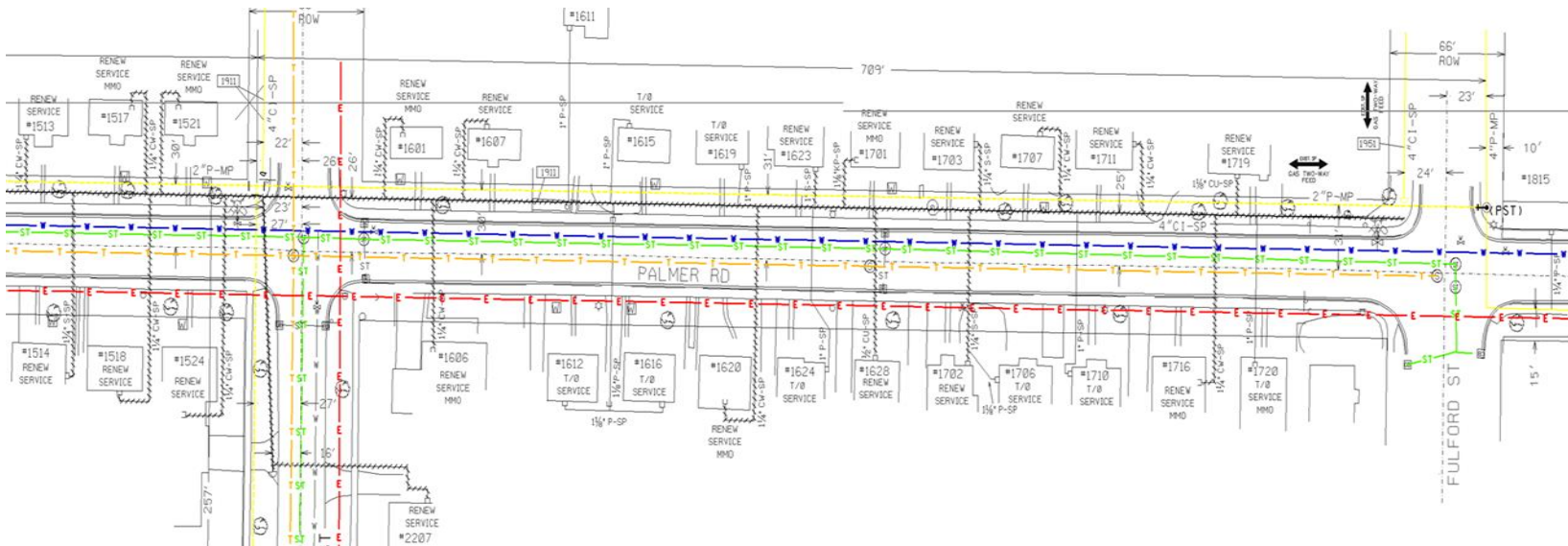


# Staking for Large Projects

See MDPB Best Practice 2016-02

# Description

- This process is to help the excavator and locator on large excavation projects work together to prevent damages.



# Process Sequence

- 1. Excavator notifies Miss Dig and identifies to the Miss Dig call center rep that this ticket is an “ongoing project”.**
  - **Subcontractors are required to call in separate ticket for their excavations**
- 2. The locator receives the ticket and stakes the whole scope of the ticket by the due date or by a mutually agreed upon timeframe.**
  - **Note: Offset marks may be used to help the excavator maintain knowledge of facilities in the area.**
  - **Note: Excavator makes every attempt to maintain the markings.**
  - **Note: If the scope of the project is not clear the locator calls excavator for clarification.**

