

MORA-SAN MIGUEL ELECTRIC COOPERATIVE, INC

P.O. BOX 240
MORA, NEW MEXICO 87732-0240



REQUIREMENTS FOR LINE EXTENSION



By signing below I have read and understand the requirements set forth are my responsibility to follow as the consumer requesting electric services.

Consumer Signature

Date

The first four items are required prior to scheduling any construction.

- 1. Cost estimate must be paid. All payments or fees on cost estimates charged are consistent with Line Extension Policy or the rule on Special Fees and Charges. (Cost estimates are based on one (1) trip to job site, if additional trips are made costs will be included on final bill after completion of work order.)**
- 2. Signed and notarized easement(s) by the legal owner(s) of any property from which the line to be constructed takes off, crosses, or where it terminates. All right of way easements are to be acquired by consumer requesting extension. *The Cooperative will not accept any incomplete right of way easements. All right of way easements must be filled out completely by the property owner, including legal description & deed book information. (This can be acquired from the property owner's deed, tax assessment, or from the County Clerk's office.) No copies will be accepted only originals can be submitted.***
- 3. Letter of Compliance required from Mora County for proposed work within Mora County. Letter of Compliance required from San Miguel County for proposed work within San Miguel County. Letter of Authorization from Santa Fe County for proposed work within Santa Fe County. (Obtain from County's Planning & Zoning Department)**
- 4. Permit from a licensed electrician, all permits will require approval from the State Electrical Inspector. It is the responsibility of the Electrician to call the State Electrical Inspector for an inspection. Upon an approved inspection, the State Electrical Inspector will then release the permit for a hook-up by MSMEC.**
- 5. Arrangements and co-ordination of trenching and delivery of wire must be made with Operations Manager or District Manager *Prior* to scheduling of work. No trenching should take place until all four above requirements have been met. Contractor and/or consumer assume liability on any trenching done and left open prior to above requirements being met.**
- 6. Consumer is responsible for digging trench and back fill if underground construction. Line will not be energized until trench is back-filled.**

- 7. Cooperative line department personnel will perform all construction of work up to metering point. All material, including conductor, up to metering point shall be furnished by MSMEC. Exception to rule, are commercial applications where MCM wire is required. Electrician shall consult with Cooperative on such applications. Electrician shall supply MCM secondary wires from transformer to main disconnect. Co-op personnel shall make terminations at transformer and electrician shall make terminations at main disconnect. *** No wire will be released by MSMEC to any individual or contractor. *** MSMEC does not engage in any sale of materials. *Electrician shall not do any work on Cooperative owned poles.***
- 8. If a New Mexico Highway Crossing and Archeological Permit are needed, the application for the permits will not be submitted until fees are paid on the cost estimate. State permits take 8 to 10 weeks for approval (by state).**

Requirements for Overhead Facilities

1. Meter loop should be placed no less than 10' from the transformer pole or from the service pole.
2. Meter loop poles shall be treated poles installed a minimum of 18' above ground and embedded a minimum of 5'.
3. Service entrance risers on buildings shall be a minimum of 12'.
4. Construction of buildings, placement of modular homes or mobile homes directly under overhead power lines is prohibited.

Requirements for Underground Facilities

- **For all URD primary & secondary line extensions 2.5" schedule 40 PVC with 3' radius 90 degree sweeps and schedule 80 elbows are required.**
- **Before conduit is covered an inspection is required. For our Mora/Las Vegas areas, please contact Rick @ 505-426-5241 or Larry @ 575-760-2256 or @ 575- 387-2205 and for our Pecos area, please contact Marty @ 505-490-0574 or @ 505-757-6480.**

1. Trenches for primary cable should be no less than 36" of cover (39" deep from bottom of PVC) in depth and there is no required width. Warning tape shall be placed 12" above utility and can be picked up at the Cooperative office.
2. Trenches for secondary cable from transformer to pedestal should be no less than 24" of cover (27" deep from bottom of PVC) in depth and there is no required width. Warning tape shall be placed 12" above utility and can be picked up at the Cooperative office.
3. Where depth of less than 24" from finish grade is not obtained due to solid rock, the primary or secondary cable maybe encased in schedule 40 PVC and in addition embedded in 3" of concrete all around.
4. Customer shall insure that all conduit installed is glued properly.
5. Customer shall insure all runs of PVC have a pull line installed and tied off at both ends of the runs of conduit.
6. Customer shall insure that all conduit is bedded and backfilled correctly. No rock back fills.
7. Customer shall insure that transformer pads are installed correctly according to specification drawings.
8. Water lines will maintain a horizontal or vertical 12" separation from primary or secondary cable.
9. Communication lines will maintain a horizontal or vertical 12" separation from primary or secondary cable.
10. Pedestal should be placed no less than 10' from the transformer pole or from the service pole.
11. Construction of buildings, placement of modular homes, or mobile homes directly over buried underground power lines is prohibited.
12. MSMEC will maintain, or replace any buried cable which fails, and that was provided and installed by the Cooperative.
13. MSMEC requires a notice of 48 hours for cable locates.
14. MSMEC does not engage in locating private buried cable, or in the locating of faults beyond the metering point.

- 15. CALL BEFORE DIGGING.
- 16. When conduit is purchased from the Cooperative, there will be no deliveries made to jobsites and no returns will be accepted and PVC stick sizes will be purchased in 10' or 20' sections.
- 17. Paid in full receipt will be required for conduit pick-up.
- 18. Prior scheduling must be done before conduit is picked-up. (see numbers above)

