RHODE ISLAND BOARD OF EDUCATION
80 WASHINGTON STREET, SUITE 524
PROVIDENCE, RHODE ISLAND 02903

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Enclosure 3c
June 12, 2014

June 6, 2014

TO: Members of the Board of Education

FROM: Clark Greene, Authorized Officer

SUBJECT: Approval of Utility Easement for Electrical Connection to the Construction Site for the New Sigma Chi Fraternity House

The University of Rhode Island Requests permission to enter into an agreement with National Grid to grant an easement to cover the installation of electrical utilities for the construction site at 13 Fraternity Circle.

Under the Uniform Real Estate License Agreement between Delta Sigma Chapter of Sigma Chi and the Board of Education/URI, a new chapter house is under construction on the approved site located on Fraternity Circle. It is necessary for the Board of Education/URI and National Grid to execute an easement that will enable National Grid to extend and install electrical service to the new fraternity building from nearby electrical service lines.

Because of the waiting list that currently exists for such applications, the University is requesting Board approval for this easement request now in order to have the site prepared on time per the existing construction schedule.

Therefore, I recommend:

THAT the Board of Education approve the application for a utility easement with National Grid to allow for the installation of electrical services at the construction site licensed by the Delta Sigma Chapter of Sigma Chi at 13 Fraternity Circle.

THE
UNIVERSITY
OF RHODE ISLAND
OFFICE OF THE
PRESIDENT

Green Hall, 35 Campus Avenue, Kingston, RI 02881 p: 401.874.2444 f: 401.874.7149 uri.edu/president

THINK BIG WE DO.

TO: Clark Greene, Authorized Agent

FROM: David M. Dooley, President University of Rhode Island

DATE: May 19, 2014

SUBJECT: **UTILITY EASEMENT FOR ELECTRICAL CONNECTION TO THE CONSTRUCTION SITE FOR THE NEW SIGMA CHI FRATERNITY HOUSE**

The University of Rhode Island requests permission to enter into an agreement with National Grid to grant an easement to cover the installation of electrical utilities for the construction site at 13 Fraternity Circle. On September 9, 2013 the Board of Education approved a Uniform Real Estate License Agreement to enable the Delta Sigma Chapter of Sigma Chi to construct a new Chapter House on a University approved site located on the western end of Fraternity Circle on the Kingston Campus.

The Agreement authorizes the Corporation to construct the building on the approved site and to maintain and operate the building, subject to compliance with an array of conditions, including timely completion of construction to a University-approved design, express requirements for insurance and indemnification, operation and conduct in accordance with University policies and procedures, and provisions for termination of the license due to default or due to an interest in the purchase of the house by the University and the Board.

Construction of the fraternity house commenced this past fall and is advancing in accordance with the executed Uniform Real Estate License Agreement at this time. It is necessary that National Grid and the Board of Education execute an easement that will enable National Grid to extend and install electrical service to the new fraternity building from nearby electrical service lines. The current waiting list for such connections by National Grid can take several months. So this easement approval is important in order to support the project's construction schedule.