# Process Sequence

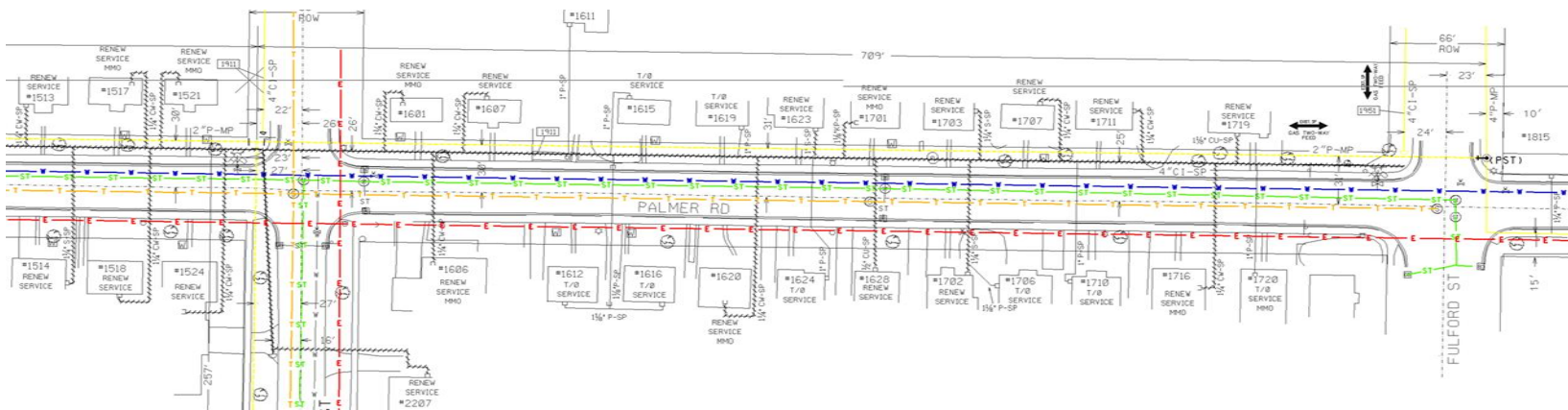
3. **When / If the marks are “destroyed” or there is an “unmarked facility”, the excavator notifies Miss Dig for a retransmit of that ticket.**
  - **Note: The exact location of the “destroyed markings” or the “unmarked facility” is identified/added in the Retransmit/Cancel Info field of the retransmitted ticket. Utilities are not required to restake entire project after original staking is completed (except for specific locations due to additional assistance or destroyed marks.)**
  
4. **Locator receives the retransmitted ticket and locates what is identified/added in the Retransmit/Cancel Info field of the retransmitted ticket within the specified timeframe.**

**Specified timeframe per PA174:**

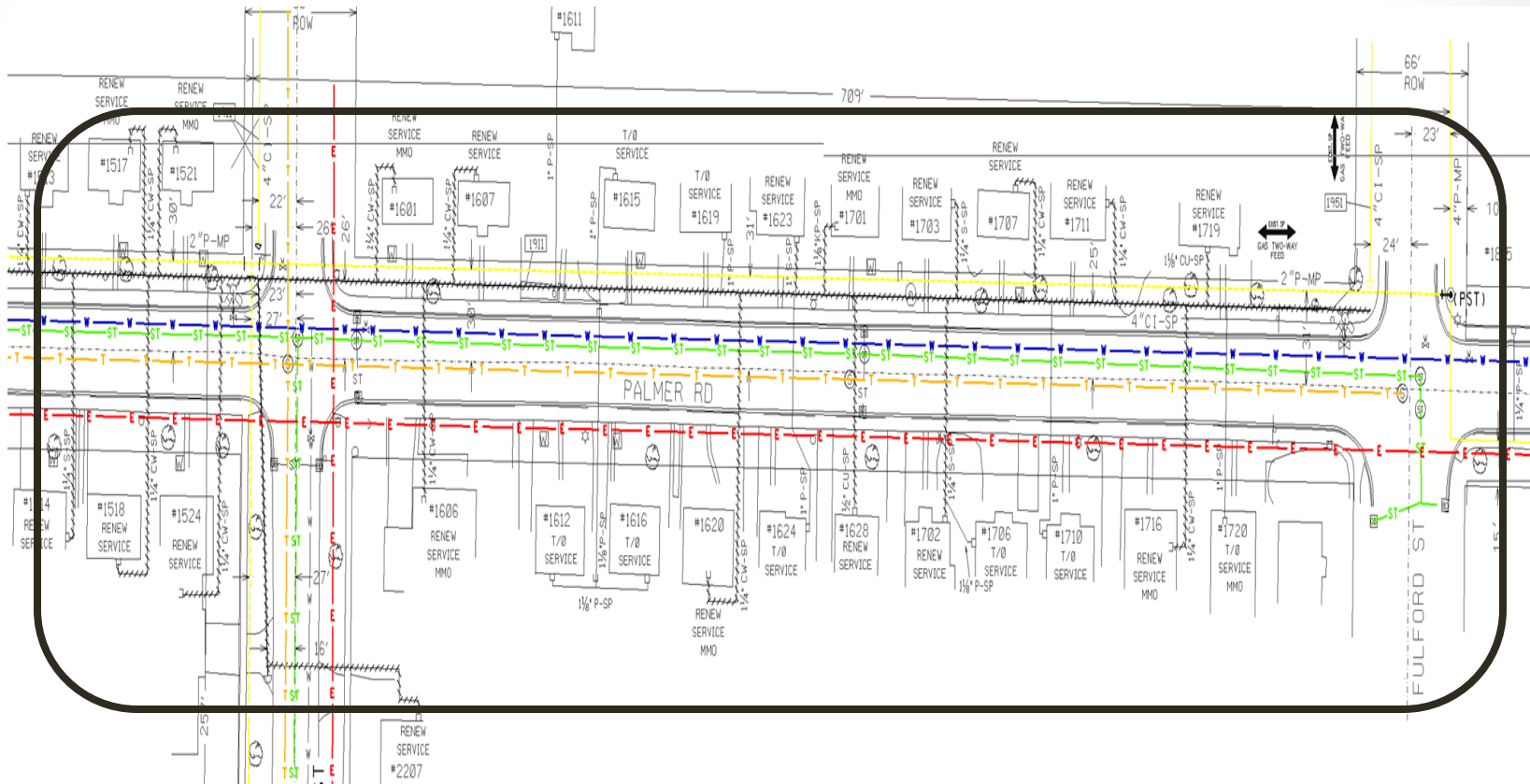
- **Unmarked facility = 3 business hours**
- **Additional Assistance (with an unfound, marked utility line) = 3 business hours**
- **Destroyed Marks = 24 business hours**

