

LA PLATA ELECTRIC ASSOCIATION, INC.

Application for Work Order  
Commercial

Revised 09/22/2022

Name on Warranty Deed: Archuleta County

Owners Name: Archuleta County Tax ID: 84-6000743

Service Address: 344 A US Hwy 84 City: Pagosa Springs Zip: 81147

Subdivision: Fairgrounds Minor Block: - Lot #: 1

Billing Address: PO Box 1507 City/State: Pagosa Springs CO Zip: 81147

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Work Phone: 970-903-6883 Email Address: dmatyniak@archuletacounty.org

Service is:  New  Upgrade  Relocation Project Contact: Daniel Matyniak

The undersigned (hereinafter called the "Applicant") hereby applies for and agrees to purchase electric energy from the La Plata Electric Association, Inc. (hereinafter called the "Association") upon the following terms and condition:

1. The Applicant will comply with and be bound by the provisions of the Articles of Incorporation and Bylaws of the Association, and such rules, regulations, and policies as may periodically be adopted by the Board of Directors of the Association.
2. The Applicant agrees, when electric service is available to these premises, to pay the monthly charge in accordance with the applicable rate schedule. Applicant understands and agrees that the Association's responsibility does not extend beyond the point of the Applicant's ownership of the Applicant's service wires with the exception of the electric meter or pre-pay metering and associated equipment.
3. The Applicant hereby agrees to support and assist the Association in obtaining the right, privilege and easement to construct, operate and maintain the necessary electric facilities together with full right of ingress and egress, as may be necessary to extend and maintain this service. If the Association must purchase or condemn right-of-way, it will do so at the sole expense of the Applicant. The Applicant agrees it shall be solely responsible for the Association's actual expenses for: the acquisition, purchase or condemnation of right-of-way; surveying; special archaeological or environmental studies and permitting; the expenses associated with the construction of roads and reclamation of land damage. The Applicant shall pay to the Association such estimate of costs prior to the Association's commencement of construction. No portion of such payment of expenses is refundable to the Applicant. Any necessary subsequent costs related to permitting and/or renewals or extensions of rights-of-way shall be borne solely by the Applicant, his/her/its heirs, successors or assigns.
4. The Applicant hereby also grants the Association the right to cut and trim trees and shrubbery to the extent necessary to keep them clear of the electric facilities. All boring and trenching provided by the Applicant for the installation of the underground system must be located within the dedicated easements and the Applicant hereby warrants that the location of all required boring and trenching provided by the Applicant so conforms. Any boring and trenching found now, or in the future, outside of the dedicated easement will be relocated within the dedicated easements, and all costs for the relocation will be the responsibility of the Applicant.
5. Upon mutual acceptance, this application for electric service shall constitute a valid binding agreement between Applicant and the Association and shall continue in force until canceled by the Applicant with at least a twenty-four hour prior written notice, which must be received by the Association during regular office hours. This agreement may be terminated by the Association for any reason authorized by the Association's Bylaws or for a material breach of this agreement, including failure of the Applicant to comply with the rules, regulations and bylaws of the Association. The Applicant will remain liable for all charges incurred for electric service herein until the Association is advised of a change in the service.
6. The Applicant agrees to pay a deposit with the Association, such service security deposit as is required by the rules and regulations of the Association. The Applicant hereby grants and Association takes a security interest in said deposit as collateral for service to be applied by the Association, upon any non-payment, termination of service, insolvency, or petition for bankruptcy by undersigned Applicant. The Association shall apply said deposit to bills due the Association and refund any unused portion of deposit upon termination of electric service to the Applicant.
7. If this agreement is for the installation of new service it should be noted that, if this agreement is cancelled subsequent to design and engineering, but prior to construction and connection of new electric service, the Applicant shall be held liable for all costs incurred by the Association in the performance of such activities. It should be further noted that, new electric service and temporary construction service under this agreement are available without actual connection for only one (1) year, thus Applicant should plan to have permanent wiring completed and must request actual connection within that year, or this agreement will terminate and Applicant shall pay the Association for any outstanding service charges arising from this agreement.
8. The Association will schedule construction projects with the Applicant for a specific date upon request by the Applicant or their representative. Any cost overrun attributable to delays or changes caused by the Applicant or their representative will be the responsibility of the Applicant. If your trench will not be ready on the agreed date, you must notify the Association's construction supervisory personnel on or before 7a.m. of the agreed date. If the Association's construction crews show up and, for reasons attributable to a failure of the Applicant or their representative, cannot perform required construction, a \$600 fee will be charged to the Applicant.
9. Once the project construction is complete, the Association may reconcile actual costs incurred on the project against the original estimate. The Association reserves the right to provide a refund or collect additional costs.
10. Unless Applicant also signs the Disclaimer of Membership below, this Application shall constitute an application for membership in the Association. As a member of the Association, Applicant assumes no personal liability or responsibility for any debts or liabilities of the Association, and it is expressly understood that Applicant's private property cannot be attached for any such debts or liabilities of the Association. As a member of the Association, the Applicant agrees to comply with and be bound by the provisions of the Articles of Incorporation and Bylaws of the Association, as the same may periodically be lawfully amended. Each member of the Association, or in the case of a joint membership, the holders thereof jointly, or any one of them, but not all, shall be entitled to one (1) vote and no more upon each matter submitted to a vote of the Association's members.

