



# 48-HOUR NOTICE



## LOCATE UTILITES REQUEST (*DISTRICT UTILITIES ONLY*)

CLOVIS UNIFIED SCHOOL DISTRICT ▪ CONSTRUCTION & ENGINEERING DEPARTMENT  
(559) 327-9241 Office

**PLEASE COMPLETE ALL ITEMS ON THIS FORM BEFORE SUBMITTING:**

Date Submitted: \_\_\_\_\_ Please email this request to: [cindyborunda@cusd.com](mailto:cindyborunda@cusd.com)

To: Work Control From: Rick Lawson  
Subject: **Work Order Request**

- SCHOOL or SITE: \_\_\_\_\_
- EXACT LOCATION ON SITE WHERE WORK IS BEING DONE: \_\_\_\_\_
- CONTRACTOR'S NAME: \_\_\_\_\_
- PROJECT FOREMAN: \_\_\_\_\_ FOREMAN'S PHONE #: \_\_\_\_\_
- REQUESTED START DATE: \_\_\_\_\_ REQUESTED START TIME: \_\_\_\_\_ A.M.

**\*\*\*\* DO NOT START WORK UNTIL YOU HAVE RECEIVED A PHONE CALL FROM CUSD MAINTENANCE DEPARTMENT WITH A CONFIRMED START DATE AND TIME. \*\*\*\***

- AS REQUIRED BY LAW - HAVE YOU OUTLINED YOUR WORK AREA WITH WHITE PAINT? \_\_\_\_\_
- INSPECTOR'S NAME: \_\_\_\_\_
- MARKINGS HAVE BEEN VERIFIED BY INSPECTOR? \_\_\_\_\_ INSPECTOR'S INITIALS: \_\_\_\_\_

**\*\*\* CONTRACTOR'S MARKINGS MUST BE COMPLETE AND VERIFIED BY INSPECTOR BEFORE THE 48 HOUR NOTICE CAN BE SUBMITTED TO THE CONSTRUCTION DEPT. \*\*\***

**DISTRICT REQUIRES A MINIMUM OF 2 FULL WORKING DAYS (48 Hours) NOTICE FROM THE DATE & TIME OF RECEIPT OF THIS PROPERLY COMPLETED REQUEST BY THE CONSTRUCTION DEPARTMENT TO COMPLETE THE LOCATION OF UTILITES.**

- NATURE OF WORK TO BE DONE (BLASTING, BORING, DIGGING, DRILLING, GRADING, TRENCHING, TUNNELING, ETC.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- DESCRIPTION AND LOCATION OF WORK: (*ATTACH DIAGRAM & MARK AREAS OF WORK*)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CONTRACTOR IS RESPONSIBLE FOR CALLING USA @ (800) 227-2600 PRIOR TO SUBMITTING THIS FORM.**

**USA #:** \_\_\_\_\_

DATE CALLED: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

This form **MUST** be resubmitted & USA called again after 30 days.