# Process Sequence

5. Upon completion: Locator updates positive response and puts detailed remarks of what was located and when on the retransmitted ticket in his ticket management system and this documentation is available upon request.

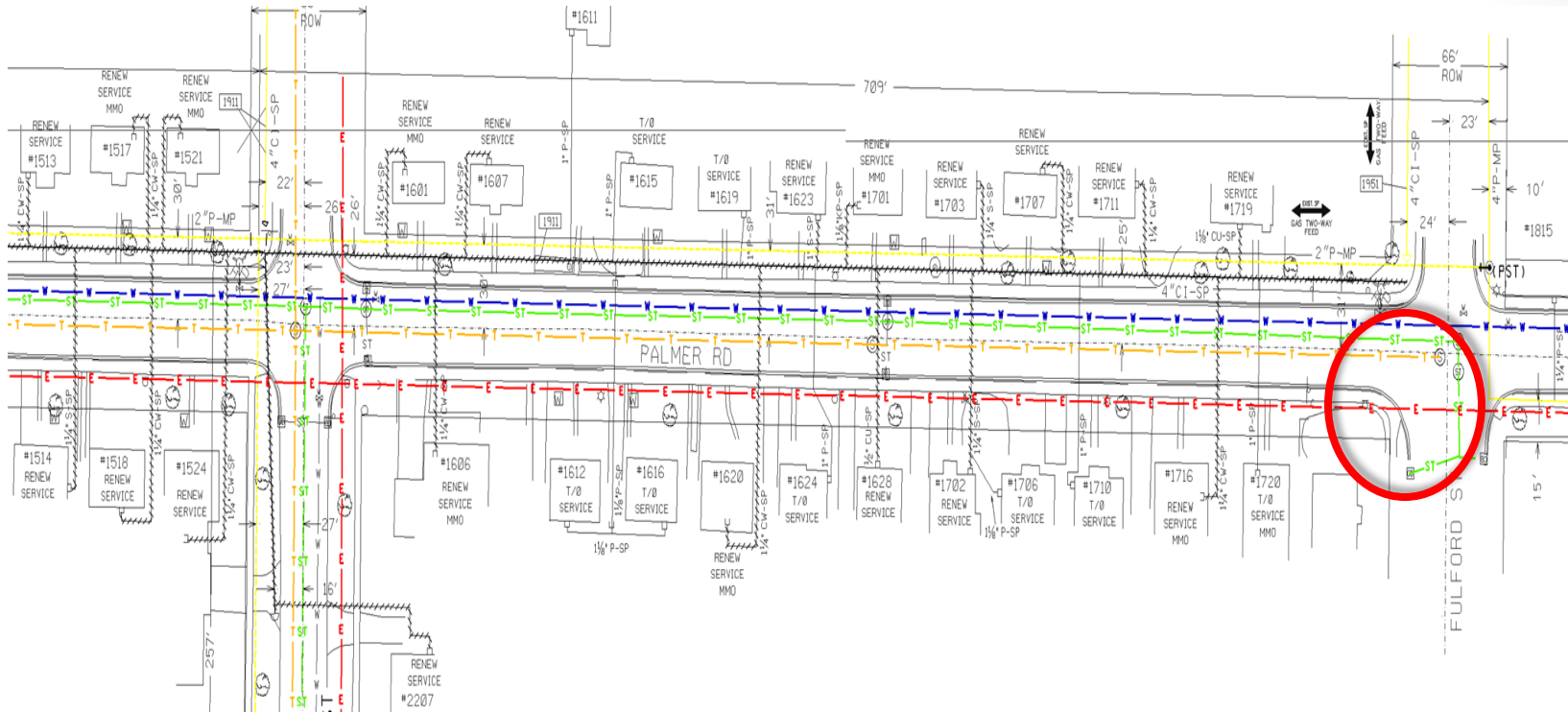


# Original Staking Request



- Excavator submits staking request: “Locate both sides of Palmer from 100 feet west of Cameron to 100 east of Fulford for road project”
