



# ***POLE ATTACHMENT SERVICES QUARTERLY WORKSHOP***

*PRESENTED BY:*

**Waylon Smeathers**

Manager, Pole Attachment Services

28 SEPTEMBER 2023

# AGENDA



## CPS ENERGY QUARTERLY PAS WORKSHOP

- SAFETY
- GENERAL TOPICS
- APPLICATIONS
- ELECTRICAL MAKE READY
- WIRELINE ATTACHMENT
- WIRELESS
- CPS ENERGY POLE INVENTORY UPDATES
- LIDAR PROJECT & NJUNS TICKET PROCESS
- ANNOUNCEMENTS

# SAFETY

# DRIVING IN WET CONDITIONS

- Be road ready – Ensure tires have enough air pressure and check your windshield wipers.
- Turn on your lights – Rain makes it difficult to see other drivers or obstacles on the road.
- Avoid skidding – Ease off the gas pedal until you regain traction control. Avoid hard braking and sharp turns.
- Don't rush – Reduce speed and maintain a 4 second distance.
- Remember your why & please get home safely!
- There's No job so important, that we can't take the time to do it safe!



# GENERAL TOPICS

# REGISTRATION & ANNUAL REPORTING FORM A1



- Is **Required** to be completed annually by **September 1<sup>st</sup>** of every year (So submit ASAP)
- The form can be found on the Pole Attachment page on the CPS Energy website
- Used to update the Appendix K contacts list

**CPS ENERGY** 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](mailto: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	
Has This Entity Been Granted a Franchise, Licensee Agreement, Permit, or Ordinance by a Suburban City in the CPS Energy Service Area?	Y / N
If Yes, Indicate City, Certificate Number and Date Received	

Is This Entity an Infrastructure Provider as Defined by the Standards?	Y / N
If Yes, Please Identify All Infrastructure Provider Sublicensees Under Contract	

A1 Registration & Annual Reporting Form

# PAS GIS TRAINING CLASSES



## GIS TRAINING

- Future Proposed Trainings – Please submit the name & company to get on the list for the next available training
  - Date? (need minimum of 3 personnel to secure)
  - Duration: 5 days Mon – Fri
  - Location – Virtual
- For more information, please email [poleattach@cpsenergy.com](mailto:poleattach@cpsenergy.com)
- Most recent class was completed in August with 6 personnel
- The maximum class size is 6 & the minimum is 3

# PAS GIS TRAINING CLASSES



## GIS TRAINING CONTINUED

- GIS\* training **DOES NOT**:
  - Pole Attachment Standards
  - Pole Attachment Process
  - **Replace Design Training**
- GIS Training **DOES** cover basic GIS design training to submit EMR designs which include:
  - Moving neutrals
  - Pole change outs (PCO)
  - Raising drip loops

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

\*Not a replacement for design training



# PAS GIS TRAINING CLASSES



## POLE APPLICATION PROCESS

Engineering Firms should:

- Make sure that all new and/or replacement employees as well as contractors are trained on
  - pole attachment standards and 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**

# 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. Quanta Utility Engineering Services	★★★
10. Surveying & Mapping, LLC	★★★
11. TDC2, LLC	★
12. Telecom Staffing, LLC	★★★
13. TOP Engineers +	★★★
14. Tower Engineering Prof., Inc.	★★★
15. TRC, Inc.	★★★

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

★★ Option 2: Make ready engineering

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

- Engineering Firms that haven't been submitting applications have been removed
- Removed Firms will need to resubmit applications to become Approved Engineering Firms
- New Engineering Firms in process to be added

Approved Engineering Firms

- The PAS team will periodically identify firms that haven't submitted applications for removal from the Approved Engineering Firms list
  - The list was updated 06/29
- It only 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
  - GIS training can be waived for personnel that have completed the training previously

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

# APPLICATIONS

# APPLICATION SUBMITTALS



		FOR C	
Approved By			
Title			
Telephone number			12345678
Approval Date			CPS WR# (if needed)
Date	9/2/2022		Attaching Company
City/Township	San Antonio		Application Number
			tag# - year - unique client app. #
State	Texas		XX-2022-Walnut Creek PT2_REV1
Nearest Street Address	1234 Washington Drive		By John Doe
X-Coordinates	29.123456"N		Title Distribution Technician
Y-Coordinates	-98.444444"W		phone number 123-456-7890

Ensure Date in Header (here) reflects Date of Application Submission

When Attaching Entity proposes Electrical Make-Ready, include Work Request # from CPS Energy Electrical Construction Design here

Nearest Street Address reflects the Numerical and Street Name portions of address

XX: Attaching Entity Tag # App/Email Subject/File Names should all reflect same Application Number

