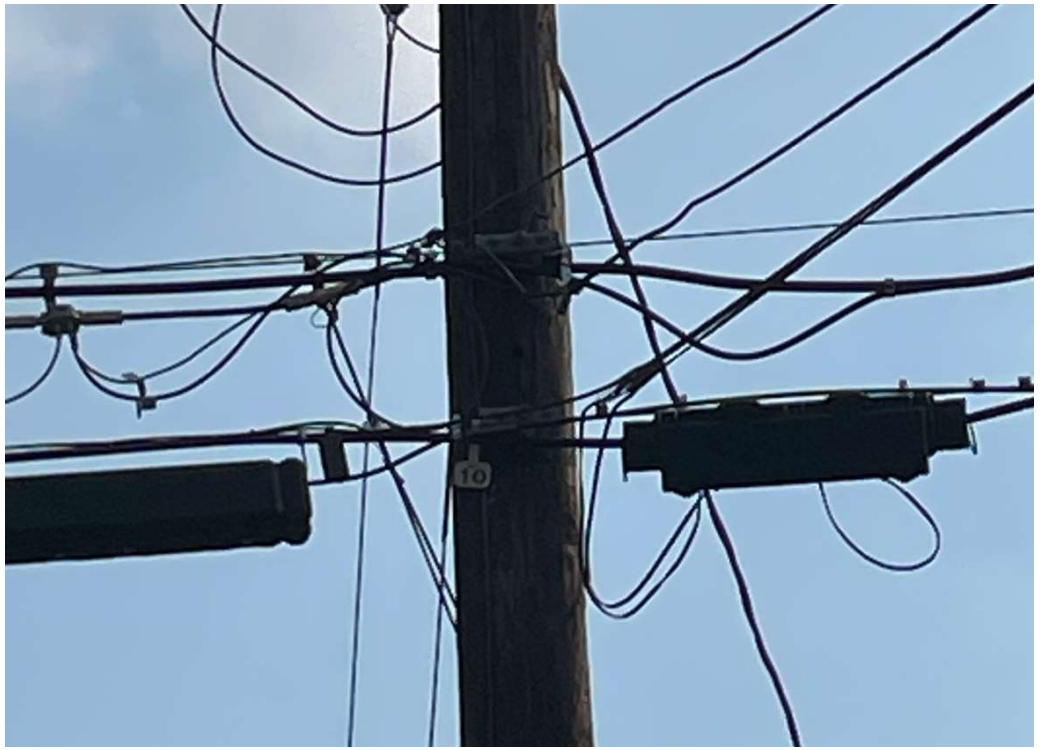
- If the applicable designer has left the approved engineering firm's company, it is that engineering firm's responsibility to submit

- Supervisor that completes as-built verification shall notify designer that work request is closed

# REQUIREMENTS

# TAGGING

- Attachers have tagging requirements for
  - Attachments
  - Banner Attachments
  - Overlashings
  - Wireless installations
- Minimum of 95% of attachments need to be tagged




Proper Tag

# COMPOSITE POLES

- Drilling is not an option to attach
  - This includes messengered lines or risers
- Banding or steel clamps is required to attach to composite poles



Banding kit installed on a composite pole

Mounting block on banding kit for telecom attachment



**Drilling for 3rd Party Attachments is Prohibited**

# NJUNS NOTIFICATIONS

- CPS Energy utilizes different types of NJUNS notifications:
  - Pole Transfers (PT) tickets
  - Violation (VIO) tickets
  - New (New) tickets
- NJUNS training materials can be found on the training page & includes:
  - NJUNS User's guide
  - Training Videos
  - Best Practices
- **If any attaching entity needs assistance or additional training, please reach out to the Pole Attachment Services team**

**The next web-based training can be found at the NJUNS Training page, where you can subscribe to receive notifications**

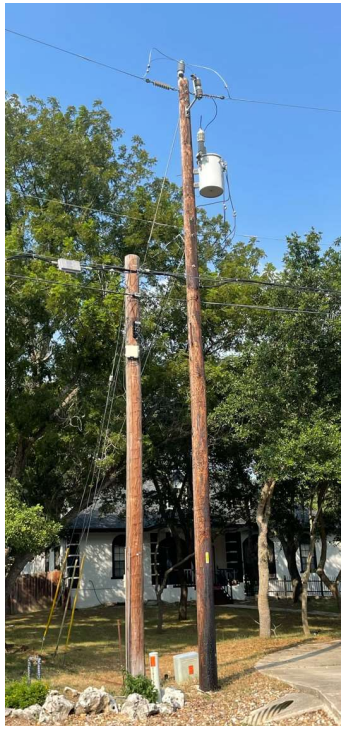
# NJUNS PROCESS & NEXT TO GO

- Attachers need to query NJUNS regularly to keep up with their Next to Go steps, PT tickets too
- Violation NTG steps will have a 5-day period to address
  - Safety driven initiative
- As was stated earlier, NJUNS registration is a requirement for **ALL** attaching entities

