

Exactix811 Workflow for Large Projects

Introduction

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Introduction to Large Projects

A Large Project locate notice is used for excavation projects that extend beyond the scope of a standard locate request due to the size, duration, or complexity of the work area. Large Projects often require additional coordination between excavators and Member Operators to ensure utilities are properly identified and marked throughout each phase of the project.

This manual provides guidance on processing Large Project notices, including scheduling meetings, documenting marking agreements, entering phases, and maintaining accurate project information. Properly managing Large Projects helps ensure clear communication, safe excavation practices, and compliance with state law and notification requirements.

This manual is intended as a general reference guide for users of the Large Project functionality within Exactix. It is not intended to replace, interpret, or provide legal advice regarding federal, state, or local laws, regulations, or requirements related to excavation, damage prevention, or notification obligations. Users are responsible for understanding and complying with all applicable laws and should refer to official legal and regulatory sources for questions regarding legal requirements or compliance obligations.

Prior to accessing or using the Large Project functionality within Exactix, users should review and understand all applicable Exactix Terms and Conditions, policies, and service requirements. Use of the system constitutes acknowledgment and acceptance of those terms and conditions.



ALL LARGE PROJECTS
DURATION: MORE THAN 90 DAYS

PROJECT OVERVIEW

HIGHWAY INFRASTRUCTURE



- Major road construction, highway expansion, infrastructure upgrades

QUALIFYING WORK ACTIVITIES

UTILITY INFRASTRUCTURE



- Utility line installation, replacement, service networks

DEVELOPMENT PROJECTS



- Commercial developments, residential communities, industrial parks

Understanding the Large Project Workflow

2 Large Project Workflow

The Large Project process consists of five key steps. Each step helps ensure the project is properly coordinated and that all participating parties understand their responsibilities.

1. Project Initiation

The Project Initiator must notify SC811 of the Large Project **at least 30 days before the project commences**. This begins the Large Project process and allows time for the required planning and coordination.

2. Planning Meetings

Planning meetings are used to coordinate the project with the excavator and affected Member Operators. Meetings may be scheduled **virtually or in person**, depending on the needs of the project.

3. Marking Agreements

Marking agreements document **how and when underground utilities will be located and marked** throughout the project. The excavator and Member Operators should work together to establish an appropriate marking schedule based on the project's scope and needs.

4. Tickets Released

Large Project tickets are released based on the marking agreements established during the planning process. Tickets are released **30 days before the latest marking agreement date** to provide Member Operators with the required time to complete their markings.

5. Project Management & Completion

Once tickets have been released, the Large Project continues to be managed through its phases. Contacts, phases, marking agreements, and other project details may need to be updated as the project progresses until all work is completed and the project is closed out.

Now that you have an overview of the workflow involved in the Large Project process, the following sections will walk you through each step in more detail.

Navigating the Large Project Workspace

- 3 Large Projects are located in Exactix, which can be accessed through the left side bar. To begin, navigate to <https://exactix811.com/projects/LARGE-PROJECT/dashboard>

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After logging into Exactix, select Large Projects from the navigation menu on the left.

South 811 Carolina Switch to... ▾

Home Tickets **Large Projects** Damage Reports Reports

Large Projects

☒ My Projects
 ☐ My Office Projects
 ☐ My Company Projects

My Large Projects 8
*Past 60 days

Incomplete Large Projects 12

Completed Large Projects 7
*Past 60 days

Alerts 3

Public Projects 100
*Large project tickets made public, past 60 days

Filter by Project Name or Number [clear filter](#)

Project Name	Large Project Number	Project Initiator
PERMIT QUESTION	LP2026-00880	CAROLINE TEST
11-1461	LP2026-00845	CAROLINE TEST
0705-1065	LP2026-00844	CAROLINE TEST

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At the top right of the screen is a menu.

"New" - this button is for creating a new large project.

"List"- this displays a list of all large projects that you have access to.

"Dashboard"- returns you back to this main dashboard view.

"Invitations"- will only appear if there are pending invitations for you to accept/deny.

[+ New](#)
[List](#)
[Dashboard](#)
[Invitations \(2\)](#)

Number [clear filters](#)

« Previous **1** 2 3 Next » Items / Page 25 ▾

Results: 58

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To display a complete list of all Large Projects you have access to, select **List** from the menu in the upper-right corner of the screen. The List view displays all Large Projects associated with your account, including projects created by you or your company, as well as projects where you have been invited to participate.

Large Projects

My Projects | My Office Projects | My Company Projects

Filter by Project Name or Number [clear filters](#)

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Results: 58

Project Name	Large Project Number	Project Initiator	Company	Done For	Large Project Status	Created
FIRST TEST FOR V4.2.14	LP2026-00976	TEELA TEST	BLYTHE CONSTRUCTION INC / ZACHRY CONSTRUCTION CORP	AT&T	Started	05/18/2026 12:15 AM
TESTING FOR IMPORTER TOOL GIVING INTERNAL SERVER ERROR	LP2026-00973	KATY BAKER	SC811	BERKELEY ELECTRIC CO-OP	Started	05/15/2026 04:39 PM
TEELA TESTING	LP2026-	TEELA TEST	SC811	NO ONE, THIS IS NOT	Not Started	05/15/2026

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From the List screen, you can filter projects by entering a Project Name or Project Number in the search bar located in the upper-left corner of the page

Large Projects

Filter by Project Name or Number [clear filters](#)

« Previous 1 2 3 4 5 6 Next » Items / Page 25

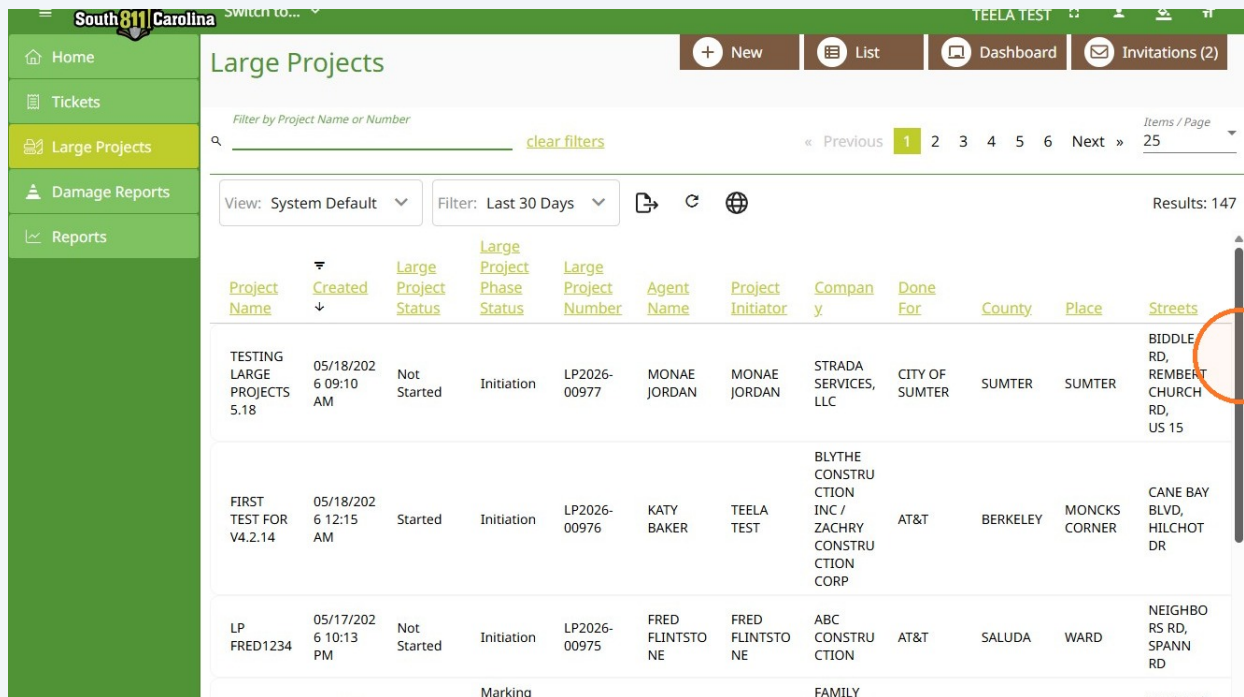
View: System Default Filter: Last 30 Days

Results: 147

Project Name	Created	Large Project Status	Large Project Phase	Large Project Number	Agent Name	Project Initiator	Company	Done For	County	Place	Streets
TESTING LARGE PROJECTS 5.18	05/18/2026 09:10 AM	Not Started	Initiation	LP2026-00977	MONAE JORDAN	MONAE JORDAN	STRADA SERVICES, LLC	CITY OF SUMTER	SUMTER	SUMTER	BIDDLE RD, REMBERT CHURCH RD, US 15
FIRST TEST FOR V4.2.14	05/18/2026 12:15 AM	Started	Initiation	LP2026-00976	KATY BAKER	TEELA TEST	BLYTHE CONSTRUCTION INC / ZACHRY CONSTRUCTION CORP	AT&T	BERKELEY	MONCK'S CORNER	CANE BAY BLVD, HILCHOT DR
LP FRED1234	05/17/2026 10:13 PM	Not Started	Initiation	LP2026-00975	FRED FLINTSTONE	FRED FLINTSTONE	ABC CONSTRUCTION	AT&T	SALUDA	WARD	NEIGHBO RS RD, SPANN RD

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Use the scroll bar to navigate through and view the full list of available Large Projects.



South 811 Carolina

TEELA TEST

Home Tickets Large Projects Damage Reports Reports

Large Projects

Filter by Project Name or Number

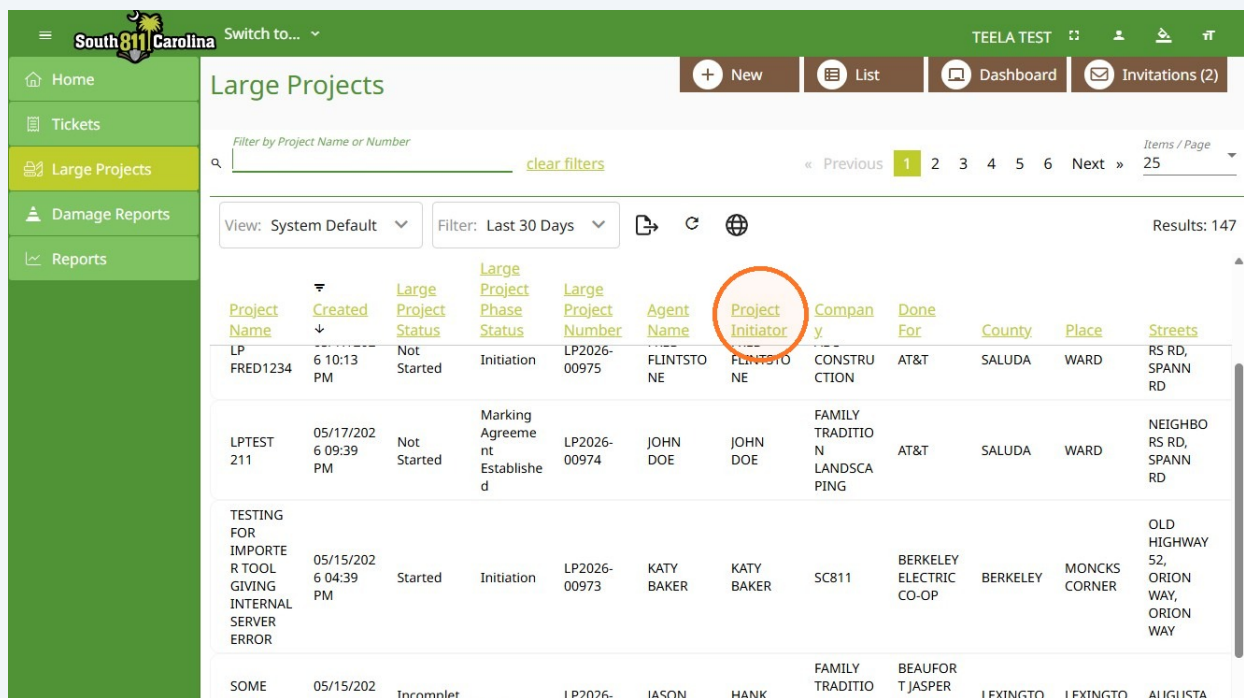
View: System Default Filter: Last 30 Days Results: 147

