



ATTACHMENT POLICY AND PROCEDURES



Policy and Procedures for the Installation of Telecommunication Facilities on SDG&E's Distribution
Facilities
Prepared by the Compliance Management Group of SDG&E.
Revised June 2017



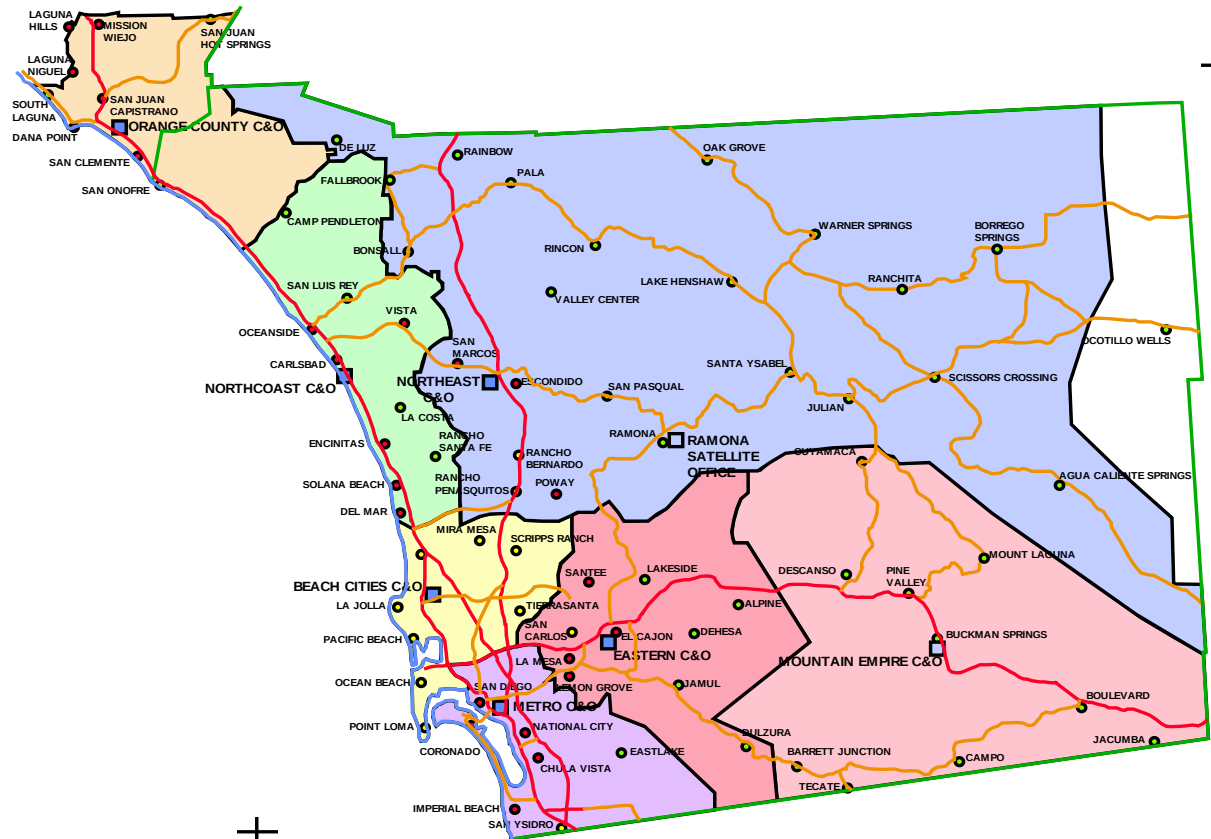
SDG&E's SERVICE TERRITORY

San Diego Gas & Electric Company's service territory is approximately 4,100 square miles with urban and rural areas. Distribution facilities are located in the franchise position or on easements acquired by SDG&E. The majority of transmission wood and steel structures are located on easements acquired by SDG&E; however, some are located in franchise position. 60 percent of SDG&E's distribution service is underground.

CITY AND COUNTY UNDERGROUND CONVERSION PROJECTS

Note: Potential licensees interested in pursuing projects in SDG&E's service territory should attend the Joint Utility Liaison Committee (JULC) meetings that are held quarterly. The purpose of these meetings is to coordinate utility work between Communications Infrastructure Providers (CIP's), respective cities and SDG&E. Notice of planned modifications, such as undergrounding SDG&E's overhead facilities – (e.g. - 20A conversions), are available at this meeting.

Compliance Management does not facilitate these meetings; however, SDG&E's Project Management Department generally attends them. CIP's should contact the respective City for any upcoming JULC projects/meetings.





INTRODUCTION

This document contains SDG&E's policies and procedures regarding the attachment of telecommunication facilities to its distribution facilities. It is also intended to facilitate and expedite attachment requests from companies who have an executed License Attachment Agreement with San Diego Gas & Electric (SDG&E) by providing guidelines and related requirements.

All potential licensees must submit make ready design and construction schematics which must comply with the minimum construction requirements set forth in the California Public Utility Commission (CPUC) General Orders (GO) 95 which governs overhead construction, SDG&E's construction standards, and all applicable local, state and federal codes and regulations.

SDG&E will provide updates to portions of this document as necessary. In all situations, it is the responsibility of attaching companies to be familiar with and adhere to the GO's, SDG&E's construction standards, applicable local, state and federal codes and regulations, and these guidelines during the installation, maintenance and on-going related activities involving the attachment of their facilities to SDG&E's.

ATTACHMENT BUSINESS PLAN

The purpose of this document is to set forth the general rates, terms and conditions to accommodate such attachments in the conduct of SDG&E's business.

Prior to making any attachments, the attaching party must enter into a License Agreement Contract and apply for and obtain prior permission for the use of SDG&E's facilities. The Compliance Management Group is charged with administering the Agreements, maintaining records and setting and collecting appropriate fees.



Notwithstanding SDG&E's obligation to allow access to its facilities and authority to permit attachments to them, there may be instances where said attachment requests may be denied where there is insufficient capacity and for reasons of safety, reliability and generally accepted engineering purposes.

In regard to SDG&E's Overhead facilities, it is SDG&E's practice to install poles of sufficient height to allow future installation of transformers and other equipment on its poles. Therefore, there is reserved space on each pole to accommodate future electric distribution purposes when the need arises.

To avoid the expense of replacing these poles (with reserved future electric distribution capacity) with taller poles in all cases, it is SDG&E's policy to allow interim use of the reserved space by CIP's. In the event, the reserved space is required in the future by SDG&E for the purpose of electric Distribution, the attaching CIP's shall relocate its facilities from the reserved space. The attaching company may, at its option, pay SDG&E to provide additional space by installing a taller pole.