Reminders for Application Header Data

## Proposed Cable Data and Existing Cable Data (Existing only if Overlapping)

# APPLICATION SUBMITTALS



Operation Number	Attachment Action: ( I )nstalling ( R )emoving ( E )xisting	Pole Owner	Pole #	Pole Structure	Proposed Riser (Yes/No) & Qty	Proposed Guy (Yes/No) & Qty	PLA (%) with proposed attachment	Construction Grade of Analysis	Existing Mid-Span Data		Make Ready Data			
									Height Lowest Com	Height Lowest CPS Electrical	Attacher Description	Attachment Height		Mid-Span (same span as existing)
												Existing	Proposed	
1	( I )nstalling  <i>Must follow this format (Overlash: Use ( E )xisting)</i>	CPS Energy  <i>Or AT&amp;T</i>	PL123456	Southern Pine 50CL/2	No	Yes	50%	C	17'-0"	22'-4"	Neutral/Service	26'-8"		
											Drip Loop	26'-10"		
											STLT Top	25'-9"		
											STLT Bottom	24'-0"		
											<i>Attaching Entity (XX)</i>		23'-6"	20'-0"
											AT&T (3)	20'-6"	22'-6"	21'-6"
From Pole	To Pole													
123456	234567													

If proposing Attachment Heights, proposed Mid-Span Heights should be included for all affected spans

Reminders for Application Pole Rows

**If adjusting attachment points, proposed mid-span heights are required for all affected spans**

# APPLICATION SUBMITTALS



One Touch Transfer: Make Ready or Upgrade & Simple or Complex	Remedy Description and Explanation/ Additional Comments/Variance Requests	Responsible Party: Attacher or CPS	Existing CPSE Red Tag on Pole	Pole Data Missing in GIS (if yes fill out Missing Pole Data worksheet)	CPSE Application Comments
Make Ready Simple	<p><b>EXAMPLES:</b></p> <ul style="list-style-type: none"> <li>- Raise Streetlight</li> <li>- Raise Secondary Drip Loop</li> <li>- Sheath Streetlight</li> </ul>	Attacher	No	No	<p><b>Include any additional information (non-remedy) here.</b></p> <p><b>EXAMPLES:</b></p> <p>***</p> <ul style="list-style-type: none"> <li>- Pole Tag on Pole fielded as PL123456; GIS shows as PL987654</li> <li>- Pole found in field as 50/CL2 and GIS reflects 45/CL3 [Fill out Missing Pole Data Worksheet]</li> <li>- Install 1/4" EHS Downguy at 23'-6" and 8" single helix (Class 4) 3/4 anchor rod at 15'-0"</li> <li>- Install 2" PVC Riser at 23'-0"</li> </ul>

Any non-remedy comments should be in CPSE Application Comments

Reminders for Application Pole Rows

# COMMON APPLICATION REJECTIONS



- 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
- 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 \*NumberREV#

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



# COMMON APPLICATION REJECTIONS



- 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.**

# EXISTING ATTACHMENT CLARIFICATION



- Existing attachments are attachments that already have final permits issued by CPS Energy
- Installations prior to submitting applications or having a final permit from CPS Energy will be treated as new attachments and will be held to new attachment standards
- **Even if the application has passed the 21 day review mark, it is still considered as a new attachment and not an existing attachment**

**Unauthorized attachments will be penalized as laid out in the Pole Attachment Standards**

# TEMPORARY ATTACHMENT FORM & WAIVER REQUEST



- Approved engineering company must coordinate site meeting with Entrust and/or TRC
- Pole application must be submitted with the proposed attachment height
- A temporary attachment request must be submitted with the pole attachment application
- Waivers must be submitted with the pole attachment application or the application will be deemed incomplete & rejected
- All requests must meet NESC clearances in order to be approved for temporary attachment
- The **signed** temporary attachment form must be uploaded into Work Manager task 2360

# Pole Photos



Time Stamped Photo



Google Street View

- Applications must have **time stamped photo(s)** from within the last six (6) months
- May need a new photo if field conditions change
  - New attachment
  - Streetlight
  - Etc.
- Combine photos into a single PDF
- **No Google Photos**

# POST INSPECTIONS



- Notice of new attachment construction completion must be submitted to the original reviewer & CPS Energy inbox [poleapplications@cpsenergy.com](mailto:poleapplications@cpsenergy.com) within 90 days for CPS to do the post inspection & issue the pole attachment permit
- If an extension is needed after the NTP is received, due to not being able to build; the request needs to be sent in a timely manner to CPS Pole Applications inbox (listed above)
  - Courtesy emails will be sent out as a reminder that the 90 day post inspection is past due
  - Auto-post-fiber-inspection will be implemented if no post construction communication has been sent to Entrust and/or TRC
- Wireless post inspection is required to notify TRC/Entrust to do the post inspection before the meter is installed to avoid an outage & higher cost to remedy the gig

**Final permits are NOT issued until the construction post inspection has been satisfied. Jobs are not completed until final permitting has been issued.**

# TXDOT RIGHT OF WAY UPDATES



## OVERHEAD ELECTRIC AND COMMUNICATIONS LINES

- TXDOT has updated many of their regulations
- Biggest change for Pole Attachments is that the minimum height along any TXDOT right of way is 18'
- Applies to scenarios where cables cross above highways as well as any cables that run longitudinal to the road
- Right of Way regulations can be found in the [TX Administration Code](#)
- CPS Energy PAS team has a RULIS account for tying jobs (Pole Attachment Services) all spelled out

**To see these regulations and more, visit the [TXDOT website](#)**

# TXDOT RIGHT OF WAY UPDATES



## POLE ATTACHMENT SERVICES

- CPS Energy PAS team has a RULIS account for tying jobs (Pole Attachment Services) all spelled out
- This is for permitting purposes