- Utilities locate all facilities within scope of ticket prior to dig start date
- Excavator hand exposes all utilities where planned excavations are within caution zone of marked utilities

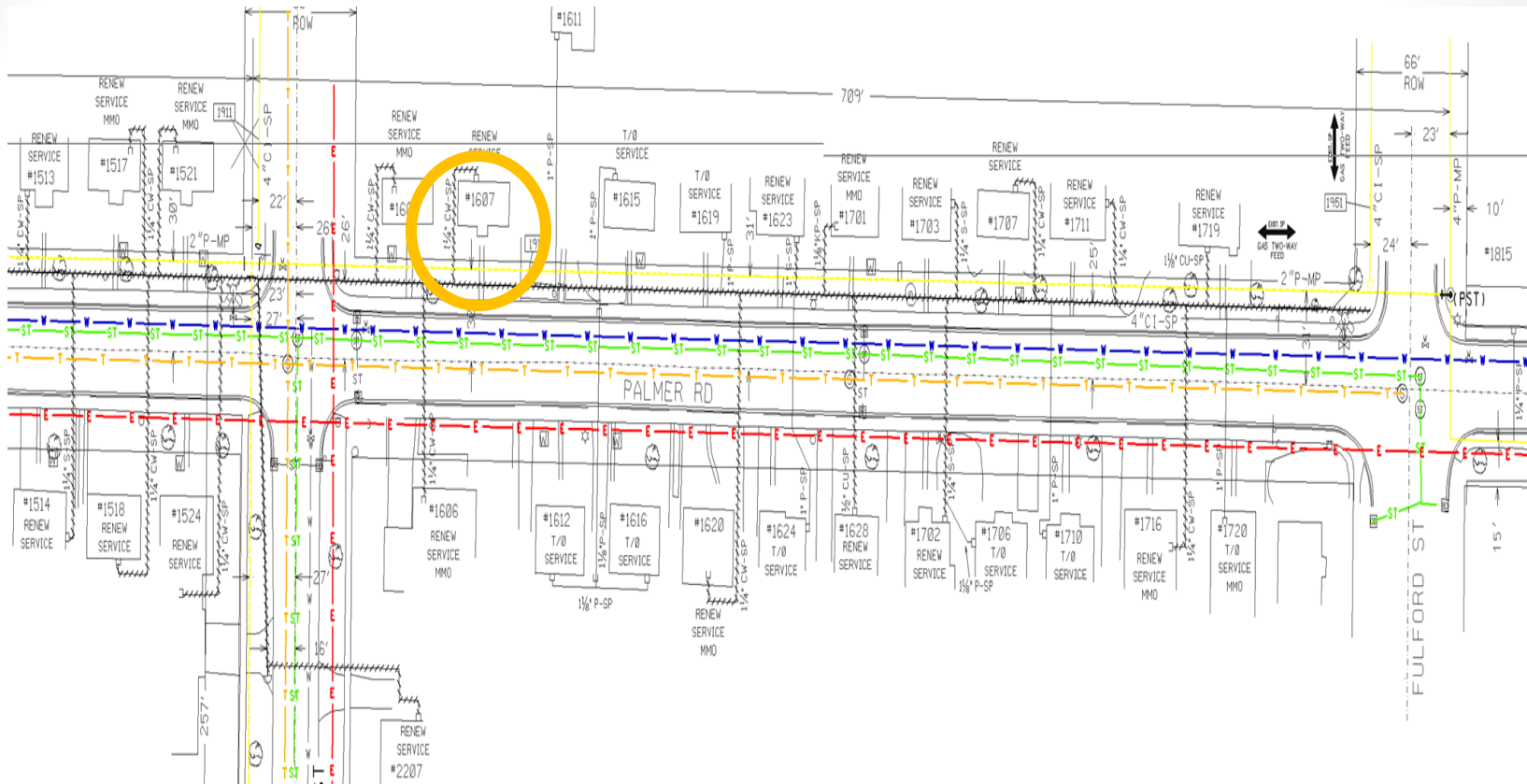
# Day One (Dig Start Date) — Additional Assistance



Excavator cannot find electric at SW corner of Palmer/Fulford.

