



SFPP, L.P.
Operating Partnership

December 28, 2012

ENG 4-2-1 (17.7 - 14)
File Reference # 12-948-1

Craig Christensen, P.E.
Engineering Associate II
City of Sherwood
Engineering Department
22560 SW Pine Street
Sherwood OR 97140

RE: Tonquin Employment Area Sanitary Sewer Upgrade
City of Sherwood Job No. 8073

Dear Mr. Christensen,

This is in reply to your email dated December 17, 2012, concerning the above referenced project in the City of Sherwood, Oregon.

Enclosed is a copy of drawing 485014PDEG, sheet 20, which depicts the general alignment of Kinder Morgan's (KM) active 8-inch high pressure refined petroleum products pipeline.

In the interest of public safety and for pipeline protection the following provisions must be considered in the design and subsequent improvements near the pipeline.

1. Adherence to applicable provisions enumerated in the enclosed copy of L-OM200-29 "Guidelines for Design and Construction" relating to proposed projects affecting KM pipelines.
2. Exact pipeline location and depth can only be determined by pothole, which must be performed by hand excavation in the presence of a KM representative. Notify KM Area Manager, Mr. Jeff Hibner (503) 220-1263 at least two weeks prior to commencement of work. Mr. Hibner will arrange for a pipeline representative to be present during work near the pipeline.
3. All potholes must be performed by hand excavation and in the presence of a KM pipeline representative. Backfill around the pipeline must be sand (or rock free dirt) and must be hand-compacted.
4. Pothole the pipeline at point of crossing to determine exact pipeline location prior to excavations utilizing power equipment. Install crossings to pass below KM's pipeline to provide a clearance of two feet. The pipeline must also be exposed and observable when bore and jack operations cross this facility.

City of Sherwood
Engineering Department
December 28, 2012
Page 2 of 2

Mr. Gregg Lies (503) 220-1239 will be KM's engineering contact as this project moves forward.

To avoid delays in response to future correspondence, please refer to File Reference #12-948.

Sincerely,

A handwritten signature in blue ink that reads "D R Quinn" followed by a stylized flourish.

Don Quinn
Manager – Pipeline Engineering

T: Quinn/letters/ENG4-2-1/12-948-1/GAL

Enclosures

cc: J. A. Hibner
G. A. Lies



Guidelines for Design and Construction near Kinder Morgan Hazardous Liquid Operated Facilities

Name of Company: _____

The list of design, construction and contractor requirements, including but not limited to the following, for the design and installation of foreign utilities or improvements on KM right-of-way (ROW) are not intended nor do they waive or modify any rights KM may have under existing easements or ROW agreements. Reference existing easements and amendments for additional requirements. This list of requirements is applicable for KM facilities on easements only. Encroachments on fee property should be referred to the ROW Department.

Design

- KM shall be provided sufficient prior notice of planned activities involving excavation, blasting, or any type of construction on KM's ROW to determine and resolve any location, grade or encroachment problems and provide protection of our facilities and the public **before** the actual work is to take place.
- Encroaching entity shall provide KM with a set of drawings for review and a set of final construction drawings showing all aspects of the proposed facilities in the vicinity of KM's ROW. The encroaching entity shall also provide a set of as-built drawings showing the proposed facilities in the vicinity of KM's ROW.
- Only facilities shown on drawings reviewed by _____ (Company) will be approved for installation on KM's ROW. All drawing revisions that effect facilities proposed to be placed on KM's ROW must be approved by KM in writing.
- KM shall approve the design of all permanent road crossings.
- Any repair to surface facilities following future pipeline maintenance or repair work by KM will be at the expense of the developer or landowner.
- The depth of cover over the KM pipelines shall not be reduced nor drainage altered without KM's written approval.
- Construction of any permanent structure, building(s) or obstructions within KM pipeline easement is **not** permitted.
- Planting of shrubs and trees is not permitted on KM pipeline easement.
- Irrigation equipment i.e. backflow prevent devices, meters, valves, valve boxes, etc. shall not be located on KM easement.
- Foreign line, gas, water, electric and sewer lines, etc., may cross perpendicular to KM's pipeline within the ROW, provided that a minimum of two (2) feet of vertical clearance is maintained between KM pipeline(s) and the foreign pipeline. Constant line elevations must be maintained across KM's entire ROW width, gravity drain lines are the only exception. Foreign line crossings below the KM pipeline must be evaluated by KM to ensure that a significant length of the KM line is not exposed and unsupported during construction. When installing underground utilities, the last line should be placed beneath all existing lines unless it is impractical or unreasonable to do so. Foreign line crossings above the KM pipeline with less than 2 feet of clearance must be evaluated by KM to ensure that additional support is not necessary to prevent settling on top of the KM hazardous liquids pipeline.
- A foreign pipeline shall cross KM facilities at as near a ninety-degree angle as possible. A foreign pipeline shall not run parallel to KM pipeline within KM easement without written permission of KM.
- The foreign utility should be advised that KM maintains cathodic protection on their pipelines. The foreign utility must coordinate their cathodic protection system with KM's. At the request of KM, foreign utilities shall install (or allow to be installed) cathodic protection test leads at all crossings for the purposes of monitoring cathodic protection. The KM Cathodic Protection (CP) technician and the foreign utility CP technician shall perform post construction CP interference testing. Interference issues shall be resolved by mutual agreement between foreign utility and KM. All costs associated with the correction of cathodic protection problems on KM pipeline as a result of the foreign utility crossing shall be borne by the foreign utility for a period of one year from date the foreign utility is put in service.
- The metallic foreign line shall be coated with a suitable pipe coating for a distance of at least 10 feet on either side of the crossing unless otherwise requested by the KM CP Technician.



