



Installing Pole Base is efficient and simple. Follow the instructions on this sheet for the best results!

### SAFETY

- \_ Personal Protective Equipment (PPE)
- \_ Fall protection
- \_ Rigging & lifting
- \_ Maintain safe excavations
- \_ Other relevant safety precautions

### ENGINEERING AND PERMITS

- \_ Review the detailed final design prepared by the Engineer/Architect of Record
- \_ Review the Standard Specification Section 31 66 13, "Precast Concrete Pole Base Units"
- \_ Project design documents take precedence over these recommendations

### PROJECT PLAN REVIEW

- \_ Make sure you completely understand project plans, details, and specifications
- \_ Ask the design engineer any questions you have about the project before starting
- \_ Coordinate your work with the General Contractor and other trades
- \_ Consider having a Pre-Installation meeting

### CONSTRUCTION PLANNING

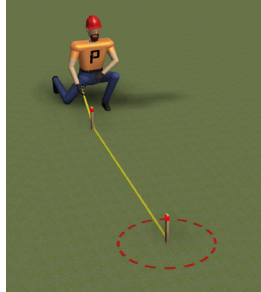
- \_ Locate and mark all underground utilities; call 8-1-1 or online at [www.call811.com](http://www.call811.com)
- \_ Pole Base should be stored above the ground on wooden cribbing, keeping the units clean and separated from each other
- \_ Ensure no damage of the texture, or staining, cracking, chipping, etc.
- \_ Use approved lifting devices or padded slings; never use choke chains on the units.
- \_ Decide upon method of backfilling & coordinate materials required
- \_ Verify weight of the units for safe lifting, transport, and installation

### EQUIPMENT

- \_ Lifting and setting equipment
- \_ Nylon slings or lifting plate
- \_ Excavator or rotary auger to create the hole
- \_ Compactor and soil packing tools
- \_ Shovels, rakes, hoes
- \_ Level and measuring tapes

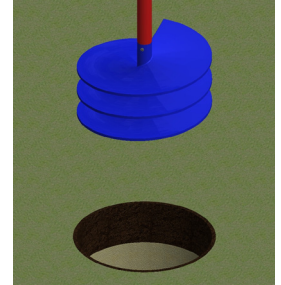
### 1. MARK LOCATION

- Mark the center location.
- Set two or more offset stakes.
- Mark finish elevation of top of base.



### 2. AUGER

- Auger or excavate hole. Hole size should equal diameter of base plus 12 inches (300 mm).
- Hole depth should equal bottom of the base plus 6 inches (150 mm).
- Check hole depth with level.
- Bottom of excavation should be flat,



### 3. INSTALL FOUNDATION

- Place, level, and compact crushed stone foundation.
- Minimum thickness of crushed stone should be 6 inches (150 mm) thick.
- Extend crushed stone foundation to the edge of excavation or a minimum of 6 inches (150 mm) from edge of the concrete Pole Base.
- Verify embedment depth of Pole Base and top of foundation elevation with level; adjust as required.



### 4. PLACE THE BASE

- Verify orientation of the Pole Base anchor bolt pattern and conduits compared to the site requirements and drawings.
- Set Pole Base unit while in a plumb orientation into final location. **DO NOT TILT-UP DURING INSTALLATION.**
- Set unit to proper elevation,  $\pm \frac{1}{2}$  inch (12 mm) or project specifications.
- Brace Pole Base as required to maintain unit level, true, and plumb until backfill has been placed and compacted.



### 5. BACKFILLING

- Place structure backfilling per plans and specifications. Backfill is typically Crushed 57 stone, Clean Granular Fill (sand), or Controlled low-strength material (flowable fill).
- Place backfill uniformly around perimeter of Pole Base in 6 inch (150 mm) lifts.
- Compact each backfill lift to 90% relative density.
- Backfill to conduit trench bottom elevation and install below grade electrical connections.
- Finish backfilling and compacting in 6 inch (150 mm) lifts to the rough grade or as contract documents require.



### 6. CLEAN BASE & ERECT POLE

- Remove all soil or stains from the exposed concrete.
- Install lighting fixtures.
- Take professional quality photographs for your completed project portfolio.



For more information, visit [polebase.com](http://polebase.com)