Project Name	Created	Large Project Status	Large Project Phase Status	Large Project Number	Agent Name	Project Initiator	Company	Done For	County	Place	Streets
TESTING LARGE PROJECTS 5.18	05/18/2022 6 09:10 AM	Not Started	Initiation	LP2026-00977	MONAE JORDAN	MONAE JORDAN	STRADA SERVICES, LLC	CITY OF SUMTER	SUMTER	SUMTER	BIDDLE RD, REMBERT CHURCH RD, US 15
FIRST TEST FOR V4.2.14	05/18/2022 6 12:15 AM	Started	Initiation	LP2026-00976	KATY BAKER	TEELA TEST	BLYTHE CONSTRUCTION INC / ZACHRY CONSTRUCTION CORP	AT&T	BERKELEY	MONCK'S CORNER	CANE BAY BLVD, HILCHOT DR
LP FRED1234	05/17/2022 6 10:13 PM	Not Started	Initiation	LP2026-00975	FRED FLINTSTONE	FRED FLINTSTONE	ABC CONSTRUCTION	AT&T	SALUDA	WARD	NEIGHBORS RD, SPANN RD

Marking FAMILY

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You can also sort and organize the list by selecting any column header to filter or arrange projects by that field.



South 811 Carolina

TEELA TEST

Home Tickets Large Projects Damage Reports Reports

Large Projects

Filter by Project Name or Number

View: System Default Filter: Last 30 Days Results: 147

Project Name	Created	Large Project Status	Large Project Phase Status	Large Project Number	Agent Name	Project Initiator	Company	Done For	County	Place	Streets
LP FRED1234	6 10:13 PM	Not Started	Initiation	LP2026-00975	FLINTSTONE	FLINTSTONE	CONSTRUCTION	AT&T	SALUDA	WARD	RS RD, SPANN RD
LPTEST 211	05/17/2022 6 09:39 PM	Not Started	Marking Agreement Established	LP2026-00974	JOHN DOE	JOHN DOE	FAMILY TRADITION LANDSCAPING	AT&T	SALUDA	WARD	NEIGHBORS RD, SPANN RD
TESTING FOR IMPORTER TOOL GIVING INTERNAL SERVER ERROR	05/15/2022 6 04:39 PM	Started	Initiation	LP2026-00973	KATY BAKER	KATY BAKER	SC811	BERKELEY ELECTRIC CO-OP	BERKELEY	MONCK'S CORNER	OLD HIGHWAY 52, ORION WAY, ORION WAY
SOME	05/15/2022	Incomplete		LP2026-	JASON	HANK	FAMILY TRADITION	BEAUFORT JASPER	LEXINGTON	LEXINGTON	AUGUSTA

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You can also use the column headers to limit results by specific criteria and sort information in ascending or descending order.

The screenshot shows the 'Large Projects' interface in the South 811 Carolina system. A modal titled 'Project Initiator' is open, displaying sorting options: 'Sort Ascending' and 'Sort Descending'. Below these is a 'Limit by...' section with a search text input field. The background table lists project details including Project Name, Created, Large Project Status, Large Project Phase Status, Large Project Number, Agent Name, Project Name, Company, Done For, County, Place, and Streets.

Project Name	Created	Large Project Status	Large Project Phase Status	Large Project Number	Agent Name	Project Name	Company	Done For	County	Place	Streets
LP FRED1234	6 10:13 PM	Not Started	Initiation	LP2026-00975	FLINTSTONE	FLINTSTONE	CONSTRUCTION	AT&T	SALUDA	WARD	RS RD, SPANN RD
LPTEST 211	05/17/2022 6 09:39 PM	Not Started	Marking Agreement Established	LP2026-00974	JOHN DOE	JOHN DOE	FAMILY TRADITION LANDSCAPING	AT&T	SALUDA	WARD	NEIGHBORS RD, SPANN RD
TESTING FOR IMPORTER TOOL GIVING INTERNAL SERVER ERROR	05/15/2022 6 04:39 PM	Started	Initiation	LP2026-00973	KATY BAKER	KATY BAKER	SC811	BERKELEY ELECTRIC CO-OP	BERKELEY	MONCK'S CORNER	OLD HIGHWAY 52, ORION WAY, ORION WAY
SOME	05/15/2022	Incomplete		LP2026-	JASON	HANK	FAMILY TRADITION	BEAUFORT JASPER	LEXINGTON	LEXINGTON	AUGUSTA

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To view pending Large Project invitations, select **Invitations** from the menu in the upper-right corner of the screen. This option will only appear when there are invitations available for you to review.

The screenshot shows the 'Large Projects' interface with the 'Invitations (2)' menu item in the upper-right corner circled. The interface includes a sidebar with navigation options (Home, Tickets, Large Projects, Damage Reports, Reports) and a main content area with filters and a table of project data. The table columns include Project Name, Created, Large Project Status, Large Project Phase Status, Large Project Number, Agent Name, Project Initiator, Company, Done For, County, Place, and Streets.

Project Name	Created	Large Project Status	Large Project Phase Status	Large Project Number	Agent Name	Project Initiator	Company	Done For	County	Place	Streets
LP FRED1234	6 10:13 PM	Not Started	Initiation	LP2026-00975	FLINTSTONE	FLINTSTONE	CONSTRUCTION	AT&T	SALUDA	WARD	RS RD, SPANN RD
LPTEST 211	05/17/2022 6 09:39 PM	Not Started	Marking Agreement Established	LP2026-00974	JOHN DOE	JOHN DOE	FAMILY TRADITION LANDSCAPING	AT&T	SALUDA	WARD	NEIGHBORS RD, SPANN RD
TESTING FOR IMPORTER TOOL GIVING INTERNAL SERVER ERROR	05/15/2022 6 04:39 PM	Started	Initiation	LP2026-00973	KATY BAKER	KATY BAKER	SC811	BERKELEY ELECTRIC CO-OP	BERKELEY	MONCK'S CORNER	OLD HIGHWAY 52, ORION WAY, ORION WAY
SOME	05/15/2022	Incomplete		LP2026-	JASON	HANK	FAMILY TRADITION	BEAUFORT JASPER	LEXINGTON	LEXINGTON	AUGUSTA

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A pop-up window will appear displaying all pending Large Project invitations and their details. To accept an invitation, select **Accept** next to the corresponding project.

The screenshot shows a software interface with a sidebar on the left containing 'Damage Reports' and 'Reports'. The main area displays a table of projects. A 'Project Invitations' pop-up window is open, showing details for two invitations. The first invitation, 'FIRST TEST FOR V4.2.14', has its 'Accept' button circled in orange. The second invitation, 'TESTING FOR IMPORTER TOOL GIVING INTERNAL SERVER ERROR', also has an 'Accept' button. A 'Close' button is at the bottom right of the pop-up.

Project Name	Created	Large Project Status	Large Project Phase Status	Large Project Number	Agent Name	Project Initiator	Company	Done For	County	Place	Streets
LP FRED1234	6 10:13 PM	Not Started	Initiation	LP2026-00975	FLINTSTONE	FLINTSTONE	CONSTRUCTION	AT&T	SALUDA	WARD	RS RD, SPANN RD
LPTEST 211	05/17/2022 6 09:39 PM	Not Started	Marking Agreement	LP2026-00974	JOHN DOE	JOHN DOE	FAMILY TRADITIONAL LANDSCAPE	AT&T	SALUDA	WARD	NEIGHBORS RD, SPANN RD
TESTING FOR IMPORTER TOOL GIVING INTERNAL SERVER ERROR	05/15/2022 6 04:35 PM	Not Started	Initiation	LP2026-00973	KATY BAKER	KATY BAKER	CONSTRUCTION	AT&T	SALUDA	WARD	OLD HIGHWAY 52, ORION WAY, ORION WAY
SOME FANCY NAME	05/15/2022 6 11:11 AM	Not Started	Initiation	LP2026-00968	TEELA TEST	TEELA TEST	CONSTRUCTION	AT&T	SALUDA	WARD	AUGUSTA RD
TEELA TESTING AGAIN	05/15/2022 6 10:39 AM	Not Started	Initiation	LP2026-00969	TEELA TEST	TEELA TEST	CONSTRUCTION	AT&T	SALUDA	WARD	BROOKHAVEN DR, SNYDER RD
TEELA'S UNIQUE PROJECT	05/15/2022 6 10:04 AM	Not Started	Initiation	LP2026-00968	TEELA TEST	TEELA TEST	CONSTRUCTION	AT&T	SALUDA	WARD	B

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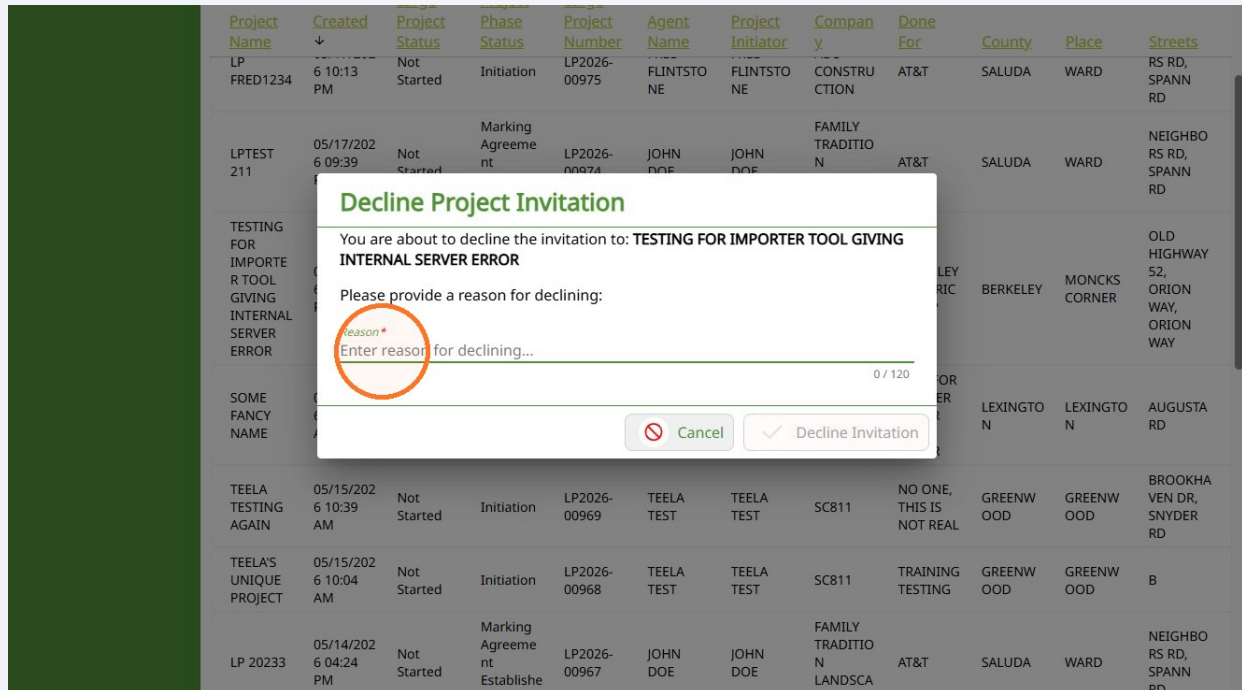
To decline an invitation, select **Decline** next to the corresponding project.