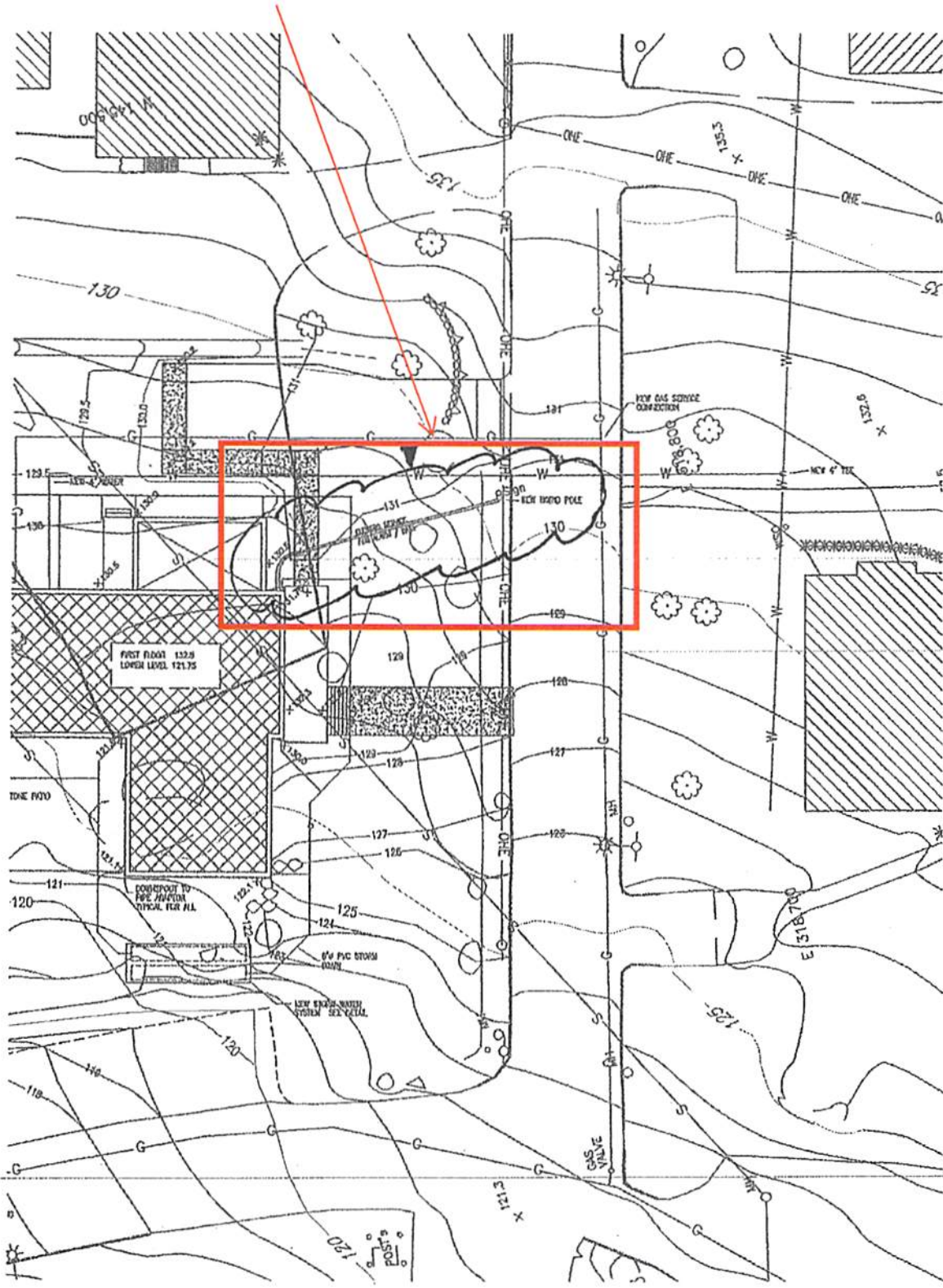
Enclosed is the easement application document for this electrical service installation. Upon receipt of the easement document from National Grid, following acceptance of the application, the final form of the easement will be subject to Board's Legal Counsel Review and acceptance, prior to approval.

The University of Rhode Island is an equal opportunity employer committed to the principles of affirmative action.

