

APPENDIX 'G'
CPKC UTILITY CORRIDOR ACCESS



CPKC
UTILITY CORRIDOR ACCESS APPLICATION



CANADIAN PACIFIC KANSAS CITY APPLICATION FOR CORRIDOR ACCESS

1. ACCESS

This form is an application to access and work on CPKC land and its submission does not grant access rights to CPKC property. CPKC will review applications, issue permits and ensure appropriate safety measures are in place prior to granting permission for physical access to the property.

2. REQUIRED DOCUMENTS

In order to enter or work on CPKC land within our operating corridor an access permit is required. Along with this permit, Commercial General Liability insurance in the amount of \$10,000,000 CAD for each occurrence, naming Canadian Pacific Railway Company as an additional insured against public liability, bodily/personal injury and property damage (including loss of use) will be required.

In addition to the insurance certificate, a copy of WCB/WSIB/WSB must be submitted covering all employees under or contracted by the applicant.

Applicants are to send complete package via email, along with advance payment plus taxes to cover the non-refundable fee for application review and administration of permits.

3. FLAGGING:

Any work within 50ft (15.24m) of the nearest rail will require CPKC flagging.

Flagging fees are \$1,845.00 + taxes per day (includes CPKC vehicle, gas, communication radio, and flagging kit if required). Flagging times are typically between 07:00 and 15:00, **including travel time**. There is no overtime and/or weekend work for these permits. Flagging & locate contact info will be provided with final permit letter. A Purchase Order number will be required prior to flagging to authorize charges. Do **not** include any payments for flagging with this corridor access application.

Number of days a CPKC Flagperson is being requested for: () days.

4. EMAIL COMPLETED PACKAGES TO:

Utilities_RequestsCanada@cpr.ca

Please include the province of work location in the subject line of the email, and include all required documentation as noted in item 2, along with aerial plan of location. Any missing information may result in application being rejected.

- **Last day/cutoff for submissions for the year is November 30.**
- **Last day/cutoff for rush requests is November 15**

**5. CORRIDOR ACCESS INFORMATION**

1. Applicant:

2. Date:

3. Contact Name:

4. Address:

5. Postal Code:

6. Phone:

7. Emergency Number:

8. Email:

Description of Proposed Work

9. City /Municipality:

10. Province:

11. GPS Coordinates of access area: Latitude: _____, Longitude: _____

12. On which side of the railway tracks will work or inspection be performed? N/S/E/W:

13. Railway Subdivision and Mileage:

14. Proposed Access Date:

15. Proposed End Date:

16. How many m/ft from the nearest rail will work crews, machinery i.e. backhoe, scissor lifts, ladders and/or heavy equipment be:

17. If drilling boreholes for geotechnical purposes, how far from the nearest rail (an aerial plan with borehole locations + distances must be provided with an application form):

18. Will there be any equipment/material stored on CPKC property overnight?

If yes, provide number of days of storage(_____) and plan showing in red area to be stored with measurements from the nearest rail, including GPS coordinates of CPKC property limits.

19. Provide work/access details:

*An aerial map of the work area must be attached to this form showing in red the site location and including GPS coordinates (latitude/longitude in decimal degrees) of the limits for access area.



6. FEE SCHEDULE:

Expect 25-40 business days minimum to process/review a typical corridor access application. Indicate your desired corridor access level of service by checking off the appropriate option.

Option 1 - General Access - \$1,400.00 + taxes*

- Option 1 includes access for surveying, inspections, locates, staking, etc. Fee includes permit and an Engineering review of the application. This does not include flagging fees.
- Option 1a) - Express (10 business day review) - \$2,500.00 + taxes*
- Option 1b) - Fast Track (5 business day review) - \$3,600.00 + taxes*

Option 2 - Heavy Equipment & Work within Rail Operating Corridor - \$2,100.00 + taxes*

- Option 2 includes access for Geotechnical drill rig, hydrovac truck, brush clearing crew, backhoe ditching/swale cleanout, scaffolding, scissor lifts, grading & paving, rock blasting etc. Fee includes permit and an Engineering review of the application. This does not include flagging fees.
- Option 2a) - Express (10 business day review) - \$3,200.00 + taxes*
- Option 2b) - Fast Track (5 business day review) - \$4,300.00 + taxes*

Revisions to existing Corridor Access Application - \$660.00 + taxes* per revision request.

- Includes date extensions, changes to location, name changes etc.

*Accurate GST/HST and any applicable provincial sales taxes **must** be included with all fee submissions. Tax rates are based on physical location of the project. Additional fees may apply if access is required for more than one location and for multiple days. A storage fee will apply if leaving equipment/material on railway property. **Corridor access payments are non-refundable and do not include costs for CPKC flagging.**

*Proof of payment must clearly indicate date of transaction and transaction confirmation number from the financial institution in order CPKC Accounting to locate in their systems.

7. ACKNOWLEDGEMENT:

I have verified information provided is accurate and application payments are complete.

Requestor Name and Title:

Date:



8. BANKING INFORMATION

Ensure receipt of payment is received from CP accounts receivable or provide a screen shot with confirmation.

1. For Electronic Funds Transfer Instructions:

Company Name: Canadian Pacific Railway Company
Company Address: 7550 Ogden Dale Road SE, Calgary AB, T2C 4X9
Company Transit: 00109
Company Account #: 1967-771
Institution #: 001
Bank Address: Bank of Montreal, 350 7th Avenue SW, Calgary AB, T2P 0X4

2. For Wire Payment Instructions:

Beneficiary Name: Canadian Pacific Railway Company
Beneficiary Address: 7550 Ogden Dale Road SE, Calgary AB, T2C 4X9
Beneficiary Transit and Account #: 00101967771
Bank Routing Code: 000100109
Beneficiary Address: Bank of Montreal, 350 7th Avenue SW, Calgary AB, T2P 0X4

Bank of Montreal Swift Code: BOFMCAM2 International Banking, Head Office Montreal, QC
Bank of Montreal's USD Corresponding Bank: Wells Fargo Bank (FKA Wachovia Bank),
SWIFT CODE: PNBPUS3NNYC, ABA/Routing #: 026005092

CPKC GST/HST Registration number: R100769694