Note: It is the licensee's responsibility to obtain all necessary permits, easements, rights-of-way, and any and all other necessary approvals from the fee owner of the property.



TABLE OF CONTENTS

Section 1 - Application/Approval.....	Pages 1 through 14
Application/Approval Processing Procedures.....	1-8 of 14
Attachment Construction Permit Process (Flowchart).....	9-10 of 14
Attachment Request Form (Example/Exhibit A-D).....	11-14 of 14
 Section 2 - General Design and Construction Guidelines	 Pages 1 through 8
General Design Guidelines.....	1-2 of 8
Wireless Attachment Standards (Appendices A-E).....	3-7 of 8
Identification Tags (Appendix F).....	8 of 8
 Section 3 - Personnel Contact Information.....	 Pages 1 through 1
Center Point and Facilities Joint Use Personnel.....	1 of 1
 Section 4 – Attachment Fees.....	 Pages 1 through 1
Facility Fee Structure.....	1 of 1



SECTION 1 APPLICATION/APPROVAL GUIDELINES



I. APPLICATION/APPROVAL PROCESSING PROCEDURES FOR INSTALLATION OF ATTACHMENTS ON DISTRIBUTION FACILITIES

- A. Potential Licensees attaching communication facilities must execute an Agreement for their proposed attachments and submit an Attachment Application with a design package consisting of the following items:

NOTE: Contact Technical Advisor to request an Agreement for attachment to Compliance Management @ 858-654-8216

A1. CABLE ATTACHMENTS

1. Completed Make Ready Data Sheet specifying the following:

- a. Proposed above-ground height of attachment for Licensee's cable
- b. Above-ground height of existing electrical facilities (*at pole and at mid-span*)
- c. Number of existing communications cables
- d. Coordinate necessary make ready work between other licensees
- e. Identify all wood pole numbers; No Tag (NT) will NOT be accepted

- * 1) Company ID tags will be used to identify ownership of communication attachments to poles owned by SDG&E

* 2) Failure to identify ID tags shall result in holding of future applications **NOTE: Section 2 contains general design guidelines**

A2. WIRELESS ANTENNAS and ANCILLARY EQUIPMENT

1. Completed Make Ready Data Sheet specifying:

- a. Proposed above-ground height of attachment for Licensee's cable
- b. Above-ground height of existing electrical facilities (*at pole and at mid-span*)
- c. Number of existing communications cables
- d. Coordinate necessary make ready work between other licensees
- e. Radio Frequency Information Form (See Exhibit D)
- f. Identify all wood pole numbers; No Tag (NT) will NOT be accepted
- g. UnMetered Schedule Application (See Exhibit B)
- h. Design Build Option (See Exhibit C)



B. All potential licensees must also provide the following information:

1. Route map(s) showing poles proposed for attachment and identify the intended poles on SDG&E's GIS Facility Maps.
2. Requests for SDG&E's GIS Facility Maps should be directed to:

SDG&E's *Electric Geographic Information Systems (EGIS)* (858-654-8668), Email: EGISSmaps@Semprautilities.com
3. A Non-Disclosure Agreement will be required between SDG&E and the Potential Licensee in order to obtain SDG&E Facility Maps.

(SDG&E Distribution Facilities Attachment application is attached in Exhibit A for your convenience)

1. SDG&E's Attachment Application Form is provided for the Licensee's convenience. Licensee's design must be in accordance with SDG&E's Overhead Construction Standards, General Order 95 (GO) requirements, SDG&E's Attachment Guidelines and Procedures, and all applicable permits from state, federal and municipal agencies and private parties as needed, and all applicable local, state and federal requirements and regulations.

2. Upon receipt of Licensee's Attachment Application information, SDG&E will determine feasibility of the proposed project and respond for access in a timely manner which will not exceed 45 business days.

NOTE 1: Rental charges begin in accordance to the terms and conditions of the Agreement. Licensee should submit its application immediately to allow time of its application should it have a deadline for actual construction.

NOTE 2: SDG&E may exclude from the Attachment Application any facilities it reasonably believes do not comply with design standards, or that may otherwise be restricted for use by SDG&E due to maintenance, renovation, relocation or other SDG&E activities.

NOTE 3: SDG&E will date each application it receives from License. This date will indicate when SDG&E received the application and begins the start time for approval and or denial.



3. Licensee will be direct billed the cost of the inspection.

For service drops only – Installations will be allowed without prior approval providing the service drop is an extension of a previously-licensed cable installation, not built in climbing spaces, and is reported to SDG&E at the time of installation, unless otherwise agreed. The location of new service drop contacts must be reported on a copy of SDG&E's Attachment Application, and accompanied by a completed Make Ready Data Sheet.

GENERAL NOTES:

1. Installations cannot be made on SDG&E's poles and facilities where violations of GO 95 currently exist unless new installations can be made to meet clearance requirements and compliance with the GO's.
2. Verbal attachment permission will not be given under any circumstances. In priority situations, SDG&E may provide Licensee with written interim attachment permission by e-mail.
3. Where Licensee's as-built construction does not comply with Licensee's previously submitted design standards, Licensee must resolve deficiencies or SDG&E may correct at Licensees expense.
4. Attachment Application authorizations issued by SDG&E are valid for a period of 90 days. A one-time 45-day extension may be requested to SDG&E, and granted at SDG&E's discretion. Any construction not completed at the end of the 45-day extension period will require Licensee to reapply to SDG&E for use of the involved SDG&E poles or facilities.