- Restake request submitted: “(name of utility) needed at SW corner of Palmer and Fulford.” (Specify name of utility in parenthesis)
- Electric staker responds within three hours to provide assistance at SW corner

# Also Day One – Unmarked Facility

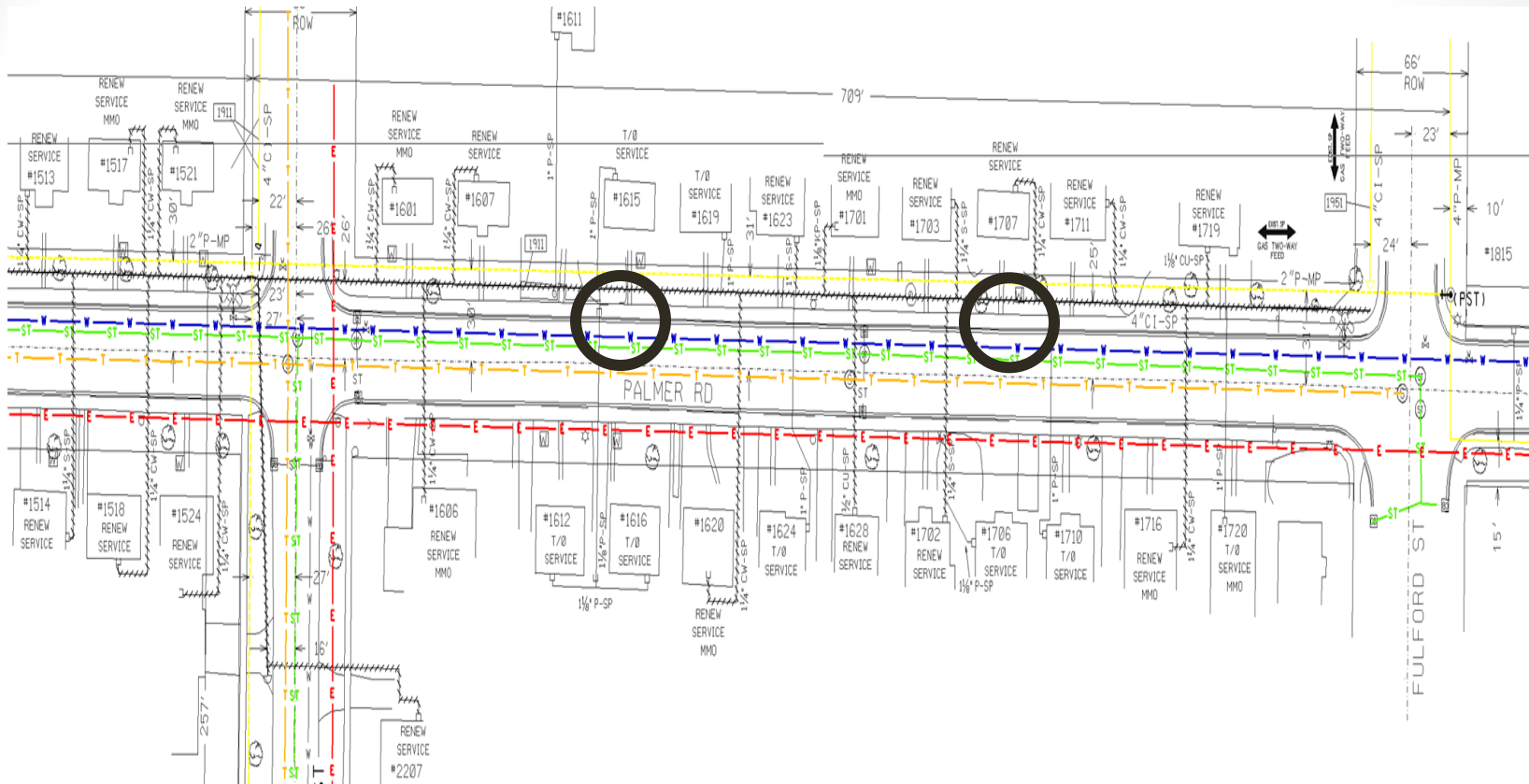


Excavator sees phone pedestal in curb lawn at 1607 Palmer

- Restake request submitted: “Phone only -- pedestal with no marks at 1607 Palmer “
- Phone staker responds within 3 hours to mark facilities



