



RE: Membership Application for Blue Stakes of Utah 811

Dear Utility Operator,

Thank you for the interest in your company becoming a member of Blue Stakes of Utah 811 (Blue Stakes). I hope the following information will assist you in the membership process.

Blue Stakes is the communications link between excavators, homeowners and utility companies and is the statewide association to contact to have underground utility lines located and marked before commencing any excavation. This service is free of charge to excavators and homeowners and is funded by participating member utility companies. Blue Stakes actively supports the national “5 Steps to Safer Digging” campaign and encourages all excavators and homeowners to “Call 811 Before You Dig, Wait the Required Amount of Time, Locate Accurately, Respect the Marks, and Dig with Care”. Damage Prevention is everyone’s responsibility. It takes a combined effort to protect public safety, minimize utility service interruptions, and avoid damage to property and equipment.

Utah State Law - Damage to Underground Facilities Act indicates in section 54-8a-9, subsection (1)(b)(i), that if an association is formed, each operator with underground facilities in the area shall become a member of the association. The act also indicates in section 54-8a-9, subsection (b)(ii), that if an operator does not comply with subsection (b)(i), he is liable for damages incurred by an excavator who has complied with the requirements under this chapter.

Attached are the following documents for your information:

- Membership Application
- Membership Application Instructions
- Membership Fee Matrix
- Shapefile Import Requirements
- Blue Stakes of Utah 811 – Board of Directors
- Excavators’ Guide Booklet

Please contact me if you have any questions or need additional information as you complete the membership application.

Sincerely,

Paul C. Huntsman
President
Blue Stakes of Utah 811
(801) 208-2112 Office
(801) 455-1036 Mobile
paulh@bluestakes.org



ASSOCIATION MEMBERSHIP APPLICATION

COMPANY INFORMATION

COMPANY NAME:

MAILING ADDRESS
 (Street, City, State, Zip):

TYPES OF FACILITIES OWNED:

(CABLE TV, STORM DRAIN, ELECTRIC, FIBER, GAS, OIL, PETROLEUM, IRRIGATION, PHONE, ROAD PERMITS, SEWER, TRAFFIC SIGNALS, CULINARY WATER ETC.)

COUNTIES WHERE
 FACILITIES ARE LOCATED:

DELIVERY NOTIFICATION INFORMATION

Indicate Mode of Delivery

EMAIL OR FTP ADDRESS / TEXT OR VOICE NUMBER

Desired Delivery Format (Default is Plain Text)

PRIMARY DELIVERY RECEIVER:

DAYTIME EMERGENCY CONTACT NAME

DAYTIME EMERGENCY (AHR):

CONTACT INFORMATION

CONTACT NAME

*OFFICE
 PHONE*

*CELL
 PHONE*

EMAIL ADDRESS

ADMINISTRATIVE (CONT):

DAMAGES (DAMG):

AFTER HOURS EMERGENCY (EMER):

ENGINEERING - DESIGN (ENGR):

RECEIVER - PRIMARY (RCVR):

BILLING (BILL):

MEMBERSHIP AGREEMENT

THE ABOVE LISTED ENTITY AGREES TO ABIDE BY BLUE STAKES OF UTAH UTILITY NOTIFICATION CENTER, INC. (BLUE STAKES OF UTAH 811) BYLAWS, POLICIES & PROCEDURES, AND UTAH CODE TITLE 54, CHAPTER 8A, DAMAGE TO UNDERGROUND UTILITY FACILITIES. THE ABOVE LISTED ENTITY HAS ALSO REVIEWED AND AGREES TO ACCEPT FULL RESPONSIBILITY FOR THE NOTIFICATION AREA SELECTED DESCRIBING THE AREA THEY WANT TO BE NOTIFIED OF REGARDING LRA REQUESTS RECEIVED BY THE ASSOCIATION.

AUTHORIZED SIGNATURE:

DATE:

IN-HOUSE SECTION TO BE COMPLETED BY BLUE STAKES OF UTAH 811

DATE RECEIVED:

MEMBER CODE:

DATE ACTIVATED:



MEMBERSHIP APPLICATION INSTRUCTIONS

- **Company Information** – Complete this section by providing the company name, mailing address, types of facilities owned and all counties the facilities are located in.
- **Delivery Notification Information**
 - **Primary Delivery Receiver** – Indicate how your company would primarily like to be notified by selecting the delivery mode of email, text, ftp, or manual voice. Provide the corresponding address or number for the delivery type selected and choose the delivery format from the dropdown options.
 - **Daytime Emergency** – Indicate if supplemental daytime emergency notifications are desired by selecting the delivery mode of email, text, ftp, or manual voice. Provide the corresponding address or number for the delivery type selected and provide the contact name of the responsible party for this notification. Leave these fields blank if no supplemental notification is desired. This type of notification is available during Blue Stakes of Utah 811 normal business hours of Monday-Friday / 7:00 a.m. - 5:00 p.m. / excluding holidays recognized by the association.
- **Contact Information**
 - **Administrative (CONT)** – Provide the name and contact information for the administrative contact for your company.
 - **Damages (DAMG)** – Provide the name and contact information for the employee that will be responsible to respond to damages caused to your underground facilities during excavation.
 - **After Hours Emergency (EMER)** – Provide the name and contact information for the employee that will be responsible to respond to emergency locate requests that occur outside of Blue Stakes of Utah 811 normal business hours of Monday-Friday / 7:00 a.m. - 5:00 p.m. / excluding holidays recognized by the Association.
 - **Engineering - Design (ENGR)** – Provide the name and contact information for the individual or entity that will be responsible to provide information on your underground facilities for non-excavation type locate requests (planning & design).
 - **Receiver - Primary (RCVR)** – Provide the name and contact information for the employee that will be responsible to receive locate notifications from Blue Stakes of Utah 811.
 - **Billing (BILL)** – Provide the name and contact information for the employee responsible to process Blue Stakes of Utah 811 monthly billing invoices. Blue Stakes preferred method of delivering billing invoices is by email. Association members receiving a limited number of notifications each month may be billed quarterly, semi-annual or annually.
- **Membership Agreement** – Agree to the terms of the membership application by obtaining the signature of the individual authorized to sign on behalf of your company.

Members are encouraged to verify their membership contact information and mapped notification areas as often as changes occur and at least annually, and then update this information as needed through our Online Web Applications (<https://newtin.bluestakes.org>) or by sending the desired changes via email to the Blue Stakes Member Services Department at member@bluestakes.org.



MEMBERSHIP FEES

(Effective as of July 1, 2009)

Setup Fee

\$150.00

This fee covers the programming and Administrative costs associated with setting up a new member.

Annual Membership Fee

\$ 50.00

This fee is charged to all existing members per receiver site in December of each year for the upcoming year.

Transmission Charges

- E-Mail Notification Transmissions \$ 0.93
- SMS Text Notification Transmissions \$ 0.93
- FTP Notification Transmissions \$ 0.93
- Supplemental SMS Text Notification Transmissions \$ 0.50
- Modem Notification Transmissions \$ 1.11
- Fax Notification Transmissions \$ 1.33
- Voice Notification Transmissions \$ 3.50
- Emergency Voice Notification Transmissions \$ 2.50

Notes: SMS Text Notification was added September 22, 2016
FTP Notification was added May 31, 2018



SHAPE FILE IMPORT REQUIREMENTS

Blue Stakes of Utah 811 has the ability to import notification area information directly into our system. In order to do this, the information must be provided in ESRI Shape file format contained in the .SHP, .DBF, .SHX, and .PRJ files.

The coordinate system and datum used for all Blue Stakes map layers is unprojected latitude/longitude NAD83 (GCS_North_American_1983, D_North_American_1983). This is also the preferred coordinate system and datum for shapefiles accepted for import by Blue Stakes, although some other formats can be processed and converted during the import process as long as a valid .PRJ file is included. It is also preferred not to include M and Z coordinate values.

The member code related to the notification area contained in the shape file must be indicated when providing the information. Only one member code per file can be submitted. The county or counties in which the notification area is to cover also needs to be indicated. Notification areas in multiple counties can be consolidated and submitted in a single shape file if desired as long as the member code covering all indicated counties is the same.

Blue Stakes can accept polygon, polyline, or point shape files. A buffer zone can be added to any of these shape files during the import process if needed.

Polyline and point shape files must have a buffer added in order to create the polygon notification areas. Please provide the desired footage to be applied to the lines/points, one buffer zone per file. Blue Stakes recommends at least a 200 foot buffer zone.

Unless indicated otherwise, the notification areas will be active as soon as the files are imported and never expire. If something other than this is desired, Blue Stakes can set specific time frames for the notification areas to take effect as well as set an expiration date.

Please email the information and files directly to member@bluestakes.org.

Checklist:

- .SHP file
- .DBF file
- .SHX file
- .PRJ file
- Member Code
- County(s) affected
- Buffer zone in feet to be added by Blue Stakes (if needed)
- Effective Date (if needed)
- Expiration Date (if needed)



BOARD OF DIRECTORS

CENTURYLINK

Chairman

Kyle Kalian

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DOMINION ENERGY UTAH

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