Hardwire (Co-axial/Fiber Optic Attachment Application Processing Flow within SDG&E

1. Application is received by SDG&E's Compliance Management Group (CMG) section

- Before application process begins the following must be received:
 - Pole Attachment Application
 - Make Ready worksheet
 - Maps of Pole Location
 - Pole Loading Analysis Report for each pole

2. Application Reviewed by CMG's Joint Facilities group

The Pre-Construction Assessment of CIP pole attachment applications are to assure that their Make Ready Proposal achieves Compliance with the requirements of General Order (GO) 95. Specifically, the following rules:

1. Rule 38 Table 2 conductor clearance requirements:
 - At the Pole
 - At Mid-Span
 - Communication Level to Ground
 - Separation between Communication Levels
 - Communication to Power
2. Climbing Space Obstructions-GO 95 Rule 54.7A
3. Adequate Guying of existing and proposed facilities is present on the CIP's Make-Ready Worksheet.
4. Accurate Pole Loading inputs and information-GO 95 Rule 44
 - Review GIS to check that the CIP chose the proper:
 - Wire Size
 - Guying
 - Pole Species and Grade
 - Equipment (i.e. xfmr, cut-outs, sectionalizing, etc...)
 - Did the CIP use available intrusive inspection information for that particular pole?
 - Pole Capacity Utilization is below 100%
 - Safety Factor is above 2.67 (If Available)
 - Adequate Vertical Clearance at Pole and at Mid-Span for
 - Power to Communication and Communication to Ground (if available)



- Picture of the pole

5. Number of Attachments and CIP name

- Collect Pole Attachment and Engineering Fees
- Joint Facilities reviews and provides approved/tentative attachment access letters

** If any of the above criteria are not met, then the application for attachment to that pole should be rejected

Wireless Attachment Application Processing Flow within SDG&E (In Communication Zone/Pole Top/Street Light Attachments)

3. Application is received by SDG&E's Compliance Management Group (CMG) section

- Before application process begins the following must be received:
 - Pole Attachment Application
 - Make Ready worksheet
 - Maps of Pole Location
 - Pole Loading Analysis Report for each pole
 - Contract for UnMetered Service for Schedule UM *Wireless Attachment Only*
 - Design Option Form *Wireless Attachment Only*
 - Post Construction Audit *Wireless Attachment Only*

4. Application Reviewed by CMG's Joint Facilities group

The Pre-Construction Assessment of CIP pole attachment applications are to assure that their Make Ready Proposal achieves Compliance with the requirements of General Order (GO) 95. Specifically, the following rules:

1. Rule 38 Table 2 conductor clearance requirements:
 - At the Pole
 - At Mid-Span
 - Communication Level to Ground
 - Separation between Communication Levels
 - Communication to Power
2. Climbing Space Obstructions-GO 95 Rule 54.7A



3. Adequate Guying of existing and proposed facilities is present on the CIP's Make-Ready Worksheet.

4. Accurate Pole Loading inputs and information-GO 95 Rule 44

- Review GIS to check that the CIP chose the proper:
Wire Size
Guying
Pole Species and Grade
Equipment (i.e. xfmr, cut-outs, sectionalizing, etc...)
- Did the CIP use available intrusive inspection information for that particular pole?
- Pole Capacity Utilization is below 100%
- Safety Factor is above 2.67 (If Available)
- Adequate Vertical Clearance at Pole and at Mid-Span for
Power to Communication and Communication to Ground (If available)
- Picture of the pole

** Pole Overturning Calculation – GO 95 Rule 94.11 - Any Pole-top antenna installation that is added to the pole, must perform a pole overturning calculation before installation. The calculation is to ensure that the pole overturning moment does not exceed the capacity of soil, rock or other material in which the pole is embedded.

5. Number of Attachments and CIP name

- Collect Pole Attachment and Engineering Fees
- Joint Facilities reviews and provides tentative approval letter

** If any of the above criteria are not met, then the application for attachment to that pole should be rejected

5. Application Returned to Licensee

- Licensee contacts appropriate Project Management contact listed on the tentative letter
- Licensee contacts SDG&E's Project Management contact for any Make Ready Work
- Contacts are the following:
 - Southern Region – (Border to the 56)
 - Phone: 858-636-6805
 - Northern Region – (56 to Oceanside)
 - Phone: 760-480-7603



➤ Orange County –

○ Phone: 949-361-8042

- In order for the licensee to request design-build, they would need to select one of the SDG&E Design Build Contractors (e.g. - Diversified, Henkel, or PAR) to perform their service work. (The installation of the UnMetered (UM) Service equipment).
- **For more information on UnMetered Service applications and installations, please refer to the UnMetered Service FAQ located in Exhibit D.**
- The Project Management (PM) Contact fields the request and determines the actual work required to make the pole ready for the licensee
- If no “Make Ready Work” is required, the PM contact writes the UM service order and a field memo
- If any “Make Ready Work” is required on the pole, such as rearrangement, pole replacement, or pole top extension, the work order will be assigned to a design-build (DB) contractor through Construction Services
- Once the work order is written, the DB contractor will return it to the PM contact, who will check the design, run the costs and send the cost letter.

4. Post Construction Review

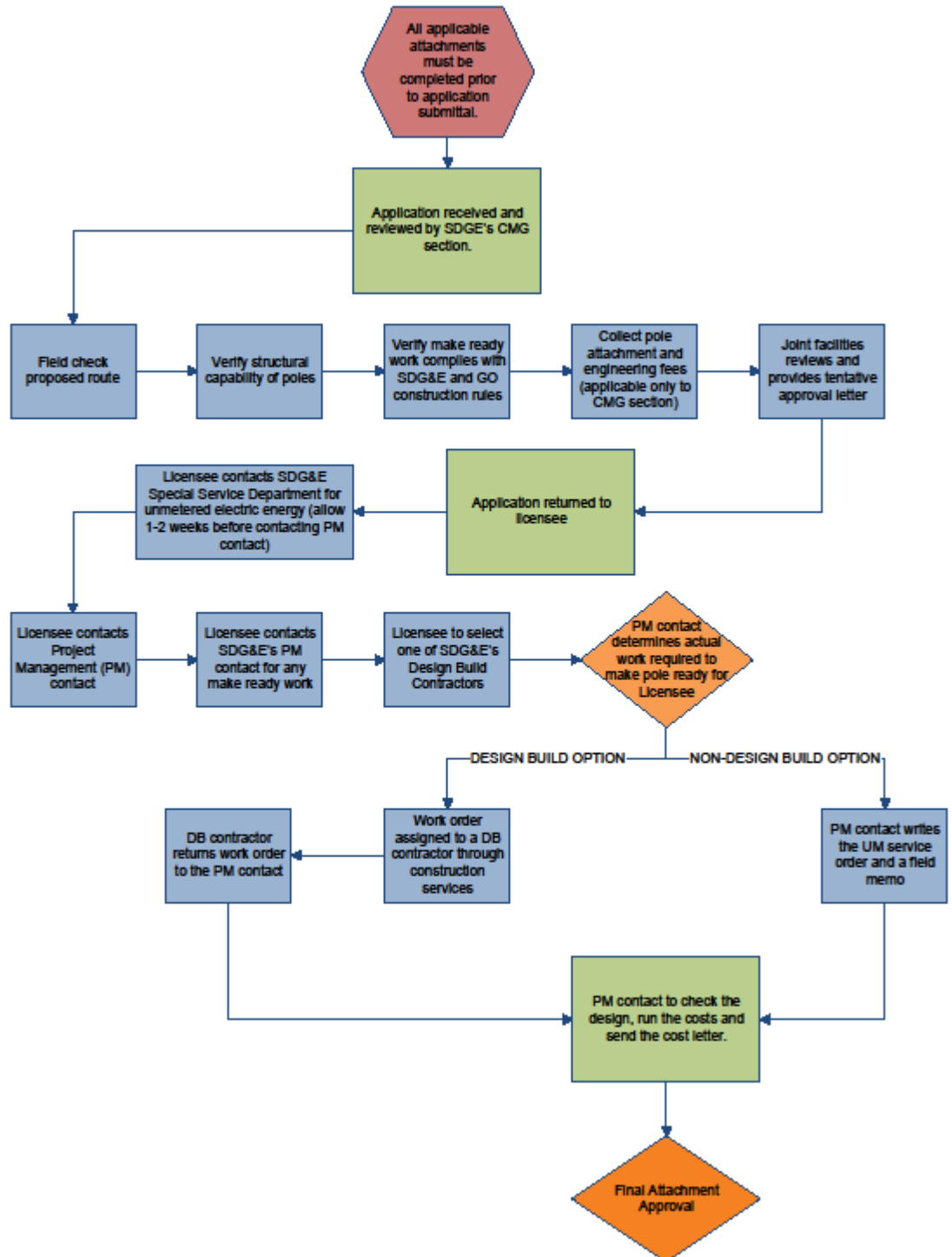
- Once the licensee receives the final attachment approval they may begin design construction. Licensee will advise CMG that a post construction review of their work on an SDG&E pole must be conducted prior to energizing its antenna.
- The licensee will e-mail its request to ComplianceManagement-JointPole@semprautilities.com for approval once their equipment is installed on the SDG&E pole and ready for CMG post construction review.
- CMG will field the specified pole location prior to energizing the UM service to insure that GO 95 codes and ordinances are met.