Archuleta County  
Property Owner

Date: June 5, 2023

ROUND UP AUTHORIZATION (OPTIONAL)

Yes, I wish to help our communities by rounding up my electric bill.

DISCLAIMER OF MEMBERSHIP (OPTIONAL)

The undersigned hereby chooses not to become a member of La Plata Electric Association, Inc.

As a customer of the Association, the Applicant agrees to comply with and be bound by the provisions of the Articles of Incorporation and Bylaws, as the same may periodically be lawfully amended.

\_\_\_\_\_  
Primary Applicant Applicant

Date: \_\_\_\_\_ Applicant



**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  
 Phone: (970) 247-5786 Fax: (970) 264-4327

### Commercial Load Data Sheet

Service Location 344 US Hwy 84 Archuleta County Fairgrounds City Pagosa Springs  
 Property Owner Archuleta County  
 Architect, Engineer or Contractor Archuleta County  
 Address PO Box 1507, Pagosa Springs CO Phone 970-264-8300  
 Contact Name for Project Daniel Matynick Phone 970-903-6883

#### PROCEDURE FOR PROCESSING SERVICE REQUESTS

The following procedure has been established as the most efficient means to provide electric service in an orderly manner without delay. This procedure works best when all parties cooperate to provide accurate, complete, and timely data.

1. It is the responsibility of the engineer, architect, contractor, builder or owner to submit to LPEA's Engineering Department a service request for the proposed project. The request must provide sufficient lead-time for engineering, determination of charges, and construction.
2. The engineer, architect, contractor, builder or owner must include with all requests for service a completed load data sheet and one copy of a plot plan. The plot plan should show preferred service and meter locations and a single-line diagram of the electrical layout. Final service and meter locations shall be determined by LPEA's Engineering Department.
3. **Additional Charges:** LPEA designs to the specific information on this form. Significant changes may result in additional charges. Charges may include, but not be limited to, additional engineering, equipment or conductor change-out and incurred labor.

#### DISTRIBUTIVE GENERATION

Renewables such as PV, Micro-Hydro, Wind Total Proposed Generation N/A kW

#### ELECTRIC LOAD INFORMATION (Required Fields)

Main Disconnect Size 400 Amps 240 Volts 1 Phase(s)

Square Footage of Building N/A

Units Per Building N/A Average Square Footage Per Unit N/A

Lighting Load N/A kW N/A kW  
 Receptacle Load N/A kW First 10 kW at 100%; remainder at 50% N/A kW

#### Equipment Load

1. A/C N/A kW
2. Heat N/A kW (not utilizing LPEA's WattWatcher Program)  
 Largest load of heating or cooling
3. Water Heater(s) (not utilizing LPEA's WattWatcher Program) N/A kW
4. Office Equipment N/A kW
5. Fire Pumps N/A kW
6. EV Charger N/A kW
7. Miscellaneous N/A kW

Kitchen Load N/A kW x N/A % Demand Factor (NEC 220.56)

#### Motor Load\*

- Total 1PH Motor N/A hp x (.746) = N/A kW  
 Total 3PH Motor N/A hp x (.746) = N/A kW  
 Largest Motor N/A hp NEMA Code N/A

\*Single phase motors 10 hp and larger may require assisted start  
 \*Three phase motors 30 hp and larger may require assisted start

Total Motor Load N/A kW

Other Load (i.e. House Meter(s)) RV/Food vendor (hook ups For Fair) Total Other Load \_\_\_\_\_ kW