■ CPS Energy - - - - Catchall for Internal Users ( 👤 19 ) ( 🏭 1 ) [2461] ▼

■ CPS Energy - - - - Pole Attachment Services ( 👤 4 ) ( 🏭 1 ) [4696] [📄] ▼

To see these regulations and more, visit the [TXDOT website](#)

# **ELECTRICAL MAKE READY**



# GIS DESIGN PAGE EXAMPLES



## REQUIRED FIELDS IN THE HEADER


<p>CONSTRUCTION COMPLETED</p> <p>BY: _____</p> <p>DATE: _____</p> <p>CONST CTR: _____</p> <p>FERG MAP PAGE 583-B4</p>	<b>OVERHEAD ELECTRIC DESIGN</b>		PROJECT #	E-0070																														
	WORK REQUEST NO.		WORK REQUEST TITLE / ADDRESS																															
	PLANNED BY	PHONE	DATE PLANNED	NOTES																														
	REVIEWED BY	PHONE	DATE REVIEWED	4/07/2023																														
	PAGE		Job Description:																															
	1 OF 1		MAKE READY (4)																															
	SERVICE CENTER		ADDRESS:																															
	ESD		238 NORMANDY AVE																															
	N/T (SEE COORDINATES)		ALAMO HEIGHTS, TX																															
	X	2137177	Y	13723674	H111, G131   1" = 100'																													
<table border="1"> <tr> <th colspan="6">REQUIRED FACILITIES</th> </tr> <tr> <td>CLAR</td> <td>CITY</td> <td>WATER</td> <td>TELEPHONE</td> <td>SEWER</td> <td>ELECTRIC</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>OTHER</td> <td colspan="4"></td> <td><input type="checkbox"/></td> </tr> <tr> <td><input type="checkbox"/></td> <td colspan="4"></td> <td><input type="checkbox"/></td> </tr> </table>				REQUIRED FACILITIES						CLAR	CITY	WATER	TELEPHONE	SEWER	ELECTRIC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OTHER					<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	TOTAL
REQUIRED FACILITIES																																		
CLAR	CITY	WATER	TELEPHONE	SEWER	ELECTRIC																													
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																													
OTHER					<input type="checkbox"/>																													
<input type="checkbox"/>					<input type="checkbox"/>																													
ESTIMATED MAN HOURS				0																														
SKETCH SIZE 11 X 17 1" = 100'																																		

Header Block Example

- WR#: Auto-populated
- Project #: E-0070 (AT&T PC E-0069)
- Title: Attacher\_Application# \_App Title\_WR Type
  - EX: Spectrum#12345 – Good Job – MR
- Notes:
  - Job Description:
  - Client Make Ready (x):
  - (x): number of EMR location design
  - Address of the first EMR location on design

# GIS DESIGN PAGE EXAMPLES

## REQUIRED FIELDS IN THE HEADER

 <p>CONSTRUCTION COMPLETED</p> <p>BY: _____</p> <p>DATE: _____</p> <p>CONST CTR: _____</p> <p>FERG MAP PAGE 583-B4</p>	<b>OVERHEAD ELECTRIC DESIGN</b>		PROJECT #	E-0070	
	WORK REQUEST NO.		WORK REQUEST TITLE / ADDRESS		
	PLANNED BY	PHONE	DATE PLANNED	NOTES	
	REVIEWED BY	PHONE	4/07/2023	Job Description: MAKE READY (4)	
	PAGE		ADDRESS:		
	1 OF 1		238 NORMANDY AVE		
	SERVICE CENTER		ALAMO HEIGHTS, TX		
	ESD		CIRCUIT NO.		
	X 2137177		Y 13723674	SCALE	
	H111, G131		1" = 100'		
CITY		WATER	TELEPHONE	SEWER	
CLEAR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
NOTED ON SKETCH	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
COPIES		TOTAL			
		0			
ESTIMATED MAN HOURS		SKETCH SIZE 11 X 17 1" = 100'			

Header Block Example

- Planned by: Designer name
- Planner's phone #
- Date Planned: Auto-populated
- Reviewed by & Phone #:
  - EDELGADO 210-245-3731
  - ZCASSIDY 210-679-2945
- Page#
- CPS Service Center
- X&Y Coordinates
- Circuit# (All the circuits need to be listed)
- Scale: 1"=100'
- Buried Facilities: need to be marked
- Ferg Map: all map #s to be listed