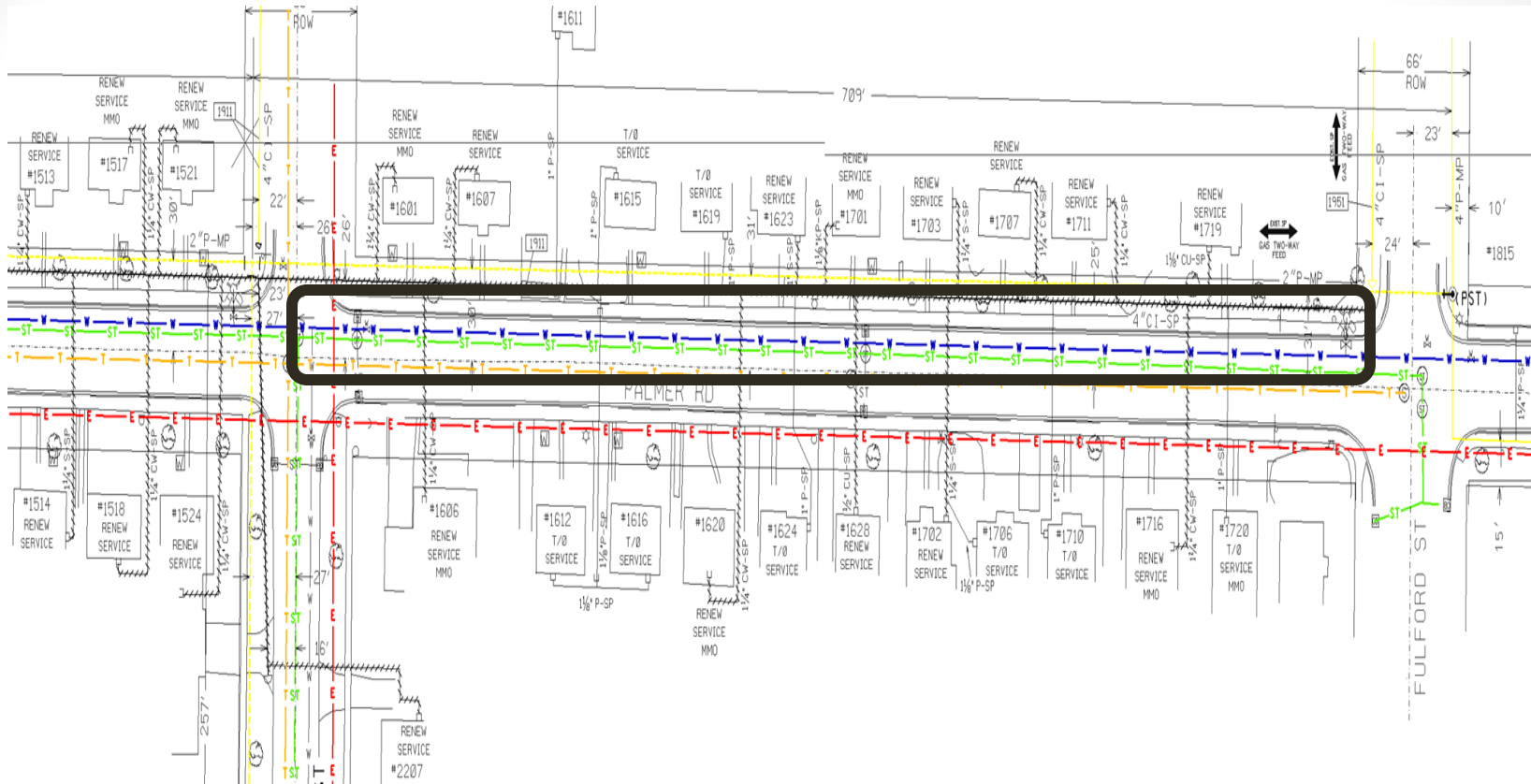
# Day Five – Destroyed Marks



Milling machine removed marks on north side of road. Digging for catch basins at 1615 and 1707 Palmer.