The screenshot shows the same software interface as before. The 'Project Invitations' pop-up window is open, showing details for two invitations. The first invitation, 'TESTING FOR IMPORTER TOOL GIVING INTERNAL SERVER ERROR', has its 'Decline' button circled in orange. The second invitation, 'TESTING FOR IMPORTER TOOL GIVING INTERNAL SERVER ERROR', also has a 'Decline' button. A 'Close' button is at the bottom right of the pop-up.

Project Name	Created	Large Project Status	Large Project Phase Status	Large Project Number	Agent Name	Project Initiator	Company	Done For	County	Place	Streets
LP FRED1234	6 10:13 PM	Not Started	Initiation	LP2026-00975	FLINTSTONE	FLINTSTONE	CONSTRUCTION	AT&T	SALUDA	WARD	RS RD, SPANN RD
LPTEST 211	05/17/2022 6 09:39 PM	Not Started	Marking Agreement	LP2026-00974	JOHN DOE	JOHN DOE	FAMILY TRADITIONAL LANDSCAPE	AT&T	SALUDA	WARD	NEIGHBORS RD, SPANN RD
TESTING FOR IMPORTER TOOL GIVING INTERNAL SERVER ERROR	05/15/2022 6 04:35 PM	Not Started	Initiation	LP2026-00973	KATY BAKER	KATY BAKER	CONSTRUCTION	AT&T	SALUDA	WARD	OLD HIGHWAY 52, ORION WAY, ORION WAY
SOME FANCY NAME	05/15/2022 6 11:11 AM	Not Started	Initiation	LP2026-00968	TEELA TEST	TEELA TEST	CONSTRUCTION	AT&T	SALUDA	WARD	AUGUSTA RD
TEELA TESTING AGAIN	05/15/2022 6 10:39 AM	Not Started	Initiation	LP2026-00969	TEELA TEST	TEELA TEST	CONSTRUCTION	AT&T	SALUDA	WARD	BROOKHAVEN DR, SNYDER RD
TEELA'S UNIQUE PROJECT	05/15/2022 6 10:04 AM	Not Started	Initiation	LP2026-00968	TEELA TEST	TEELA TEST	CONSTRUCTION	AT&T	SALUDA	WARD	B

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When declining an invitation, a text box will appear prompting you to enter a reason. Provide a brief explanation in the text field to inform the project initiator why the invitation was declined.



Project Name	Created	Project Status	Phase Status	Project Number	Agent Name	Project Initiator	Company	Done For	County	Place	Streets
LP FRED1234	6 10:13 PM	Not Started	Initiation	LP2026-00975	FLINTSTONE	FLINTSTONE	CONSTRUCTION	AT&T	SALUDA	WARD	RS RD, SPANN RD
LPTEST 211	05/17/202 6 09:39	Not Started	Marking Agreement	LP2026-00974	JOHN DOE	JOHN DOE	FAMILY TRADITION	AT&T	SALUDA	WARD	NEIGHBORS RD, SPANN RD
TESTING FOR IMPORTER TOOL GIVING INTERNAL SERVER ERROR											OLD HIGHWAY 52, ORION WAY, ORION WAY
SOME FANCY NAME									LEXINGTON	LEXINGTON	AUGUSTA RD
TEELA TESTING AGAIN	05/15/202 6 10:39 AM	Not Started	Initiation	LP2026-00969	TEELA TEST	TEELA TEST	SC811	NO ONE, THIS IS NOT REAL	GREENWOOD	GREENWOOD	BROOKHAVEN DR, SNYDER RD
TEELA'S UNIQUE PROJECT	05/15/202 6 10:04 AM	Not Started	Initiation	LP2026-00968	TEELA TEST	TEELA TEST	SC811	TRAINING TESTING	GREENWOOD	GREENWOOD	B
LP 20233	05/14/202 6 04:24 PM	Not Started	Marking Agreement Established	LP2026-00967	JOHN DOE	JOHN DOE	FAMILY TRADITION LANDSCAPING	AT&T	SALUDA	WARD	NEIGHBORS RD, SPANN RD

Decline Project Invitation

You are about to decline the invitation to: **TESTING FOR IMPORTER TOOL GIVING INTERNAL SERVER ERROR**

Please provide a reason for declining:

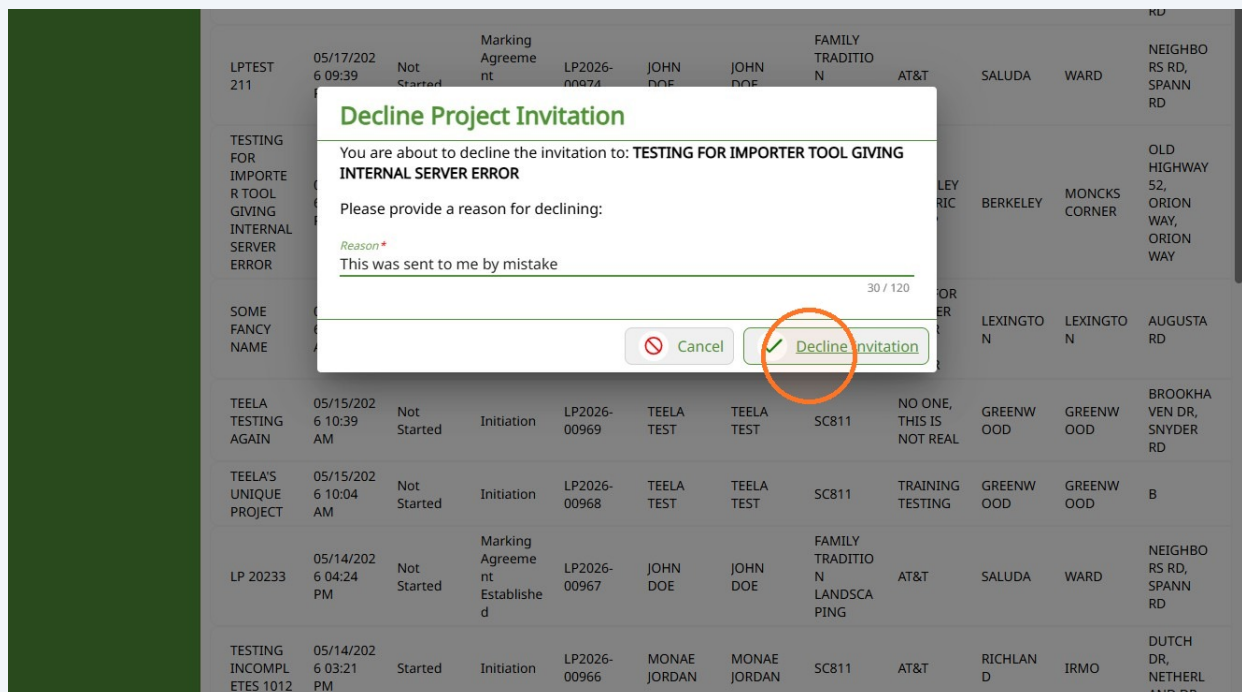
*Reason **
Enter reason for declining...

0 / 120

Cancel Decline Invitation

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To confirm the decline, click **Decline Invitation**.



Project Name	Created	Project Status	Phase Status	Project Number	Agent Name	Project Initiator	Company	Done For	County	Place	Streets
LPTEST 211	05/17/202 6 09:39	Not Started	Marking Agreement	LP2026-00974	JOHN DOE	JOHN DOE	FAMILY TRADITION	AT&T	SALUDA	WARD	NEIGHBORS RD, SPANN RD
TESTING FOR IMPORTER TOOL GIVING INTERNAL SERVER ERROR											OLD HIGHWAY 52, ORION WAY, ORION WAY
SOME FANCY NAME									LEXINGTON	LEXINGTON	AUGUSTA RD
TEELA TESTING AGAIN	05/15/202 6 10:39 AM	Not Started	Initiation	LP2026-00969	TEELA TEST	TEELA TEST	SC811	NO ONE, THIS IS NOT REAL	GREENWOOD	GREENWOOD	BROOKHAVEN DR, SNYDER RD
TEELA'S UNIQUE PROJECT	05/15/202 6 10:04 AM	Not Started	Initiation	LP2026-00968	TEELA TEST	TEELA TEST	SC811	TRAINING TESTING	GREENWOOD	GREENWOOD	B
LP 20233	05/14/202 6 04:24 PM	Not Started	Marking Agreement Established	LP2026-00967	JOHN DOE	JOHN DOE	FAMILY TRADITION LANDSCAPING	AT&T	SALUDA	WARD	NEIGHBORS RD, SPANN RD
TESTING INCOMPLETES 1012	05/14/202 6 03:21 PM	Started	Initiation	LP2026-00966	MONAE JORDAN	MONAE JORDAN	SC811	AT&T	RICHLAND	IRMO	DUTCH DR, NETHERLAND DR

Decline Project Invitation

You are about to decline the invitation to: **TESTING FOR IMPORTER TOOL GIVING INTERNAL SERVER ERROR**

Please provide a reason for declining:

*Reason **
This was sent to me by mistake

30 / 120

Cancel Decline Invitation

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On the dashboard, you will also see filter options across the top for **My Projects**, **My Office Projects**, and **My Company Projects**. Selecting any of these options will filter the dashboard view accordingly to display the relevant set of Large Projects.

The screenshot shows the South 811 Carolina dashboard. The left sidebar contains navigation links: Home, Tickets, Large Projects (selected), Damage Reports, and Reports. The top header includes the South 811 Carolina logo, a 'Switch to...' dropdown, and user information 'TEELA TEST'. The main content area is titled 'Large Projects' and features three filter tabs: 'My Projects' (selected and circled in orange), 'My Office Projects', and 'My Company Projects'. Below the filters, there are sections for 'My Large Projects' (37 items), 'Incomplete Large Projects' (28 items), 'Completed Large Projects' (9 items), 'Alerts' (5 items), and 'Public Projects' (136 items). A search bar with the placeholder 'Filter by Project Name or Number' and a 'clear filters' link is present. The project list is displayed in a table with columns: Project Name, Large Project Number, Project Initiator, Company, Done For, Large Project Status, and Created. The table shows 57 results.

Project Name	Large Project Number	Project Initiator	Company	Done For	Large Project Status	Created
FIRST TEST FOR V4.2.14	LP2026-00976	TEELA TEST	BLYTHE CONSTRUCTI ON INC / ZACHRY CONSTRUCTI ON CORP	AT&T	Started	05/18/2026 12:15 AM
TEELA TESTING AGAIN	LP2026-00969	TEELA TEST	SC811	NO ONE, THIS IS NOT REAL	Not Started	05/15/2026 10:39 AM
TEELA'S UNIQUE PROJECT	LP2026-00968	TEELA TEST	SC811	TRAINING TESTING	Not Started	05/15/2026 10:04 AM
LP 20233	LP2026-	JOHN DOE	FAMILY TRADITION	AT&T	Not Started	05/14/2026

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The menu on the left side of the dashboard allows you to further filter and navigate Large Project information. Options include **My Large Projects**, which displays projects you have entered within the last 60 days; **Incomplete Large Projects**, which shows projects that have been started but not fully submitted; **Completed Large Projects**, which includes projects completed within the last 60 days where all phases have been finalized; **Alerts**, which contains system notifications related to your projects; and **Public Projects**, which provides a view-only list of all publicly available Large Projects.