#### Time-of-Use (TOU) Program

N/A Electric Thermal Storage (ETS) Heater(s) N/A Water Heater(s)  
 Total ETS kW N/A + Total Water Heater kW N/A

Total of TOU N/A kW

Total Connected Load 0.00 kW

Print Name Ronnie Maez

Signature [Signature] Date 6-5-23

**All fields of this form must be completed. If areas are left blank the form will be returned for the additional information. If you need assistance filling out this form, consult with your electrician.**

STATEMENT OF AUTHORITY

1. This Statement of Authority relates to an entity named Archuleta County, 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:

- Corporation
- Non-Profit Corporation
- Trust
- Business Trust
- Governmental Subdivision or Agency
- Unincorporated Non-Profit Association
- Other: \_\_\_\_\_
- Limited Liability Company
- General Partnership
- Limited Partnership
- Registered Limited Liability Partnership
- Registered Limited Liability Limited Partnership
- Limited Partnership Association

3. The entity was formed under the laws of the State of: Colorado.

4. The mailing address for the entity is: PO Box 1507, Pagosa Springs, CO 81147

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: Ronnie Maez
- Position: Chairman, Board of County Commissioners

6. (Optional)<sup>3</sup> The authority of the foregoing person(s) to bind the entity  is limited  is not limited as follows:  
Delete if not necessary. Chairman has authority upon a 2/3 vote of the board.

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: Archuleta County Board of County Commissioners

Signature: *Ronnie Maez*

Printed Name: Ronnie Maez

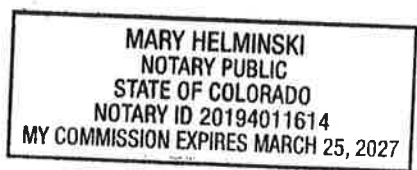
Position: Chairman

The foregoing instrument was acknowledged before me on this 6<sup>th</sup> day of June, 2023

STATE OF: Colorado )  
COUNTY OF: Archuleta ) ss

Witness my hand and official seal.

Mary Helminski  
Notary Public



3-25-27  
My Commission Expires

<sup>1</sup> This form should not be used unless the entity is capable of holding title to real property.  
<sup>2</sup> This Statement of Authority must be recorded to obtain the benefits of the statute.  
<sup>3</sup> 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



La Plata Electric Association, Inc.

A Touchstone Energy® Cooperative 

**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

Phone: (970) 247-5786 Fax: (970) 264-4327

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**\* \* DEPOSITS \* \***

*For Commercial Electric Service*

Commercial businesses new to La Plata Electric Association's system are required to pay a service deposit, which is intended to guarantee payment of monthly electric bills. The deposit amounts are as follows:

- Commercial \$500

Alternatives to waive the deposit are the following:

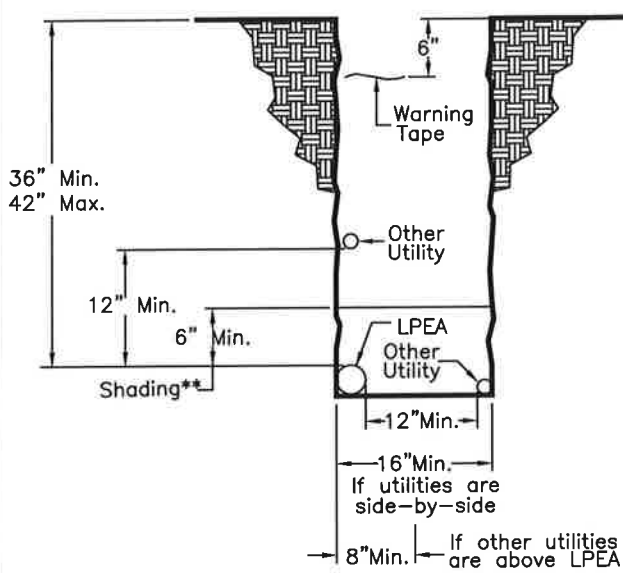
1. Businesses existing within LPEA's service area for 12 consecutive months or more, who are requesting new service for the same business or a like business, can have their LPEA credit history evaluated. This may or may not result in the deposit being waived.
2. An irrevocable letter of credit from a bank or a bond, effective for 12 months, may be provided to LPEA in lieu of a deposit.

Your deposit will be held until 12 consecutive monthly bills have been paid in a timely manner. If acceptable credit has been established after 12 months, the deposit (including interest) is refunded, as a credit, to your account or as a check. The interest rate is subject to change the first of every year.