- Restake request for destroyed marks: “All utilities needed due to destroyed marks. Locate road and right-of-way on north side of road at 1615 and 1707 Palmer for installation of catch basins.”
- Utilities respond within 24 hours to stake facilities at the two addresses

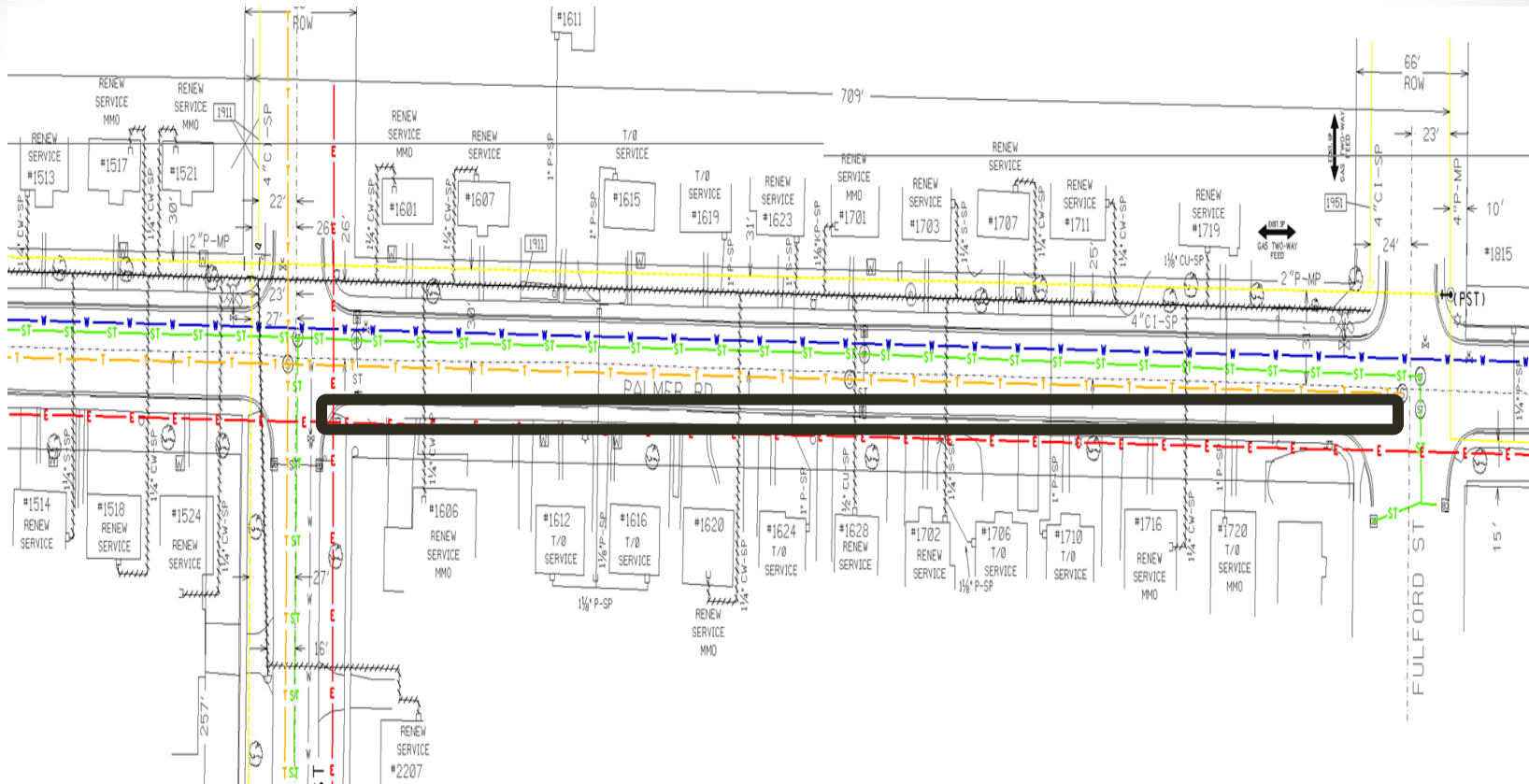
# Day Eight – Destroyed Marks



New crew (same excavating company) at site to grade to remove sub base on north side of Palmer– marks had been destroyed by milling machine.

