

PGE facilities relocation



PHASE 1

Pre-Design

Municipality/customer will:

Contact PGE Service Coordination to get assigned a PGE M# (project number) and project manager.

Provide:

- Initial conflicts list
- Project number and Project Manager
- Official project name
- Main point of contact info
- Schedule and timelines
- If available, please include CAD and LandXML files. Include the civil, illumination and traffic signal plans along with the coordinate system and datum that it's in.
- Frontage improvement requirements
- Temporary service requirements
- Permanent service requirements
- Streetlight requirements

Note: Any missing or inaccurate information may cause time delays to the project.

PGE to provide:

- General timelines
- Preliminary information to help with initial project scope and budgeting
- Working clearances with existing overhead or underground facilities
- General vault and conduit requirements
- Overhead-to-underground contract agreement, if required

*Some permits and/or easements can take longer (i.e. railroad crossings, etc.).

PHASE 2

Design

Municipality/customer to provide:

- 30%/60%/90% drawings and specs
- Permits and easements
- Vault and conduit path per PGE drawings (only when pre-determined), if underground is required
- Coordination with communication companies attached to PGE poles.

PGE process and timelines:

- PGE preliminary design starts after receiving ODOT project 30% or 60% drawings, to be determined by project scale and PGE project manager. For projects working with 10+ poles or undergrounding more than a half mile of lines, PGE requests designers at 30%. Smaller projects can be submitted up to 60%.
- PGE final design starts after 90% drawings are received.
- A minimum of 60 days for detailed design and construction drawing (prepared after all information is received).
- Two weeks to three months to apply for and receive municipal permits*.
- After design completion: Pre-construction meeting with PGE Design Project Manager (DPM), Field Construction Coordinator (FCC) and Project Manager/Contractor. Please allow up to three months for scheduling.
- Inspection of trench, conduit, etc.
- Site confirmation ready to send crew
- Total timeline varies based on project.

Note: Long-lead materials (i.e. steel poles) can take up to 1 year after design.

Note: Timelines are based on the customer providing PGE with the needed information to complete the design.

PHASE 3

Construction

Municipality/customer will:

- Ensure the construction site is clear before PGE crew arrival
- If there are corrections to be made, the turnaround time extends. Must call PGE Service Coordination each time they need a re-inspection after turn downs.

PGE process:

- PGE line construction crews relocate PGE facilities.
- Line crew construction time can vary based on the size and complexity of the job.

Email communication

In email subject line, include:

- Project #
- Official project name
- PGE M# (once assigned after calling PGE Service Coordination)

In body of each email, include:

- Specific work request
- Job-related drawings and specs
- Related PGE M#s, if multiple projects (i.e. New Service and Street Lights and Road improvement relocations)
- Requested timeline and contact info

Utility Relocation

Start at the following website:
portlandgeneral.com/construction

Contact PGE DPM

A project manager or project engineer is assigned to project by region and/or work type. A project might have multiple PGE DPMs assigned.

Service Coordination

portlandgeneral.com/construction
service.coordinators@pgn.com
503-323-6700
Monday through Friday,
7:30 a.m. to 4:30 p.m.