- If it is determined that the licensee built the structure out of compliance, a notice will be sent back to the licensee requesting to fix any infractions found on that pole.
- When it is determined that the pole construction is complete and in compliance, CMG will notify the licensee of approval.
- Upon inspection approval, the licensee will notify the dispatcher to energize the site.



WIRELESS POLE ATTACHMENT PROCESS – PROJECT PLANNING PHASE





ANTENNA ATTACHMENT POST CONSTRUCTION REVIEW

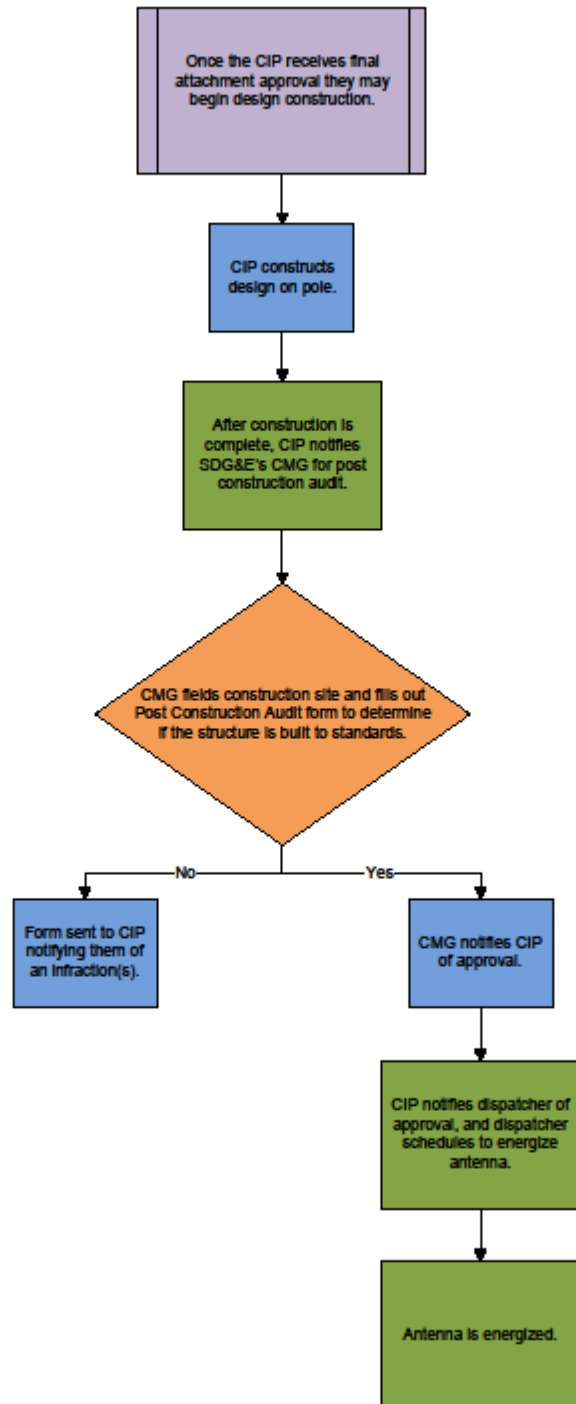




EXHIBIT A



Joint Pole
Application Form



EXHIBIT B



UnMetered Service
Application



CIP Customer
Options



EXHIBIT D



UnMetered Service
FAQ



SECTION 2

GENERAL DESIGN AND CONSTRUCTION GUIDELINES



GENERAL DESIGN GUIDELINES

During the design of a Licensee's proposed installation on SDG&E's Overhead facilities, attaching companies should observe the following general guidelines:

- Attaching companies' installations must be restricted to communication's equipment or facilities; no electrical systems other than those of SDG&E can be installed on SDG&E's facilities.
- As mentioned in SECTION 1 APPLICATION/APPROVAL GUIDELINES: CIP's must conduct and provide their Pole Loading Analysis studies as part of their proposed attachments and submit the information as part of their design package in the Pole Attachment Application
- All facilities must be installed in accordance with the CPUC General Order 95/128, SDG&E's Overhead and Underground Standards and all local, state and federal codes and regulations which apply. The General Orders are available through the CPUC website.
 - Attaching companies cannot overlash additional cables to an already existing cable without first providing written notification in advance of such overlash. Prior to any overlash being made, a Pole Loading Analysis report must be conducted.
- Poles and equipment other than those of SDG&E cannot be installed on SDG&E's property or within SDG&E's rights-of-way without prior approval. Where necessary to gain access to SDG&E's facilities on SDG&E's property, written permission must be obtained.
- In all situations, prior permission must be obtained from property owners and governmental entities for use of private property and public road rights-of-way. SDG&E assumes no responsibility for securing any permission that may be required, and attaching companies should assume no such permission exists based solely on the presence of SDG&E's facilities.



