



**UTILITY NOTIFICATION CENTER OF COLORADO
APPLICATION FOR TIER ONE MEMBERSHIP**

Name of Applicant/Company: _____

Company Address: _____

Company Representative: _____

Title: _____

Telephone: _____

Fax: _____

E-Mail: _____

Type of Facility/Utility

- | | |
|--|--|
| <input type="checkbox"/> Cable Television | <input type="checkbox"/> Telephone |
| <input type="checkbox"/> Fiber Optics | <input type="checkbox"/> Electric |
| <input type="checkbox"/> Gas Pipeline | <input type="checkbox"/> Liquid Gas Pipeline |
| <input type="checkbox"/> Water | <input type="checkbox"/> Sewer |
| <input type="checkbox"/> Storm Sewer | <input type="checkbox"/> Irrigation |
| <input type="checkbox"/> Traffic/Street Lights | <input type="checkbox"/> Steam |
| <input type="checkbox"/> Oil | <input type="checkbox"/> Ditch |
| <input type="checkbox"/> All Type of Facility Possible | |
| <input type="checkbox"/> Unknown | |

Classification Of Membership

- | | |
|---|--|
| <input type="checkbox"/> Cable Television | <input type="checkbox"/> Liquid Gas Pipeline |
| <input type="checkbox"/> Electric Cooperative | <input type="checkbox"/> Government |
| <input type="checkbox"/> Electric Distribution | <input type="checkbox"/> Communications |
| <input type="checkbox"/> Gas Distribution | <input type="checkbox"/> Water/Sewer |
| <input type="checkbox"/> Gas Transmission/Gas Gathering | |

Membership Fee: \$25.00 (to be sent with completed application)

Applicant hereby acknowledges that once the Applicant is accepted for membership it shall have all of the rights and privileges, and is bound by the provisions relating to members as provided for in the articles, by-laws, and rules and regulations of the Utility Notification Center of Colorado (UNCC) DBA Colorado 811, as the same exist now or may be amended from time to time. Applicant acknowledges that Colorado State Law 9-1.5-101 and the sections that follow require all owners and operators of underground utilities within the State of Colorado to be a Tier 1 member. If a utility is acquired by another organization membership with UNCC is non-transferable.

Company Name

Company Representative Signature

Date: _____

Please Return To: UNCC, Attn: Member Services, 16361 Table Mountain Parkway, Golden, Co, 80403

FOR OFFICE USE ONLY

Amount Paid: _____ Date Received: _____

Member Code Assigned: _____ Classification of Membership: _____



UTILITY NOTIFICATION CENTER OF COLORADO
FEE SCHEDULE
EFFECTIVE JANUARY 1, 2019

TIER ONE MEMBERSHIP APPLICATION FEE: \$ 25.00

Tier One Members receive notices of requests to locate their underground systems and are billed monthly for these notices, per the following schedule. Payment is due upon receipt, and considered past due after the 10th day of the month following the billing cycle. Example: Billing for January is due by February 10th.

MESSAGE FEES:

Messages transmitted via electronic messaging	\$ 1.42
Identical messages transmitted to a second location	\$ 1.42
Cancellations	\$ 0.00

Payments can be made via check, money order, cashier's check, ACH or EFT. Please contact UNCC (CO811) Accounting Department at accounting@uncc.org for more information.

UNCC (CO811) accepts pre-payments for monthly invoices and will send a monthly statement showing the credit balance on the account.



RECEIVING INFORMATION

Hours of Operation for Normal Business Days:

_____ To _____ (Ex. 7:00am To 5:00pm Mountain)

Destination to Receive Locate Requests:

E-mail address to receive notification: _____

Contact Person for receiving station:

Name: _____

Telephone: _____

E-mail Address: _____

(Phone Number for Registered Company - Given to Caller to call during Business Hours for Damages and Locate Info)

****Main Company Telephone:** _____

****For Damages *(if different from Main Company telephone)***

Telephone: _____

****For Locates *(only if Contract Locator is being used)***

Telephone: _____

Telephone number for CO811 Specialist to call for daytime damages:

(Colorado 811 gives courtesy calls to affected Member facilities for damages during business hours.)

****Tier One members are also offered the use of the Web Ticket Management System (WebTMS) to use as a receiving option. Would you like to be contacted with additional information regarding WebTMS?**

Yes _____ No _____



AFTER-HOURS PARTICIPATION

Colorado 811 gives courtesy calls to Member Facilities for all emergencies and damages during after-hours, federal holidays and weekends. After-hour courtesy calls are not mandatory.

Does your organization want to participate? Yes _____ No _____

Company Name: _____

Person Providing Information: _____

Title: _____

Telephone: _____ E-mail: _____

Member Code: _____

Date: _____

Afterhours Contact for Courtesy Calls:

Telephone number for CO811 Specialist to call after-hours:

Is this telephone number a:

cell phone 24-hour dispatch

answering service pager

Other, please specify: _____
(Example: police/sheriff dept., home #, etc.)



