

## BUREAU OF STREET LIGHTING DIRECTIVE NO. 414

### STREET LIGHTING CIRCUIT CLEARANCE PROCEDURES

Effective July 1, 2011, the process and procedures for street lighting circuit clearances will be changed.

- **High voltage circuit** requests will be received by the Bureau of Street Lighting and will be performed by City Crews.
- **Low voltage circuits** will be performed by the qualified contractors responsible for construction projects.

The note attached shall be put on all street lighting plans immediately. Since all construction requires a qualified contractor as specified below, this change is not seen as an additional burden to the project scope. This is a change in procedures so all engineers should be cognizant of the change and placed on the preconstruction checklist and mentioned in all preconstruction meetings.

### NOTE FOR PLANS

### APPROVED PROCEDURE FOR STREET LIGHTING CIRCUIT CLEARANCE

Effective July 1, 2011, the process and procedures for street lighting circuit clearances will be changed.

- **High voltage circuit** requests will be received by the Bureau of Street Lighting and will be performed by City Crews.
- **Low voltage circuits** will be performed by the qualified contractors responsible for construction projects.

For all construction on July 1, 2011 and thereafter the following procedure should be followed.

**Low Voltage Circuits** –A person who has a current and valid State of California C-10 license or is a journey level electrician shall create their own electrical safety clearances at their own risk and assume all liability to life, limb and property. The clearance shall be in accordance with the California Code of Regulations- Title 8: Industrial Relations; Division of Industrial Safety; Electrical Safety Orders Section 2320.6. No other individual may conduct the streetlight circuit clearance. The lockout, tagout procedure shall include the installation of an approved "Do not Connect/ Danger" Accident Prevention Tag (APT) in the Service Pullbox with all the required information on the tag. The street lighting circuit shall be reconnected at the end of each work day. All APT tags must be removed and circuit reconnected 30 minutes before dusk. Any violation of this procedure will result in a Notice of Non-compliance.

Extra fuses and spares shall be on the job site to ensure against outages after dusk. Any work required by City staff to reenergize the low voltage circuit as a result of failure to adhere to the policy will be charged to the contractor.

**High Voltage Circuits** – No contractor is allowed to clear High Voltage Circuits. To obtain a circuit clearance the contractor shall call the Bureau of Street Lighting, Field Operations Division at (323) 913 4744, 48 hours prior to the requested clearance. The CITY crew will de-energize and re-energize circuits between the hours of 8:30 am to 2:30 pm Monday thru Friday. In the event crews are required to “stand by” during the course of work or the Contractor fails to complete the work sufficiently in time for City crews to re-energize the circuit within the prescribed time, the Contractor shall be liable for any and all “Stand By” and overtime charges accrued by City Crews.

It is the responsibility of the contractor to make sure they are fully aware of the circuit type on the construction project. It is their responsibility to ensure the information on the plan is current and correct. Current plans and circuitry maps will be available at our website <http://bsl.lacity.org/>. Irrespective of these maps it is the contractor's responsibility to verify in the field that the connections denoted on the plans are correct. If there are any questions regarding circuit type please call (323) 913 4744. This note supersedes Section 16430 of the Special Specifications for the Construction of Street Lighting Systems.



Ed Ebrahimian, Director  
Bureau of Street Lighting

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Distribution: All