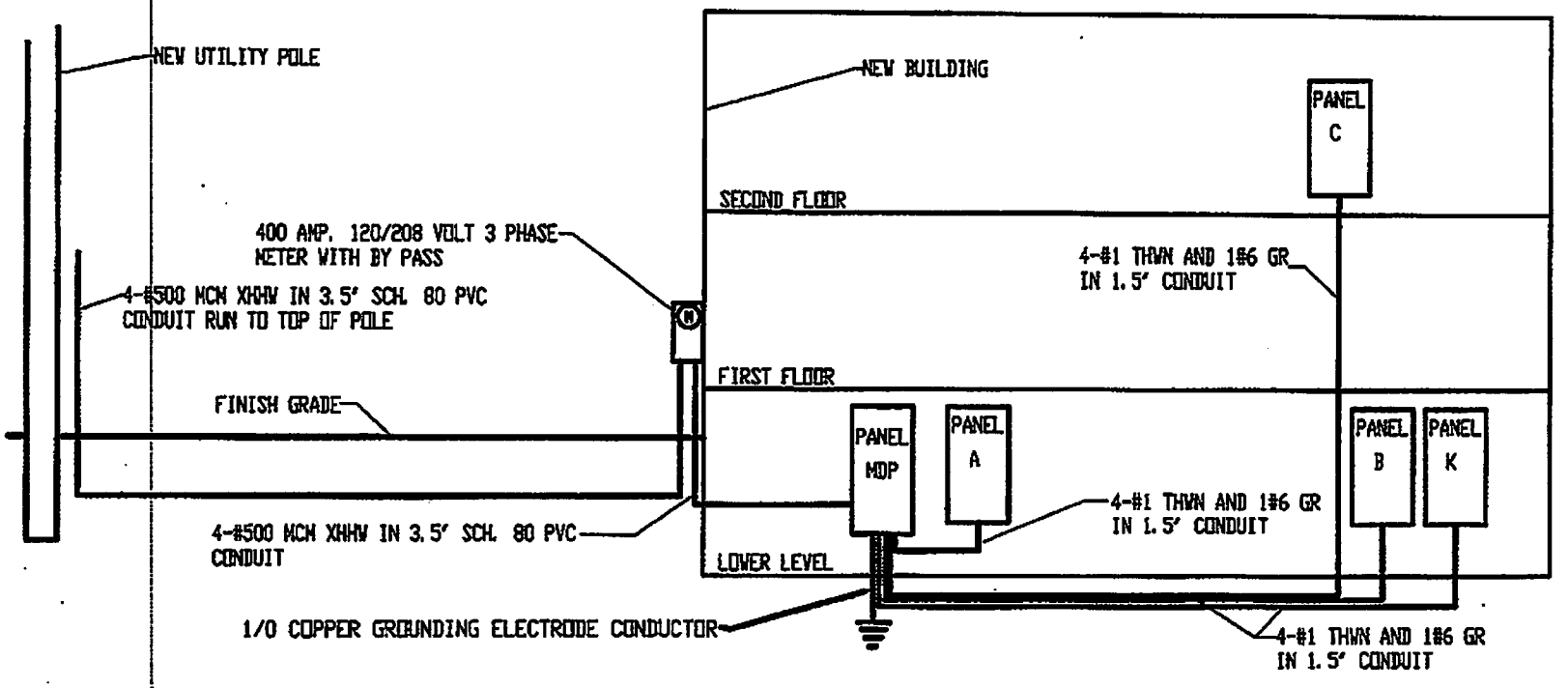
The final form of the easement will be presented to the State's Properties Committee for approval.

cc: Christina L. Valentino
Louis J. Saccoccio
J. Vernon Wyman
Donald P. Wilkinson

Sigma Chi Fraternity House
Electrical Easement Lotus



NEW ELECTRIC SERVICE 1"=20'-0"



ONE LINE DISTRIBUTION DIAGRAM SIGMA CHI FRATERNITY

2 ELECTRICAL SCHEMATIC DIAGRAM
E001 SCALE: NONE

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May 19, 2014

Dear Customer,

We are pleased that you have decided to take service in a National Grid service territory. To ensure that we meet your service needs in the most efficient manner, enclosed is a Checklist to enable you to track the progress of your project. We encourage you to visit our website: www.nationalgridus.com and click on the link "For Technical and Construction Professionals" at the bottom right of our home page for additional information on "Applying for Electric Service." This information outlines the steps involved in meeting a request for electric service and details the responsibilities of each step.

Before we can begin designing your electric service, we need you to provide the following information in the requested format:

- ☒ **Customer & ~~Load~~ Information Form**
- ☒ **Easement Application Form and provide copy of the deed**
- ☐ Current copy of the tax map or survey map for the service property location with the County tax map number on it (for Onondaga County properties, include the Farm Lot Number)
- ☐ **Approved Plans** – Hard copy of the approved subdivision plans or stamped by local municipality
- ☐ **Site Plan** – AutoCAD file of site plan showing if possible the parcel's topography, paved areas, property lines, public ways and underground water/sewer/gas piping. This can be emailed to me at the email address below
- ☐ **Order of Conditions** – Copy of any applicable order of conditions or notice of intent for your subdivision
- ☐ **One Line Diagram** – Indicating the main switch size and metering requirements (see attached example)

The requested information can be sent to my attention at the following address:
Attn: **Kevin O'Leary**
National Grid
3rd Floor East - COF
40 Sylvan Road, Waltham, MA, 02451

If charges apply you will be contacted and if applicable, any right-of-way issues will be addressed. National Grid will not schedule construction until rights-of-way have been secured, payment has been received, if required, and an electrical inspection from an authorized inspection agency has been received. Your electrical contractor or your local municipality can provide you with the names of authorized inspection agencies in your area.

