

REQUEST FOR VSU EXCAVATION PERMIT

Virginia State University Capital Outlay and Facilities Management Department
Virginia State University Capital Outlay Office Box 9414, Suite 25 Physical Plant Virginia State University, VA 23806

Submit completed form to excavations@vsu.edu

CONDITIONS OF REQUEST

1. This excavation permit is for Virginia State University property only.
2. Notify MISS UTILITY at 811 of the planned excavation or at 1-800-552-7001 to obtain subsequent verification that utilities have been marked.
3. **This permit does not constitute project approval or acceptance**, nor does it negate any requirement for project management or review of specifications. Project specifications may affect excavation requirements.
4. Trenching is not allowed any closer to trees than one foot for every one inch of truck diameter, measured at four feet above ground level (e.g. no digging closer then 10 feet from a tree of 10 inch diameter).
5. Trenches must be backfilled and tamped in 6 inch layers. All stone, sticks, and other debris larger then 1/2 inch shall be removed from top six inches of backfill.
6. Disturbed structures, ground turf, plants, and beds must be restored within 14 days of expiration of this permit, after which Facilities Management may undertake restoration at the expense of negligent party without prior notice.
7. Guidance on turf seed, plant replacement, exceptions, etc. is available from the Grounds Management, who shall inspect for and enforce compliance with these requirements.

Additional restrictions and exceptions: **If a VSU Department is requesting this work, Capital Outlay will not notify our utility locating contractor until an index number is provided for those charges.**

VSU Index Number: _____

Name of Requester	Date	Permit(s) Needed From:	To:
Requester's Organization	Phone	Fax	
Requester's Full Address, Including Zip Code			

REQUIREMENTS

1. Map or sketch indicating area of planned excavation must be attached.
2. At the time of this request the planned excavation area has been marked with white paint. _____ Yes _____ No
3. Provide location of excavation; brief description of work to be done and Miss Utility #.

Location: _____

Work: _____

Miss Utility Number _____

UNIVERSITY OFFICIAL AUTHORIZING THIS ACTIVITY

Name/Signature: _____ Title _____ Dept. _____ Phone _____

During excavation of site, if an unmarked line is encountered or a utility line is damaged, the excavator must immediately contact the Work Order Desk at (804) 524-5451 and also the utilities owner. DO NOT CALL MISS UTILITY

This portion to be completed by Capital Outlay and Facilities Management Departments

- Request received in Capital Outlay Department:	Date/time: _____	From whom: _____
- VSU Index Number Received	Date/time: _____	From whom: _____
- Utility Locator notified	Date/time: _____	By whom: _____
- VSU utility field location complete/confirmed:	Date/time: _____	By whom: _____

PRECISE LOCATING, LLC
P. O. BOX 24684
RICHMOND, VA 23224
(804) 912-5840
Utility Location, Utility Designation
Concrete Scanning, Ground Penetrating Radar (GPR)

PROJECT/ WORK TICKET **DATE:** _____

CLIENT NAME: _____

PROJECT#: _____

PROJECT NAME: _____

EMPLOYEES(S): _____ / _____ / _____

DESCRIPTION OF SERVICES:

TOTAL WORK HOURS: _____

CLIENT: _____ **DATE:** _____

PRECISE LOCATING, LLC is committed to utility damage prevention and provides private utility designation, often with little notice to proceed. We utilize provided research, verbal recollections, and physical evidence of utilities within the specific limits and in reasonable proximity to the requested area(s) for us to designate a utility such as PVC, plastic, terra cotta, concrete, fiber optic, etc. without trace wire are **NOT DETECTABLE** with RF equipment and PRECISE LOCATING, LLC is **NOT RESPONSIBLE** for damage to non-detectable utilities in the requested area(s). If there is clear evidence of an unmarked private utility, notify PRECISE LOCATING, LLC immediately. Designations are valid for 15 business days unless the marks become faded, illegible, or destroyed, at which time the marks become invalid and a remark should be requested. _____

Contractor must call Miss Utility for the one call center in your area before excavation. Utility designation of private utilities does not satisfy, nor is it intended to satisfy Virginia Underground Utility Damage Prevention Act § 56-265. Excavators' duties are in all regards the same as outlined in the Professional Excavators Manual, prepared by Virginia State Corporation Commission Division of Utility and Railroad Safety. _____