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## CHAPTER 1 General Information

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# CHAPTER 1

## General Information

### 1.01 Purpose

- a) These standards are issued by Colorado Springs Utilities as a guide for obtaining gas service and gas main line extensions and to put forth the service available, conditions for service, and the standards for material and construction. The standards herein supersede all previous publications of those standards issued by Colorado Springs Utilities prior to this date and are subject to change without notice.

These standards are provided to assist customers, architects, engineers, contractors, developers, plumbers, licensed Utility Service Installers, and inspectors in planning and installing gas distribution and gas service lines. It is not intended that any requirements may be unduly restrictive or burdensome, but that these regulations and policies serve to provide safety guidelines and expedite service connection by establishing uniform and equitable standards for gas service. Because no set rule or instruction will address all conditions, the Colorado Springs Utilities Construction and Maintenance Department will provide clarification of requirements and standards concerning special customer needs or unusual construction and installation conditions.

Any contractor performing work on the Colorado Springs Utilities Gas Distribution System is responsible for providing copies of the most recently published specifications to potentially affected subcontractors and bidders responding to solicitations involving work related to gas service lines. Copies of this manual are available online at [www.csu.org/business/development](http://www.csu.org/business/development) services or from:

Colorado Springs Utilities  
Gas Line Extension & Service Standards  
1521 Hancock Expressway (Mail Code 1812)  
Colorado Springs, CO 80903

### 1.02 General Policy Information

- a) The standards herein are supplementary to, and are not intended to conflict with, the rules and regulations on file with the City Clerk of the City of Colorado Springs or applicable city ordinances.
- b) The customer will give the duly authorized agents and employees of Colorado Springs Utilities, when properly identified, full and free access to the premises of the customer at all reasonable hours. This access will be for the purpose of installing, reading, inspecting, adjusting, repairing, maintaining, replacing or removing any of Colorado Springs Utilities facilities on the premises of the customer or for any other purpose incidental to the gas service supplied by Colorado Springs Utilities.
- c) Employees of Colorado Springs Utilities may not demand nor accept any compensation from a customer for services rendered in the line of duty. However, certain employees do

collect money from customers for settlement of accounts due to Colorado Springs Utilities and of which the customer is already aware.

- d)** The customer will not bypass, tamper with, engage in unauthorized metering, or otherwise interfere with the proper operation of Colorado Springs Utilities meter or other equipment or in any way interfere with the proper metering registration.

For violation of this regulation, service will be disconnected without notice to the customer and will not be reconnected until the customer has corrected such violation in accordance with prevailing gas requirements. The customer may be billed the costs incurred by Colorado Springs Utilities to resolve the situation as well as the outstanding charges.

- e)** The customer will protect the property of Colorado Springs Utilities on their premises at all times and will not permit persons other than the employees and agents of Colorado Springs Utilities and other persons authorized by law to inspect, work on, open, or otherwise handle the meters or other facilities of Colorado Springs Utilities. In case of loss or damage to the property of Colorado Springs Utilities due to carelessness, neglect, or misuse by the customer, his family, agents, servants, or employees, the customer will, at the request of Colorado Springs Utilities, pay to Colorado Springs Utilities the cost of any necessary repairs or replacement of such facilities or the value of such facilities.
- f)** Devices or attachments will not be connected to Colorado Springs Utilities facilities in such a manner as to permit the use of unmetered energy without the prior written consent of Colorado Springs Utilities.
- g)** The rates for all types of gas service supplied by Colorado Springs Utilities are on file with the City Clerk's Office, the Pricing Division, and on the Colorado Springs Utilities internet website located at [www.csu.org/customer/rates/rate\\_tariffs/index.html](http://www.csu.org/customer/rates/rate_tariffs/index.html). Upon request, a representative of Colorado Springs Utilities will explain rate schedules and assist in selection of the applicable rate best suited to the customer's requirements.
- h)** Colorado Springs Utilities will use reasonable diligence to supply continuous gas service to the customer but does not guarantee the supply of gas service against irregularities or interruptions. Colorado Springs Utilities will not be considered in default of its service agreement with the customer and will not otherwise be liable for any damages incurred by any irregularity or interruption of gas service.
- i)** Colorado Springs Utilities will not be considered in default of its service agreement and will not otherwise be liable due to failure by Colorado Springs Utilities to perform any obligation if prevented from fulfilling such obligation by reason of delivery delays, breakdowns of or damage to facilities, acts of God, public enemy, strikes, or other labor disturbances involving Colorado Springs Utilities or the customer, action of civil, military, or governmental authority or any other cause beyond the control of Colorado Springs Utilities.
- j)** The customer may be required to provide a Utilities Addressing Plan (UAP), a Utilities Design CAD File (UDCF) or both in support of a service extension request. Details of the UAP and UDCF are given in Appendix B herein.