Please be aware that service extension and easement preparations, depending upon their complexity, can require several weeks of lead time for design, equipment procurement and field construction. Therefore, your prompt reply would be appreciated. If, for any reason, you do not start this project within one year, this order may be cancelled, and you may have to reapply for service.

Should you have any questions please do not hesitate to contact me directly and reference WR 11148261

Sincerely,
Kevin O'Leary
(781) 907-3491
kevin.oleary@us.ngrid.com
(315) 460-8340

WR Number **11148261**

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METERING GUIDELINES

1. Jumped Socket Policy	• A "No Jumper" policy is in effect. This policy is due to revenue and safety concerns. • Coordination of the completed work with the Municipal Inspector's approval would enable National Grid to complete the necessary meter work to avoid interruption of power. • If such coordination is not possible, the existing meter may be installed in the socket if compatible. National Grid will accommodate requests for removal of locking device promptly in most instances. Within 24 hours if not an emergency.

2 – General Metering Parameters	• Limitations on self contained installations: Less thank or equal to 400amps • Hot sequence (meter ahead of main disconnect) vs. Cold sequence (meter disconnect ahead of meter) Hot sequence is typically the standard however the following exceptions require cold sequence: 1) Locations with more than six meters 2) 277/480 and 600 Volt self contained installations 3) Underground Network • Multiple meter locations require socket ID marking by owner or electrical contractor before meter installation. • Meter Height Requirements: Outdoor – between 3-6 feet Indoor – between 2-6 feet • CT cabinet will be supplied and installed by the Customer according to the Company's specifications.

3 – Meter Socket Requirements	• All Sockets = UL approved • Bypass socket (safety arc shield) requirements installations: 1) Commercial and Industrial service installations 2) Common area or Owner's meter 3) If in doubt, presume bypass required unless otherwise authorized by National Grid's Meter Department Supervisor • Bypass sockets 200 amps or above required locking jaws. • Class 320 sockets must be UL approved. • Single Phase 120/208 installations require a 5th terminal at 9 or 6 o'clock positions.

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Customer & Load Information Form:
The information on this form allows us to properly design our distribution facilities and construct the electrical system you are requesting. Please be sure to fill out this form accurately and completely otherwise this could delay your project.

Customer:		**Customer Phone #:**	
Mailing Address:		**Email Address:**	
Town:		**Work Request #**	11148261
Zip:		**Sq Footage:**	

Electrical Contractor Name:		**Electrical Contractor Phone Number:**	

(Please fill load sheet below if service is **Single Phase 400amps** or greater or **Three Phase 200amps** or greater.)
(For each line below please provide **Total Kilowatts** used or **Total Amps**.)

Inside Lighting:		KW	OR		A,		V,		PH	For	hrs/year
Outside Lighting:		KW	OR		A,		V,		PH	For	hrs/year
Air Conditioning:		KW	OR		A,		V,		PH	For	hrs/year
Water Heating:		KW	OR		A,		V,		PH	For	hrs/year
Heating:		KW	OR		A,		V,		PH	For	hrs/year
Refrigeration:		KW	OR		A,		V,		PH	For	hrs/year
Largest Motors:											
Start Method:	1.	HP	OR		A,		V,		PH	For	hrs/year
Start Method:	2.	HP	OR		A,		V,		PH	For	hrs/year
Start Method:	3.	HP	OR		A,		V,		PH	For	hrs/year

Miscellaneous: i.e. Additional motors, Fire Pump, Elevator, Ovens, Computers, Drill, Saw, Electro Plating…

	1.	KW	OR		A,		V,		PH	For	hrs/year
	2.	KW	OR		A,		V,		PH	For	hrs/year
	3.	KW	OR		A,		V,		PH	For	hrs/year
	4.	KW	OR		A,		V,		PH	For	hrs/year
	5.	KW	OR		A,		V,		PH	For	hrs/year
	6.	KW	OR		A,		V,		PH	For	hrs/year

