

DUKE ENERGY
Carolina Delivery Operations
Utility Relocation Contact Instructions
03/09/2015

A. Where should I send my contact information?

Notification: The Agency or the consultant (third party) working with the Agency must send Duke Energy a letter or e-mail of notification of a potential utility conflict. Any notifications sent from third parties, should copy the Government Agency the third party is representing*. Notification is required for all Transmission and Distribution conflicts with road construction projects located in the Carolinas. Reference item B below for a checklist of data required by Duke Energy to start the utility relocation process.

Send all e-mail notifications to Duke Energy at: Highway.Relocation@duke-energy.com

Mail other documents USPS to the following address:

Duke Energy
Highway Relocation Program
4690 Simms Creek Road
Raleigh, N.C. 27616

For facilities formerly under the controls of Carolinas Power & Light Company d/b/as Progress Energy Carolinas, Inc. The new legal name for this company is now Duke Energy Progress, Inc. The Program Manager is Jacqueline Coley @ 919-661-4335.

For facilities formerly under the controls of Duke Power Company or Duke Energy. The new legal name for this company is Duke Energy Carolinas, LLC. The Program Manager is Larry Morris @ 803-283-5084.

*The Agency must notify Duke Energy in writing either by letter or email when a contractor is hired to perform utility coordination for the Agency.

B. What information should I provide?

1. The WBS Element number, TIP number, File number, or other agency project numbers
2. A brief description of the project location, the county, and nearby town
3. A short description of the project scope
4. The project point(s) of contact – Agency Utility Coordinator &/or Third Party Utility Coordinator
5. Project plans, profile, and cross sections
6. Provide the following dates and project milestones
 - a. PUE Plan Due Date
 - b. URA and Estimate Need Date
 - c. Authorization Need Date
 - d. Early Construction Start Date
 - e. Project Let Date

C. Other related information

Notes:

1. The Agency will receive notification of Duke Energy Engineer within 5 business days. Once this notification has been received, the project should be coordinated through the Duke Energy Engineer.
2. For general questions, contact the Duke Energy Program Manager for your area.
3. Minor projects submitted from Agency Maintenance may not require complete date information as listed in section B.
4. The information shown in section A. and B. will apply to all projects, unless otherwise noted in this document.