South 811 Carolina Switch to... TEELA TEST

Large Projects New List Dashboard

☐ My Projects ☐ My Office Projects ☒ My Company Projects

Filter by Project Name or Number clear filters

My Large Projects 146
*Past 60 days

Incomplete Large Projects

Completed Large Projects
*Past 60 days

Alerts

Public Projects
*Large project tickets made public, past 60 days

« Previous 1 2 3 4 5 6 Next » Items / Page 25

Results: 146

Project Name	Large Project Number	Project Initiator	Company	Done For	Large Project Status	Created
FIRST TEST FOR V4.2.14	LP2026-00976	TEELA TEST	BLYTHE CONSTRUCTI ON INC / ZACHRY CONSTRUCTI ON CORP	AT&T	Started	05/18/2026 12:15 AM
TESTING FOR IMPORTER TOOL GIVING INTERNAL SERVER ERROR	LP2026-00973	KATY BAKER	SC811	BERKELEY ELECTRIC CO-OP	Started	05/15/2026 04:39 PM
TEELA TESTING	LP2026-	TEELA TEST	SC811	NO ONE, THIS IS NOT	Not Started	05/15/2026

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Within **Alerts**, you can further filter notifications by selecting **Unread**, **Read**, or **All**. Clicking on an individual alert will take you directly to the associated project for quick access and review.

After reviewing an alert, click the **Mark as Read** icon on the far right to update its status and remove it from your unread alerts list.

South811 Carolina Switch to...

TEELA TEST

Home Tickets Large Projects Damage Reports Reports

Large Projects

My Projects My Office Projects My Company Projects

My Large Projects 146
*Past 60 days

Incomplete Large Projects 21

Completed Large Projects 7
*Past 60 days

Alerts

Public Projects
*Large project tickets made public, past 60 days

Unread Read All

Date	Project #	Message	
05/18/2026 11:32 AM	LP2026-00973	Contact declined the project invitation. Reason: This was sent to me by mistake	
05/18/2026 11:32 AM	LP2026-00959	Large Project LP2026-00959: No contacts assigned to phase(s): PHASE 1, PHASE 2	
05/18/2026 11:32 AM	LP2026-00964	Contact declined the project invitation. Reason: Test decline	
05/18/2026 11:32 AM	LP2026-00976	Contact declined the project invitation. Reason: I don't wanna do this	
05/18/2026 11:32 AM	LP2026-00968	Large Project LP2026-00968: No contacts assigned to phase(s): ONE	

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The **Public Projects** filter allows you to view all public projects displayed on a map. To switch to the map view, click the **Toggle Map** icon above the list.

South811 Carolina Switch to...

TEELA TEST

Home Tickets Large Projects Damage Reports Reports

Large Projects

My Projects My Office Projects My Company Projects

My Large Projects 146
*Past 60 days

Incomplete Large Projects 21

Completed Large Projects 7
*Past 60 days

Alerts

Public Projects 136
*Large project tickets made public, past 60 days

Filter by Project Name or Number clear filters

« Previous 1 2 3 4 5 6 Next » 25 Items / Page

Toggle Map

Project Name	Project Number	Project Initiator	Company	Done For	Created
TESTING LARGE PROJECTS 5.18	LP2026-00977	MONAE JORDAN	STRADA SERVICES, LLC	CITY OF SUMTER	05/18/2026 09:10 AM
LP FRED1234	LP2026-00975	FRED FLINTSTONE	ABC CONSTRUCTION	AT&T	05/17/2026 10:13 PM
LPTEST 211	LP2026-00974	JOHN DOE	FAMILY TRADITION LANDSCAPING	AT&T	05/17/2026 09:39 PM
SOME FANCY NAME	LP2026-00970	HANK WILLIAMS	FAMILY TRADITION LANDSCAPING	BEAUFORT JASPER WATER AND SEWER	05/15/2026 11:19 AM
LP 20233	LP2026-00967	JOHN DOE	FAMILY TRADITION LANDSCAPING	AT&T	05/14/2026 04:24 PM

20 To search a specific area, click the **Search** icon in the upper-left corner of the map.

South 811 Carolina Switch to... TEELA TEST

Home Tickets Large Projects Damage Reports Reports

Large Projects

My Projects My Office Projects My Company Projects

My Large Projects 146
*Past 60 days

Incomplete Large Projects 21

Completed Large Projects 7
*Past 60 days

Alerts

Public Projects 136
*Large project tickets made public, past 60 days

Filter by Project Name or Number

clear filters

« Previous 1 2 3 4 Items / ... 25 5 6 Next »

Results: 136

Project Name	Large Project Number	Project
TESTING LARGE PROJECTS 5.18	LP2026-00977	M
LP FRED1234	LP2026-00975	FF
LPTEST 211	LP2026-00974	JC
SOME FANCY NAME	LP2026-00970	H
LP 20233	LP2026-00967	JC
NICHOLETTE	LP2026-00964	NI

Zoom to: Current Location Projects

21 As you search or navigate the map, the list will automatically update to display projects within the selected or visible area.

Alerts

Public Projects 136
*Large project tickets made public, past 60 days

Results: 104

Project Name	Large Project Number	Project
TESTING LARGE PROJECTS 5.18	LP2026-00977	M
LP FRED1234	LP2026-00975	FF
LPTEST 211	LP2026-00974	JC
SOME FANCY NAME	LP2026-00970	H
LP 20233	LP2026-00967	JC
NICHOLETTE PROJECT TEST	LP2026-00964	NI
WHITE POND SPRINGS	LP2026-00960	B
LP TEST 201	LP2026-00952	JC
LARGE PROJECT 1001	LP2026-00951	JC
SPRING HAVEN 4	LP2026-00945	B
LPNEW1234	LP2026-00941	JC

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Clicking on a push pin on the map will display detailed information about the corresponding project.

Alerts

Public Projects 30

*Large project tickets made public, past 60 days

Project Name	Large Project Number	Project Type
SOME FANCY NAME	LP2026-00970	HA
NICHOLETTE PROJECT TEST	LP2026-00964	NI
WHITE POND SPRINGS	LP2026-00960	BA
SPRING HAVEN 4	LP2026-00945	BA
OOPS I BUILT IT AGAIN 2	LP2026-00925	KE
PHASE 1	LP2026-00913	TE
LP-0705	LP2026-00905	CJ
PPPPPP	LP2026-00890	CJ
8525-42-LP-0705	LP2026-00889	CJ
CHESTNUT ST PAVEMENT REHABILITATION	LP2026-00886	KI

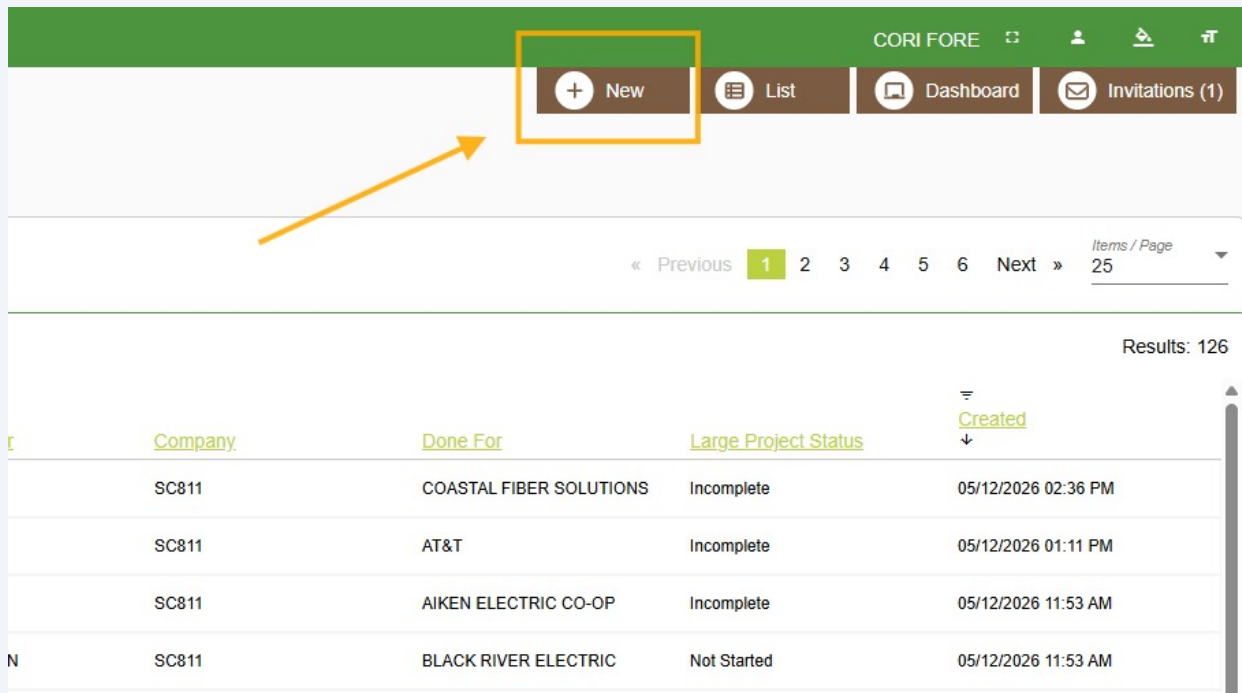
Results: 30

Interstate: 120
Major Highway: Fairfield Rd
Major Highway: Us 321
City: COLUMBIA
Community: COLUMBIA
County: RICHLAND

Creating a New Large Project

23

To create a new Large Project, select **New** from the menu in the upper-right corner of the dashboard.

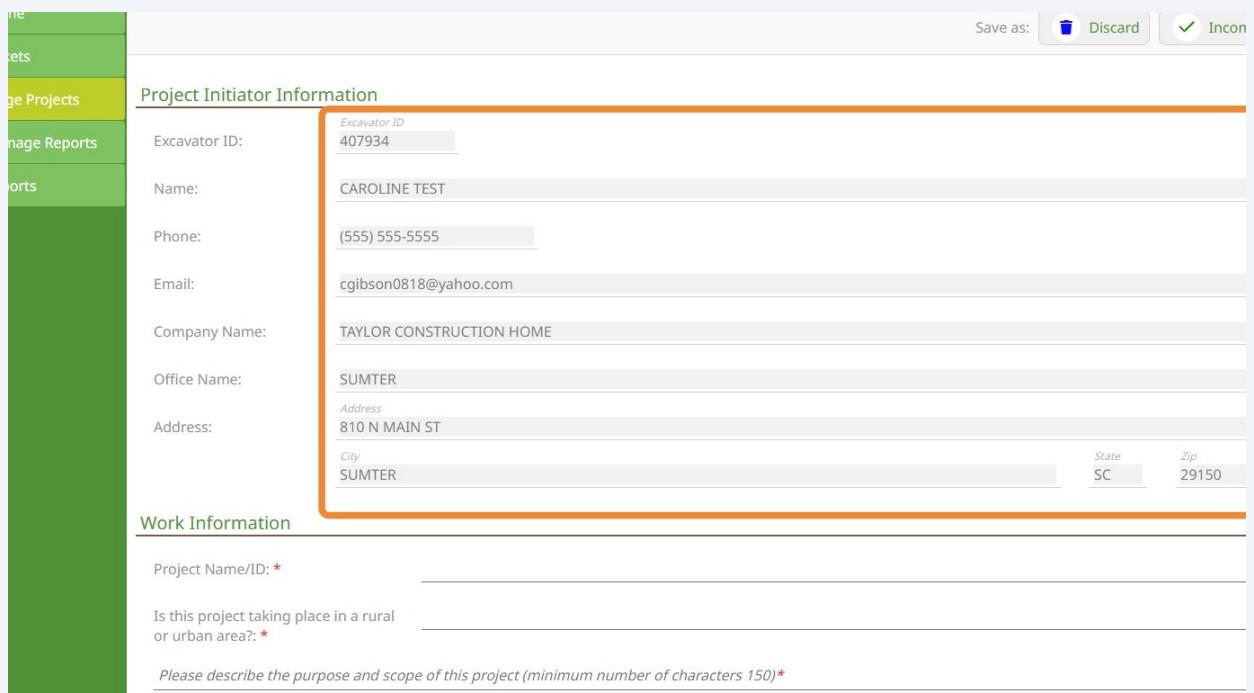


The screenshot shows a dashboard interface. At the top, there is a green header bar with the text 'CORI FORE' and several icons. Below this is a navigation bar with four buttons: '+ New', 'List', 'Dashboard', and 'Invitations (1)'. The '+ New' button is highlighted with an orange box, and an orange arrow points to it from the left. Below the navigation bar is a table of projects. The table has columns for 'Company', 'Done For', 'Large Project Status', and 'Created'. The table contains four rows of data. At the bottom right of the table, it says 'Results: 126'.