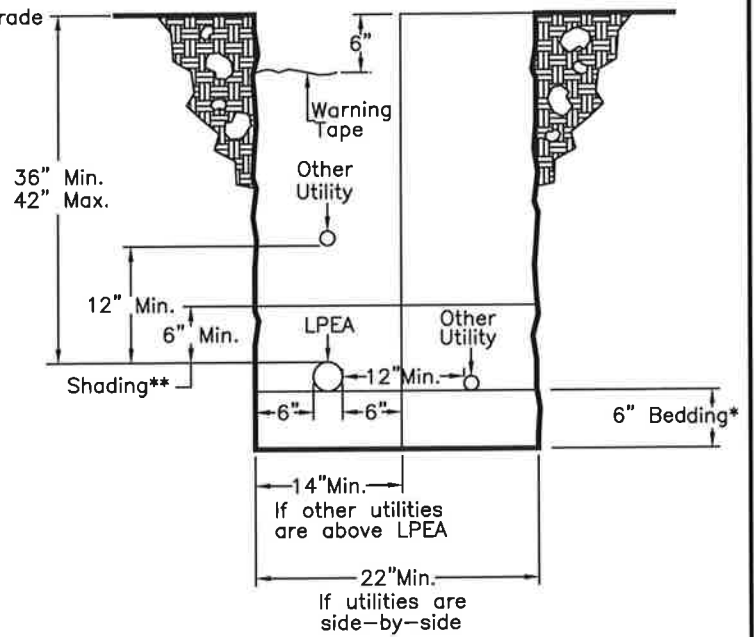
If a deposit is required, it will be billed on your first bill after the meter is set.

If you have any questions, please feel free to call or write and we will be happy to help. We look forward to serving you in the future.

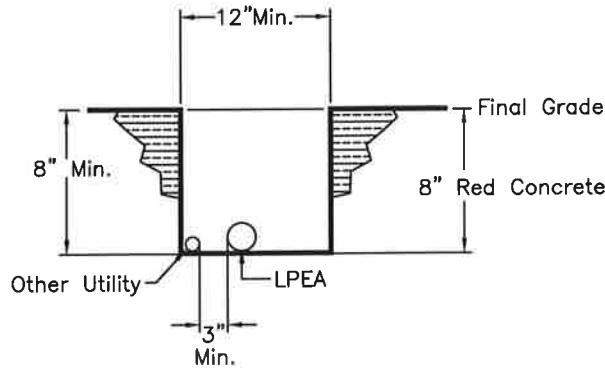
### CLEAN SOIL



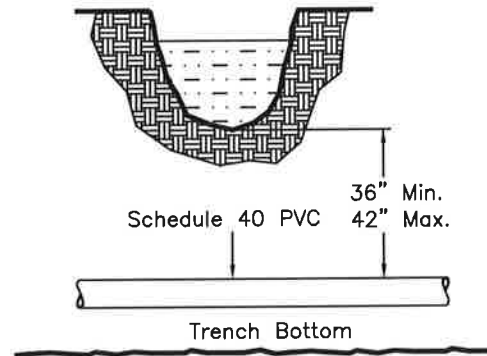
### ROCKY SOIL



### SOLID ROCK



### IRRIGATION DITCH



**NOTES:**


- 3" GREY SCHEDULE 40 PVC SLEEVE REQUIRED ON ALL SINGLE PHASE ROAD CUTS.
- 6" GREY SCHEDULE 40 PVC SLEEVE REQUIRED ON ALL THREE PHASE ROAD CUTS.
- 6" HDPE PIPE WILL BE UTILIZED FOR ALL BORES

WARNING TAPE SUPPLIED BY LPEA; INSTALLED BY CUSTOMER.

- \* BEDDING (ROCK FREE DIRT OR SAND) TO BE SUPPLIED AND INSTALLED BY CUSTOMER.
- \*\* SHADING (ROCK FREE DIRT OR SAND) TO BE SUPPLIED BY CUSTOMER; INSTALLED BY LPEA CREW. SHADING MUST BE SUPPLIED IN 20' INCREMENTS ALONG THE DITCH.