**Regularly checking NTG reporting is important to staying clear of violations & holding up jobs for other entities**

# COMMUNICATION TRANSFERS & SAFETY CONCERNS

- CPS Energy continues to stress the importance of communications transfers
- CPS Energy receives numerous complaints per year regarding double wood and braced poles
- These issues pose huge safety concerns for CPS Energy
- CPS Energy contractors will contact and coordinate the attaching entities to transfer their facilities as soon as possible
- If attachments are simple transfers, CPS Energy may use our approved construction contractors to transfer and pull the old poles



Stub Pole



# LIDAR

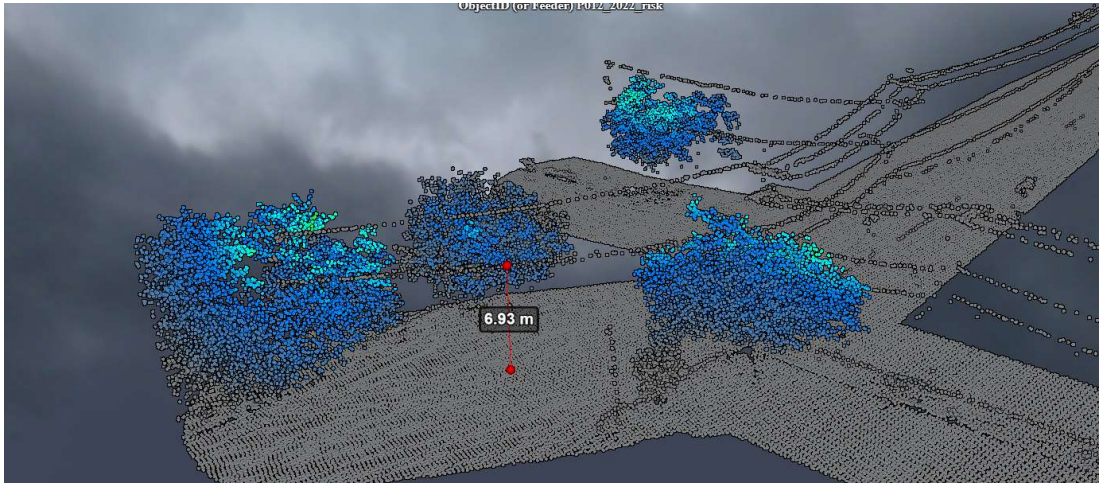
# LIDAR DATA & LOW COMMUNICATION LINES ISSUES

- LiDAR (**Li**ght **D**etection **A**nd **R**anging) traditionally used to map out vegetation to identify areas needing trimming
- Identifying low hanging wires to prevent vehicular strikes
  - Safety
  - Reliability
- Currently targeting street crossings that go below NESC clearances (15.5 ft)
- Only where Truck traffic is possible
- Doesn’t capture everything