# GIS DESIGN PAGE EXAMPLES



## REQUIRED FIELDS IN PAGE TEMPLATE NOTE


Seal	Outages	<b>Locates &amp; Permits</b> ATTN. CONSTRUCTION, FOR ALL LOCATIONS, ALAMO HEIGHTS ROW PERMIT IS REQUIRED  CPS APPLICATION AND PROJECT MAP ATTACHED AT TASK 2360 IN WMIS  SAWS & CPS GAS MAP ATTACHED AT TASK 2360  OP#1: DIG TESS# [REDACTED] DATE: 4/3/2023  OP#4: DIG TESS# [REDACTED] DATE: 4/3/2023  ATTN. CONSTRUCTION, AT OP#4, PRIOR TO ADJUST CPS FIBER CABLING, PLEASE CONTACT WITH TODD DIEBEL. 210-353-4956	<b>Environmental Notes</b>  ENVIRONMENTAL CHECKLIST & APPROVAL ATTACHED AT TASK 2360  <b>Field Meeting Notes</b> ** HAND DIG REQUIRED ** AT OP#1  ** STAKED LOCATION ** AT OP#1, SET POLE 74' W OF PL178863  ** AT OP#4 ** SET POLE 2' N OF EXISTING	<b>Miscellaneous Notes</b> CONTACT DESIGNER 48 HRS PRIOR TO CONSTRUCTION AT (210) [REDACTED] OR [REDACTED].COM OR [REDACTED] SUPERVISOR AT (210) [REDACTED].COM  **SPECTRUM WORK REQUIRED ** AT OP#1,4 **AT&T WORK REQUIRED ** AT OP#4 **GRANDE WORK REQUIRED ** AT OP#1,4 ** CPS FIBER WORK REQUIRED ** AT OP#4 ** COSA WORK REQUIRED ** AT OP#4  ATTN. SCHEDULER: ALL POLES ARE STANDARD PLACEMENT UNLESS NOTED OTHERWISE	
	Associated Work Orders				

Page Template Note Example

- Seal: PE seal needed by T-5000 approval on all EMRs over \$8,000 CIAC cost
  - If under \$8,000 then N/A
- Outages
- Associated Work Orders: PALMR OH, PALMR UG, PALMR AT&T PCO, PALUPG
- Locates & permits:
  - City/County/TXDOT/RR/etc. permit notes
  - DIG TESS/SAWS/City Water & Sewer/etc.
- Environmental notes

# GIS DESIGN PAGE EXAMPLES

## REQUIRED FIELDS IN PAGE TEMPLATE NOTE

Seal	Outages	<b>Locates &amp; Permits</b> ATTN. CONSTRUCTION, FOR ALL LOCATIONS, ALAMO HEIGHTS ROW PERMIT IS REQUIRED  CPS APPLICATION AND PROJECT MAP ATTACHED AT TASK 2360 IN WMIS  SAWS & CPS GAS MAP ATTACHED AT TASK 2360	<b>Environmental Notes</b> ENVIRONMENTAL CHECKLIST & APPROVAL ATTACHED AT TASK 2360	<b>Miscellaneous Notes</b> CONTACT DESIGNER 48 HRS PRIOR TO CONSTRUCTION AT (210) [REDACTED] OR [REDACTED].COM OR [REDACTED] SUPERVISOR AT (210) [REDACTED].COM  **SPECTRUM WORK REQUIRED** AT OP#1.4 **AT&T WORK REQUIRED** AT OP#4 **GRANDE WORK REQUIRED** AT OP#1.4 **CPS FIBER WORK REQUIRED** AT OP#4 **COSA WORK REQUIRED** AT OP#4  ATTN. SCHEDULER: ALL POLES ARE STANDARD PLACEMENT UNLESS NOTED OTHERWISE	
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Page Template Note Example

- Field meeting notes
  - Hand dig
  - Staked location
  - Any field coordination notes:
    - CPS Fiber
    - Detaching streetlight
    - Property access
    - Etc.
- Miscellaneous Notes
  - Contact designer note
  - Standard/non-standard placement not for PCO & MS locations
  - Etc.

# 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 Construc...
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 till close out & responsible for pushing the project through the process**

# 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

Work Request Task List

\*NTP sent after EMR Post Inspection

- 6000 – **Designer**: Designer is responsible for
  - Finalizes 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 – **Scheduler**: (**Designer** Releases design to construction, emails scheduler with need by date)
- 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/Task: 40292154-2360

Refresh Date	Attachment File Name	Job Instruction?	Flexible Report?	Web Viewable?	Platter?	Description	Template Name	Pat
	40292154_2_201905071113_5407-201911_13	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DO NOT USE		Map
	40292154_2_201906091704_6405-201911_04	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DO NOT USE		Map
	40292154_2_201907021305_7002-201911_35	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	READY FOR CONSTRUCTION		Map
	40292154_2_201908071125_8407-201911_25	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DO NOT USE		Map
	5131N Medina -Adrian COA_Power Pole Replac	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Certificate of Appropriateness - COA		Map
	591327693_LONE STAR 811.pdf	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	811 TICKET		Map
	EPIC SHEET FINAL FOR CONSTRUCTION w/	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			Map
	GAS MAP.pdf	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CPS GAS MAP		Map
	InterneMail SADT_MORALES_HAVEN_SC Em	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	ENVIRONMENTAL CHECKLIST EMAIL		Map
	REC_156580.pdf	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SAWS RECYCLE MAP		Map
	SWR_156580.pdf	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SAWS SEWER MAP		Map
	WTR_156580.pdf	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SAWS WATER MAP		Map

Buttons: OK, New From..., Attach File..., Copy Attachment..., Delete, Refresh, Open, Help

Attachments for Work Request

- 2460/5000 For Entrust is Zsofia Cassidy (CZ) & for TRC is Elizabeth Teran-Delgado (TDEL)
- 5100 For CPS Energy is Waylon Smeathers (SWAY)
- 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 Environmental forms/approvals (design notes should be in red)
- Permit attachments expected before 5000 approval
  - TXDOT approval
  - City/County approval