Guidelines for Design and Construction near Kinder Morgan Hazardous Liquid Operated Facilities

- AC Electrical lines must be installed in conduit and properly insulated.
- DOT approved pipeline markers shall be installed so as to indicate the route of the foreign pipeline across the KM ROW.
- No power poles, light standards, etc. shall be installed on KM easement
- No pipeline may be located within 50 feet (15 meters) of any private dwelling, or any industrial building or place of public assembly in which persons work, congregate, or assemble.

Construction

- Contractors shall be advised of KM's requirements and be contractually obligated to comply.
- The continued integrity of KM's pipelines and the safety of all individuals in the area of proposed work near KM's facilities are of the utmost importance. Therefore, contractor must meet with KM representatives prior to construction to provide and receive notification listings for appropriate area operations and emergency personnel. **KM's on-site representative will require discontinuation of any work that, in his opinion, endangers the operations or safety of personnel, pipelines or facilities.**
- The Contractor must expose all KM pipelines prior to crossing to determine the exact alignment and depth of the lines. A KM representative must be present. In the event of parallel lines, only one pipeline can be exposed at a time.
- KM will not allow pipelines to remain exposed overnight without consent of KM designated representative. Contractor may be required to backfill pipelines at the end of each day.
- A KM representative shall do all line locating. A KM representative shall be present for hydraulic excavation. The use of probing rods for pipeline locating shall be performed by KM representatives only, to prevent unnecessary damage to the pipeline coating.
- Notification shall be given to KM at least 72 hours before start of construction. A schedule of activities for the duration of the project must be made available at that time to facilitate the scheduling of Kinder Morgan, Inc.'s work site representative. Any Contractor schedule changes shall be provided to Kinder Morgan, Inc. immediately.
- Heavy equipment will not be allowed to operate directly over KM pipelines or in KM ROW unless written approval is obtained from (Company). Heavy equipment shall only be allowed to cross KM pipelines at locations designated by Kinder Morgan, Inc. Contractor shall comply with all precautionary measures required by KM to protect its pipelines. When inclement weather exists, provisions must be made to compensate for soil displacement due to subsidence of tires. Equipment excavating within ten (10) feet of KM Pipelines will have a plate guard installed over the teeth to protect the pipeline.
- Excavating or grading which might result in erosion or which could render the KM ROW inaccessible shall not be permitted unless the contractor/developer/owner agrees to restore the area to its original condition and provide protection to KM's facility.
- A KM representative shall be on-site to observe any construction activities within ten (10) feet of a KM pipeline or aboveground appurtenance. The contractor **shall not** work within this distance without a KM representative being on site. Only hand excavation shall be permitted within **two (2) feet** of KM pipelines, valves and fittings unless State requirements are more stringent. However, proceed with extreme caution when within three (3) feet of the pipe.
- A KM representative will monitor construction activity within 25 feet of KM facilities during and after the activities to verify the integrity of the pipeline and to ensure the scope and conditions agreed to have not changed. Monitoring means to conduct site inspections on a pre-determined frequency based on items such as: scope of work, duration of expected excavator work, type of equipment, potential impact on pipeline, complexity of work and/or number of excavators involved.
- Ripping is only allowed when the position of the pipe is known and not within ten (10) feet of KM facility unless company representative is present.
- Temporary support of any exposed KM pipeline by Contractor may be necessary if required by KM's on-site representative. Backfill below the exposed lines and 12" above the lines shall be replaced with sand or other selected material as approved by KM's on-site representative and thoroughly compacted in 12" lifts to 95% of standard proctor dry density minimum or as approved by KM's on-site representative. This is to adequately protect against stresses that may be caused by the settling of the pipeline.