ELECTRONIC BILLING FORM FOR TIER ONE MEMBERS

UNCC dba Colorado 811 will send all invoices via e-mail. Please complete the following billing information:

Company Name: _____

Contact Person: _____

Mailing Address: _____

Telephone: _____

E-Mail for Invoice: _____

PO Number or Routing number if necessary _____



MEMBER NOTIFICATION AREA COVERAGE DATABASE

Member notification area database is the coverage area of where the member will be notified based off of underground assets being registered and is the member facilities responsibility to maintain up-to-date. All changes to the notification area database must be submitted in writing, to include mail, fax or e-mail to notify Colorado 811 Member Services of the requested change. All change requests will be processed in the order they were submitted, by date.

Company Name: _____

Name of Submitter: _____

Date: _____

Please select the type of "Notification Area" mapping you would like to submit.

Township/Range/Section/Quarter Section - _____

Or

GIS Digital Mapping Data - _____



UNCC-CO811 POLYGON GENERAL INFORMATION

The use of polygons is intended to redefine member database to a smaller notification quadrant. When a locate ticket is processed there is a 150ft buffer applied to the “dig area”. If the “dig area” intersects with the notification polygon your company will be notified of the locate request. The following explanation will assist the member to understand the receipt of a locate request, that may be received outside of the polygon notification quadrant.

- The use of a one hundred fifty-foot (150’) buffer is standard with the polygon system for the excavation site. With the buffer zone on the excavating site and the buffer zone for the member polygon, it may result in notification.
- If a locate request is being processed in an area that has street data we have not implemented; it will most generally need to be processed according to the directions that the caller provided. “Guessing” the location of a new street and attempting to select a dig area without directions would not be an accurate way to process a locate request.
- If a caller is calling in an extended area for locate –or- is not providing the best descriptive information for the locate request, the agent is expected to assure an adequate locate area, to prevent a possible damage. The agent will then over cover the dig area.
- A caller can still provide the township, range and quarter section(s) information to be used for the locate request. CO811 agents are trained, due to procedure, to use that information.
- As of the above date, approximate forty percent (40%) of CO811 call volume is currently being processed by Web Ticket Entry (WTE) users. CO811 will continue to educate and provide mapping products to WTE users to improve their notification capability.

All of the above situations will result in the member receiving notification. The cost of the notification will be included in the monthly billing. Please be reminded that CO811 is dedicated to providing the highest quality of notification information. The primary focus of damage prevention is to prevent injury to both persons and damage to underground facilities.

Company

Name

Date



REQUIREMENTS FOR IMPORTING GIS DIGITAL MAPPING DATA FOR MEMBER NOTIFICATION AREA

Colorado 811 accepts ESRI Shape files, Google Earth files (KML or KMZ), paper maps with detailed road information and footage or Colorado 811 can hand draw the area onto our maps.

This describes the required format of ESRI Shape files that can be imported into the Colorado 811 notification database.

The ESRI Shape file types supported are POINT, LINE and POLYGON. For POINT and LINE shape files, you must specify a buffer distance to apply to the file to create a polygon shape file. A buffer is a radius of a point and/or a line.

Shape Files submitted should be packaged in a ZIP file and e-mailed, containing at least the following four (4) files:

- (1) ESRI Shape (.SHP) File
- (2) ESRI Shape (.SHX) Index File
- (3) ESRI Shape (.DBF) Attributes File
- (4) ESRI Shape (.PRJ) Coordinate System File

Along with the data please include the following information about the data.

(A) Sender Information – Who is supplying the shape file(s):

a. Name and contact information

(B) Member Code – The member code for which the notification areas will be applied to.

(C) Effective Date – The date at which the notification areas will become “effective”. You may specify that the notification areas be effective immediately or at some date in the future.

(D) Expiration Date – The date at which the notification areas will expire. You may specify that the notification areas expire NEVER or at some specific date in the future.

(E) Counties Covered – Which counties are covered by the submitted shape file. This can be a list of one or more counties, or you can specify the entire state (i.e., any counties the shapes fall into.)

(F) Buffer Distance (in FEET) – If the shape file being submitted contains point or line features, they will be buffered and converted into polygons. You must specify the buffer distance in feet for these types of shape files. Shape files containing polygons are assumed to already include the necessary buffers.



HOLIDAY CLOSURES

Please complete and return this form to Colorado 811 via FAX or E-MAIL

Company Name: _____

Member Code(s): _____

Mark an **X** in the line next to the Federal Holidays you are closed

UNCC is CLOSED:

UNCC is OPEN:

New Year's Day ___
Memorial Day ___
Independence Day ___
Labor Day ___
Thanksgiving Day ___
Christmas Day ___

Martin Luther King Day ___
President's Day ___
Columbus Day ___
Veteran's Day ___

Mark an **X** in the line next to any of these additional days if you are closed.
(For ALL days listed below and for any additional date listed by you on this form,
UNCC is open and ALL these dates are legal Mark By (Locate By) Dates.)

Good Friday ___
Day After Thanksgiving ___
New Year's Eve ___

Colorado Day ___
Christmas Eve ___

If your company is closed on any additional days not listed, please list them here:

___ / ___ ___ / ___ ___ / ___ ___ / ___

- Mark by (Locate By) dates are NOT scheduled on any Federal Holiday
- The phone number for Colorado 811 to call during holiday closures should be the same as your after-hours number
- If your organization is a non-participant in after hours notification, you WILL NOT be notified on holidays

Return Options: FAX to: 303-234-1712

E-MAIL: member-services@co811.org