-Where attaching companies' installations involve city street, county and/or state road rights-of-way, SDG&E strongly recommends attaching companies contact (early in their planning process) the appropriate government office to obtain the necessary permit(s).

Prior to proceeding with their physical installations on SDG&E's facilities, attaching companies should ensure they have complied with the following:

At all times during their construction activities on SDG&E's facilities, attaching companies should adhere to the following:

- When installing or maintaining its facilities, the attaching company's construction crews, whether employees or contractors must be able to show evidence of permission, either an original or a copy of SDG&E's Approved Attachment Application or some form of written interim permission, covering its specific construction.
- Telecommunication cables must be properly guyed and anchored before tensioning. This means attaching companies must install separate guying and anchoring devices to secure their cables; **joint use of SDG&E's guys and anchors is prohibited.**

NOTE 1: Attaching companies are responsible for the costs of any damages to SDG&E's facilities resulting from improper guying and anchoring.

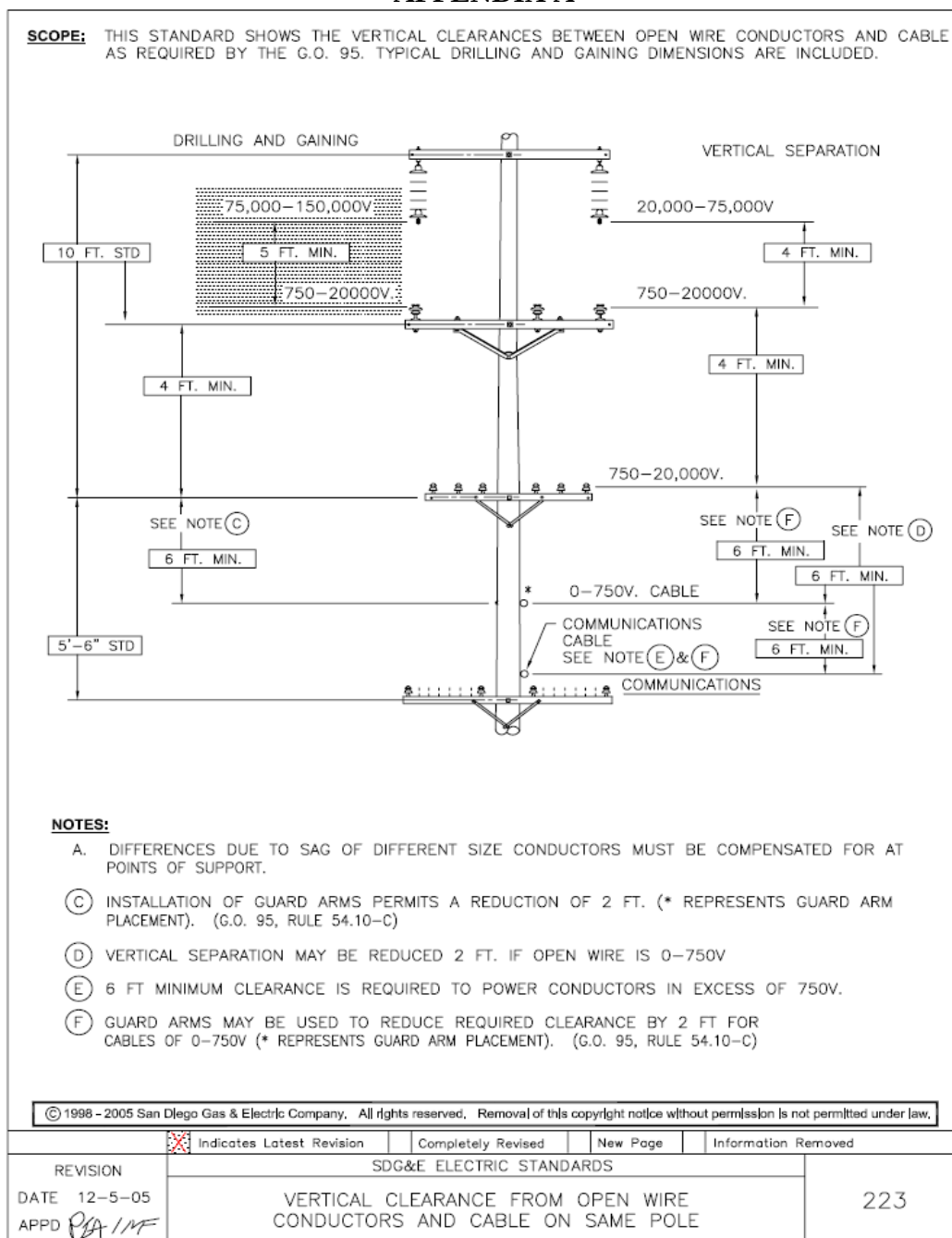
NOTE 2: The Design Package must comply with all CPUC GO 95, SDG&E's construction standards, all applicable local, state and federal codes and regulations. Some of the more pertinent SDG&E construction standards are attached as Appendix's A-D for your convenience.



VERTICAL CLEARANCE FROM OPEN WIRE CONDUCTORS AND TELECOMMUNICATION CABLE ON SAME POLE GUIDELINES:

The Standard listed below illustrates the vertical clearances between open wire electric conductors and hardwire telecommunication cables:

APPENDIX A





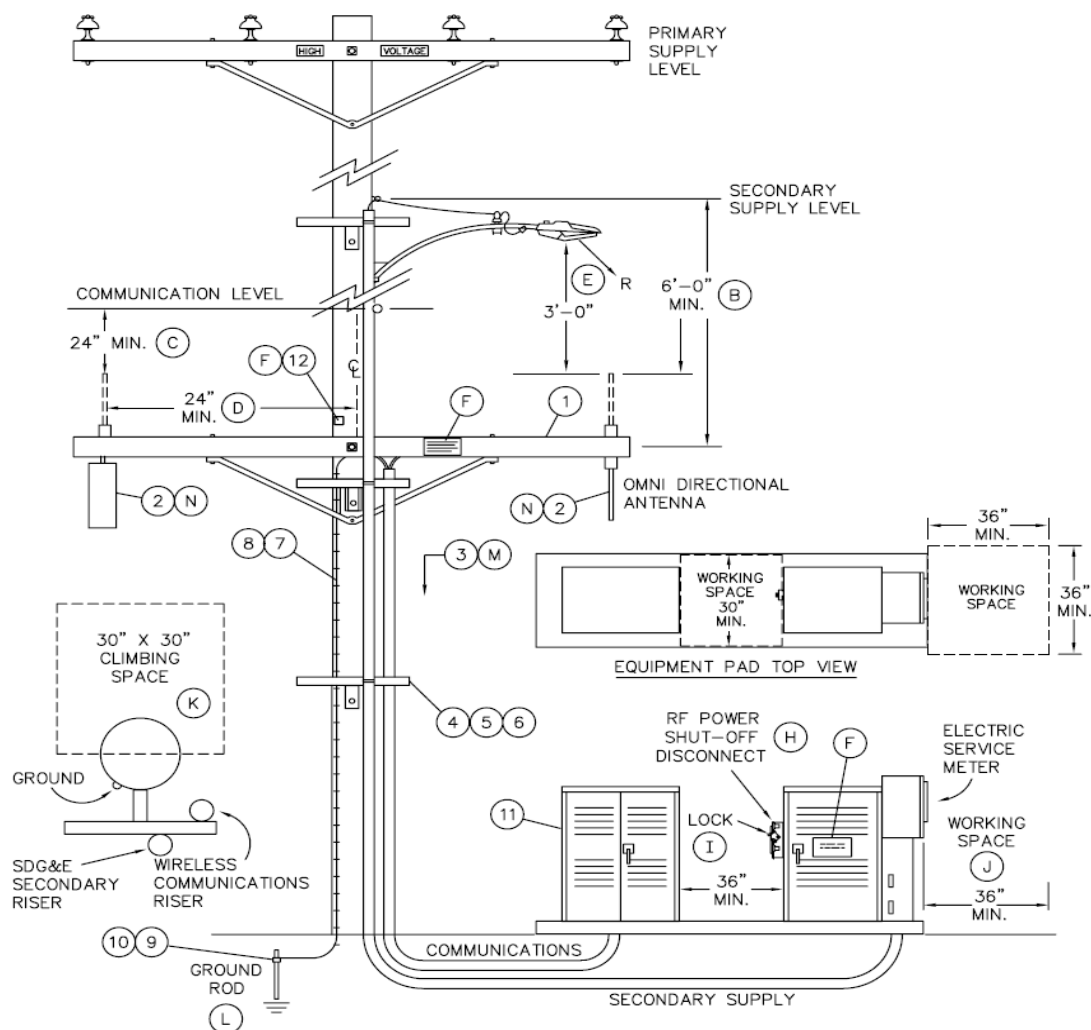
CUSTOMER-OWNED WIRELESS COMMUNICATIONS PROVIDER ATTACHMENT TO DISTRIBUTION POLES (METERED SERVICE/UNMETERED SERVICE)

The Standards listed below illustrates the vertical clearances between open wire electric conductors and Wireless Antennas with Metered Service and Ancillary Equipment with UnMetered Service:

APPENDIX B

SCOPE: THIS STANDARD SHOWS A CUSTOMER OWNED AND INSTALLED WIRELESS COMMUNICATIONS ANTENNA ATTACHMENT ON AN SDG&E WOOD POLE.

NOTES: THIS CONSTRUCTION IS NOT ALLOWED ON A POLE WITH EQUIPMENT OR SWITCHES INSTALLED. (A)



© 1998 - 2005 San Diego Gas & Electric Company. All rights reserved. Removal of this copyright notice without permission is not permitted under law.

SERVICE GUIDE PG. 691.4	Indicates Latest Revision ☒ Completely Revised ☐ New Page ☐ Information Removed ☐	REVISION DATE 3-10-06 APPD PJA / JJ
OH 575.1 UG 4650.1	SDG&E ELECTRIC STANDARDS CUSTOMER-OWNED WIRELESS COMMUNICATIONS PROVIDER ATTACHMENT TO DISTRIBUTION POLE (METERED SERVICE)	