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

# DESIGNER RESPONSIBILITIES



Recloser Antenna

- Designer (design company) is responsible for coordinating the field meeting for the Recloser Antenna adjustment for the proposed remedies with Antonio Rodriguez at 210-353-5703 [abrodriguez@cpsenergy.com](mailto:abrodriguez@cpsenergy.com)
- Designer must upload approved email from Antonio into Work Manager task 2360



# DESIGNER RESPONSIBILITIES



Field Survey



Field Staking

- Designer (design company) is responsible for field surveys & staking for locates (both design & construction)
  - Mark poles to be located
  - Stake location of new pole replacement correctly
  - Must be available to meet foreman for any field questions
- Designer must coordinate the tree trimming around the power space by contacting:  
[vegetationworkrequest@cpsenergy.com](mailto:vegetationworkrequest@cpsenergy.com)

# TREE TRIMMING

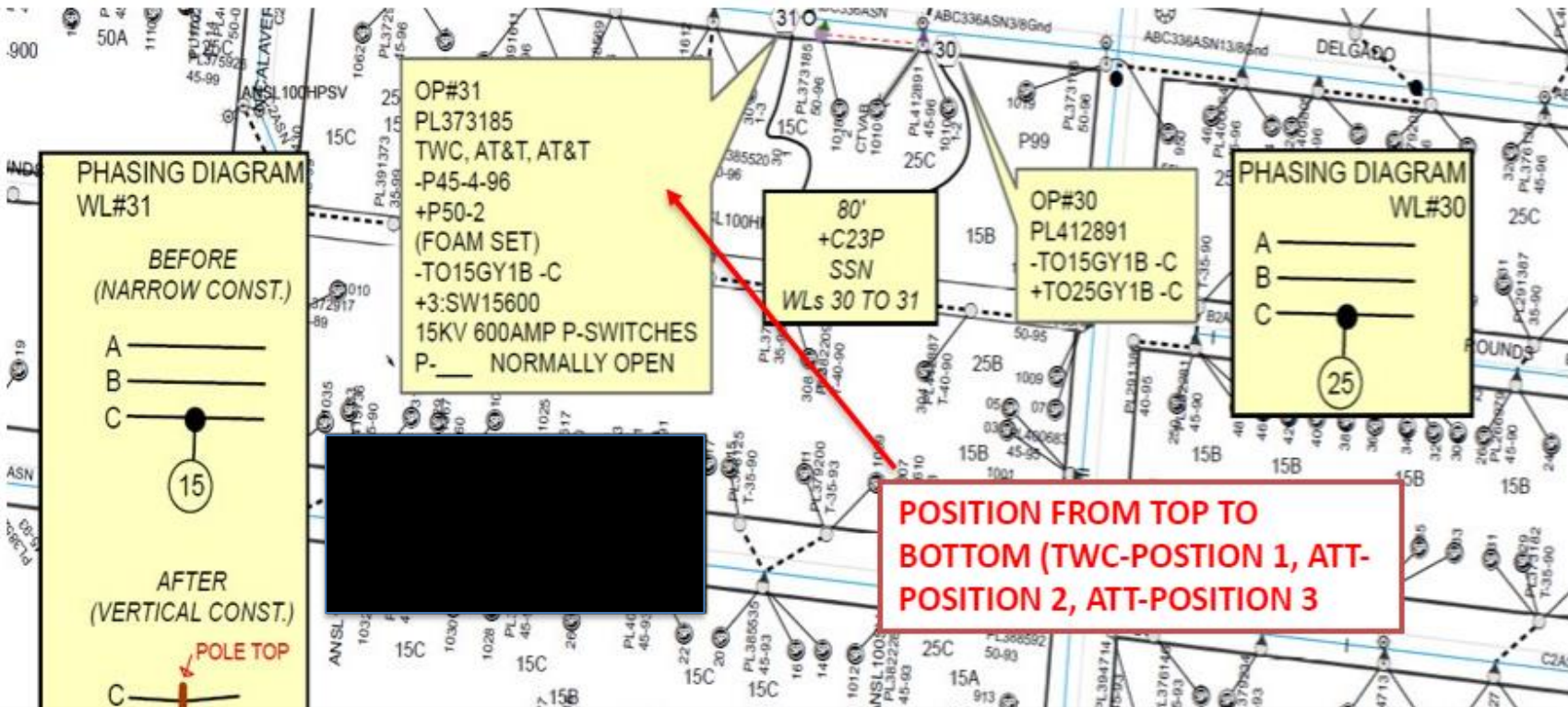
## ENVIRONMENTAL PERMITTING



Tree Trimming Required

- Attacher is responsible for paying the ENVIRONMENTAL PERMIT COST when applicable
- If the EMR location falls under a **Flood Plain** area & requires Tree Trimming, an additional \$1,500 **(up to \$4,180 for only the Environmental Tree Survey)** Tree Permit is required
- An additional CIAC Invoice will be sent to the attacher & must be paid before a job will receive T-5000 approval