Key: KW – Kilowatts, HP – Horse Power, A – Amps, V – Volts, and PH – Phase

Job Description:	

WR Number 11148261

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MOTOR & WELDER DATA INFORMATION

Work Request No.	Date	Customer Rep.	Phone No.	
11148261	May 19, 2014	Kevin O'Leary	(781) 907-3491	Sheet of

Inquiry	Supply Requested by Date:	In-Service Date	Planning/Engineer	Phone No.	Received Date
☐ Yes ☐ No					

Customer Name & Address

MOTOR DATA

Check here if additional motor data attached ☐

Largest HP	Used For				
Rated Volt V	Phase ☐ 1 ☐ 3	Site Installation ☐ New ☐ In use	Rated P.F.	Locked Rotor Code Letter	Start Under Load? ☐ Yes ☐ No

MOTOR OPERATION

Type of Use: ☐ Permanent ☐ Seasonal ☐ Temp	Peak Use ☐ Summer ☐ Winter ☐ Day ☐ Night ☐ Other:	
Starts/Unit per	Dips/Unit per	Starter if Used ☐ Auto ☐ Manual ☐ 80% Tap ☐ 65% Tap ☐ Other:
Applied Volt V	Remarks/Further Description of operation, motor starting or inrush current surges	

WELDER DATA

Check here if additional motor data attached ☐

Largest kVa max. input when sec. term. are short circuited			Used for	
Rated Pri Volt V	Phase ☐ 1 ☐ 3	Site Installation ☐ New ☐ In Use	Rated P.F.	Other welders on site? ☐ Yes ☐ No

WELDER OPERATION

Type of Use: ☐ Permanent ☐ Seasonal ☐ Temp	Peak Use ☐ Summer ☐ Winter ☐ Day ☐ Night ☐ Other	
Welds/Unit per	Length of Use per weld	Basic Operational Use ☐ Production ☐ Intermittent ☐ Occasional ☐ Other
Applied Volt V	Duty Cycle % @ kVa	Remarks/Further Description

CUSTOMER OPERATING LIMITATION

The % of regulation allowed for a range of to starts/welds per or a range of to dips per is:

	Starts/Welds ALLOWED	Starts/Welds CALCULATED	Dips ALLOWED	Dips CALCULATED	LIMITATION REQUIRED
STATION	%	%	%	%	AMPS @ VOLTS
FEEDER	%	%	%	%	AMPS @ VOLTS
CUSTOMER	%	%	%	%	AMPS @ VOLTS

CUSTOMER OPERATING LIMITATION

Check here if additional motor data attached ☐

An inrush limitation of AMPS @ V shall apply to this customer. This limitation shall apply to the starting of one or more motors, and/or the operation of one or more welders simultaneously. The customer will be responsible for remedial measures should the operation of the motors or welders create disturbances to other customers.

Notes: Momentary fluctuation of the circuit voltage occurs each time a motor is started on the circuit. Where this affect is pronounced, the Customer or other customers served from the same system may observe a visual disturbance or lighting flicker. To suppress objectionable voltage variations and maintain proper service to the Customer and their neighbors, it is necessary to set a maximum permissible limit to the current draw from the service during each step of a motor-starting operation based upon the frequency of starts. These limits are designed to cover typical cases and the company gives no warranty that particular conditions may not later require a change.

The specific motor-starting current limitations furnished by the company means the maximum allowable increase in current on the line side of the motor-starting device at any instant during the starting operation. This limitation does not restrict the total current that can be taken by the motor, but may require that this total be built up gradually, or in steps during starting. Where a step-type starter is used, an appreciable time must be allowed on each step and the current increase of each step shall not exceed the imposed limitation. Close transition between starting steps is required. When motors are started as groups instead of individually, the current limitations apply to the group and not the individual motors.

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Easement Application Form

The Easement application form provides us with the needed information in the event that the new service installation requires us to install our equipment on privately owned property. In this event we will draft an easement to be signed by the property owner. Please complete the form accurately and completely otherwise this could delay your project. Also, please be sure to return with a copy of the deed.