NO.	DATE	REVISIONS	APP'D

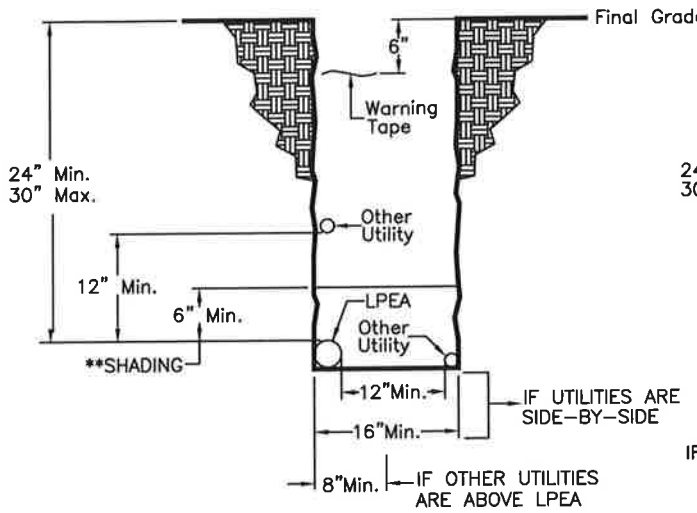
# LPEA

La Plata Electric Association, Inc.  
 A Touchstone Energy Cooperative   
 PO Box 2750  
 Durango CO 81302-2750  
 COLORADO 32 LaPLATA

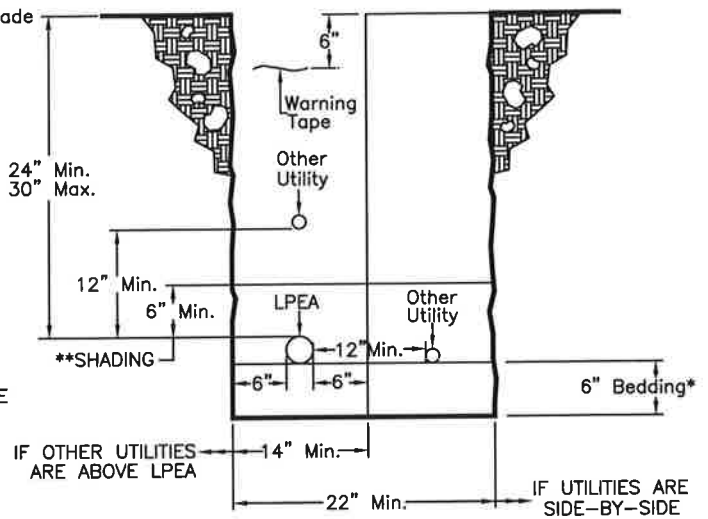
DRAWN	JDD
CHECKED	
APPROVED	
DATE	06/26/08
FILE NAME	SPEC1.dwg

<h2>UG TRENCH AND BEDDING SPECIFICATIONS</h2> <h3>PRIMARY</h3>	
SCALE <b>NONE</b>	DRAWING NUMBER <b>SPEC 1</b>

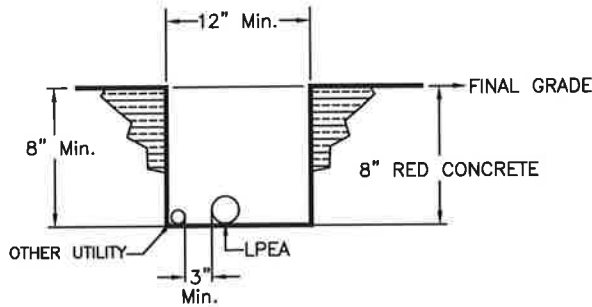
### CLEAN SOIL



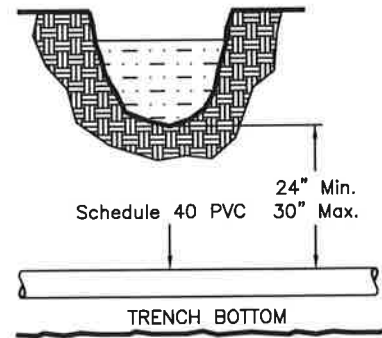
### ROCKY SOIL



### SOLID ROCK



### IRRIGATION DITCH



**NOTES:**

- 3" GREY SCHEDULE 40 PVC SLEEVE REQUIRED ON ALL SINGLE PHASE ROAD CUTS.
- 3" HDPE PIPE WILL BE UTILIZED FOR ALL SINGLE PHASE BORES
- 6" GREY SCHEDULE 40 PVC SLEEVE REQUIRED ON ALL THREE PHASE ROAD CUTS.
- 6" HDPE PIPE WILL BE UTILIZED FOR ALL THREE PHASE BORES

FLOW FILL NOT ACCEPTED.

WARNING TAPE SUPPLIED BY LPEA; INSTALLED BY CUSTOMER.

