

PGE large project streetlight design handout



PHASE 1

Pre-Design

ODOT/Municipality representative will:

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

Provide:

- Project number and project manager
- Official project name
- Preliminary site plan with streetlight design
- Billing contact information

PGE will need to know:

- What type of streetlight design is required (Option A, B, C or metered) and who does it belong to
- Which municipality are they working with for street lighting (if applicable)
- Is temporary lighting needed. If so, this is the responsibility of whoever is doing the construction work. If existing streetlights are being removed, need approval from Municipality on length of time they will approve streetlight being off.
- What type of streetlights and poles are required for final plan

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

PGE to provide:

- Preliminary information to help with initial project scope and budgeting
- Main point of contact and M#
- General timelines
- Streetlight vault and conduit requirements
- Streetlight responsibility letter
- Next steps to move forward

PHASE 2

Design

ODOT/Municipality representative will provide:

- 30%/60%/90% drawings and specs
- City stamped and approved streetlight design (if applicable)
- ODOT/Municipality permits and easements
- Vault and conduit path per PGE drawings (only when pre-determined), if underground is required.

Timelines are based on ODOT/Municipality providing PGE with all necessary information to complete the design.

Note: To ensure your materials are available, please communicate your project timeline to your DPM as early as possible.

PGE process and timeline:

- PGE preliminary streetlight design starts after service and design has a preliminary design for the project.
- PGE final design starts after receiving a copy of approved lighting design.
- Minimum 60 days for detailed design and construction drawing (prepared after all information is received)
- Streetlight cost agreement (LECA if applicable)
- Letter of Authorization (LOA) — signed copy needed in order to schedule
- 2 weeks to 3 months: apply and receive municipal permits
- After final-design:
 - Pre-construction meeting with LDPM, DPM, FCC and ODOT/Municipality
 - Standoff bracket installation (if applicable)

PHASE 3

Installing PGE streetlights

ODOT/Municipality representative to:

- Ensure the construction site is clear before PGE crew arrival
- Call PGE Service Coordination to request final trench inspection
- Provide 3-day City/County electrical permit - final inspection (Applies to Option C streetlight).

ODOT/Municipality will call PGE Service Coordination to request final inspection; please provide PGE job number. If there are customer corrections to be made, the turnaround time extends. ODOT/Municipality needs to call PGE Service Coordination each time they need a re-inspection after turndowns.

Note: Line crew construction time can vary based on the size and complexity of the job.

Email communication requirements:

- Project number and project manager
- Official project name
- PGE M# (once assigned after calling PGE Service Coordination)
- Specific work request
- Job-related drawings and specs
- Related PGE M#s, if multiple

Utility Relocation

Start at the following website:
portlandgeneral.com/construction

Contact PGE DPM

A project manager or engineer is assigned to a project by region and/or work type. One ODOT/Municipality 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.