Company	Done For	Large Project Status	Created
SC811	COASTAL FIBER SOLUTIONS	Incomplete	05/12/2026 02:36 PM
SC811	AT&T	Incomplete	05/12/2026 01:11 PM
SC811	AIKEN ELECTRIC CO-OP	Incomplete	05/12/2026 11:53 AM
SC811	BLACK RIVER ELECTRIC	Not Started	05/12/2026 11:53 AM

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Your profile information will automatically populate as the project initiator. If any updates are needed, please contact the SC811 Help Desk via chat or phone for assistance.



The screenshot shows a form titled 'Project Initiator Information'. The form is divided into two sections: 'Project Initiator Information' and 'Work Information'. The 'Project Initiator Information' section contains fields for Excavator ID, Name, Phone, Email, Company Name, Office Name, Address, City, State, and Zip. The 'Work Information' section contains fields for Project Name/ID, Is this project taking place in a rural or urban area?, and a description of the project purpose and scope.

Save as:

Project Initiator Information

Excavator ID: 407934

Name: CAROLINE TEST

Phone: (555) 555-5555

Email: cgibson0818@yahoo.com

Company Name: TAYLOR CONSTRUCTION HOME

Office Name: SUMTER

Address: 810 N MAIN ST

City: SUMTER State: SC Zip: 29150

Work Information

Project Name/ID: *

Is this project taking place in a rural or urban area?: *

Please describe the purpose and scope of this project (minimum number of characters 150): *

25

All fields marked with a red asterisk (*) are required and must be completed before you can proceed.

Excavator Information [reset](#) [Help](#)

<i>Excavator ID</i>	<i>Caller Name*</i>
<i>Caller Phone*</i>	<i>Caller Type*</i> ▼
<i>Company Name*</i>	<i>Office Name*</i>
<i>Address*</i>	
<i>City*</i> Required	<i>State*</i> <i>Zip*</i>
<i>Caller Email</i> Not required	
First Time User? ☐	Learn of SC811: ▼
<i>Site Contact Name*</i>	<i>Phone*</i> <i>Email</i>
☐ Same as caller	

26

Work Information field

The **Project Name/ID** field serves as the unique identifier for your project. This reference is specific to your project and must be unique; no duplicate values are allowed.

Save as: [Discard](#) [Incon](#)

Company Name: *Wilson Construction Inc.*

Office Name: SUMTER

Address: 810 N MAIN ST

City: SUMTER State: SC Zip: 29150

Work Information

Project Name/ID: *

Is this project taking place in a rural or urban area?: *

Please describe the purpose and scope of this project (minimum number of characters 150): *

Which best describes the work activity?: *

Service Type: *

Type of Equipment: *

Would you like facility prints of the project area if available?:

Are permits required for the location of the project?: *

- 27 If the Project Name or ID has already been used, an error message will appear. You will need to enter a new, unique Project Name or ID before you can continue.

Work Information

Project Name/ID: *

LP-0705

A project with this name already exists

Is this project taking place in a rural or urban area?: *

Please describe the purpose and scope of this project (minimum number of characters 150) *

Which best describes the work activity?: *

Service Type: *

Type of Equipment: *

Would you like facility prints of the project area if available?:

- 28 Next, select whether the project area is **Urban** or **Rural**. This designation should be based on your assessment of the project location and helps Member Operators determine appropriate manpower and resource needs for locating the area.

South 811 Carolina Switch to... CAROLINE TEST

Home Tickets Large Projects Damage Reports Reports

Company Name: [REDACTED]

Office Name: SUMTER

Address: 810 N MAIN ST

City: SUMTER State: SC

Work Information

Project Name/ID: * 8525-42-LP-0705

Is this project taking place in a rural or urban area?: * Rural Urban

Please describe the purpose and scope of this project (minimum number of characters 150) *

Which best describes the work activity?: *

Service Type: *

Type of Equipment: *

Would you like facility prints of the project area if available?:

29

In the description field, provide a detailed description of the work being completed, including the scope of the project. A minimum of 150 characters is required to ensure enough detail is provided to clearly explain the full scope of the work.

Work Information

Project Name/ID: *

8525-42-LP-0705

Is this project taking place in a rural or urban area?: *

Rural

*Please describe the purpose and scope of this project (minimum number of characters 150) **

Which best describes the work activity?: *

Service Type: *

Type of Equipment: *

Would you like facility prints of the project area if available?:

Are permits required for the location of the project?: *

30

Select the work activity that best describes your project from the list provided. A drop-down menu will appear for you to choose from. This field does not allow free text entry, and you may select multiple work activities as needed.

The screenshot shows a web form with a sidebar on the left containing navigation links: 'Reports', 'Projects', 'Manage Projects', 'Manage Reports', and 'Reports'. The main form area contains the following fields:

- Company Name:** [Text input field]
- Office Name:** SUMTER
- Address:** 810 N MAIN ST
- City:** SUMTER
- State:** SC
- Zip:** 29150
- Work Information Section:**
 - Project Name/ID:** *
 - Is this project taking place in a rural or urban area?:** *
 - Please describe the purpose and scope of this project (minimum number of characters 150):** *
ROAD WORK ALONG THE HIGHWAY FOR A TOTAL OF 10 MILES INSTALLING NEW WATER AND SEWER LINE ON BOTH SIDES OF THE ROAD IM A RURAL AREA THAT WILL TAKE APPROXIMATELY 1 YEAR TO 1 1/2 YEARS
 - Which best describes the work activity?:** *
A dropdown menu is open, showing a list of options: BRIDGE, COMMUNICATIONS, CONDUIT, ELECTRIC, FIBER, GAS, GRADING, LIQUID PIPELINE, RAILROAD, ROADWORK, and SEWER.
 - Service Type:** *
 - Type of Equipment:** *
 - Would you like facility prints of the project area if available?:**
 - Are permits required for the location of the project?:** *

31

Next, you will click on service type and a pop up box will appear as shown below. You will need to choose from the list as you are not able to type in this field. The entire list available to choose from is shown below.

The screenshot shows the same web form as in step 30, but with additional changes:

- Top Right:** 'Save as:' button with 'Discard' and 'Incon' options.
- Project Name/ID:** 8525-42-LP-0705
- Is this project taking place in a rural or urban area?:** Rural
- Which best describes the work activity?:** *
Buttons for 'SEWER' and 'WATER' are visible.
- Service Type:** *
A pop-up box is open, showing a list of options: ABANDON/RETIRE, DEMOLITION/REMOVAL, INSTALL/NEW, REPAIR/MAINTENANCE, and REPLACE EXISTING.
- Type of Equipment:** *
- Would you like facility prints of the project area if available?:**

32

Next, you will choose the type of equipment that will be used. You can choose as many as you need. If drilling or boring is selected you will also need to verify which direction or both.

Save as: Discard Incon

Company Name:

Office Name:

Address:

City: State: Zip:

Work Information

Project Name/ID: *

Is this project taking place in a rural or urban area?: *
Please describe the purpose and scope of this project (minimum number of characters 150) *
ROAD WORK ALONG THE HIGHWAY FOR THE INSTALLATION OF NEW WATER AND SEWER LINE ON BOTH SIDES OF THE ROAD IM A RURAL AREA THAT WILL TAKE APPROXIMATELY 1 YEAR TO 1 1/2 YEARS

Which best describes the work activity?: *

Service Type: *

Type of Equipment: *

Would you like facility prints of the project area if available?:

- AIR KNIFE
- AUGER
- BACKHOE/TRACKHOE
- BORING
- BULLDOZER
- CABLE OR PIPE PLOW
- DREDGER
- DRILLING
- EXCAVATOR/ MINI EXCAVATOR
- EXPLOSIVES
- FARM EQUIPMENT

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Other and **Unknown** can be selected.

Save as: Discard Incon

Company Name:

Office Name:

Address:

City: State: Zip:

Work Information

Project Name/ID: *

Is this project taking place in a rural or urban area?: *

Please describe the purpose and scope of this project (minimum number of characters 150) *
ROAD WORK ALONG THE HIGHWAY FOR A TOTAL OF 10 MILES INSTALLING NEW WATER AND SEWER LINE ON BOTH SIDES OF THE ROAD IM A RURAL AREA THAT WILL TAKE APPROXIMATELY 1 YEAR TO 1 1/2 YEARS

Which best describes the work activity?: *

Service Type: *

Type of Equipment: *

Would you like facility prints of the project area if available?:

- FARM EQUIPMENT
- GRADER/SCRAPER
- HAND TOOLS
- MICRO TRENCH
- MILLING EQUIPMENT
- MISSILE
- OTHER
- PILE DRIVER
- POWER SHOVEL
- PROBING DEVICE
- TRENCHER

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Select whether you would like to receive facility prints, if available. This field is optional and does not guarantee prints will be provided.

or urban area?: *

Please describe the purpose and scope of this project (minimum number of characters 150): *

ROAD WORK ALONG THE HIGHWAY FOR A TOTAL OF 10 MILES INSTALLING NEW WATER AND SEWER LINE ON BOTH SIDES OF
TAKE APPROXIMATELY 1 YEAR TO 1 1/2 YEARS

Which best describes the work activity?: *

SEWER ✕

WATER ✕

Service Type: *

INSTALL/NEW

Type of Equipment: *

EXCAVATOR/ MINI EXCAVATOR ✕

OTHER ✕

Would you like facility prints of the project area if available?:

Yes

No

Are permits required for the location of the project?: *

Done For: *

When will this large project start?: *



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Indicate whether permits are required. If you select **Yes**, four permit types will appear for selection: **City**, **County**, **Private**, or **State**. If any option other than **Private** is selected, an additional field will appear to enter a permit number. Please note, the permit number is optional and may be added at a later time if it is not available during initial entry.

project area if available?:

Are permits required for the location of the project?: *

Yes

What type of Permit?: *

Done For: *

When will this large project start?: *

City

County

Private

State

When will this large project end?: *



Subdivision Name:

36

The **Done For** field is used to indicate the individual or organization for whom the project is being completed. You may select an option from the dropdown list or type directly into the field. Please note that generic entries such as “self” or “customer” are not valid. This is a required field and must be completed to proceed.

Save as:  Discard  Incon

TAKE APPROXIMATELY 1 YEAR TO 1 1/2 YEARS

Which best describes the work activity?: * SEWER WATER

Service Type: * INSTALL/NEW

Type of Equipment: * EXCAVATOR/ MINI EXCAVATOR OTHER

Would you like facility prints of the project area if available?: Yes

Are permits required for the location of the project?: * Yes

What type of Permit?: * City

Permit #: DO NOT NEED THE PERMIT NUMBER

Done For: *

When will this large project start?: * 

When will this large project end?: * 

Subdivision Name:

37

When entering the **Project Start Date**, you may either type the date directly into the field or select it using the calendar tool. The project start date determines the allowable date range for each project phase, as no phase can begin prior to the selected start date.

