

**Training:** Applicant will require that any excavator, contractor, sub-contractor, etc doing any excavator or boring work for APPLICANT will have to go through an onboarding training with ULS, USIC, CenterPoint and any other potentially impacted utilities or their designee. Once this training has been completed and documented, those individuals can begin work.

❖ **Items that will be discussed during “onboarding:**

- 3-day plan and how to properly utilize the workflow (ULS, USIC)
- Safe Excavation Practices around Gas and Electric utilities
- How to call 811 via this agreement and manage those locate volumes
- White lining and job site inspections
- Marking Standards: Explaining the Markings

**Three Day Plan:** Any excavator doing work for Applicant and/or the subcontractors working on behalf of that contractor, is required to send a highlighted three-day plan skeleton as seen below with a start date included. This is to be sent to the city and other necessary utilities as soon as the job is received from Applicant, before the tickets are called in. Included with this shall be the name of the contractor and/or subcontractors including the name of the crew leader that will be on site at all times and their phone number.

**Active Communication:** Any line locating services, such as ULS or USIC, should work off the agreed to schedule that was outlined in skeleton print & will provide daily updates\*, via email, on the status of completion until job is fully marked. This communication, via email, will be sent to general contractors, subcontractors and the city. In the daily updates, locating services should inform subcontractors when they are unable to access a property or if a troubled facility was encountered.

❖ **No Access:** The subcontractors MUST provide access and NOT begin drilling until access has been granted.

- In situations where the safety of a locate technician is at risk; the contractor, Applicant and any impacted utility company or its representatives will come to an agreement on how to approach.
- When no access is obtained by the contractor, that contractor will contact the applicable locating company and advise of the accesses.

❖ **Trouble Locate:** On properties where a trouble has been identified and potholing efforts were unsuccessful, Applicant will work with the locating companies and potentially impacted utilities to help establish the facilities’ true location before completing their work. The contractor cannot begin drilling until the untonable facility has been identified.

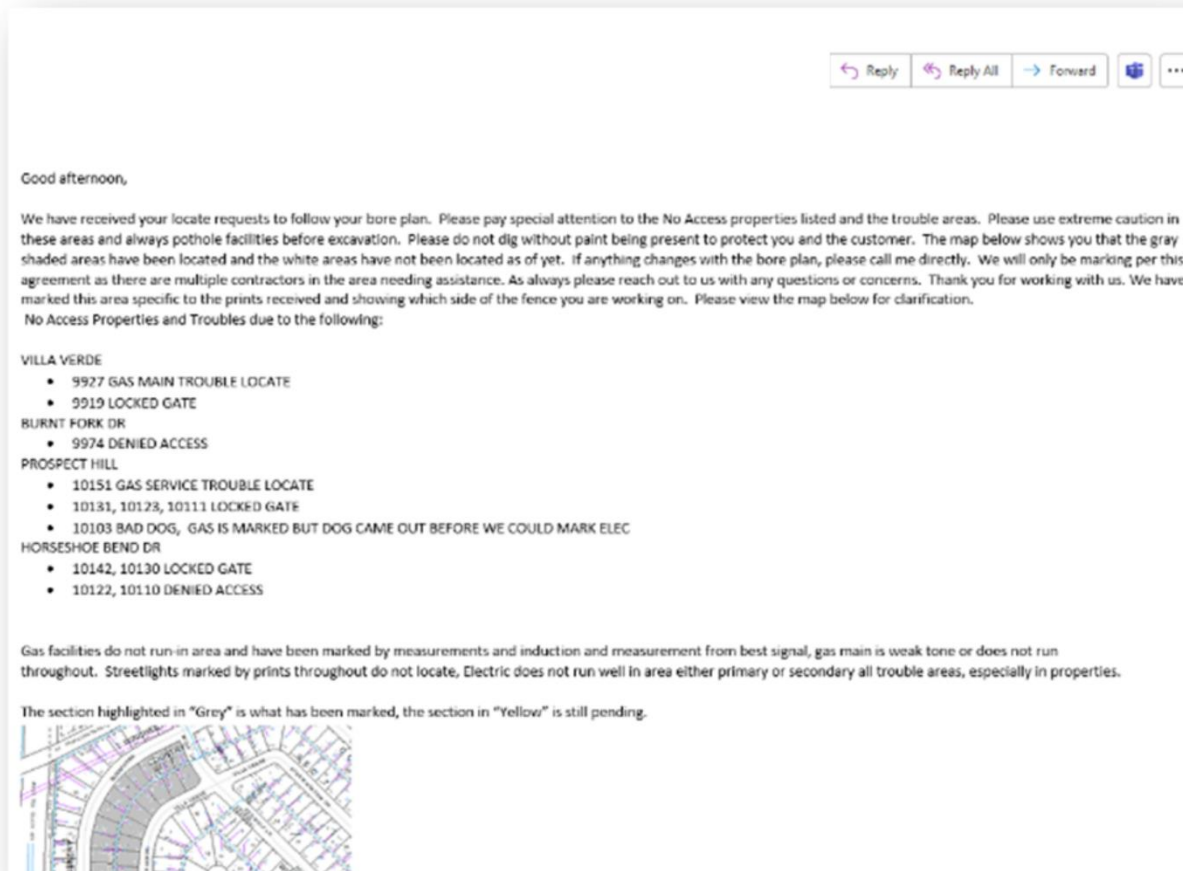
- In situations where the last known point of a locate is available or measurements have been identified and that area is within the scope of the excavator’s work, they will attempt to expose those marks to verify the location of that untonable utility. Once that utility is found, they will call the locating company to come confirm location.
  - The excavator will pot hole/ day light to the dept of their installation + 12”-18” and 18”-24” on either side of the mark.
- If the utility still has not been located after daylighting, this will get escalated to the utility company to remediation.

- Excavation cannot occur while the line is still untonable.
  - ❖ 811 line locate management:
    - It is agreed to by all excavators doing work on behalf of Applicant, to include subcontractors, that each contractor will manage their locate tickets as stated below:
      - When calling in a locate ticket, the contractor will assign a corresponding job code I.E "APPLICANT" - (Input Job code 4\_77) associated with the assigned section and subcontractor. This will enable easier data tracking.
      - The excavator is required to white line the proposed location of the excavation.
        - Locating companies will locate a 20-foot radius of that white line (10ft on either side)
        - If excavation is conducted outside of the 20-foot buffer zone, the contractor is responsible for any issues that arise.
        - If excavation is required outside of the 20-foot buffer a new locate will need to be called in for that specific section.
      - When calling 811 and creating locate tickets, the contractor will call no more than can be done within a 14-day period. The contractors will also limit the scope of their locate tickets.
        - They will do this by calling in 1 street at a time, not to exceed 800-1000 feet (a city block), or anytime a direction change is made.

### Three Day plan Example



## Follow up Communication Example



Failure to sign and upload this agreement to your project in the MyGov portal will result in a delay of permit processing. By signing below, you are agreeing to the above information in its entirety. Failure to abide by this binding agreement will result in permit revocation along with any other applicable penalties and or fees.

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Applicant Signature

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Date