- Restake request submitted for destroyed marks: “All utilities needed due to destroyed marks – locate under traffic lanes on north side of Palmer, from Cameron to Fulford for grading”
- Utilities respond within 24 hours to stake all facilities under north traffic lanes

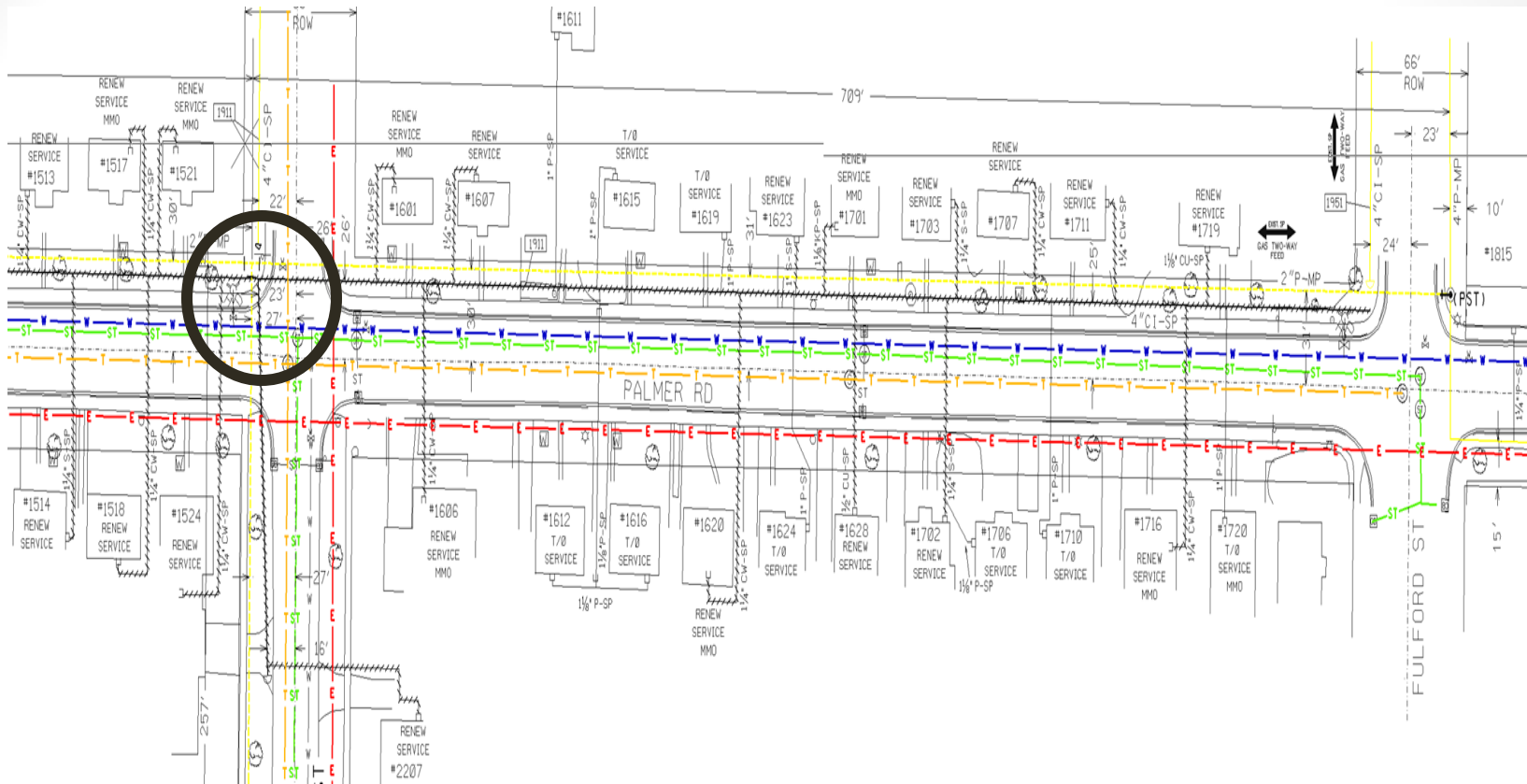
# Day Nine – Subcontractor



Subcontractor replacing sidewalk on south side of Palmer

- Subcontractor required to call in separate staking request for sidewalk work
- Utilities will stake facilities on south side of Palmer within three days

# Day 18 – Destroyed Marks



Excavator's crew goes to northwest corner of Cameron and Palmer to install catch basin – original marks no longer visible

- Restake request submitted for destroyed marks: "All utilities needed at NW corner of Palmer and Cameron due to destroyed marks for installation of catch basin "
- Utilities respond within 24 hours to stake facilities at NW corner