



**Facilities Operations
Policy Statement
OP-1
Utilities Locate**

1. Purpose: To establish procedures for requesting and conducting underground utilities location and marking. Underground utilities include University-owned utilities. Duke Energy, Piedmont Natural Gas, Bell South and Time Warner have underground utilities on campus that they locate and mark themselves.

2. Locating University-owned Utilities: Facilities Operations is responsible for locating and marking the University-owned utilities. Two requests for utility locates must be made by “Work Request” a minimum of forty-eight (48) hours in advance to ensure time to respond. One work request will go to the Power Distribution Shop (M0U01) for electrical locates and the other to the Steam Plant (M0U03) for natural gas, water and sewer. Work requests shall be accompanied by a current utility site plan of the general area (obtainable from Design Services) with the specific area and the utility locates are clearly marked. Work requests shall clearly note the date and time the markings need to be in place so the markings can be placed just ahead of the need to ensure they do not wear off.

3. Locating Public Utilities on Campus: Locating and marking of the public utilities which are on campus is accomplished through a private company known as 1-Call. Their toll free number is 1-800-632-4949. Facilities Operation is not responsible for contracting or coordinating 1-Call services. The project manager/person requesting utility locations is responsible for coordinating 1-Call services.

4. Color of Markings: It is important that the color coding of the markings conform to known standards. Facilities Management shops will follow the code below: (Other paint manufacturers may be used as long as the color matched the Crown # and the paint is suitable for underground markings)

Electrical	Red	Crown #1240
Water	Blue	Crown #1241
Irrigation	Blue/Pink*	Crown #1241/1247
Telecommunications	Orange	Crown #1244
Steam/Condensate	Yellow/Blue*	Crown #1243/1241
Natural Gas	Yellow	Crown #1243
Cable TV	Orange/White*	Crown #1244/1245
Sewer	Green	Crown #1242
Cooling Tower Water	Blue/White*	Crown #1241/1245
Chilled Water	Blue/Green	Crown #1241/1242

* The color with the asterisk (*) will be used to spray approximately one-one foot long stripes diagonally across the primary color. Spacing of diagonal marks will not be more than ten feet apart.



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5. Once utility markings have been made, the Power Distribution Supervisor and Steam Plant Supervisor will e-mail the requestor a notice that the utility locates are complete and specifically state which utilities were marked and if a utility is not present in the area. If utilities are known or the supervisor has reason to believe there are utilities in the area which could not be located, he will so state and advise of suspected locations and reasons for his suspicions.
6. The project manager and the Design section supervisor will notify the Power Distribution Supervisor and Steam Plant Supervisor if certain utilities are missing from the campus utility maps or are shown in the wrong location.
7. Contractor is ultimately responsible for notifying everyone and for safeguarding the campus utilities and related public company utilities.


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