


Streetlight service process


1 Request

Customer

- Complete and submit a **request for service form** and related documents
- Confirm if this is an Option A, B or C installation per the municipality
- Provide municipality approved plans

 Your Project Manager will contact you within **5 days** of submitting your completed RFS form.

2 Design


 Allow for **60 or more days** for PGE to complete your design, depending on the complexity of your project.

PGE

- Assign a Project Manager to work with you
- Design your project
- Send preliminary design (if applicable)
- Send you the final design and a Line Extension Cost Agreement
- Send you the PGE Utility Easement (if applicable)
- Provide municipality with Letter of Authorization
- Once approved plans from the City are confirmed to be final, materials will be ordered.

Customer

- Provide additional information as requested
- Review design for conflicts prior to PGE finalizing (if applicable)
- If there are conflicts, contact Muni/ City for any changes needed.
- Return the signed Line Extension Cost Agreement and any payments to PGE
- Return the PGE Utility Easement (if applicable)

 With your design complete, PGE's next steps are based on the pace of your trench construction.

3 Permitting

PGE

- Acquire applicable permits as required by the local municipality

Customer

- Talk with PGE and your local municipality about required permits
- Acquire applicable permits as required by the local municipality


4 Trench construction + inspection

Customer

- Schedule a pre-construction meeting with your PGE Project Manager, FCC and your excavation contractor
- Perform trench and conduit work
- Contact PGE to inspect all trenches before you backfill

PGE

- Inspect trench and conduit; notify you of needed corrections (if applicable)
- Provide PGE materials (i.e. pole bases, concrete footings and ground rods as needed)
- Approve for backfill

 Assuming all permits are in place and you have submitted your signed LECA and payment, PGE will begin construction **3 – 4 weeks** after you pass final inspection. Timing will vary by jurisdiction.

5 Completion

PGE

- Install PGE facilities
- Energize lights
- Lights can take between **8 and 12 weeks** to arrive from the Vendor. Some materials with longer lead times will be discussed during design phase.

