

Date

Company Name

Attn:

Address

Address

Dear :

**Re: Underground Commercial Service to**

In reply to your request that Santee Cooper install an underground electric distribution system in the above referenced project in \_\_\_\_\_ County, South Carolina, please be advised that under Santee Cooper's present policy, single phase underground facilities may be furnished without cost to the developer. Three-phase service may be furnished without cost to the developer in projects where at least 75 kVA demand per lot will be connected.

1. A satisfactory easement, or dedicated easement and property plat for Santee Cooper's facilities will be granted without cost to Santee Cooper.
2. Voltage requirements will be mutually agreed upon between Santee Cooper and the developer.
3. Santee Cooper will not install electric distribution facilities unless the project is at final grade. The developer is responsible for having the project at final grade prior to the installation of electric distribution facilities. The developer is responsible for all costs associated with raising or lowering electric distribution facilities due to changes in grade.
4. Power will be delivered at the secondary of the transformer for any three-phase service above 600 AMPS and for any single-phase service above 600 AMPS.
5. Santee Cooper will install and maintain all primary conduit, primary cables, fiberglass transformer pads, connectors, etc. for delivery of power at the secondary of the transformers.
6. The developer will install self-contained metering facilities, if necessary, and install concrete pads for three-phase transformers.
7. The developer will coordinate the construction program with the installation of the electric distribution facilities by Santee Cooper so as to permit unimpeded access of Santee Cooper's equipment used for the installation of trenches, cables, etc. Where streets, curbs, water lines, drainage systems (including sock pipe), or other obstructions have been installed prior to installation of Santee Cooper's underground distribution system, Santee Cooper will not be liable for any damage to such facilities or obstructions. It is understood that Santee Cooper will install its facilities in a safe and workmanlike manner in accordance with recognized engineering practices for such installations.

8. Due to the delicate nature of sock pipe, installation is recommended after power installation has been completed. If sock pipe is installed prior to Santee Cooper's power installation, the sock pipe crossings must be exposed by the developer. After Santee Cooper installs power conduits, the developer is responsible for backfilling, compaction and ensuring proper sock pipe slope is maintained.
9. Temporary service will typically be provided from overhead lines adjacent to the property. The developer will pay the installation and removal cost for any temporary electrical facilities necessary for construction service.
10. Santee Cooper reserves the right to spot the location of the pad mount transformer, which should be in a protected location accessible for future maintenance or changeout.
11. The use of Santee Cooper trenches by other utilities will be permitted only in accordance with the National Electrical Safety Code (NESC) and applicable law.
12. All facilities installed by Santee Cooper will be solely owned by Santee Cooper.
13. Santee Cooper will furnish the electrical service indicated herein in accordance with its then current rate schedule and "Terms and Conditions of Retail Electric Service."
14. It is Santee Cooper's policy to locate underground primary and transformers on front property lines. The developer will be required to adequately clear the right-of-way for installation of facilities. A twenty (20') foot easement is required with a minimum of ten (10') feet cleared behind the property line. Obstructions such as fences, buildings, or other permanent objects will not be allowed on this twenty (20') foot easement. Planting of shrubs within 10' of the doors of SC equipment and within 3' of the other sides of this equipment is not permitted.
15. In cases where 480/277 volt, three phase, self-contained meter bases or meter centers are installed, the customer must provide a disconnect means on the line side of the meter base.
16. A minimum of six (6) weeks prior to Santee Cooper's beginning work to provide service, the owner/developer must furnish Santee Cooper with the following:
  - a. One (1) set of approved, certified civil drawings. These drawings must include a site plan showing all drainage structures, water and sewer installations, building sites, paved areas, and lot lines.
  - b. One (1) set of approved, certified electrical drawings. At a minimum, these must include:
    - 1) Riser diagram of transformer(s), service feeders, main disconnect(s), emergency generator, etc.
    - 2) Metering configuration(s)

- 3) Diagram of building/units being served,
- 4) Panel schedules,
- 5) Calculated load (total and diversified),
- 6) Any service requirements elsewhere on site, (IE signage, fountain pumps, irrigation, etc).

c. An electronic file of the project in CADD format containing a R.L.S. certified staking plan.

From these drawings or duplications, Santee Cooper will determine the proposed locations of its electrical facilities, which will include transformers, underground cable, meter bases, etc. Two copies (an original and a copy) of the electrical design will be provided to the owner for final approval. Upon signed approval by Santee Cooper and the owner/developer, the original will be kept on record at Santee Cooper, and the copy will be used by the developer for staking electrical facilities. The developer will be responsible for staking the facilities and obtaining approval for the staking plan with the appropriate governing authority. A grade stake shall be provided for Heritage light poles after conduit is installed and prior to pole installation.

17. The developer and the electrical contractor will ensure that all multi-meter sockets are permanently marked with the unit numbers to which they are connected. Meters will be installed after all units have been properly marked, service application(s) submitted, electrical inspection(s) passed, and utility wiring completed. The marking system used must be approved by Santee Cooper. (For further clarification, see Santee Cooper's enclosed example drawing.)
18. Santee Cooper will backfill trenches with the same material that is excavated from the trench. Santee Cooper will compact the backfill material to the best of its ability, which includes utilizing the weight of our equipment for compaction. Rough grade elevations will be reasonably restored, using the existing equipment (typically a backhoe or trackhoe), but resulting grade will be largely dependent on soil material and site conditions. Any exception to this is the responsibility of the developer.
19. Charges to the developer may be incurred if the master plan changes after electrical facilities have been installed.
20. The developer will be responsible for acquiring storm water discharge permits and for implementing the SWPPP for the associated land disturbance activities of Santee Cooper. The developer shall provide a certification statement for Santee Cooper to sign, allowing Santee Cooper to work under the acquired permit. (example: SC NPDES General Permit SCR100000)
21. Any damage to Santee Cooper's facilities will be repaired or replaced at the developer or customer's expense. The developer will be responsible for subcontractor damages to Santee Cooper facilities, during the construction period of the project.

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If these conditions are satisfactory to you, please indicate your acceptance by executing the original of this letter-of-agreement in the space provided. Return it to me, along with the properly executed easement and property plat. Work on this project will not be scheduled until this agreement and attached easement are signed and returned. It is the responsibility of the endorser of this letter to ensure that the easement is signed by the landowner of record.

Failure to do so may result in delays and/or a service charge. You may keep the copy for your records.

Sincerely,

E. Brad Parnell, P.E.  
Supervisor, Project Design  
EBP: :bec:8/06

Attachment

ACCEPTANCE BY: \_\_\_\_\_

DATE: \_\_\_\_\_