Engineer's Name (s): Gas _____ Electric _____

Massachusetts Electric Co.	☐	Boston Gas Co.	☐
Narragansett Electric Co.	☒	Colonial Gas Co.	☐
Granite State Electric Co.	☐	Energy North Natural Gas Co.	☐
Nantucket Electric Co.	☐	Essex Gas Co.	☐

NEW ENGLAND EASEMENT INFORMATION FORM

Check those that apply:

☐ OH (jointly owned)	☐ OH (solely owned)	☐ OH&UG Electric
☐ UG Electric	☐ URD Electric	☐ Padmount Transformer Only
☐ Gas UG	☐ Gas URD	

National Grid Engineer's Telephone Number (if known) _____

- Please complete ALL of the sections below so that we may prepare an easement for your signature. Do not leave any section unanswered. If a section does not apply to you simply put 'N/A' on that line. Incorrect or incomplete information will delay service installation.
- You, the customer, are required to provide all the easement rights that National Grid deems necessary to install your electric/gas service, including any easement right which must be acquired from others, at no cost to National Grid.

Property Owner Name(s): **Rhode Island Board of Education/University of Rhode Island**

Property Owner E-mail: **jvern@uri.edu**

Property Owner mailing address:
Street Address: **URI Business Services 210 Flagg Road, Suite 208** City: **Kingston** State: **RI** Zip: **02881**

Property Address of Easement:
Street Address: **13 Fraternity Circle** City: **Kingston** State: **RI** Zip: **02881**

Customer Contact Person:
Name: **Donald P. Wilkinson, PE**

Daytime Phone Number: **401-737-6382** Cell Phone Number: **401-480-6858**

WR Number **11148261**

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Provide us with a RECORDED copy of the PRESENT owner's deed: **Book:** _____ **Page:** _____

- If multiple deeds make up the whole parcel, please include all deeds
- If registered land please include a copy of the Land Court Certificate of Title
- If the property owner is a 1) Corporation, 2) Trust, or 3) Partnership, or 4) Limited Liability Company (LLC), please provide the following, whichever is applicable:

(1)** Presidents Name: _____ **and** Treasurer's Name: _____
OR
Vice President: _____ and Assistant Treasurer's Name: _____

** If neither "Name Combination" is available, the person(s) signing the easement must have a "Corporate Vote" authorizing them to sign on behalf of the Corporation

(2) Trust: Number of Trustees: _____ Name(s): _____

Name of Trust: _____

(3) Partnership: Number of Partners: _____ Name(s): _____

(4) LLC: Authorization to Sign: Names: _____

Provide us with an approved: "Definitive Subdivision Plan"

Plan Book # _____ Plan # _____ Dated: _____
If no recorded subdivision plan, please include the following information:
Assessor's Map #: **23-4** Block #: and Lot #:
(Book 49/Page 446)

Is your property Mortgaged? (Check One) ☐ YES ☒ NO If "Yes, please compete this section

Name of Bank/Company/or person holding mortgage(s): _____
Address of Mortgage holder(s): _____
Date and recording of information of mortgage(s):
Date: _____ County Recorded: _____ Book #: _____ Page #: _____

Additional Comments:

WR Number 11148261

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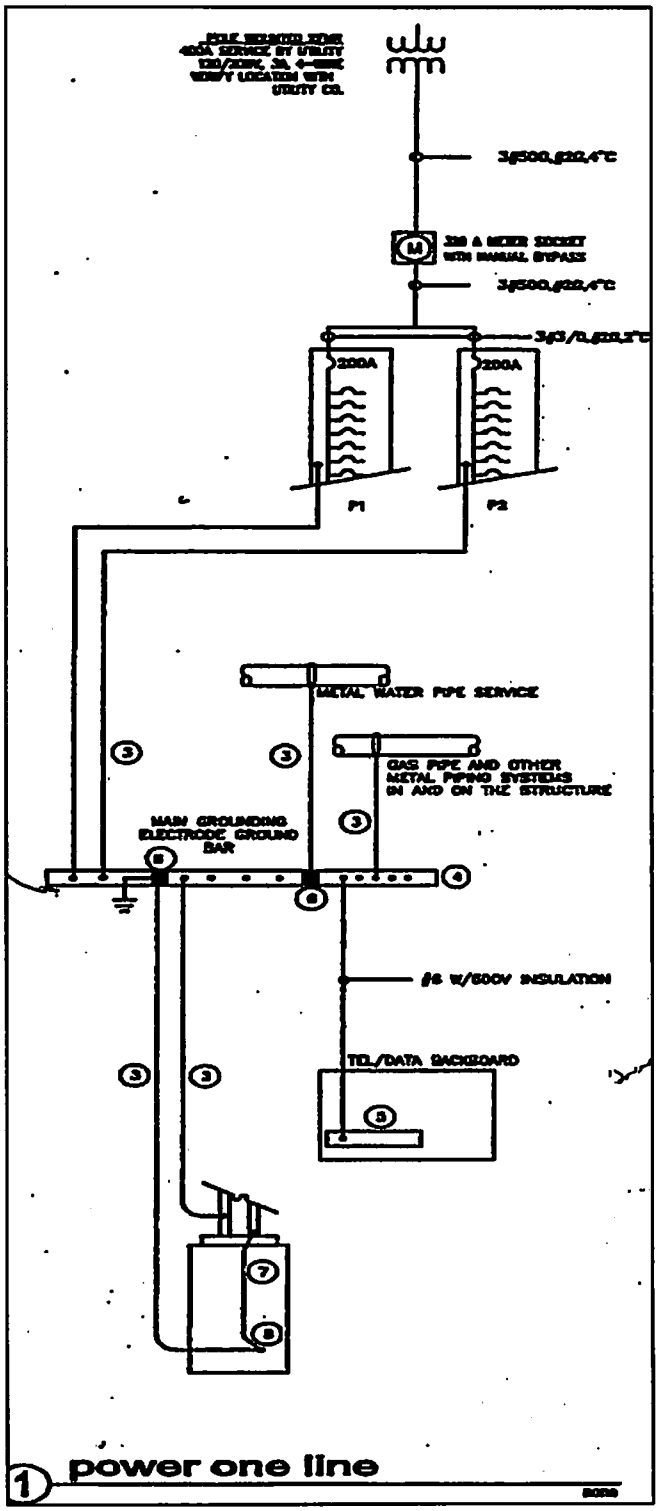
One-Line Diagram



The One-Line diagram must indicate the following and should be submitted for all single-phase services, 400 amps or greater and for all 200 amp or greater three-phase services.

1. Number of conductors, size of conductors, insulation, copper or aluminum

2. Number of conduits, size and material

3. Size of main switch, fuse size and class used. If circuit breakers are used, indicate frame size in amperes and the trip setting to be supplied and adjusted or fixed

4. Metering shall indicate the following:

   Self-contained
   - Number of meters
   - Ganged
   - Manual bypass
   - Metered and unmetered conductor location

   C.T. Rated
   - Location
   - Disconnecting location
   - Conductor size and number entering C.T. cabinet
   - Conductor size and number leaving C.T. cabinet and their termination point
   - C.T. compartments in the switchgear shall require a set of switchgear shop drawings