# OUTAGES AS A RESULT OF LOW COMMUNICATIONS LINES



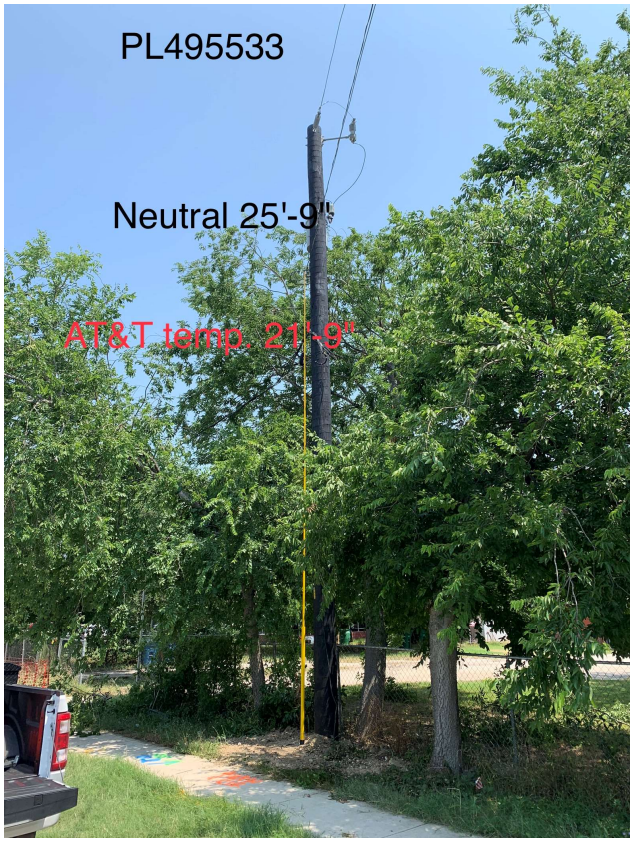
5827 Padre Crossing



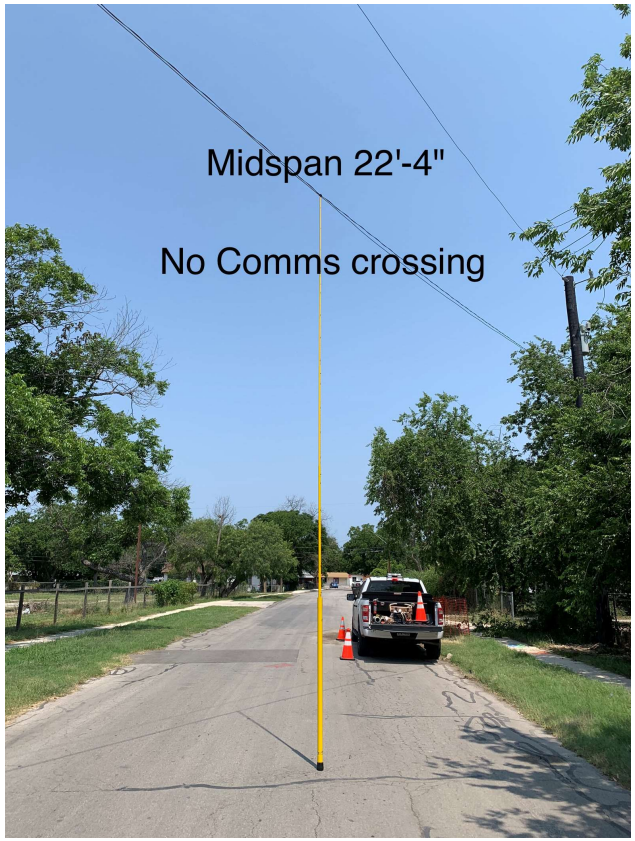

LiDAR 3D View of the Same Crossing

**LiDAR did not identify this crossing as a violation. The communication lines were not captured in the data.**

# OUTAGES AS A RESULT OF LOW COMMUNICATIONS LINES




5827 Padre Dr




5827 Padre Dr Crossing

# LIDAR- NJUNS VIOLATIONS

- Will be identified as violations (VIO) in NJUNS, requiring accelerated response times – emails outside of NJUNS are also sent as a friendly 'heads up'
- Currently, these are the only tickets being issued as VIO
- **Service drops that violate height requirements will be sent as violation tickets but will have a priority level of 3**
- These pose a smaller risk of bringing down poles, but are still in danger of being snagged and can get wrapped in the primary



# ANNOUNCEMENTS

# RFQ

- RFQ for Pole Attachment Application Processing Services
- Deadline for submission is June 13 at 3:00 pm CST
- Link :CPS Energy Supplier Management System

# POLE ATTACHMENT INVENTORY

- Finalizing contract negotiations
- Inventory to begin 2024
- Expectation is for the inventory to be completed over 18 months
- Inventory is to account for pole attachments only, other facilities will not be inventoried
- Kickoff meeting with attaching entities

# PAS INVOICES

- Pole Attachment Invoices were distributed on April 15th, 2024
- Rates are now posted on PAS website

# UPDATING FORMS
## QUALITY OF LIFE UPDATES

- CPS Energy will be updating the forms posted on the Pole Attachment Services website
- These forms are incorporated into the Pole Attachment Standards
- The updates will be in adherence with the current standards
- These changes are for ease of use & clarifying form numbers
  - Radio buttons and fillable forms

# FUTURE DATES & GIS TRAINING

- Next Quarterly Dates:
  - 05 September 2024
  - 05 December 2024

- Contact poleattach@cpsenergy.com to get on the list for GIS training



# THANK YOU