Guidelines for Design and Construction near Kinder Morgan Hazardous Liquid Operated Facilities

- No blasting shall be allowed within 1000 feet of KM's facilities unless blasting notification is given to KM including complete Blasting Plan Data. A pre-blast meeting shall be conducted by the organization responsible for blasting. KM shall be indemnified and held harmless from any loss, cost of liability for personal injuries received, death caused or property damage suffered or sustained by any person resulting from any blasting operations undertaken within 500 feet of its facilities. The organization responsible for blasting shall be liable for any and all damages caused to KM's facilities as a result of their activities whether or not KM representatives are present. KM shall have a signed and executed Blasting Indemnification Agreement before authorized permission to blast can be given.

No blasting shall be allowed within 300 feet of KM's facilities unless blasting notification is given to KM a minimum of one week before blasting. *(note: covered above)* KM shall review and analyze the blasting methods. A written blasting plan shall be provided by the organization responsible for blasting and agreed to in writing by KM in addition to meeting requirements for 500' and 1000' being met above. A written emergency plan shall be provided by the organization responsible for blasting. *(note: covered above)*

- **Any** contact with any KM facility, pipeline, valve set, etc. shall be reported immediately to KM. If repairs to the pipe are necessary, they will be made and inspected before the section is re-coated and the line is back-filled.
- KM personnel shall install all test leads on KM facilities.
- Burning of trash, brush, etc. is not permitted within the KM ROW.

Insurance Requirements

- All contractors, and their subcontractors, working on Company easements shall maintain the following types of insurance policies and minimum limits of coverage. All insurance certificates carried by Contractor and Grantee shall include the following statement: "Kinder Morgan and its affiliated or subsidiary companies are named as additional insured on all above policies (except Worker's Compensation) and waiver of subrogation in favor of Kinder Morgan and its affiliated or subsidiary companies, their respective directors, officers, agents and employees applies as required by written contract." **Contractor shall furnish Certificates of Insurance evidencing insurance coverage prior to commencement of work and shall provide thirty (30) days notice prior to the termination or cancellation of any policy.**
1. Statutory Coverage Workers' Compensation Insurance in accordance with the laws of the states where the work is to be performed. If Contractor performs work on the adjacent on navigable waterways Contractor shall furnish a certificate of insurance showing compliance with the provisions of the Federal Longshoreman's and Harbor Workers' Compensation Law.
 2. Employer's Liability Insurance, with limits of not less than **\$1,000,000** per occurrence and **\$1,000,000** disease each employee.
 3. Commercial General Liability Insurance with a combined single limit of not less than **\$2,000,000** per occurrence and in the aggregate. All policies shall include coverage for blanket contractual liability assumed.
 4. Comprehensive Automobile Liability Insurance with a combined single limit of not less than **\$1,000,000**. If necessary, the policy shall be endorsed to provide contractual liability coverage.
 5. If necessary Comprehensive Aircraft Liability Insurance with combined bodily injury, including passengers, and property damage liability single limits of not less than **\$5,000,000** each occurrence.
 6. Contractor's Pollution Liability Insurance this coverage shall be maintained in force for the full period of this agreement with available limits of not less than **\$2,000,000** per occurrence.
 7. Pollution Legal Liability Insurance this coverage must be maintained in a minimum amount of **\$5,000,000** per occurrence.