   Metered location, inside, outside or pad-mounted

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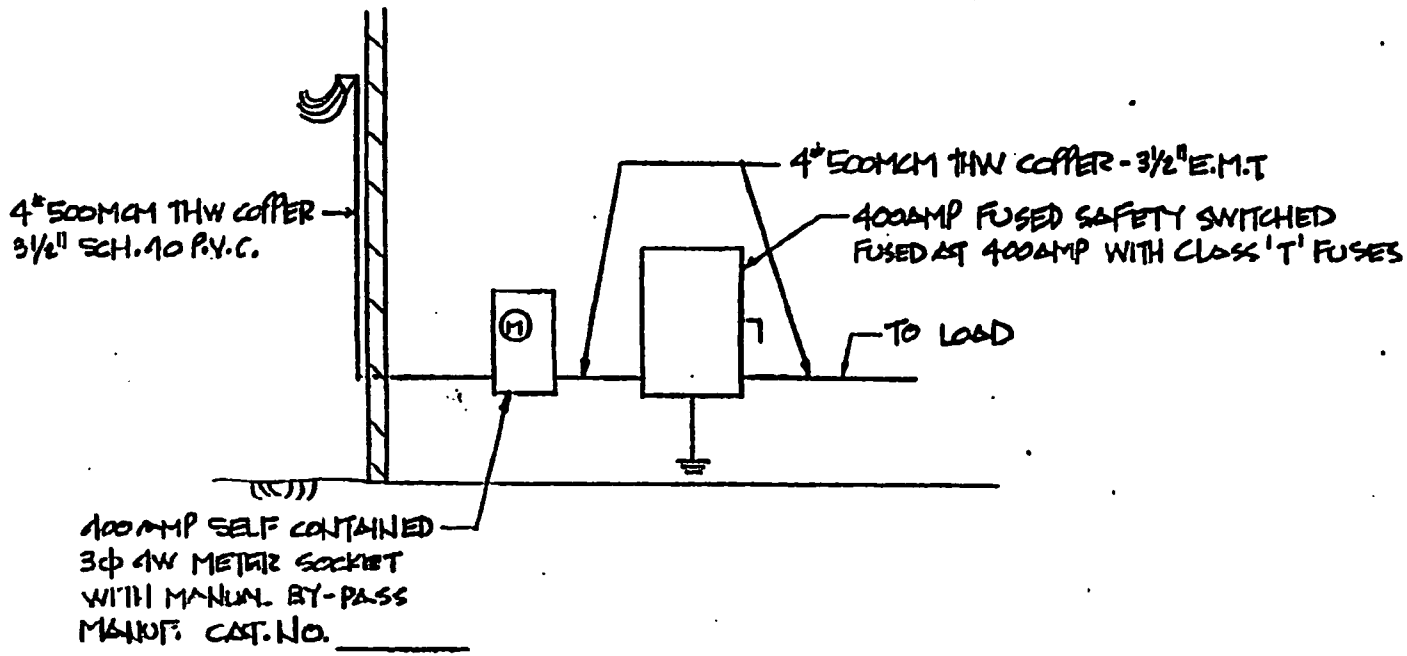
NOTES:
1. SHOWN ONLY FOR INFORMATION REQUIRED.
2. METER SEQUENCE (HOT OR COLD), WIRE SIZE, INSULATION MATERIAL SHOWN FOR EXAMPLE ONLY



SAMPLE ONE LINE DIAGRAM
NO SCALE

WR Number 11148261

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CONSTRUCTION PROJECT CHECKLIST

Date:	Done:	Task:
	✓	**Submit a Work Request** via the internet, by fax or by phone Web: https://www.nationalgridus.com Phone: 1-800-375-7405 Fax: 1-888-266-8094
	✓	**Receive your Work Request Number**, Enter here **11148261** (Note: this should be received within 3 days) Customer Order Fulfillment Representative for this job is: **Kevin O'Leary** Phone: **(781) 907-3491** Fax: **(315) 460-8340** Email: **kevin.oleary@us.ngrid.com**
		Submit **Load Information Form**
		Submit **Easement Application form** and a copy of the property **Deed**
		Submit an **electronic copy** of the **Site Plan**
		Submit a **One-Line Diagram** indicating the **Main Switch Size and Metering** requirements
		Submit **Order of Conditions** or **Notice of Intent** documentation indicating any environmental issues relating to the property.
		Receive **notice** of the **Construction Fees**, if necessary, which must be paid prior to construction
		Submit **Payment** of any required construction fees
		Receive, sign and return copy of a Service Agreement which details the type of electric service being installed
		Attend a pre-construction meeting to review the design if required, material specifications and construction responsibilities. Date of meeting: Engineering contact: Engineer's Phone:
		Receive, sign, notarize and return the **Easement** document
		Receive an electrical design drawing depicting the new electric service installation
		Supply and Install all equipment in accordance with the **Electric Service Installation and requirements** (The "Green Book") **NOTE:** Please refer to **Article 1004** for protective equipment requirements
		Receive any **supplemental construction standards** that may be required for 15kV class, three-phase installations and underground Residential Developments (URD's)
		Call for any **required trench inspections** at least **3 days PRIOR** to the inspection Inspector: Phone: Inspection Date:
		Call for any **required transformer foundation & ground grid inspections** at least **3 days PRIOR** to the inspection. **NOTE:** Do not pull the secondary conductors until the transformer has been delivered. Inspector: Phone: Inspection Date:
		Have the **Municipal Wiring Inspection approval reported** for this Work Request to us by having the Wiring Inspector **call 1-800-375-7405** (see Work Request # above) **NOTE:** The construction can be completed prior to receipt of the Municipal inspection approval, however, the service will **NOT** be energized until this approval is received.

WR Number **11148261**