



PGE—Facilities Relocation

PHASE 1 Pre-Design

Municipality/customer to provide:

Step 1: **Contact PGE Service Coordination** at (503) 323-6700 to get assigned a PGE M# and Project Manager

Step 2: **Provide...**

- Initial conflicts list
- Project# and Project Manager
- Official project name
- Main point of contact + info
- Schedule and timelines
- Preliminary site plan /drawings/scope
- Frontage improvement requirements
- Temporary service requirements
- Permeant service requirements
- Street light requirements

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

PGE to provide the following:

- Main point of contact and M#
- General timelines
- Preliminary information to help with initial project scope and budgeting
- Working clearances with existing overhead or underground facilities
- General vault & conduit requirements
- Next steps to move forward

PHASE 2 Design

Municipality/customer to provide:

- 30/60/90% Drawings and Specs
- Permits & Easements
- If underground is required, provide vault and conduit path per PGE drawings (only when pre-determined)
- Coordination with Communication companies attached to PGE poles

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

PGE process:

- PGE preliminary design starts after 60% drawings are received
- PGE final design starts after 90% drawings are received
- Minimum 60 days for Detailed Design and Construction drawing (prepared *after* all information is received)
- 2 weeks to 3 months- Apply and receive municipal permits*.
- After design completion: Pre-Construction meeting with SDPM, FCC and PM/Contractor
- Inspection of trench, conduit, etc.
- Site Confirmation Ready to Send Crew
- Total timeline varies based on project

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

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

PHASE 3 Construction

Municipality/customer to provide:

- 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

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

In body of email

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

Utility Relocation

Start at the following Website: <https://www.portlandgeneral.com/construction#>

Contact PGE SDPM

A Project Manager or Project Engineer is assigned to project by region and/or work type. A project might have multiple PGE SDPM's assigned.

Service Coordination

PortlandGeneral.com/Construction
service.coordinators@pgn.com
(503) 323-6700
(800) 542-8818