Excavation Site Inspection

(See Instructions below)

		ONE CALL I.D. NO.	INITIAL CALL DATE	DISTRICT/LOCATION	
Excavator Company					PERSON TO CONTACT

LOCATION OF CONSTRUCTION WORK

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	1. Was the pipeline required to be located?
<input type="checkbox"/>	<input type="checkbox"/>	2. Does the excavation require temporary marker flags?
		When are they needed? Date _____ Time _____ <input type="checkbox"/> AM <input type="checkbox"/> PM
		Have they been placed? Date _____ From _____ to _____
<input type="checkbox"/>	<input type="checkbox"/>	3. Will the excavation (or heavy equipment above grade) cross or be within 50 feet of the Company's pipeline(s)?
<input type="checkbox"/>	<input type="checkbox"/>	4. Has crossing of the pipeline(s) or excavation encroachment within 50 feet of the pipeline(s) been completed?
		If no, when will it begin/resume? Date _____ Time _____ <input type="checkbox"/> AM <input type="checkbox"/> PM

Conditions found and type of equipment on site

ADDITIONAL COMMENTS

Notice to Excavator

Excavation equipment and blasting can damage pipelines resulting in the release of product which may cause **serious injuries and/or death and severe damage to the environment.**

No excavation is allowed within 10' of any Kinder Morgan (KM) pipeline unless a KM representative is onsite or has given explicit exception. All excavation within 2' of a KM pipeline must be done either using hand tools or, with approval, a hydrovac, unless state requirements are more stringent and require a larger tolerance zone.

To avoid damaging a pipeline:

1. Look for evidence of a pipeline including such things as caution signs, aerial patrol markers, casing vents and above ground piping. When excavating, look for warning tape.
2. Never assume the location of pipelines because:
 - They can change directions abruptly between above ground physical evidence.
 - Their depths can vary substantially in short distances.
 - More than one pipeline may be present.
3. Call Kinder Morgan to have its representative approximately locate the line and provide on-site assistance (both are free services) before **ANY** excavating activity.
4. If you encounter warning tape while excavating, cease excavation and contact the Kinder Morgan representative immediately.

EXCAVATOR NAME		
EXCAVATOR REPRESENTATIVE		TELEPHONE
COMPANY REPRESENTATIVE NAME & NUMBER		
MEETING DATE	TIME <input type="checkbox"/> AM <input type="checkbox"/> PM	SIGNATURE (EXCAVATOR REPRESENTATIVE)

IF YOUR PLANS AS INDICATED ABOVE CHANGE, CALL () - , 24/7, BEFORE YOU DIG. IN ADDITION CONTACT APPLICABLE ONE CALL CENTER IF REQUIRED.

Instructions for Form Completion

- A. Complete this form at the conclusion of the initial meeting with the excavator whenever a field site meeting is conducted. Complete the form after discussing in detail with the excavator's representative his intended excavation plans.
- B. If Kinder Morgan's assistance will be required at a later date or time to mark the pipeline or monitor the excavation, record the pertinent information in the blanks provided and in the "Additional Comments" section. Confirm the specifics agreed to with the excavator's representative and point this information out to him on the completed form.
- C. Enter your name and the name of the excavator, and their on-site representative on the appropriate lines. Enter a phone number where the excavator may be reached. Enter a phone number where you may be reached at the bottom of the page.
- D. If assistance is not needed or is no longer needed, review the "Notice" section with the excavator.
- E. The form must be re-issued for changes in activities, including, but not limited to: Changes in the scope of work that could affect the safety of the line, changes of affected personnel on the site (excavators, foreman, etc.), changes to the schedule/work plan, that is, digging faster or moving to another area, i.e., across the street.
- F. Each time this form is used, give the copy with the sketch on the back to the excavator's representative and file the other copy.



	ONE CALL I.D. NO.	INITIAL CALL DATE	DISTRICT/LOCATION	
Excavator Company			PERSON TO CONTACT	

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		When are they needed? Date _____ Time _____ <input type="checkbox"/> AM <input type="checkbox"/> PM
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EXCAVATOR NAME