Save as:  Discard  Incon

TAKE APPROXIMATELY 1 YEAR TO 1 1/2 YEARS

Which best describes the work activity?: * SEWER WATER

Service Type: * INSTALL/NEW

Type of Equipment: * EXCAVATOR/ MINI EXCAVATOR OTHER

Would you like facility prints of the project area if available?: Yes

Are permits required for the location of the project?: * Yes

What type of Permit?: * City

Permit #: DO NOT NEED THE PERMIT NUMBER

Done For: * SCDOT

When will this large project start?: * 

When will this large project end?: * 

Subdivision Name:

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Next, enter the **Project End Date**, which represents your anticipated completion date for the project. This date may be updated later using the **Extend Project** feature if timelines change. The project end date also determines the expiration dates for any tickets associated with the project.

Save as:  Discard  Incon

TAKE APPROXIMATELY 1 YEAR TO 1 1/2 YEARS

Which best describes the work activity?: * SEWER WATER

Service Type: * INSTALL/NEW

Type of Equipment: * EXCAVATOR/ MINI EXCAVATOR OTHER

Would you like facility prints of the project area if available?: Yes

Are permits required for the location of the project?: * Yes

What type of Permit?: * City

Permit #: DO NOT NEED THE PERMIT NUMBER

Done For: * SCDOT

When will this large project start?: * 06/30/2026 

When will this large project end?: * 

Subdivision Name:

39

If the selected start and end dates are less than 90 days apart, a pop-up message will appear advising that Large Projects typically extend beyond 90 days. If the entered date range is correct, select **Continue** to proceed with processing the Large Project.

Duration Confirmation

You have listed a start and end date that makes the duration of this project less than 90 days. Large projects typically extend beyond 90 days. If this is correct please select Continue.



Cancel



Continue

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If the work will take place in a subdivision, you may optionally include the subdivision name. This field is not required but can help provide additional location clarity for the project.

The screenshot shows the 'Large Projects' form in the South Carolina 811 system. The form includes a sidebar with navigation links: Home, Tickets, Large Projects (selected), Damage Reports, and Reports. The main form area contains the following fields:

- Service Type: * INSTALL/NEW
- Type of Equipment: * EXCAVATOR/ MINI EXCAVATOR (selected), OTHER (selected)
- Would you like facility prints of the project area if available?: Yes
- Are permits required for the location of the project?: * Yes
- What type of Permit?: * City
- Permit #: DO NOT NEED THE PERMIT NUMBER
- Done For: * SCDOT
- When will this large project start?: * 06/30/2026
- When will this large project end?: * 06/30/2027
- Subdivision Name: NOT REQUIRED (highlighted in yellow)
- Would you like this project to be public, allowing other users to view large project?:

At the bottom of the form, there are three buttons: Discard, Incomplete, and Continue. A 'Chat' button is also visible in the bottom right corner.

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Next, select whether the project will be **Private** or **Public**. If **Public** is selected, project details will be visible to other authorized users within the **Public Projects** panel. While the associated Large Project tickets will not be visible, all other project information will be accessible for viewing. After making your selection, click **Continue** to proceed.

South Carolina Switch to...

CAROLINE TEST

Save as: Discard Incomplete

Home Tickets Large Projects Damage Reports Reports

Service Type: * INSTALL/NEW

Type of Equipment: * EXCAVATOR/ MINI EXCAVATOR OTHER

Would you like facility prints of the project area if available?: Yes

Are permits required for the location of the project?: * Yes

What type of Permit?: * City

Permit #: DO NOT NEED THE PERMIT NUMBER

Done For: * SCDOT

When will this large project start?: * 06/30/2026

When will this large project end?: * 06/30/2027

Subdivision Name: NOT REQUIRED

Would you like this project to be public, allowing other users to view large project?: Yes No

Discard Incomplete Continue Chat

Exactix v4.2.11 by Irth Solutions

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Once all required fields in the **Work Information** section are complete, click **Continue** in the bottom right corner of the screen. A pop-up message will appear advising that the next step is to map the project area and define phases. This step is required before participants can be assigned and before the project can be fully saved and submitted.

If you are ready to proceed with mapping, select **Yes, Continue to Mapping** to move to the next step. If you are not ready to complete mapping at this time, select **No, Save as Incomplete** to save your progress and return to the project later.

The screenshot shows a web form for project setup. On the left is a green sidebar with navigation links: 'Items', 'Large Projects', 'Manage Reports', and 'Reports'. The main form area has a 'Save as:' dropdown with options 'Discard' and 'Incon'. The form fields include:

- Service Type: * (INSTALL/NEW)
- Type of Equipment: * (EXCAVATOR/ MINI EXCAVATOR, OTHER)
- Would you like facility prints of the project area if available?: Yes
- Are permits required of the project?: *
- What type of Perm...
- Permit #:
- Done For: *
- When will this larg...
- When will this large project end?: * (06/30/2027)
- Subdivision Name: (NOT REQUIRED)
- Would you like this project to be public, allowing other users to view large project?: Yes

A modal dialog titled 'Project Mapping and Phase Set Up' is overlaid on the form. It contains the following text:

The next step in entering this large project is defining the project area and phases through mapping. This step is required before the participants can be assigned and the project can be saved. Are you ready to map the project?

At the bottom of the modal are two buttons: 'No, Save as Incomplete' (with a red 'X' icon) and 'Yes, Continue to mapping.' (with a green checkmark icon).

Mapping a Project Geo Importer

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After selecting **“Yes, Continue to Mapping,”** the **“Select How to Map”** pop-up will appear. This window gives you two options: upload a map of the project and define phases, or manually draw the project area on the map.

We’ll start with the first option, **“Upload map of project and define phases.”**

Uploading a map allows files such as **KMZ**, **GeoJSON**, and **Shape Files** to be layered onto the map as a reference when drawing and defining project phases.

The screenshot shows a web application interface with a sidebar on the left containing menu items: 'Home', 'Projects', 'Reports', and 'Tools'. The main content area is a form for creating a new project. The form fields include:

- Service Type: * (dropdown menu showing 'INSTALL/NEW')
- Type of Equipment: * (dropdown menu showing 'BACKHOE/TRACKHOE')
- Would you like facility prints of the project area if available?: Yes
- Are permits required for the location of the project?: *
- What type of Permit?: *
- Permit #:
- Done For: *
- When will this large project start?: *
- When will this large project end?: * (date picker showing '06/30/2027')
- Subdivision Name:
- Would you like this project to be public, allowing other users to view large project?: Yes

A pop-up dialog titled 'Select How to Map' is overlaid on the form. It contains the text 'Please select how you would like to map this Large Project:' and two radio button options:

- ☐ Upload map of project and define phases
- ☐ Manually draw on map

At the bottom of the dialog are two buttons: 'Cancel' (with a red 'X' icon) and 'Continue' (with a green checkmark icon). The top right of the form has 'Save as:' buttons: 'Discard' and 'Incon'.

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To upload a map, select **Upload Map of Project and Define Phases**, then click **Continue** to proceed.

The screenshot shows a web application interface for creating a project. On the left is a green sidebar with navigation links: "Home", "Projects", "Reports", and "Tools". The main content area is a form with the following fields:

- Service Type:** * INSTALL/NEW
- Type of Equipment:** * BACKHOE/TRACKHOE
- Would you like facility prints of the project area if available?:** Yes
- Are permits required for this project?:** *
- What type of Permit?:** *
- Permit #:**
- Done For:** *
- When will this large project start?:** 06/06/2027
- When will this large project end?:** 06/06/2027
- Subdivision Name:**
- Would you like this project to be public, allowing other users to view large project?:** Yes

At the top right of the form are buttons: "Save as:", "Discard", and "Continue". A modal dialog titled "Select How to Map" is overlaid on the form. It contains the following text:

Select How to Map

Please select how you would like to map this Large Project:

- ☒ Upload map of project and define phases
- ☐ Manually draw on map

You will be redirected to the project mapping tool to upload your plans and define phases. When complete, you will return here to finish setting up the project.

At the bottom of the modal are two buttons: "Cancel" and "Continue".

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Selecting this option opens the **Geo Importer** in a separate view. Once the upload process is complete, you will automatically return to the Large Project request.

At the top of the form, an informational message explains that uploaded files may not produce a one-to-one match when translated into the mapping system. For best results, only essential project geometry should be included in the uploaded file. The message also advises that files must contain the correct spatial reference system to ensure accurate map placement. Uploaded files are used only as a visual reference during mapping, and all project phases must still be finalized using the mapping tools within Exactix.

Next, enter your project phase information, including the phase name and location details. The **Project ID** and **Excavator ID** fields will automatically populate from the project information previously entered. All required fields are marked with a red asterisk (*).

The **Project ID** and **Excavator ID** fields are system-generated and cannot be modified.

If your project includes multiple phases, enter the total number of phases for the project in the designated field.

Create New Project

These file translations will not always produce a one-to-one translation of your existing files. For best results, upload only the absolutely necessary geometry so the conversion is cleaner. It is also very important that your data has an accurate spatial reference system (SRS/EPSSG); if it is missing or incorrect, the conversion may fail or produce incorrect results. Uploaded files are used only as a reference so you can draw your phases.

Project ID

LP2026-00890

Excavator ID

0a099a10-4253-11f1-bfef-32f5120245a1

Number of Phases

1

Phase 1

Phase Name *

e.g. Phase 1 - North

Start Date *

mm/dd/yyyy

End Date *

mm/dd/yyyy

Address *

County *

Cross Street *

Place *

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In this section, enter the phase details, including the **Phase Name, Start and End Dates**, and the location where work will take place, such as the **city, county, cross streets, and any additional directions for the phase area**. This process will be repeated for each additional phase entered into the project.

Phases should be organized into clear and manageable sections, as each phase generates its own locate ticket. Properly structuring phases helps excavators and Member Operators coordinate work activities and maintain accurate utility markings throughout the project.

Phases are not required to follow a strict order or timeline. Multiple phases may be active simultaneously and can overlap depending on how work is being performed in the field. Phases should be divided based on how the excavation work will actually be completed rather than solely on project scheduling.

Project ID

LP2026-00890

Excavator ID

0a099a10-4253-11f1-bfef-32f5120245a1

Number of Phases

1

Phase 1

Phase Name *

e.g. Phase 1 - North

Start Date *

mm/dd/yyyy

End Date *

mm/dd/yyyy

Address *

County *

Cross Street *

Place *

Directions *

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The next section allows you to upload a GIS file for the project area. Exactix uses this file to help identify the location on the SC811 map before you outline it using the mapping tools. Supported file formats are listed directly on the form.

The final field is the **Source EPSG Code**, which is used to identify the coordinate system of the uploaded GIS file. This is typically only adjusted if the file was created in a different coordinate system to ensure it aligns correctly on the map. For most projects, the default setting is sufficient and does not need to be changed.

Phase 1

Phase Name *

Start Date *

End Date *

e.g. Phase 1 - North

06/01/2026

09/01/2026

Address *

County *

Cross Street *

Place *

Saint Andrews Road

Lexington County

Columbia

Directions *

starting at tram rd

Upload GIS File

Choose File

No file chosen

Supported formats: DGN, DWG, DXF, SHP, KML, KMZ (or ZIP containing files)

Source EPSG Code

2273

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After all required fields are complete, select **Continue to Map** at the bottom of the form to move into the mapping interface.