# JOB SKETCHES



**Proper call-outs on design sketches will save time & ensure that construction doesn't get delayed**

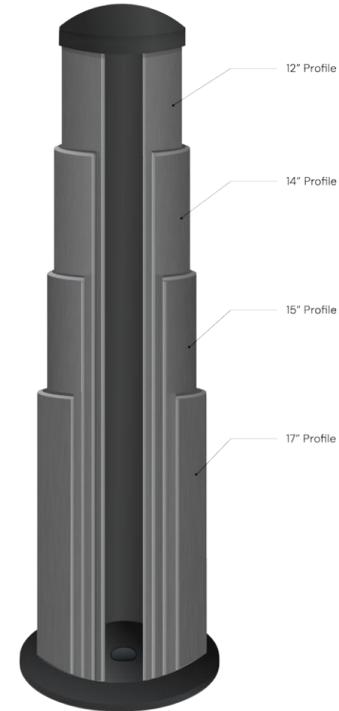
# WIRELINING ATTACHMENT

# Composite Poles



Composite Pole

- Due to a wood pole shortage, CPS Energy is supplementing pole stock with composite poles
  - 284 composite poles have been purchased
  - 119 further composite poles are anticipated to be purchased



Trident Multi-Layer Composite Pole

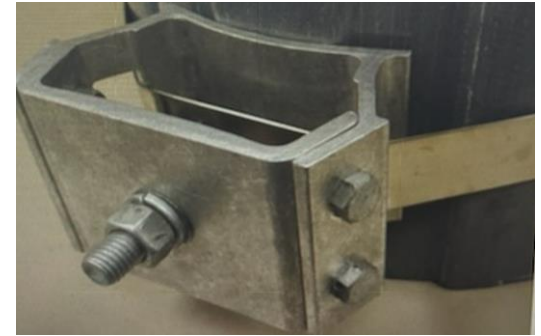
# Composite Poles- Banding Kits

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



Banding kit for telecom stand-off riser

Mounting block on banding kit for telecom attachment



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

# Composite Poles



Field Application of Banding Kits



Unguyed Composite Pole

# Spacing Clarification



Vertical Configuration

- Distribution Poles where the Neutral is **above** the primary lines
- What vertical clearance requirements are there for communications attachments from the primary?
- 9'6" – the same as the construction standard for the Neutral to Primary (Unless additional clearance is needed)



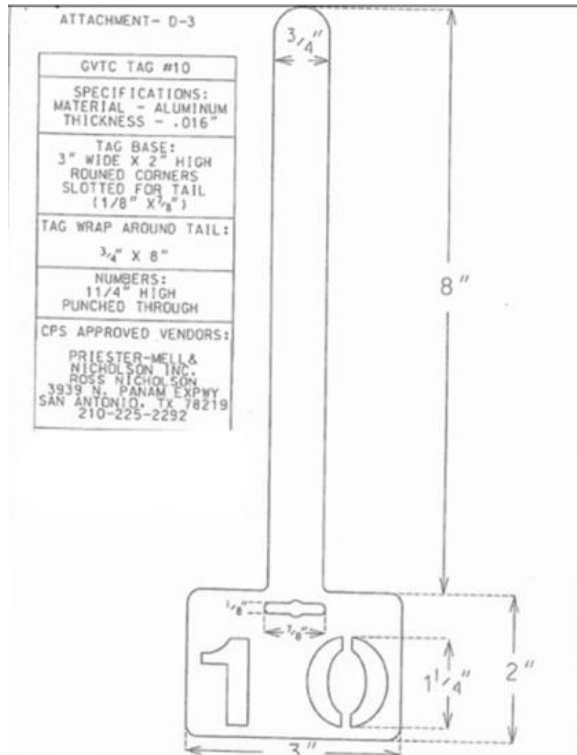
# Tagging



Proper Tag

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

# Tagging



- If less than 95% are tagged, the attacher and CPS Energy will meet and start a tagging program.
- Tags are beneficial to everyone
- Properly tagged lines results in less wasted time and less mistakes

No Tags visible

# COMMUNICATION TRANSFERS & SAFETY CONCERNS



1101 McCullough Ave

- CPS Energy continues to stress the importance of communication transfers
- CPS Energy receives numerous complaints per year regarding double wood & braced poles
- These issues pose huge safety concerns for CPS Energy

# COMMUNICATION TRANSFERS



## CIVIC IMPROVEMENT & TXDOT PROJECTS

- Attaching entities must follow all pole attachment standards & processes for any civic improvement or TXDOT project
- An affected Attaching Entity that elects to transfer its Existing Attachments, Wireless Installations, or Banner Attachments to the CPS Energy replacement Poles and/or Streetlight Poles, shall complete such transfer at no cost to CPS Energy & in accordance with all Applicable Engineering Standards
- Affected Attaching Entities seeking to transfer their existing facilities to CPS Energy replacement Poles or Streetlight Poles in response to a Civic Project shall be solely responsible for coordinating with the Civic Project's manager to determine whether any of Attaching Entity's transfer costs are reimbursable from the Civic Authority, & for entering into any necessary agreements with the Civic Authority concerning such cost reimbursements