EXCAVATOR REPRESENTATIVE	TELEPHONE
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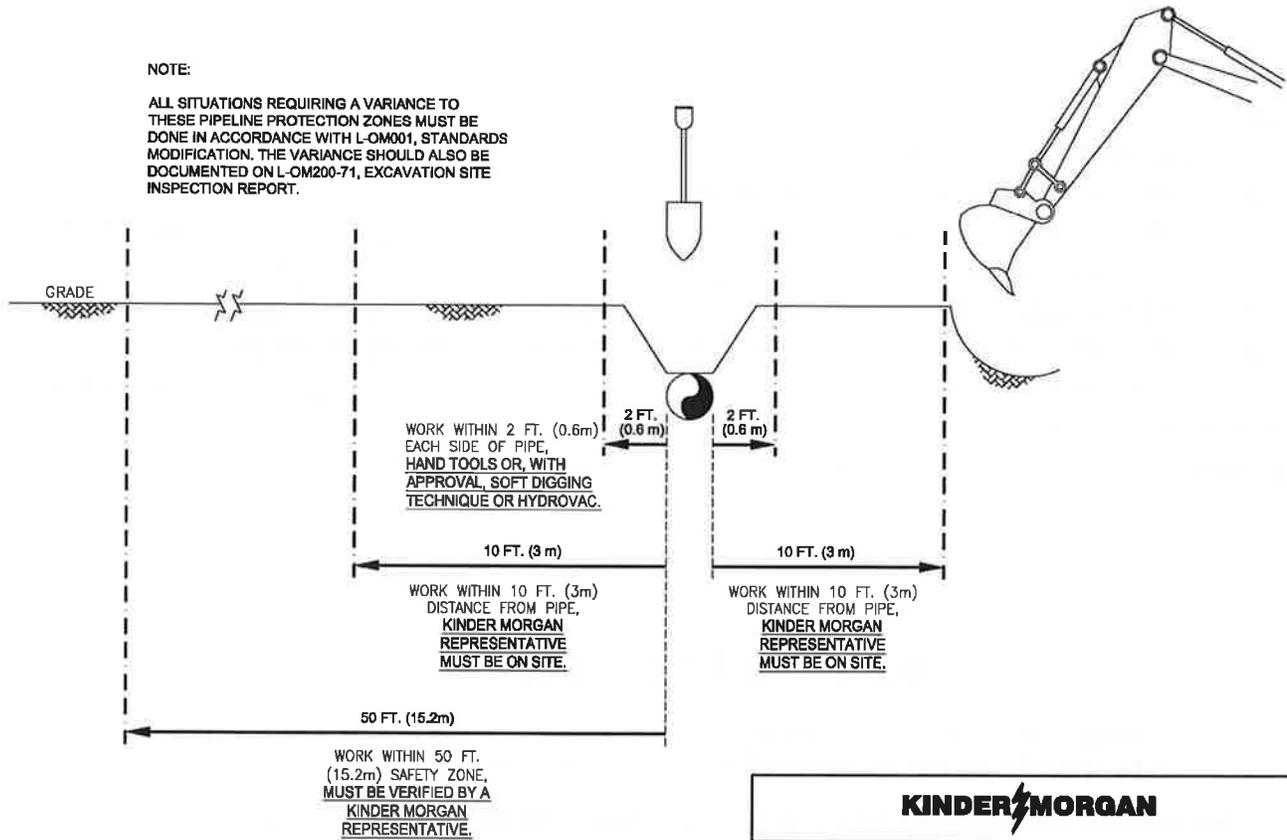
COMPANY REPRESENTATIVE NAME & NUMBER

MEETING DATE	TIME	SIGNATURE (EXCAVATOR REPRESENTATIVE)
	<input type="checkbox"/> AM <input type="checkbox"/> PM	

IF YOUR PLANS AS INDICATED ABOVE CHANGE, CALL () - , 24/7, BEFORE YOU DIG. IN ADDITION CONTACT APPLICALE ONE CALL CENTER IF REQUIRED.

NOTE:

ALL SITUATIONS REQUIRING A VARIANCE TO THESE PIPELINE PROTECTION ZONES MUST BE DONE IN ACCORDANCE WITH L-OM001, STANDARDS MODIFICATION. THE VARIANCE SHOULD ALSO BE DOCUMENTED ON L-OM200-71, EXCAVATION SITE INSPECTION REPORT.



NO.	DATE	REVISION
0	07/12/13	ISSUED

KINDER MORGAN					
DRAWN CSO		PIPELINE PROTECTION ZONES MINIMUM STANDARDS		SHEET SIZE 8 1/2 X 11	
CHECKED DS				SCALE NTS	
APPROVED DS		PIPELINE TYPICAL		DATE 02/19/09	
DRAWING NUMBER					
AFE	WBS	FACILITY ID.	DOCUMENT No.	SHT.No.	REV.
—	—	M000	CE8002		0