Once your imported map has loaded, your project phases will appear in a list on the left side of the screen. You can then begin outlining the phase area on the map using the **Draw Polygon** tool.

1. Select a phase from the list below
2. Click the "Draw Polygon" button
3. Click on the map to create polygon points
4. Double-click or click the first point again to complete the polygon
5. Repeat for each phase

Phases

[Expand map](#)

Phase 1 — Phase one at tram

2026-06-01 to 2026-09-01

[Draw Polygon](#)

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Start by selecting the blue **Draw Polygon** button under Phase 1.

Phases

[Expand map](#)

Phase 1 — Phase one at tram

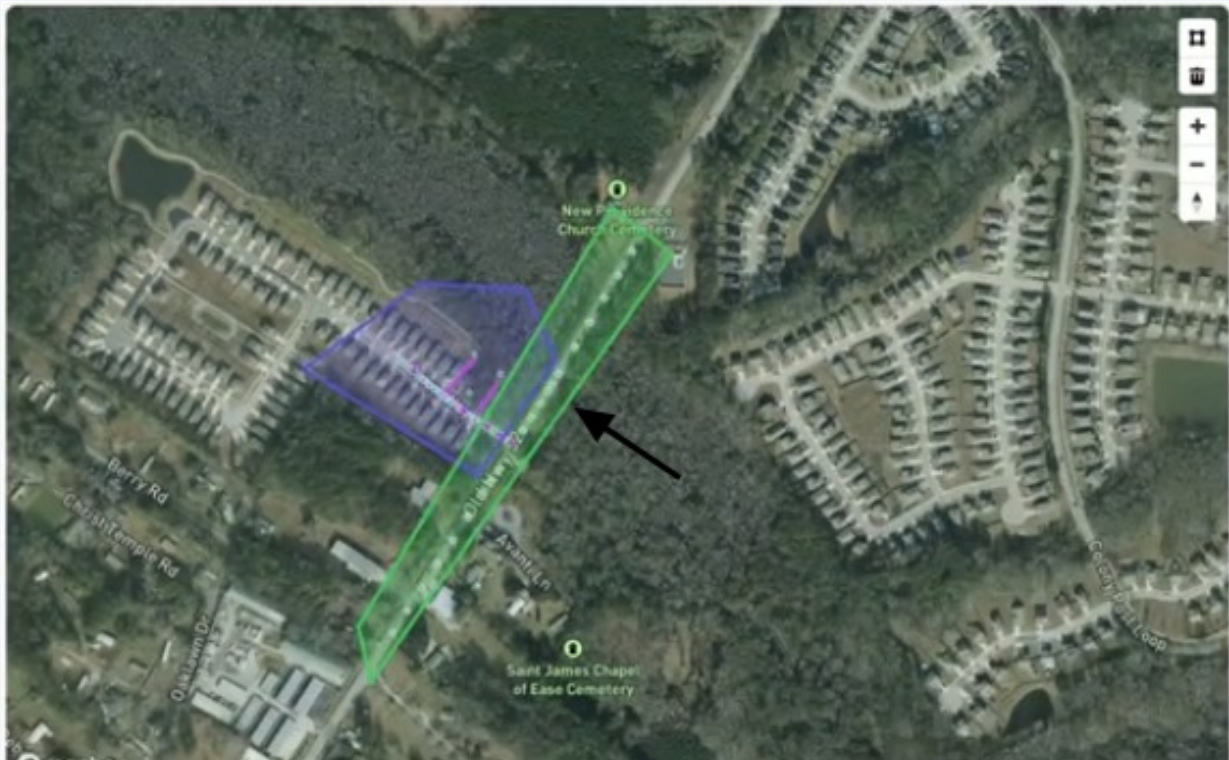
2026-06-01 to 2026-09-01

[Draw Polygon](#)[← Back to Upload](#)[Continue to Review](#)[Cancel](#)

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Then click on the map to trace the boundary of the work area, following the imported map. Continue placing points around the area, and double-click to close the shape when finished.

After Phase 1 is complete, repeat the same steps for Phase 2 by selecting **Draw Polygon** under that phase and mapping its area. If additional phases are included, repeat these steps for each one. Each polygon represents a specific work area and helps define where ticket activity will take place.



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If the phases you have drawn do not fully cover the area outlined in the uploaded drawing, the system will display an alert indicating that uncovered geometry has been detected. Select **Zoom to Feature Parts** to highlight and review the uncovered areas to determine whether the phase boundaries need to be adjusted. If the mapping is correct as entered, you may proceed without making changes.

Display Options

- ☒ Show Original Polygons
- ☒ Show Snapped Polygons
- ☒ Show Uncovered Geometry
- ☒ Show Uploaded Data

Polygon Version

- ☐ Use Original Polygons
- ☒ Use Snapped Polygons

Snapped polygons align phase boundaries to reduce gaps and overlaps.



⚠ Uncovered Geometry Detected

[Zoom to Feature Parts](#)

Uncovered geometry: 0 points, 0 ft of lines, 0.02 acres of polygons. Feature parts: 1. Uncovered geometry is highlighted in red on the map.

52

When you are finished mapping and reviewing the project phases, click **Save Project** to return to Exactix.

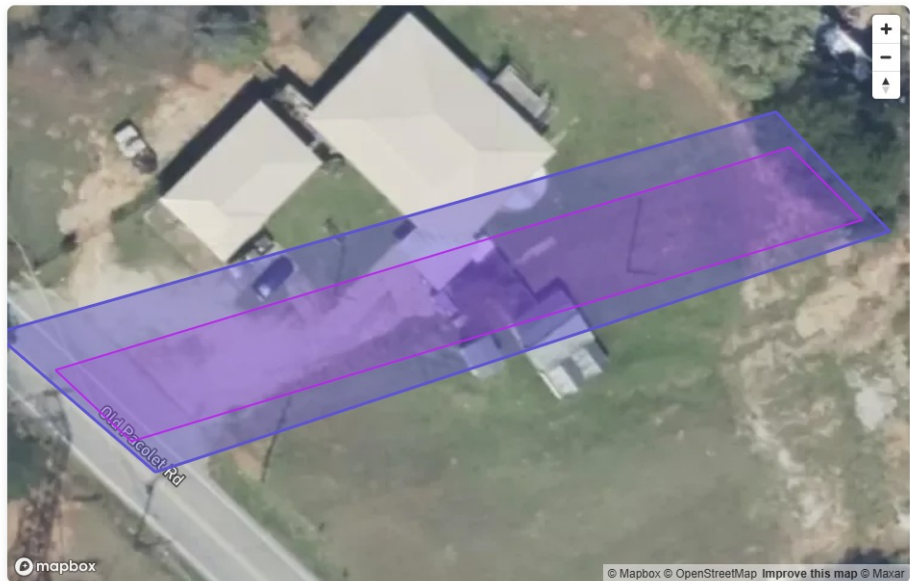
Display Options

- ☒ Show Original Polygons
- ☒ Show Snapped Polygons
- ☒ Show Uncovered Geometry
- ☒ Show Uploaded Data

Polygon Version

- ☐ Use Original Polygons
- ☒ Use Snapped Polygons

Snapped polygons align phase boundaries to reduce gaps and overlaps.



← Back to Drawing

Save Project

53

After saving, you will be redirected back to Exactix and taken to the **Phases** section of the Large Project request. Under the **Project Phases** section, you will see the phase information entered through the Geo Importer.

To view additional details for a phase, click the arrow next to the phase name. This will expand the phase information, including the start and end dates, address details, and directions entered for the phase area.

To make changes to a phase, select **Edit** next to the applicable phase. Update the information in the fields at the top of the page, then select **Update Phase** to save your changes or **Discard Changes** to cancel without saving.

Once all phases have been reviewed and no additional changes or phases are needed, click **Continue** to proceed to the **Contacts** section.

The screenshot displays the 'Project Phases' section of a software interface. On the left, there is a list of two phases:

- ORION 1**: Start: 05/21/2026 12:00 AM, End: 06/12/2026 12:00 AM. Status: Initiation. Primary Contact: [blank]. Location: SC BERKELEY MONCK'S CORNER. Directions: N/A. An orange arrow points to the 'Edit' icon (pencil) next to this phase.
- ORION 2**: Start: 06/13/2026 12:00 AM, End: 06/30/2026 12:00 AM. Status: Initiation. Primary Contact: [blank]. A dropdown arrow is visible next to the status.

On the right, a map view shows a street layout with a blue polygon highlighting a specific area. A green line runs along a road, and a red dot marks a location. A text box on the map reads: 'Buffered Dig Site Dimensions: 889 ft (0.17 mi) x 670 ft (0.13 mi) * contains multiple areas'. A chat button is visible in the bottom right corner.

Mapping a Project - Manually Draw On Map

54

Before continuing to the next steps of entering a Large Project, let's review how to create phases using the **Manually Draw on Map** option. Select **Manually Draw on Map**, then click **Continue** to proceed.

Select How to Map

Please select how you would like to map this Large Project:

☐ Upload map of project and define phases

☒ Manually draw on map

55

Complete the phase details by entering a **Phase Name** along with the **Start Date** and **End Date** for the phase. Phase dates must fall within the overall project start and end dates entered earlier in the project creation process.

Large Project Number: LP2026-00890 Status: Incomplete Created: 05/06/2026 11:26 AM By: CAROLINE TEST Save as:

General Phases Contacts Attachments

Phase Details

Name: 1ST PHASE

When will this phase start?: 06/30/2026

When will this phase end?: 09/30/2026

Phase Location

☒ Street/Address ☐ Intersection [reset](#)

SC County

Street/Address* Place*

Directions to Site*

[Add Phase to Project](#)

Project Phases

No phases have been added yet.

56

Next, enter the **Phase Location** by providing the street or address where the work will take place, along with the applicable **county** and **place**. A free-text field is also available to include directions to the location or any other relevant details.

This information will be carried over to the ticket created for the phase once it is generated. While the 1,320-foot requirement does not apply to Large Projects, keeping phase areas small and manageable is encouraged to improve coordination and maintain clear utility marking throughout the project.

Large Project Number: LP2026-00890 Status: Incomplete Created: 05/06/2026 11:26 AM By: CAROLINE TEST Save as: [Discard](#) [Incon](#)

General **Phases** Contacts Attachments

Phase Details

Name: 1ST PHASE

When will this phase start?: 06/30/2026

When will this phase end?: 09/30/2026

Phase Location

☒ Street/Address ☐ Intersection [reset](#)

County* SC LEXINGTON

Street/Address* SAINT ANDREWS RD Place* COLUMBIA

Directions to Site* STARTING AT TRAM RD

[Add Phase to Project](#)

Project Phases

No phases have been added yet.

57

Next, use the mapping tools on the left side of the map to draw the phase area, similar to how you would when entering a standard ticket. Ensure the entire phase area is fully covered by the blue shaded boundary. Once complete, click to save the drawing.

Large Project Number: LP2026-00890 Status: Incomplete Created: 05/06/2026 11:26 AM By: CAROLINE TEST Save as: [Discard](#) [Incon](#)

[General](#) [Phases](#) [Contacts](#) [Attachments](#)

Phase Details

Name: 1ST PHASE

When will this phase start?: 06/30/2026

When will this phase end?: 09/30/2026

Phase Location

☒ Street/Address ☐ Intersection [clear manual dig site map](#) [reset](#)

County* LEXINGTON

Street/Address* SAINT ANDREWS RD Place* COLUMBIA

Directions to Site* STARTING AT TRAM RD STOPPING AT PINEY GROVE RD

[Add Phase to Project](#)

Project Phases

No phases have been added yet.

58

When finished, click the **Add Phase to Project** button. The phase will then appear in the **Project Phases** section below. Repeat this process to add as many phases as needed for the project.

