



Construction Checklist for Customers

Are you working in the right of way?

- Yes, PGE's Permit
- Yes, Customer's Permit
- No, Private Property

Who is inspecting your work?

- Field Construction Coordination
- Service Inspector

Communications:

- Keeping lines of communication open ensures a smoother project — contact PGE with any and all questions.
- Changes in the design must be addressed with the project manager before proceeding to avoid delays or unforeseen complications.

Permits and other right of way requirements:

- Each jurisdiction has different permit requirements. Understand and abide by all requirements to ensure your job is not slowed, shut down, or fined due to compliance issues.
- Review permit requirements with your PGE contact early in your planning process. Provide information about your work if required for permit applications.
- Your PGE project manager or the municipality will notify you when the permit is approved. In some cases you may be able to work under PGE's traffic control plan, but will always need to source your own flagging resources. Do not begin work in the right of way before permits and traffic control are in place.
- A jurisdiction may require before- and after-work notification, regardless of whether you are working under your own permit or PGE's.
- All parties must have copies of permits and traffic control plans on site and follow all terms and conditions.

Contractor preapproval:

- Any contractors working in the right of way must be approved by PGE's Contract Services & Inspection (CS&I) team prior to starting work. Before each job, CS&I must be consulted to ensure insurance, bonding, and other requirements are in place. The application process typically takes one week, but verification time may be shorter if your contractor has completed an application in the last 12 months.

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Sketch:

- Reviewing the sketch with PGE and contractors is vital to clearly understanding everyone's responsibilities for the project.
- In addition to PGE installation instructions, the sketch also outlines specific requirements for how to install items that are customer responsibility, including whether a right of way permit is required.

Inspections:

- PGE's inspection process starts from initial infrastructure inspections through final service and metering inspections.
- Timelines need to be considered for both the inspections and for construction by line crews.
- Contractor work must be inspected and approved by PGE during the installation process and prior to backfilling, before PGE installs any facilities.

If you're working with a Service Inspector...

- Call Service Coordination 1 - 2 days in advance to schedule a Trench & Conduit inspection.

If you're working with a Field Construction Coordinator (FCC)...

- Call your PGE project manager to request a pre-construction meeting 7 - 10 days prior to excavation.
- Call your FCC to schedule a Trench & Conduit inspection 5 - 7 days in advance.

- Your meterbase will need a final inspection after you receive a municipality approval sticker. This is a separate process, and you will need to call Service Coordination to schedule the final inspection (503) 323-6700.

Access:

- Access to the work site is critical when the line crew arrives.
- If the site is not accessible, the job will likely be delayed.



Contact us:

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Find out more at PortlandGeneral.com