SERVICES 400 AMP OR GREATER REQUIRE CONSULTATION WITH A STAKING ENGINEER REGARDING SECONDARY REQUIREMENTS.

SERVICES GREATER THAN 800 AMP WILL REQUIRE PARALLEL RUNS OF CONDUIT OF ADEQUATE SIZE FOR THE REQUIRED CONDUCTOR. CUSTOMER MUST CONSULT WITH STAKING ENGINEER.

- \* BEDDING (ROCK FREE DIRT OR SAND) TO BE SUPPLIED AND INSTALLED BY CUSTOMER.
- \*\* SHADING (ROCK FREE DIRT OR SAND) TO BE SUPPLIED BY CUSTOMER; INSTALLED BY LPEA CREW.
- \*\* SHADING MUST BE SUPPLIED IN 20' INCREMENTS ALONG THE DITCH.

NO.	DATE	REVISIONS	APP'D
1	4/27/21	Removed suggested secondary wire type table	MAF
2	4/27/21	Corrected HDPE sizes on bores	MAF
3	4/27/21	Added required engineer consultation for services of 400 amps or greater.	MAF

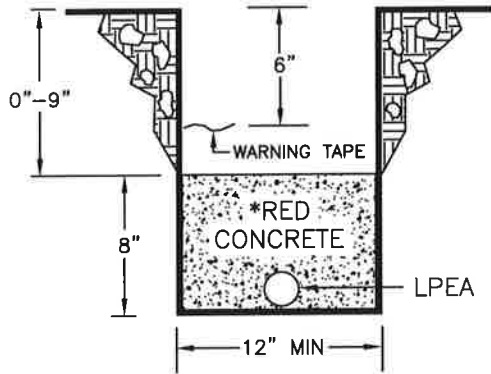
# LPEA

La Plata Electric Association, Inc.  
 A Touchstone Energy Cooperative  
 PO Box 2750  
 Durango CO 81302-2750  
 COLORADO 32 LaPLATA

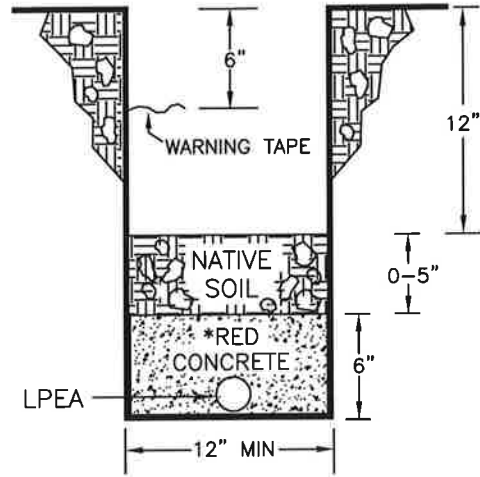
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APPROVED	
DATE	08/26/08
FILE NAME	SPEC2.dwg