- k) When existing customer piping is disconnected from the source of supply (gas meter removed, etc.) in a R-3 occupancy for more than one (1) calendar year, the piping shall be retested in accordance with the requirements of Section 406.4 of the International Fuel Gas Code, 2003 Edition. When existing piping is disconnected from the source of supply (gas meter removed, etc.) in any occupancy other than R-3 for more than six (6) months, the piping shall be retested in accordance with the requirements of Section 406.4 of the International Fuel Gas Code, 2003 Edition.

*NOTE:* Swimming pool gas meters that have been disconnected are only required to be tested if off for more than one (1) calendar year.

### **1.03 Excavation and Boring Requirements near Utility Lines**

- a) Chapter 19, Article 5 of Part 2 of the City Code governs excavations in the City and applies to any opening in the surface of a “public place” made in any manner whatsoever. “Public place” is defined to include any public right of way, utility easement, drainage structure, street way, place, alley, sidewalk, park, square, plaza, or any similar public property owned or controlled by the City and dedicated to public use, including dedicated, but not improved streets or portions of streets. Even though many references are made to the "Code for the City of Colorado Springs", by inclusion in our service standards, and to ensure the health and well being of the general public, these excavation requirements apply to all excavations around Colorado Springs Utilities' facilities throughout our Dedicated Service Territories.

Any boring operations underneath the surface of a street are considered excavation upon a public place and are covered by City Code. The City’s requirements for excavation are:

- 1) The first requirement above is set out in City Code section 3.3.202 EXCAVATION LICENSE REQUIRED, which provides that “No person shall make any excavation or fill any excavation in any public place without first obtaining a license and permit for the excavation except as otherwise provided in this article”. Pursuant to this section of the City Code, the Deputy Licensing Officer may issue cease and desist orders or initiate license suspension or revocation proceedings against any excavator for a violation of the City Code excavation provisions or of the City's General Licensing Code.
- 2) The second requirement, obtain locations of the underground utilities, is set out in the City Code at section 19.5.211 and by Colorado statute at CRS 9-1.5-101, et. seq. C.R.S. 9-1.5-101, et seq, governs excavation requirements throughout the State of Colorado. That statute requires notification to utility companies and the marking of underground facilities prior to excavation, and provides for civil penalties. The City Code states that no excavation shall take place until location of the facilities has been requested and obtained not more than five working days prior to the excavation. Colorado Springs Utilities must be notified prior to any construction activities around utility lines and or facilities. The proper way to notify Colorado Springs Utilities is through the statewide “One Call” notification system. The statewide “one call” notification system is the Utility Notification Center of Colorado which can be reached at 1-800-922-1987 or 811. Colorado Springs Utilities will bill for the cost of repair to its underground facilities including the cost of gas, electric, or water lost and will access penalties as allowed under C.R.S. 9-1.5-101, et seq.

- 3) The third requirement is that one must obtain an excavation permit. City Code section 3.3.204: PERMIT REQUIRED; INSPECTIONS; FEES provides, “A. In addition to the other requirements of this part, no person shall proceed to make or fill any excavation without first obtaining an excavation permit from the City Engineer.”
- 4) The fourth requirement is the requirement that excavators must use the “boring with windows” procedures as required by the City Engineering Division when excavation permits are issued. Because many of the Colorado Springs Utilities gas facilities are plastic lines, which can be easily damaged by underground boring operations, or are steel lines, whose cathodic protection may be jeopardized by contact with a boring machine, or high pressure water or air potholing activities, it is imperative that the exact location of those lines be determined and that reasonable precautions be taken to avoid contact with the lines. Once the gas lines are located, excavators are further required, as they approach the estimated location of such facility to determine the exact location of the gas line and to take reasonable precautions including hand digging at the estimated locations in order to avoid damage to the facility. Additionally, in order to further protect the gas lines, we require the use of a reciprocating tip on your hydro - vacuum water wands and not a zero or 30 degree tip, as the zero and 30 degree tips cause excessive damage to our facilities. The nozzle must be kept 12" above utility lines, to prevent damage to the coating, jacket, or material in general. Any damage to the line must be reported immediately to the Quality Control Supervisor to have the line re-coated or repaired. Failure to report damage or numerous damages from negligent work practices will result in charges and penalties as stated above. Backfill and compaction shall meet City Engineering Public Works specifications.
- 5) Federal OSHA General Requirements 1926.651 B (1) (3) (4) and DOT regulations Part 192 require the protection and separation of underground natural gas lines from other structures, including other utilities. See the clearance requirements in chapter 4, table 8.
- 6) Notify Colorado Springs Utilities, Energy Construction Operation and Maintenance Department, Quality Control Supervisor at least 24 hours before exposing any underground gas facility. The standards herein are supplementary to, and are not intended to conflict with, the rules and regulations on file with the City Clerk of the City of Colorado Springs or applicable city ordinances.