# PROCESS STANDARDS

- Attachers must inform CPS Energy/Contractors when fiber construction is completed
- Wireline routes should follow existing CPS Energy pole lines



Stand off bracket not attached

**Wireline routes should follow existing CPS Energy pole lines.  
This point has been a quarterly staple since May of 2021**

- Down guys must be marked in pedestrian areas
  - This is a requirement for each down guy



Example of guy markers

# WIRELESS ATTACHMENTS

# WIRELESS ATTACHMENT REMOVALS



- Its the wireless attachers responsibility to submit a removal application notifying pole attachment services and customer engineering
- Pole attachment services will remove those attachments from the yearly attaching count
- Customer engineering will do the work order to remove the service and meter to each site
- City of San Antonio (COSA) will begin issuing violations for these sites



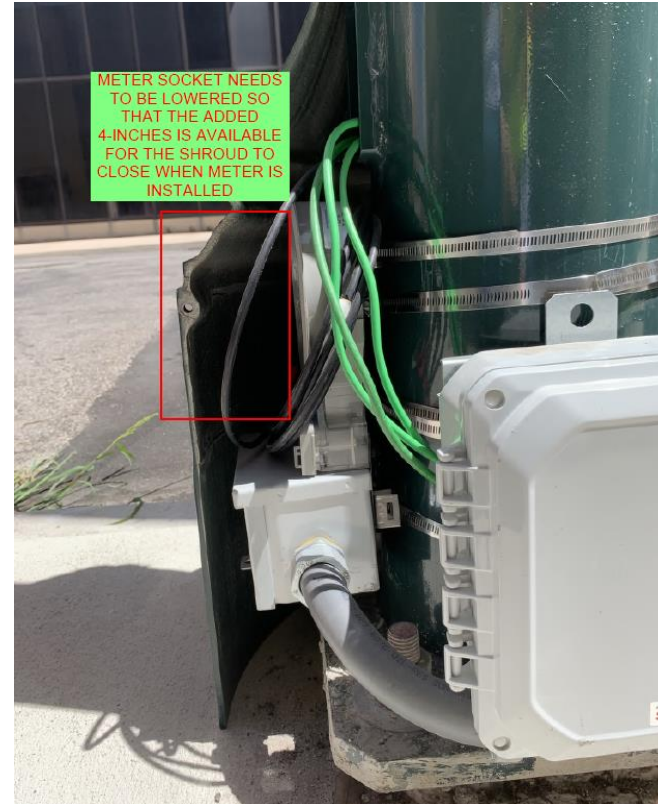
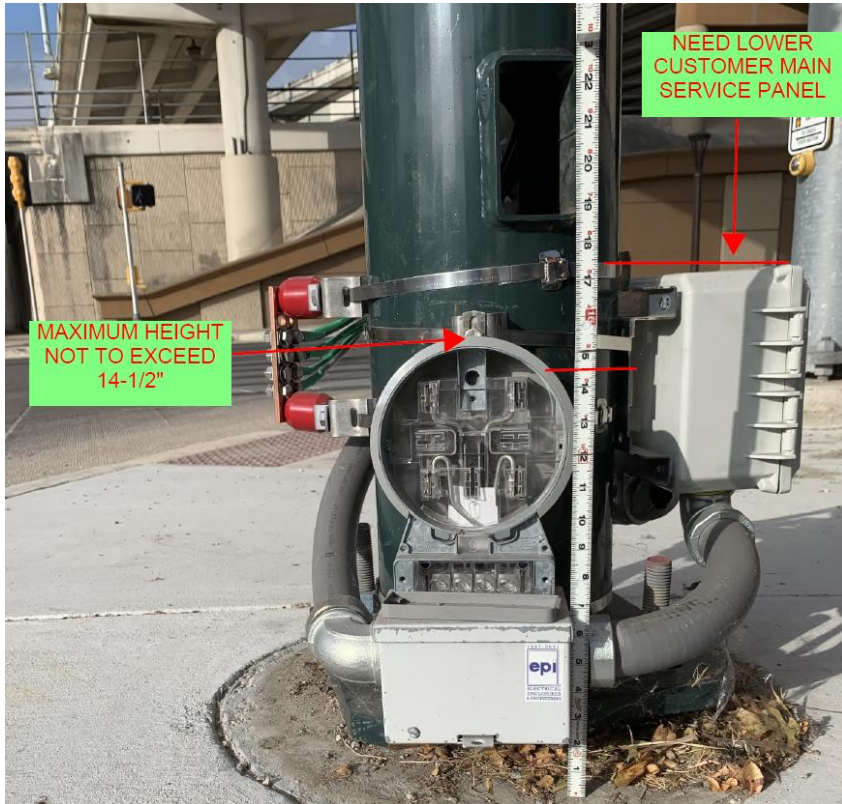
# WIRELESS ATTACHMENT POLE REMOVAL



