



NAVFAC PUBLIC WORKS DEPARTMENT GULFPORT EXCAVATION PERMIT



Rev. 9 Aug. 2022

- 1. DATE OF REQUEST: _____ 2. PLANNED START DATE: _____
- 3. MAXIMO SERVICE REQUEST #: _____ 4. CONTRACT #: _____
- 5. MISSISSIPPI ONE CALL (MS811)#: _____
- 6. REQUESTING COMPANY / DEPARTMENT: _____
- 7. COMPANY ADDRESS: _____
- 8. REQUESTING POC: _____ EMAIL: _____ PHONE: _____
- 9. SITE LOCATION: _____
- 10. DESCRIPTION OF WORK: _____

- 11. PWD / FEAD LIAISON: _____ PHONE: _____

UTILITY	VERIFIED	MARKED	EXCAVATE	COMMENTS
IR SITE				
ELECTRICAL (PWD)				
WATER (PWD)				
SANITARY SEWER (PWD)				
STORM DRAIN (PWD)				
MISC. UTILITIES (PWD)				
Communication & Fiber / NAVY (BCO) Communication & Fiber / NMCI (BCO)				
MS811(AT&T, CenterPoint, MS Power, Sparklight)				

12. AUTHORIZED BY: _____ TITLE: _____ DATE: _____

Form Instructions:

- BLK-1, Date of Request: Date permit is submitted to NAVFAC PWD Gulfport Utilities Branch.
- BLK-2, Planned Start Date: Must be the same as in MS811 request, 48 hours after the initial call.
- BLK-3, Maximo Service Request: Obtained by the Utilities Branch.
- BLK-4, Contract Number: Applicable if under contract.
- BLK-5, Mississippi One Call Number: Attach copy of MS811 sheet to Excavation Request (800) 227-6477.
- BLK-6, Requesting Company / Department: Same as the MS811 Excavation Request.
- BLK-7, Company Address: Same as the MS811 caller information.
- BLK-8, Requesting POC: Same as MS811 caller information.
- BLK-9, Site Location: Actual work site.
- BLK-10, Description of Work: Short, detailed work description.
- BLK-11, Requesting PWD Representative: Public Works Department. FEAD Engineering Technician, PWD WL/WS
- BLK-12, Utility Outage Authorized By: Signature from Production Officer or Designated Representative.



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EXCAVATION PERMIT STANDARD OPERATING PROCEDURE:

1. Submit fillable PDF Excavation Permit via email for approval.
2. Print site map of excavation area using an updated base map.
3. Provide clearly defined details on the excavation site map and attach as an enclosure to the excavation permit.
4. Attach MS811 Locate Request as an enclosure to the excavation permit.
5. Contact PWD Utilities Branch for any questions: Rick Sowers, Bldg. 322, (228) 822-2993, richard.a.sowers.civ@us.navy.mil or Mark Bierschenk, (228) 871-2188, mark.j.bierschenk.civ@us.navy.mil

Review and type initials on corresponding lines to indicate your acknowledgment of the permit process:

_____ All excavations / ground penetrations greater than 6 inches of depth must have an excavation permit approved by PWD Gulfport prior to excavation for NCBC Gulfport, Woolmarket Range, and Lakeside Housing. All excavation requests are required to be cleared through Gulfport Public Works Utilities Branch prior to excavation.
NO EXCAVATION WILL BEGIN WITHOUT AN APPROVED EXCAVATION PERMIT.

_____ Boundaries of excavation site shall be clearly marked with painted white lines. In the event the requested excavation site boundaries are not clearly white-lined, permit will be rejected and returned to requester. Marks must be maintained at all times. Failure to maintain lines requires new permit.

_____ All utility markings become the responsibility of the requester to maintain in the proper paint or flag colors (Electric -- Red, Water -- Blue, sewage -- Green, Storm Drainage -- Green, Gas -- Yellow, Communication -- Orange). Marks must be maintained for the duration of construction project. Recommend use of stakes or flags, so marks remain when grass is mowed. Contact PWD Utilities Branch in the event a re-mark is required.

_____ Planned work start date shall be a minimum of 10 working days from date that the excavation permit is submitted for approval to PWD Utilities Branch.

_____ The excavation is always under the control of the requester.

_____ An excavation permit is required for each excavation area. A permit for multiple areas will not be accepted. PWD excavation permits are considered valid for duration of the construction project.

_____ MS811 notifies private utility companies to perform utility locates for their respective lines. In accordance with Mississippi Law, Mississippi One Call Center (MS811) permits are valid for 14 work days from initial call date. Requester is responsible to renew the MS811 locate request prior to expiration as long as the construction site remains an active and approved excavation site. Requester will make positive contact with PWD Utilities Branch via phone every time MS811 is contacted.

_____ Base Communication Officer (BCO) performs utility locates for Navy communication lines. BCO locates require 10 working days from receipt of locate request from PWD Utilities Branch.

_____ Non PWD projects must have a PWD work permit to receive an Excavation Permit. Contact Bill Bley (228) 871-3983, william.a.bley2.civ@us.navy.mil or John Sasso (228) 871-2192, john.v.sasso.civ@us.navy.mil

_____ **SEABEE PROJECTS ONLY:** The project crew must receive a utilities strike brief from PWD Utilities Branch prior to beginning first excavation AND whenever there is turnover of project leadership. Any time a project turned-over to a new battalion or a new crew, a new excavation permit must be submitted.

I have read and understand the excavation permit requirements.

REQUESTOR: _____ TITLE: _____ DATE: _____