<b>UG TRENCH AND                  BEDDING SPECIFICATIONS</b>	
<b>SECONDARY</b>	
SCALE NONE	DRAWING NUMBER SPEC 2

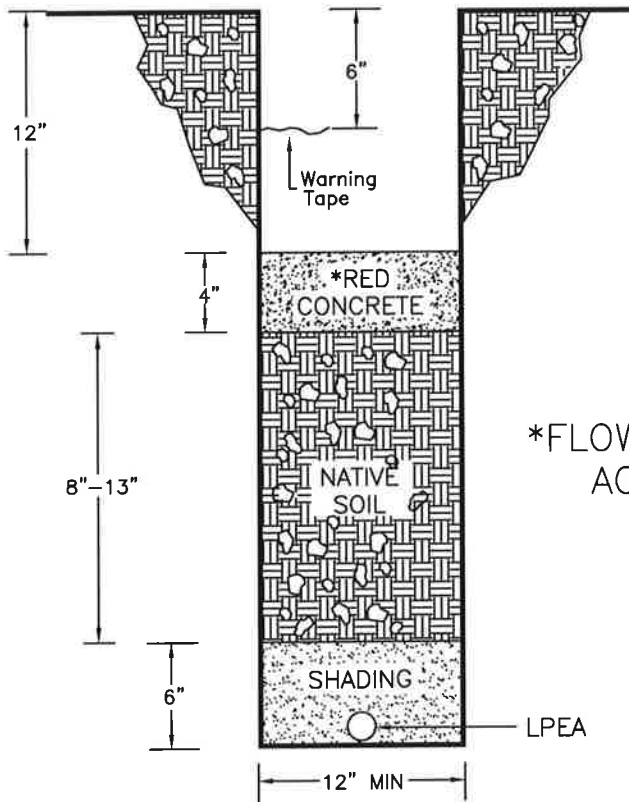
### 8" - 17" TRENCH DEPTH



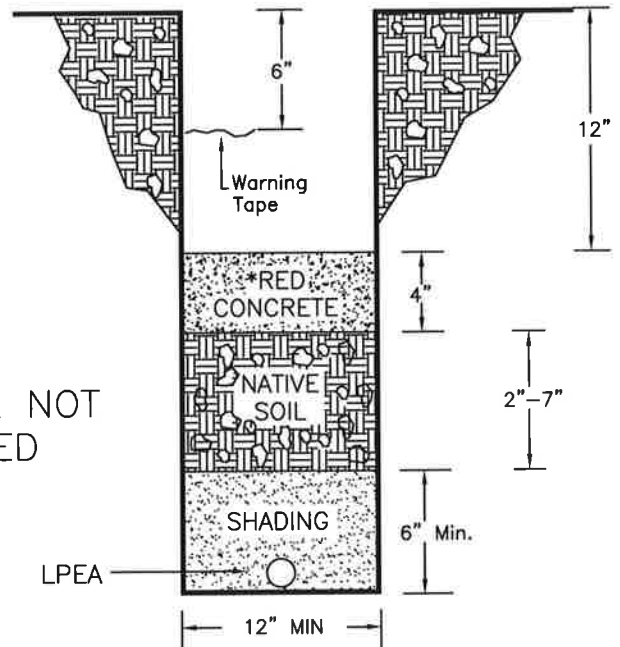
### 18" - 23" TRENCH DEPTH



### 30"-35" TRENCH DEPTH



### 24"-29" TRENCH DEPTH



\*FLOW FILL NOT ACCEPTED

NO.	DATE	REVISIONS	APP'D

# LPEA

La Plata Electric Association, Inc.

A Touchstone Energy Cooperative

PO Box 2750  
Durango CO 81302-2750  
COLORADO 32 LaPLATA

DRAWN MF
CHECKED
APPROVED
DATE 06/30/08
FILE NAME SPEC3.dwg

UG TRENCH  
SHALLOW DEPTH  
PRIMARY / SECONDARY

SCALE  
NONE

DRAWING NUMBER  
SPEC 3



## Highlights

from the "Line Extension Policy" and Other New Service Info

*All electric line extensions must be installed according to LPEA's current "Line Extension Policy" and "Electric Service Regulations". These documents are available online at <https://lpea.coop/policies> or copies will be provided upon request.*

### LPEA/CUSTOMER INSTALLED EQUIPMENT

LPEA shall install all equipment necessary to complete your service requirements. This may include:

- Primary cable
- Transformers
- Secondary/service wire to point of metering
- Meter pedestal adjacent to the transformer
- Meter

Electric service will be provided to an Association-owned meter. Installation, ownership, and maintenance of the service wire from the meter to the load location are the responsibility of the Applicant. Law prohibits LPEA from performing work on the customer's side of the disconnect switch, as well as the tampering of LPEA-owned facilities by others.

The customer's installation must be inspected and green-tagged by the Colorado State Electrical Inspector in a manner visible to the LPEA representative before a meter will be installed.

### TRENCHING AND BEDDING

All boring, trenching, bedding, and backfilling are to be provided by the customer without cost to LPEA and with provisions made for other utilities in accordance with their requirements. Please see the "Underground Trench and Bedding Specifications" included in this packet for more detail.

- In trenches of normal depth, electrical conduit will be placed at a minimum depth of thirty-six (36) inches and a maximum depth of forty-two (42) inches.
- In trenches of shallow depth, electrical conduit must be covered with red-dyed concrete (Flow-fill is not acceptable). Installation must be inspected by an LPEA representative.



## **Highlights**

from the "Line Extension Policy" and Other New Service Info

- Warning tape is required at six (6) inches below final grade in all trenches.
- Conduits installed in roadways are to be backfilled and compacted in a manner consistent with road compaction requirements of the local governing body (state, county, city, town, etc.).
- No LPEA lines will be energized until warning tape is installed and the trench has been completely backfilled.

### **LOCATION OF EXISTING UNDERGROUND FACILITIES**

State law requires location of all underground utilities present on your property prior to any digging. Locates are arranged by calling the Utility Notification Center of Colorado (UNCC) at (800) 922-1987 or 811.