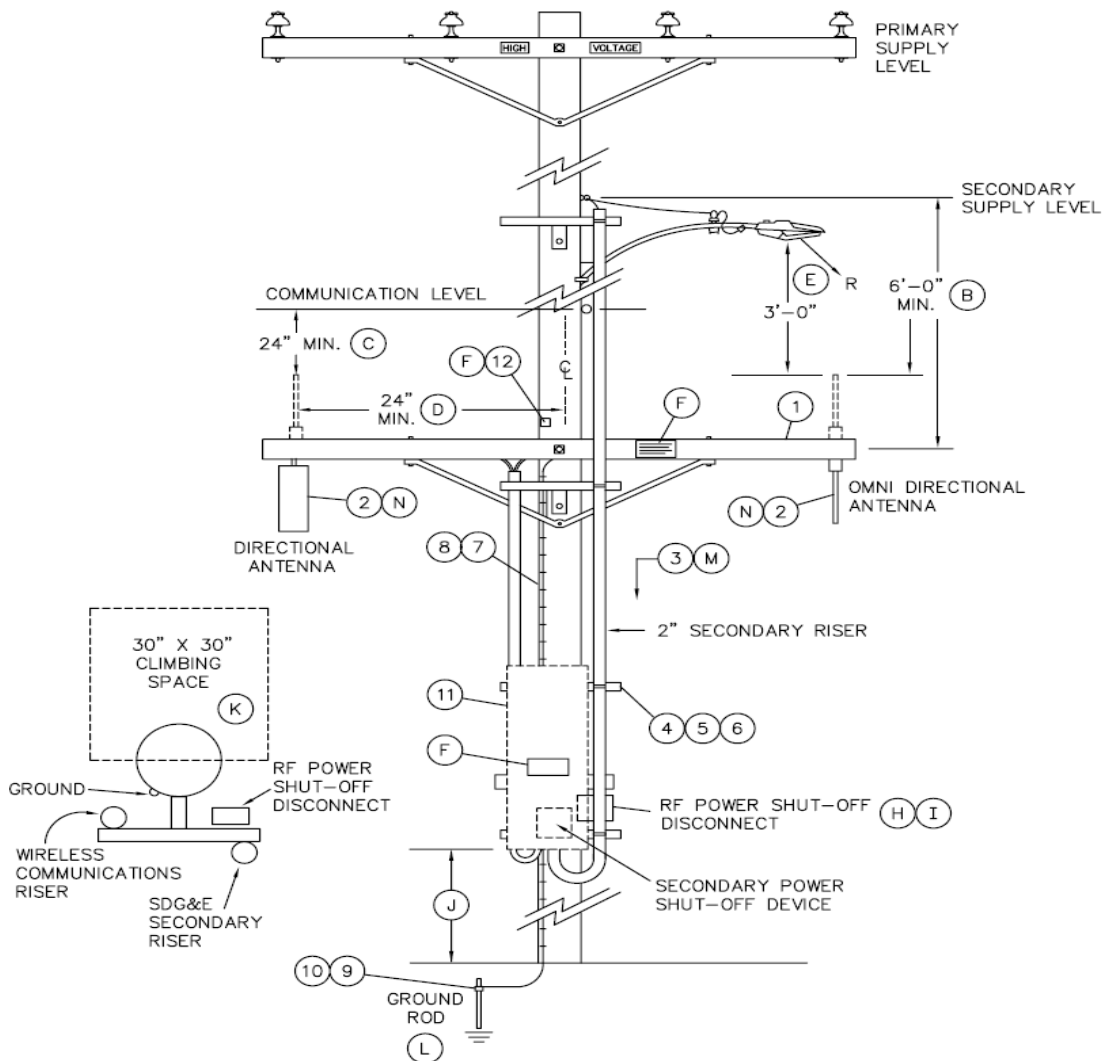


A Semptra Energy company

APPENDIX C

SCOPE: THIS STANDARD SHOWS A CUSTOMER OWNED AND INSTALLED WIRELESS COMMUNICATIONS ANTENNA ATTACHMENT ON AN SDG&E WOOD POLE.

NOTES: THIS CONSTRUCTION IS NOT ALLOWED ON A POLE WITH EQUIPMENT OR SWITCHES INSTALLED. (A)



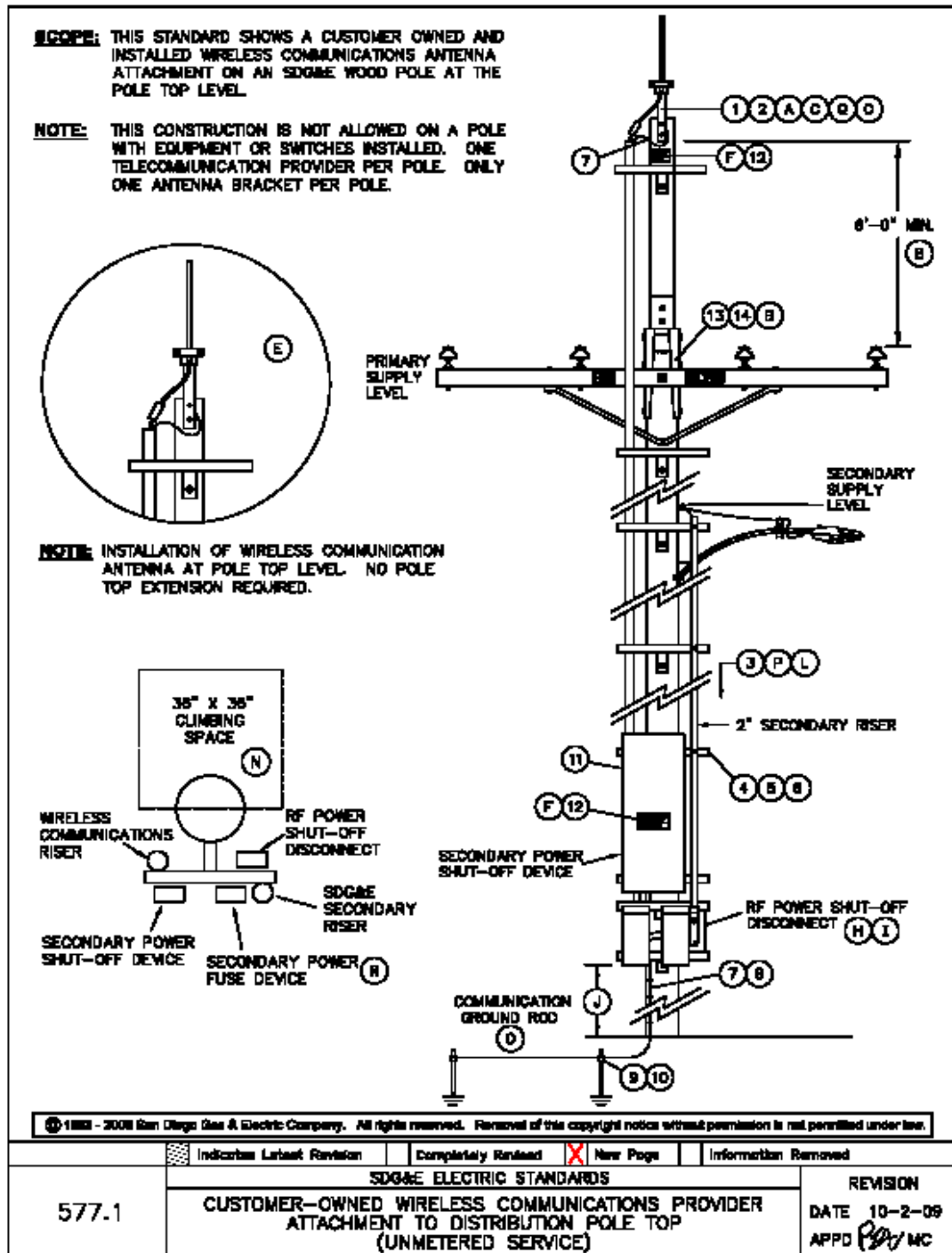
© 1998 - 2005 San Diego Gas & Electric Company. All rights reserved. Removal of this copyright notice without permission is not permitted under law.

SERVICE GUIDE Pg. 591.4	Indicates Latest Revision	Completely Revised	☒ New Page	Information Removed
SDG&E ELECTRIC STANDARDS				
OH 576.1 UG 4651.1	CUSTOMER-OWNED WIRELESS COMMUNICATIONS PROVIDER ATTACHMENT TO DISTRIBUTION POLE (UNMETERED SERVICE)			REVISION DATE 3-9-06 APPD PA/JJ