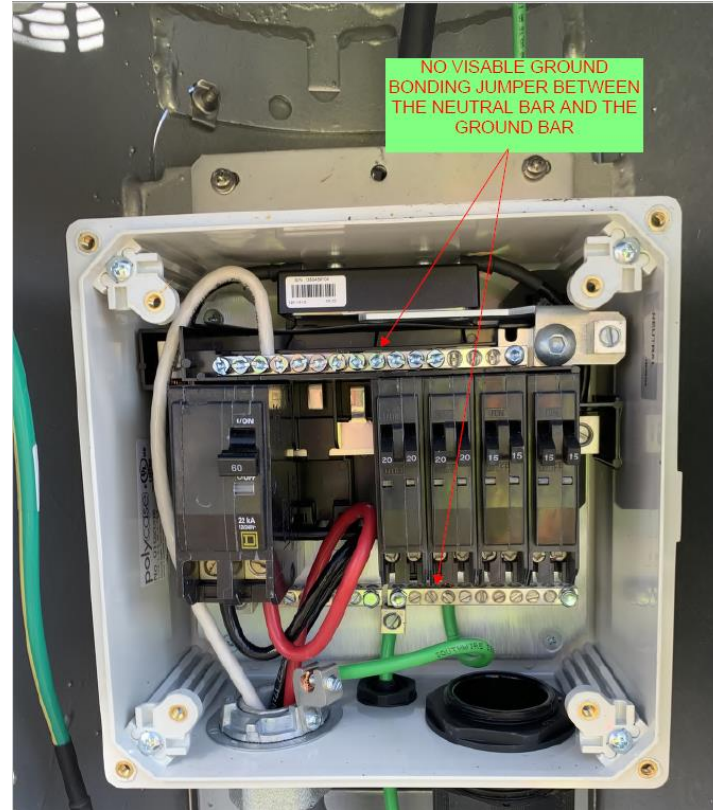
Downtown Wireless Streetlights

- It's the wireless providers responsibility to use the one-touch process to transfer all attaching entities on the old pole to the new so the old pole can be pulled.
- If this is not done, pole attachment services will reject the permit as a gig

# COMMON INSPECTION ISSUES



# COMMON INSPECTION ISSUES



# POLE ATTACHMENT INVENTORY

# POLE ATTACHMENT INVENTORY



## TIMELINE

- Evaluation period has been completed and is with the procurement team
- Contract to be awarded October
  - Inventory to begin Q4 2023
- 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. This is not an NESC Audit, but hazardous conditions will be addressed immediately as they are discovered

# **LIDAR DATA AND NJUNS TICKET PROCESS**

# LiDAR DATA & LOW COMMUNICATION LINE ISSUES

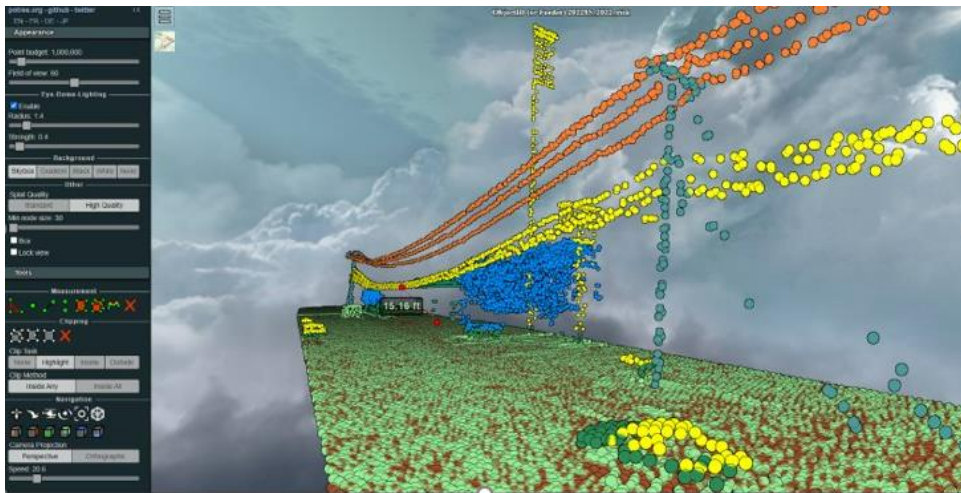


- LiDAR (**L**ight **D**etection **A**nd **R**anging) traditionally used to map out vegetation to identify areas needing trimming
- Being leveraged to identify mid-span heights of lowest communications cables
- Identifying low hanging wires to prevent vehicular strikes
  - Safety
  - Reliability
- Will be identified as violations, requiring accelerated response times

# OUTAGES AS A RESULT OF LOW COMMUNICATION LINES



1615 SW Loop 410



Lidar 3D view

**Lidar Data showed a clearance of 15'- 2" over the roadway, trucks had hit the lowest telecom line and wrapped around neutral**



# NJUNS PROCESS & NEXT TO GO



- Attachers need to query NJUNS regularly to keep up with their Next To Go steps
- Violation NTG steps will have a 5 day period to address NJUNS steps
  - Safety driven initiative



**Regularly checking NTG reporting is important to staying clear of violations**

# ANNOUNCEMENTS



- Next Quarterly Workshop Dates
  - December 7<sup>th</sup>
- Reminder of A1 Due by September 1<sup>st</sup> (Past Due)
- Contact [poleattach@cpsenergy.com](mailto:poleattach@cpsenergy.com) to get on the list for GIS training
- Pole Attachment Team is going through the standards to make updates currently
- Draft Joint Trench agreement will be posted on CPS Energy Website for comment



***Thank You***