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## **STEP BY STEP LARGE PROJECT PROCESS**

### **STEP 1: CALLING GA811**

The excavator calls GA811 to request a Large Project Planning Meeting Notification at least 10 business days prior to beginning excavation or blasting activities. (The actual meeting must be **scheduled** at least 5 business days prior to beginning excavation or blasting activities. The GA 811 Customer Service Representative will inform the excavator of the first available date to hold the meeting.) The meeting also cannot take place any earlier than 2 business days of the call. The excavator will provide a suggested date, time, location, and contact person for the proposed meeting. When choosing a location, remember to consider the number of people attending. GA 811 will then forward the Large Project Meeting Notification electronically to all affected facility owners/operators.

### **STEP 2: AGREEING TO MEETING DATE/TIME VIA PRIS**

Each GA811 member utility will then respond through the Positive Response Information System (PRIS) within 2 business days indicating if they agree to the meeting date and time of the Large Project Planning Meeting. If for any reason a facility owner/operator cannot attend the meeting, he/she may contact the excavator and make other arrangements if the excavator is agreeable.

### **STEP 3: THE LARGE PROJECT PLANNING MEETING**

The excavator must bring his/her proposed Marking Agreement to the Large Project Planning Meeting. It should be filled out completely prior to the meeting. Any changes can be made at the meeting as necessary. In the Agreement, the excavator must describe the scope of the project, divide the project into sections, and assign "locate by" dates for each section. The excavator will present the Marking Agreement to the utility members. If the utility members agree to the Marking Agreement, they will sign it, and work according to the Agreement for the life of the project. The terms of the Marking Agreement must be in writing and signed by both the excavator and the utility (or Utility Locate Representative) before excavation begins. Both the excavator and utility representative must keep a signed copy of the Marking Agreement.

### **STEP 4: NOT SIGNING THE MARKING AGREEMENT**

If a utility facility owner/operator does **not** sign the Marking Agreement, that member will be required to mark the entire project within the 48 hours and keep it marked every 30 days for the life of the project.



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#### **STEP 5: AGREEING/DISAGREEING WITH MARKING AGREEMENT VIA PRIS**

No later than 2 business days following the mandatory Large Project planning meeting, all members must respond to the Large Project Excavation Notification through PRIS indicating whether they agree or disagree to treat as a Large Project (whether or not they signed the Marking Agreement). The ticket number will change. A Large Project Excavation Notice will be issued automatically by the GeoCall system. GA811 will send a notice for every 30, 60 and 90 day period to all members who disagree to treat as a Large Project as a reminder that the ticket needs to be located and a PRIS response is required. This notice will not be sent and no further action is required for those who agree to treat as a Large Project.

#### **STEP 6: DEVIATIONS**

The excavator must call GA 811 with any deviations or changes to the Marking Agreement and request an additional notice to the Large Project Excavation Notification. GA811 will send the notice to the affected utilities, and the utilities must respond to the notice through PRIS. It is the excavator's responsibility to check PRIS (Positive Response Information System).

#### **STEP 7: EXPIRATION**

A Large Project Excavation Notification will expire 90 days from date of activation. The excavator can update(renew) a Large Project Excavation Notification up to (5) business days prior to the expiration date by calling GA 811. The excavator will need to do this prior to 4:30pm on the date of renewal. If not updated, the notification will automatically expire. Once expired, it cannot be re-opened and a new Large Project Planning Meeting Notification must be requested.

#### **STEP 8: COMPLETION OF PROJECT**

When the Large Project is completed the excavator contacts GA 811 and closes the notification.

Good Faith Negotiation Required. The failure of any party to negotiate in good faith shall constitute a violation of the Commission's Large Project Rules and may result in the imposition of penalties under O.C.G.A. §§ 25-9-13 and/or 46-2-91 as well as any other penalties that may be imposed pursuant to Georgia Law or the Commission's Rules. The failure of any party to negotiate in good faith shall also result in all locates being performed in accordance with the procedures and timelines set forth in O.C.G.A. § 25-9-1 et. seq. with the cost for all such locates to be paid for by the party having negotiated in bad faith.

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