

**Western Area Power Administration
Rocky Mountain Region (RMR)
Meter Application Agreement
(Boundary Meter, Revenue Meter, Delivery Point Change, or Usage or Ownership Change)**

Agreement Number and Effective Date (to be assigned by Western): _____

Requesting Company Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Meter Type: Boundary Revenue

Type of meter work requested (define project scope):

Drawing Requirement: Please include a Utility System or Substation Single Line diagram of the proposed meter location. A legible, hand drawn diagram is acceptable.

Your Company's Contact Information: _____

Point of Contact Name and Title: _____

Office Phone Number: _____ Cell Phone Number: _____ E-mail: _____

Project Manager (if different than the contact named above): _____

Office Phone Number: _____ Cell Phone Number: _____ E-mail: _____

Field Engineer or Field Manager: _____

Office Phone Number: _____ Cell Phone Number: _____ E-mail: _____

Communication Engineer:

Office Phone Number: _____ Cell Phone Number: _____ E-mail: _____

SCADA Engineer: _____

Office Phone Number: _____ Cell Phone Number: _____ E-mail: _____

Finance (include title): _____

Office Phone Number: _____ Cell Phone Number: _____ E-mail: _____

Additional Key Personnel (include title): _____

Office Phone Number: _____ Cell Phone Number: _____ E-mail: _____

Project Specific Information:

Other companies that may have an interest in the meter or meter data: _____

Proposed In-Service Date: _____

If New Construction, Proposed Energizing Date: _____

Proposed Meter Owner: _____

Party that has Maintenance Responsibility: _____

Meter Substation Location: _____ Line Terminal Name: _____

Line Voltage: _____

Estimated Maximum Power (MW): _____

Western Requires MV-90 Data. MV-90 Direct Phone Access: Yes No (If no, provide an electronic MV-90
MV-90 data format file)

Existing Communication Path to Meter Location (if known): _____

New Communication Path Needed: Yes No TBD

Communication Path Owner(s) (if known): _____

Additional Information:

Required Billing Invoice/Payment Information

DUNS Number: _____

Federal Tax ID Number: _____

Please provide current billing information: _____

Contact Name: _____

Title: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Office Phone Number: _____ Fax Number: _____

E-Mail: _____

Meter Application Agreement Terms and Responsibilities

1. The applicant will submit a completed, signed Meter Application, with as much information as is known at the time, to:
Operations Manager
Western Area Power Administration, Rocky Mountain Region
5555 E. Crossroads Blvd.
Loveland, CO 80538
Or: RMR_Meter_Application@wapa.gov
For additional information contact Rita Leyba, 970-461-7273, e-mail: rleyba@wapa.gov, or see Western's Meter Policy at:
https://www.wapa.gov/rm/opsmaintRM/docs/RMR%20Meter%20Policy_Approved%203_15_2012.pdf
2. The applicant will submit a \$5,000.00 deposit along with the Meter Application Number (if available) to:
U.S. Department of Energy
Western Area Power Administration
File #4185, P.O. Box 301509
ACH = ABA 051036706 Account #312003 or **EFT** = ABA 021030004 Account #89001602
Los Angeles, CA 90030-1509
For questions concerning this deposit, contact Richard Lehnert (970) 461-7219, e-mail: Lehnert@wapa.gov
Note: If this Meter Application is part of a larger construction project that Western is participating in with the applicant, the \$5,000 deposit is not required as Western will use project funds to cover its metering expenses. Please contact Rita Leyba, or the Western project manager, if you have questions about whether this applies to your meter application or project.
3. Once the Meter Application and deposit are received by Western, the funds will be deposited in an account that Western will use to pay for the services it provides under this Meter Application Agreement. These services may include, but are not limited to: system studies; development of letter agreements, contracts, contract modifications, and operating agreements; engineering design; equipment procurement; engineering review; administrative costs; and field work that may include, but is not limited to: equipment installation; testing; commissioning; RTU modifications; and changes to Western's data systems. Receipt of the deposit and the Meter Application will enable Western to begin performing the services set forth above.
4. The RMR Operations Support Division will normally review a Meter Application within ten (10) business days of receipt. RMR's written approval or disapproval of the Meter Application normally will be made during this time and communicated to the applicant.
5. If Western approves the Meter Application, it will schedule an initial technical meeting between the parties (in person or by conference call) within ten (10) business days after the approval, or as the parties otherwise agree. The scope of the meter project and the project time line will be determined during the initial technical meeting. The scope and timeline may become an attachment to this Meter Application Agreement or to a subsequent agreement or contract.
6. After the initial technical meeting, Western will develop an Engineering and Installation Cost Estimate for the meter work to be accomplished by the parties. This estimate will include the services identified in Section 3 above to the extent they are relevant, and any other work deemed necessary to complete the meter installation.

- a. Western will provide the Engineering and Installation Cost Estimate to the applicant along with any other information or contractual documents required by Western to complete the meter project.
 - b. Based on the Engineering and Installation Cost Estimate and the applicant's written agreement to continue the work, Western will invoice the applicant for any additional funds needed to complete the meter work. The applicant will promptly pay Western the invoice amount.
 - c. The minimum lead time for meter commissioning is ninety (90) calendar days from the date Western receives payment of the invoice amount.
7. The applicant is responsible for all of Western's expenses to complete the work required under this Meter Application Agreement. Western will invoice the applicant if additional funding beyond the payment referenced in Section 6 above is required. In the absence of sufficient funding, Western will suspend activities associated with the requested meter work. If the applicant terminates this Meter Application Agreement, the applicant remains responsible for all costs incurred by Western up to the termination date. Any excess funds will be returned by Western to the applicant.
8. The applicant, under the terms and conditions specified herein, grants to Western, its employees, agents, and contractors, a license to enter its easements and rights-of-way to accomplish the meter work provided proper advance arrangements are made with the applicant. Each party hereby grants to the other party a license for the work to be performed.
9. Liability:
- a. The applicant agrees to indemnify and hold harmless the United States, its employees, agents, or contractors from any loss or damage and from any liability on account of personal injury, death, or property damage, or claims for personal injury, death, or property damage of any nature whatsoever and by whomsoever made arising out of the applicant's, its employees', agents', or subcontractors' activities under this Meter Application Agreement.
 - b. The United States is liable only for negligence on the part of its officers and employees in accordance with the Federal Tort Claims Act, 28 U.S.C. §§ 1346(b), 1346(c), 2401(b), 2402, 2671, 2672, 2674-2680, as amended or supplemented.
10. This Meter Application Agreement expires one year from its effective date, unless extended by the written agreement of the parties.

Each party signing below agrees to the terms of this Meter Application Agreement. **Each person signing this agreement represents that he or she has the authority to enter into this Meter Application Agreement as an authorized representative of his or her organization.** The effective date of this Meter Application Agreement shall be the later of the dates it is signed by the authorized representatives.

Company: _____
Signature: _____
Name: _____
Title: _____
Date: _____

Western Area Power Administration
Signature: _____
Name: Bradley S. Warren
Title: Rocky Mountain Regional Manager
Date: _____