

RANDOLPH, NE - PUBLIC WORKS ELECTRIC SERVICE DESIGN APPLICATION

SERVICE DETAILS	
Project Name: _____	
Service Address: _____ <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> Street City State Zip </div>	
Primary Contact for changes/decisions on this project? _____ <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> First Mi. Last </div>	
Cell Phone: _____ Fax Number: _____	
Email: _____	
Address: _____ <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> Street City State Zip </div>	
Permanent <input type="checkbox"/> Underground	Date Required: _____ <input type="checkbox"/> Overhead
Temporary <input type="checkbox"/> Underground	Date Required: _____ <input type="checkbox"/> Overhead
Construction Type <input type="checkbox"/> Single <input type="checkbox"/> Duplex <input type="checkbox"/> Triplex <input type="checkbox"/> Accessory Dwelling Unit <input type="checkbox"/> Apartment <input type="checkbox"/> Multi-Lot <input type="checkbox"/> Mixed <input type="checkbox"/> Commercial/Industrial <input type="checkbox"/> Condominium <input type="checkbox"/> Townhouses <input type="checkbox"/> Subdivision <input type="checkbox"/> Building Infrastructure	
# of Lots _____ # of Buildings _____ # of Units _____	

SERVICE VOLTAGE (CHECK ONE)	
<input type="checkbox"/> 120/240V 1-phase, 3-wire	<input type="checkbox"/> 120/208V 3-phase, 4-wire
<input type="checkbox"/> 120/240V 3-phase, 4-wire	<input type="checkbox"/> 277/480V 3-phase, 4-wire

OTHER ITEMS (CHECK ALL THAT APPLY)	
<input type="checkbox"/> New Construction: _____ Sq. Ft.	<input type="checkbox"/> Building Addition/Renovation: _____ Sq. Ft.
<input type="checkbox"/> Relocation of Existing Service Entrance	
<input type="checkbox"/> Multi-Unit Area Per Unit: _____ Sq. Ft.	Number of Units: _____
Date of Ground Breaking (est.): _____ Date of Final Grade (est.): _____	
Hours of Operation Per Day: <input type="checkbox"/> 8 <input type="checkbox"/> 12 <input type="checkbox"/> 24 <input type="checkbox"/> Other _____	
Switch/Main Size (Amps): _____ A (If switchgear is 1200 Amps or larger, Customer must submit drawings for Randolph Public Works approval)	
Number of Conductors: _____ Size: _____ Type: <input type="checkbox"/> CU <input type="checkbox"/> AL	

ELECTRIC LOAD DETAILS																																																													
Heating Type: <input type="checkbox"/> Electric <input type="checkbox"/> Gas <input type="checkbox"/> Other <input type="checkbox"/> Street Lights Required																																																													
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Use this form for all residential, commercial, subdivision, and temporary service requests. A REQUEST FOR SERVICE form and requested documents must be submitted to Randolph Public Works- prior to an Estimate or Design being completed. Incomplete forms or missing documentation may delay this process. The following documents may be required with your Request for Service Application:

1. Preliminary Plat of Survey with legal description of property (for easement, if required)
2. Site Plan showing building relative to property lines-mark service entrance location(s)
3. Civil drawings (showing water, sewer, gas, phone, electric, pavement, grading etc.)
4. Complete electrical drawings, one-line diagrams, and load detail sheets

CONTACT INFORMATION				
Owner :	First _____	Mi. _____	Last _____	Office Phone: _____
Cell Phone:	_____			Fax Number: _____
Email:	_____			
Address:	_____			
	Street		City	State Zip
General Contractor:	First _____	Mi. _____	Last _____	Office Phone: _____
Cell Phone:	_____			Fax Number: _____
Email:	_____			
Address:	_____			
	Street		City	State Zip
Electrical Contractor:	First _____	Mi. _____	Last _____	Office Phone: _____
Cell Phone:	_____			Fax Number: _____
Email:	_____			
Address:	_____			
	Street		City	State Zip

Randolph Public Works/Customer Project Timeline: Please refer to Randolph Public Works Electric Service Requirements Manual for Project Definitions. The total Randolph Public Works Project time is a guide only and does not include Customer Preparation time.

Service Installation	Project Scheduling 1 Week	Install Wire/Meter 1 Week	Customer Readiness	Total 2 Weeks
Small Scope Project	Project Management 1-2 Weeks	Project Scheduling 1-3 Weeks	Customer Readiness	Total 2-5 Weeks
Medium Scope Project	Project Management 2-4 Weeks	Project Scheduling 4-8 Weeks	Customer Readiness	Total 6-12 Weeks
Large Scope Project	Project Management 6-10 Weeks	Project Scheduling 8-10 Weeks	Customer Readiness	Total 14-20 Weeks
Complex Scope Project	Project Management 10-12 Weeks	Project Scheduling 10-14 Weeks	Customer Readiness	Total 20-26 Weeks

Note: This Design Application will be used for the sole purpose of project design. To set up an account for billing, including permanent and temporary services, please contact an Randolph Administration Building at 1-402-337-0567.

***City supplies wire and meter; costs associated are invoiced to the property owner. All other materials required are provided at the expense of property owner. Additional fees will apply if first notice of project is "811 locate ticket". Completion of installation requires inspection from and approval by Randolph Utilities Lineman.**

I agree that the information on this application is correct to the best of my knowledge. I understand that any changes made to the above information or attached documents may increase the time for Randolph, NE Public Works and costs associated to property owner to provide service to the project. Applications that are incomplete after 60 Days may be discarded.

APPLICANT SIGNATURE: _____ DATE : _____