A Semptra Energy company

APPENDIX D

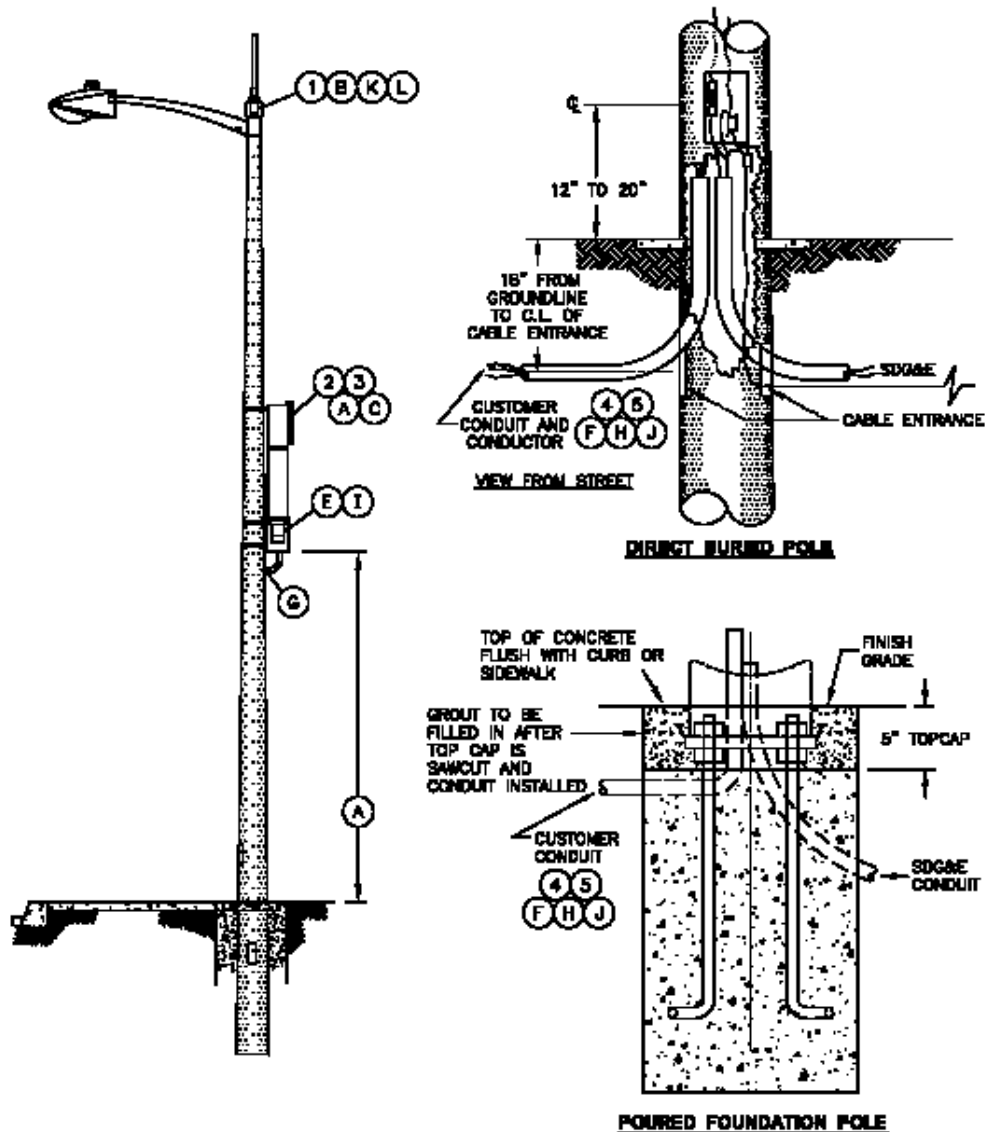




A Semptra Energy company

APPENDIX E

SCOPE: THIS STANDARD SHOWS THE INSTALLATION OF A CUSTOMER OWNED AND INSTALLED WIRELESS COMMUNICATIONS ANTENNA ATTACHMENT ON A DIRECT BURIAL OR FOUNDATION POLE WITH CONVENTIONAL LUMINAIRE FOR ROADWAY LIGHTING.



© 1998 - 2009 San Diego Gas & Electric Company. All rights reserved. Removal of this copyright notice without permission is not permitted under law.

OH 578.1 UG 4660.1	Indicates Latest Revision	Completely Revised ☒ New Page	Information Removed	REVISION DATE 10-18-09 APPD PA/MC

SDG&E ELECTRIC STANDARDS
 CUSTOMER-OWNED WIRELESS COMMUNICATIONS PROVIDER
 ATTACHMENT TO DISTRIBUTION STREET LIGHT POLES
 (UNMETERED SERVICE)



APPENDIX F

CABLE IDENTIFICATION GUIDELINES

NOTE: While there are numerous designations used to describe identification hardware, for simplicity, such hardware is referred to here as "tags" and the process of physical identification as "tagging".

* ATTACHING COMPANIES TAGS WILL BE USED TO IDENTIFY OWNERSHIP OF COMMUNICATION ATTACHMENTS TO POLES OWNED BY SDG&E. THESE TAGS SHALL COMPLY WITH G.O. 95 RULE 91.5.

Cables shall be tagged at the time of installation. Attaching companies should make tagging an ongoing effort, and work toward complete tagging of all existing cables not previously tagged.

Below is an example of such a tag:





SECTION 3 PERSONNEL CONTACT INFORMATION



SDG&E PERSONNEL CONTACT INFORMATION

This section is intended to provide personnel contact information (names, addresses, telephone numbers, fax numbers, etc.) for SDG&E's Compliance Management Group.

To report any CIP issues, call or email any of the Compliance Management Group personnel listed below

Compliance Management Group:

Carlos Castro858-654-8216

Email Addresses:

Carlos Castro CCastro@semprautilities.com



SECTION 4

ATTACHMENT FEE INFORMATION



A Sempra Energy company

2017 Attachment Fee Schedule

FEE DESCRIPTION	FEE
<u>POLE APPLICATION FEE</u> This fee will be applied to all companies upon submission of an application to attach their equipment on SDG&E's OH Distribution poles.	Application Fee: TBD
<u>POLE ATTACHMENT FEE</u> Distribution wood poles Transmission wood poles will require application review fee. Distribution conduit	CCTA Fee: \$30.58 per pole attachment Transmission Fee: \$16.00 per pole attachment Contact Compliance Management
<u>ADMINISTRATION FEE</u> CATV	\$500 annual administration fee
<u>WIRELESS FEES</u> Distribution wood poles Pole Top Street Light	Wireless fee: \$56.74 multiplied by the number of lineal feet Pole Top fee: \$1191.02 Street Light fee: \$1191.02
<u>ANCILLARY EQUIPMENT</u> Distribution wood poles	Ancillary fee: \$56.74 multiplied by the number of lineal feet

Note: Fee schedule is subject to change. For all SDG&E Guy Stubs we charge a pole attachment fee. If you have questions or want latest fee updates, please contact SDG&E's Joint Facilities at (858) 654-8216. **NOTE: Unauthorized attachments are subject to a \$500 fine.**