



Process for Customer Requested Partial Energization

Introduction

The CPS Energy standard design to provide electrical service to new residential subdivision or multi-family projects is an “Underground Residential Distribution” loop or URD loop. This loop design provides increased reliability to subdivision phases by providing two separate connections to the electric distribution lines feeding the subdivision, thus allowing certain repairs to be made without the need for an outage to the entire subdivision. The standard process for the construction of a URD loop is to install all conduits, cable, transformers, and accessory equipment and energize the entire loop when all CPS Energy construction activities are complete.

CPS Energy recognizes that the supply chain challenges associated with the shortage of single-phase transformers have delayed completion of new subdivision & multi-family development projects.

Therefore, CPS Energy has developed a Partial Energization program that offers developers with one or more projects in the Single-Phase Project Queue an option that may allow the energization of part of a project when some, but not all, transformers are available. Development and home-building customers with more than one project on the list that use the same type of transformers may also be able to share transformers between projects, as long as it does not negatively affect other projects on the transformer queue. This option currently applies to projects in the queue and for transformers that have not been installed.

To qualify for Partial Energization, your project must meet specific qualifications and be approved by CPS Energy. CPS Energy will also collect a fee from the customer with a qualifying project(s) to cover remobilization and related costs. For additional information on the Partial Energization process, please see the Request Form. To begin the process, please email the completed form to partialenergization@cpsenergy.com.

Process for Partial Energization

Stipulations for the Partial Energization Process

- Customer must be in good standing with CPSE on all accounts and up to date on all Open Account Charges to be eligible for this process.
- Projects or work requests normally energized as a single URD loop may have only one partially energized section for the entire project.
- Projects may not be broken into phases once an Agreement is executed.
- The partial energization process may not apply to all projects.
- CPS Energy will be the sole decision maker to determine if a project will be allowed to utilize partial energization, and Customer agrees to hold CPS Energy harmless for and release CPS Energy for any and all claims arising out of the requested partial energization process.
- CPS Energy will work with customers to identify which work locations may be energized via the partial energization process; however, CPS Energy will make the final decision considering many factors such as, but not limited to, transformer availability, proposed project feasibility, construction practices, internal processes, and safety.
- CPS Energy may employ the use of junction boxes or other equipment in the place of planned transformer in the process to energize a partial Property.

- Customer will be charged, and CPS Energy must receive payment for a remobilization fee and other fees associated with the partial energization outlined in the Agreement before the partial energization of the location can be scheduled.
- Customers understand there will be a planned outage to complete the installation of the remaining transformers.
- The partial energization process will result in a radial feed to the energized transformers. If a piece of equipment or cable fails, the radial feed would have to be de-energized until all repairs are made. There are no means of back-feeding portions of a radial feed installation.
- The requested partial energization cannot negatively impact other customers or projects on CPS Energy's Single-Phase Development Project Queue.
- Agreement to the partial energization of a project will affect the position of the subject project on CPS Energy's Single-Phase Development Project Queue by moving the project down the list., ultimately resulting in a delayed completion of the entire project compared to if the partial energization agreement was not executed. Changes to a Customer's project(s) position(s) on the CPS Energy Single Phase Development Project Queue will be outlined in the Agreement.
- If/when transformers are no longer the limiting factor, CPS Energy will install transformers according to the CPS Energy Single Phase Development Project Queue.

Partial Energization Request Process

- Customer will submit written request for Partial Energization using this [Request Form](#) and emailing it to partialenergization@cpsenergy.com.
 - CPS Energy will confirm receipt of this request within 3 business days.
- Requests will remain open, pending evaluation, until a portion of material is available.
- CPS Energy will not reserve transformers for a project and available transformers will be applied to projects that are ready to receive them.
- CPS Energy will evaluate the project for partial energization.
 - CPS Energy will meet with the customer to assess the location(s) and determine requirements.
 - CPS Energy will determine if the project(s) is(are) feasible for partial energization.
- If Approved, CPS Energy will draft an agreement for partial energization to include:
 - Locations impacted
 - Changes to the customers position in the CPS Energy Single Phase Development Project Queue
 - Installation map of equipment to be installed
 - List of equipment to be installed
 - Line item of charges
- If Disapproved, CPS Energy will draft a disapproval letter that will include:
 - Reason for disapproval
- If a customer accepts the Agreement provided by CPS Energy, the Customer will sign the agreement and email it to partialenergization@cpsenergy.com.
- CPS Energy will generate an invoice for all additional costs associated with partial energization.
- Customer must pay the partial energization invoice before any work associated with partial energization is performed.
- CPS Energy will schedule construction for partial energization.