### **RIGHTS-OF-WAY/EASEMENTS**

LPEA requires easement for all new electric lines. Typical easement width is 20 feet. If it is necessary to cross another's property to serve the customer, an LPEA easement is required from the other property owner.

Any special considerations of easements and/or permits must have LPEA approval.

Easements must be written, approved, signed and notarized before the job is released to construction. Any costs associated with the acquisition of right-of-way are the responsibility of the customer.

### **TREE TRIMMING**

To increase safety, reduce outages, and prevent expensive damage, LPEA will periodically trim or remove vegetation from the electric line right-of-way.

# LPEA New Construction- Commercial

To request a commercial work order, please submit the following from the attached packet:

- **Application (p. 2) signed and dated by the property owner who is listed on the warranty deed. An application is required even if you are a current member with LPEA with an active account. Name on the application must match perfectly to the name on the warranty deed. \*Please provide authorizing agent on application**
- **Load Data Sheet (p. 3) Must be completely filled out. Including all of the connected load information. If areas are left blank the form will be returned for addition information, if you need assistance filling out this form consult with your electrician or contractor**
- **Statement of Authority (p. 4) Must be filled out and signed in front of a notary if warranty deed is in a business name. If deed is in a Trust, please provide Trust documents.**
- **Copy of Operating Agreements or Trust paperwork if warranty deed is in a business name or Trust.**
- **Non-refundable design fee of \$700. Check only, Credit Cards are not accepted.**

**\*A physical address does need to be assigned by the county prior to submitting packet. Contact the county GIS department to get an address assigned.**

**\*A work order will not be opened if there are missing documents/information missing.**

Please mail the items listed above to PO BOX 2750, Durango, Co. 81302 or PO Box 305, Pagosa Springs, CO 81147. The paperwork can be dropped off at the drive-up window in the drop box at one of our offices located at 45 Stewart Street, Durango, Co. 81301 or 603 S. 8th Street, Pagosa Springs, Co. 81147. Our offices are closed on Friday's.

# LPEA New Construction- Commercial

To request a commercial work order, please submit the following from the attached packet:

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La Plata Electric Association, Inc.

A Touchstone Energy Cooperative

# Commercial

**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

## Commercial Work Order

Below is a checklist to assist you with your new construction project:

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

- Property owner to complete and sign the "Application for Work Order" with accurate Service Address (assigned by the county)
  - Complete the "Load Data Sheet", which contains crucial information to ensure an appropriately designed electric service  
*(if you need assistance filling out this form, consult with your electrician)*
  - Pay the required Design Fee (Credit card payments are not accepted for New Construction) \$700 non-refundable
  - Provide the most current recorded copy of Warranty Deed. Name on Warranty Deed must match name on application for work order.
  - Legal Documents. Example: Operating or Trust Agreement
- 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 meet at the site to discuss your job. Please make sure property pins are in place or property boundaries are marked prior to this meeting. After the on-site meeting, the staking engineer will draw your job, compute the construction estimate, and contact you.  
*(NOTE: The estimate you receive is good for 30 days.)*

### Job will be released to construction for scheduling after you complete the following:

- Sign and notarize necessary easements and 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 before you start trenching or clearing right-of-way. Be sure to reference your LPEA Work Order Number when you call.
- Clear right-of-way as required.

### For Underground Line Extensions

#### **Prior to digging trench, obtain:**

- Existing underground utility locations with the Utility Notification Center of Colorado at (800) 922-1987 or 811
- Any required excavation permits
- Verify that trench location will be within dedicated right-of-way
- Dig your trench. All trenching must be per LPEA specifications. **(A \$600 fee will be charged to the customer if LPEA construction crews show up at the job site and the trench is not ready or if trench does not meet NESC depth specifications.)**

Notify the LPEA Line Superintendent that you are ready for construction to proceed.

LPEA extends line and installs electrical facilities to metering point. **You are responsible for everything past the metering point.**

Contact Colorado State Electrical Inspector to inspect your service; [www.dora.state.co.us/electric](http://www.dora.state.co.us/electric)

Contact LPEA to have your meter installed after:

- Trench has been backfilled (if underground electrical facilities are installed)**
  - Your service has been inspected and green-tagged by the Colorado State Electrical Inspector
  - Call La Plata Electric at 970-247-5786 with permit # from Colorado Electrical Inspector
- LPEA will energize line and meter.