Large Project Number: LP2026-00890 Status: Incomplete Created: 05/06/2026 11:26 AM By: CAROLINE TEST Save as: [Discard](#) [Incon](#)

[General](#) [Phases](#) [Contacts](#) [Attachments](#)

Phase Details

Name: 1ST PHASE

When will this phase start?: 06/30/2026

When will this phase end?: 09/30/2026

Phase Location

☒ Street/Address ☐ Intersection [clear manual dig site map](#) [reset](#)

County* LEXINGTON

Street/Address* SAINT ANDREWS RD Place* COLUMBIA

Directions to Site* STARTING AT TRAM RD STOPPING AT PINEY GROVE RD

[Add Phase to Project](#)

* Please enter 1 or more phases and click 'add'

Project Phases

No phases have been added yet.

59

Once all phases have been added, click **Continue** at the bottom of the page to proceed.

The screenshot displays the Exactix v4.2.14 interface. On the left is a green sidebar with the text "Exactix v4.2.14 by ltrh Solutions". The main content area is divided into two sections. The top section contains form fields for "County" (set to SC), "Place" (set to CLARENDON), and "Street/Address" (set to SUMMERTON). Below these is a "Directions to Site" field and a link "Add Phase to Project". The bottom section, titled "Project Phases", lists two phases: "ONE" and "TEST". Each phase includes start and end dates, status, and a primary contact dropdown. To the right of the form is a map of South Carolina with a green-shaded area representing the project site. A text box on the map provides site details: "Unbuffered Dig Site", "Dimensions: 3,891 ft (0.74 mi) x 3,228 ft (0.61 mi)", and coordinates "33.35143, -79.91959". At the bottom of the interface are four buttons: "Back", "Discard", "Incomplete", and "Continue". The "Continue" button is circled in orange.

SC CLARENDON

Street/Address* SUMMERTON

Directions to Site*

[Add Phase to Project](#)

Project Phases

Phase	Start	End	Status	Primary Contact	Ticket
ONE	07/09/2026 12:00 AM	07/16/2026 12:00 AM	Initiation		No ticket
TEST	06/24/2026 12:00 AM	07/10/2026 12:00 AM	Initiation		No ticket

[Back](#) [Discard](#) [Incomplete](#) [Continue](#)

Unbuffered Dig Site
Dimensions: 3,891 ft (0.74 mi) x 3,228 ft (0.61 mi)
33.35143, -79.91959

Exactix v4.2.14 by ltrh Solutions

Chat

Adding Contacts to a Project

60

Next is **Contacts**. Contacts may be added at any point during the life of a Large Project. If you have contacts available at the time of creation, you may add them now; otherwise, you can return to this section later to update or include contact information as needed. To add contacts and their role, click on search for contacts.

The screenshot displays the 'Project Contacts' section of the Exactix software. The interface includes a green sidebar on the left with navigation options: Home, Tickets, Large Projects (highlighted), Damage Reports, and Reports. The top header bar shows the user's name 'RUTHY MANTILLA' and a 'Switch to...' dropdown. Below the header, there are tabs for 'General', 'Phases', 'Contacts' (selected), and 'Attachments'. A 'Save as:' section contains 'Discard' and 'Incomplete' buttons. A blue informational box states: 'Project contacts may be entered at this time but are not required. Contacts can be added or updated at any time. If no contact is assigned for the phase at the time a marking agreement is uploaded, the project initiator will automatically be listed as the contact.' Below this is a search bar with the placeholder text 'Search for excavator contact'. A message below the search bar reads: 'No contacts assigned yet. Use the search above to add contacts.' At the bottom, there are four buttons: 'Back', 'Discard', 'Incomplete', and 'Continue'. The footer of the sidebar indicates 'Exactix v4.2.30 by 8th Solutions'.

61

When adding a **Project Contact**, you can first search to see if the contact already exists in Exactix. If an existing contact is found, their information will automatically populate.

If the contact is not found in the system, they will need to be added as a new contact. A system invitation will be sent to them to join at the end of the process. To add a new contact, you will need their **email address, first and last name, company name, city/office name, and phone number**.

Once added, you will assign the contact to the appropriate phase as outlined in the following steps.

Large Project Number: LP2026-00890 Status: Incomplete Created: 05/06/2026 11:26 AM By: CAROLINE TEST Save as: Discard Incon

Add a Project Contact

Search for an existing contact or create a new one

KATY BAKER - katy.b14@yahoo.com

This contact does not have an Exactix login. An invitation will be sent to create an account.

Company Name* SC811

Office Name* COLUMBIA

Contact First Name* KATY Contact Last Name* BAKER

Contact Phone* (803) 939-1117 x

Contact Email* katy.b14@yahoo.com

Assign to Phases*

Cancel Submit

Continue

62

After the contact is added, assign them to the appropriate phase by selecting the phase from the dropdown. You may choose one, multiple, or all phases.

Next, select the appropriate role for the contact. Keep in mind that **Viewers** have read-only access and cannot take any actions on the project. **Project Participants** can perform most project-related actions, and **Project Administrators** have full access and typically serve as the primary point of contact for project-related questions.

Add a Project Participant

Please enter the information below of who needs to be added to the large project

Search for contact

CAROLINE TEST - cgibson0818@yahoo.com

*Assign to Phases**

FOOTBALL FIELD, ROADWAY REPAIR

Select which phases this contact should be assigned to

*Assigned Role**

Project Participant

Viewer

Project Participant



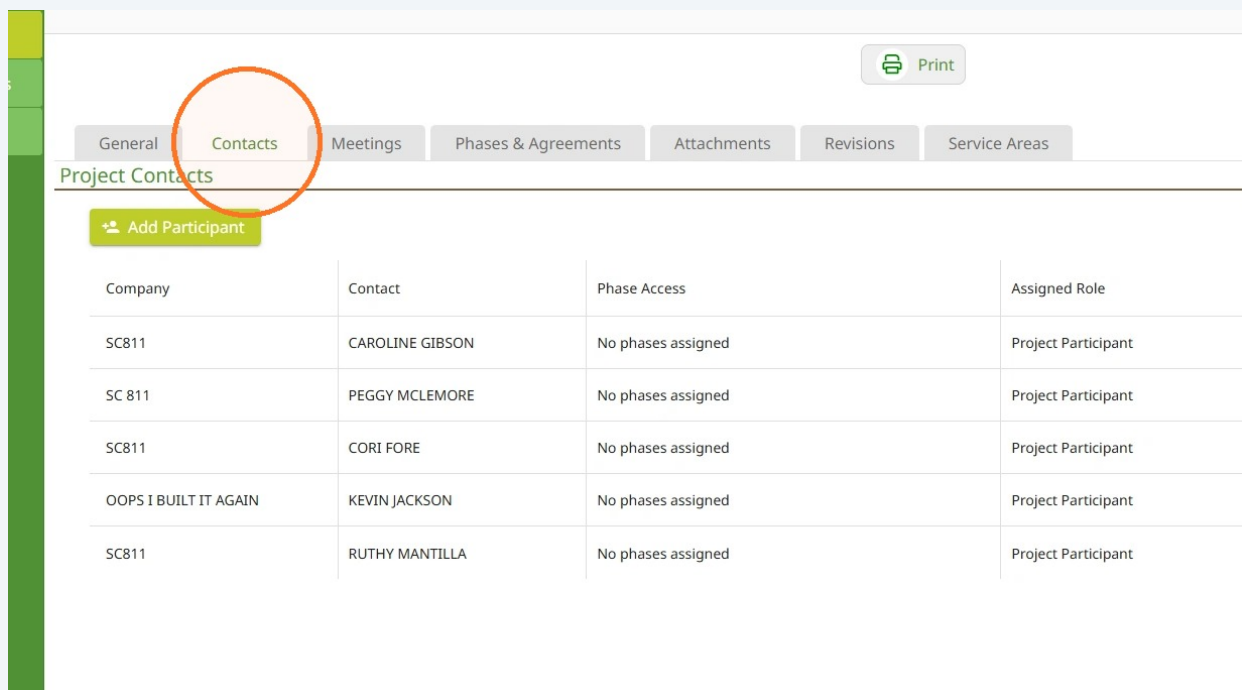
Project Initiator/Administrator

63 Managing Project Contacts

Project contacts can be added or removed at any time after the project has been submitted. To manage the contacts, open the project and navigate to the Contacts tab.

From the Contacts tab, you can select Add Participants to add a new contact or remove an existing contact as needed. **You do not need to select the Edit button to make changes to the project contacts.**

When adding a participant, be sure to select the correct contact and company. The contact will receive access to the project, so it is important that they are associated with the correct company and are aware that they have been added to the project.



Print

General **Contacts** Meetings Phases & Agreements Attachments Revisions Service Areas

Project Contacts

+ Add Participant

Company	Contact	Phase Access	Assigned Role
SC811	CAROLINE GIBSON	No phases assigned	Project Participant
SC 811	PEGGY MCLEMORE	No phases assigned	Project Participant
SC811	CORI FORE	No phases assigned	Project Participant
OOPS I BUILT IT AGAIN	KEVIN JACKSON	No phases assigned	Project Participant
SC811	RUTHY MANTILLA	No phases assigned	Project Participant

64

Within the **Contacts** tab, contact information can be viewed or managed as needed. To take action on a contact, select the **View** or **Delete** icon located to the far left of the contact entry.

The screenshot shows the 'Project Contacts' table with the following data:

Company	Contact	Phase Access	Assigned Role	Invitation Status	
SC811	CAROLINE GIBSON	No phases assigned	Project Participant	Invited	 
SC 811	PEGGY MCLEMORE	No phases assigned	Project Participant	Invited	 
SC811	CORI FORE	No phases assigned	Project Participant	Invited	 
OOPS I BUILT IT AGAIN	KEVIN JACKSON	No phases assigned	Project Participant	Invited	 
SC811	RUTHY MANTILLA	No phases assigned	Project Participant	Invited	 

65

Click "Add Participant"

The screenshot shows the 'Project Contacts' table with the following data:

Company	Contact	Phase Access	Assigned Role	Invitation Status	
SC811	CAROLINE GIBSON	No phases assigned	Project Participant	Invited	 
SC 811	PEGGY MCLEMORE	No phases assigned	Project Participant	Invited	 
SC811	CORI FORE	No phases assigned	Project Participant	Invited	 
OOPS I BUILT IT AGAIN	KEVIN JACKSON	No phases assigned	Project Participant	Invited	 
SC811	RUTHY MANTILLA	No phases assigned	Project Participant	Invited	 

66

To add a contact, click the **Add Participant** button. Keep in mind that contacts will appear as subcontractors on the corresponding tickets for any phases to which they are assigned.

The screenshot shows the 'South 811 Carolina' project management interface. The 'Project Contacts' tab is active, and the 'Add Participant' button is circled in red. The interface displays a table of project contacts with the following data:

Company	Contact	Phase Access	Assigned Role	Invitation Status
SC811	CAROLINE GIBSON	No phases assigned	Project Participant	Invited
SC 811	PEGGY MCLEMORE	No phases assigned	Project Participant	Invited
SC811	CORI FORE	No phases assigned	Project Participant	Invited
OOPS I BUILT IT AGAIN	KEVIN JACKSON	No phases assigned	Project Participant	Invited
SC811	RUTHY MANTILLA	No phases assigned	Project Participant	Invited

67

Add or create the contact you wish to include, entering the required information if the contact does not already exist in the system.

The screenshot shows the 'Add Participant' dialog box overlaid on the project contacts table. The dialog box contains the following text and fields:

Add a Project Participant

Please enter the information below of who needs to be added to the large project

Buttons: Cancel, Submit

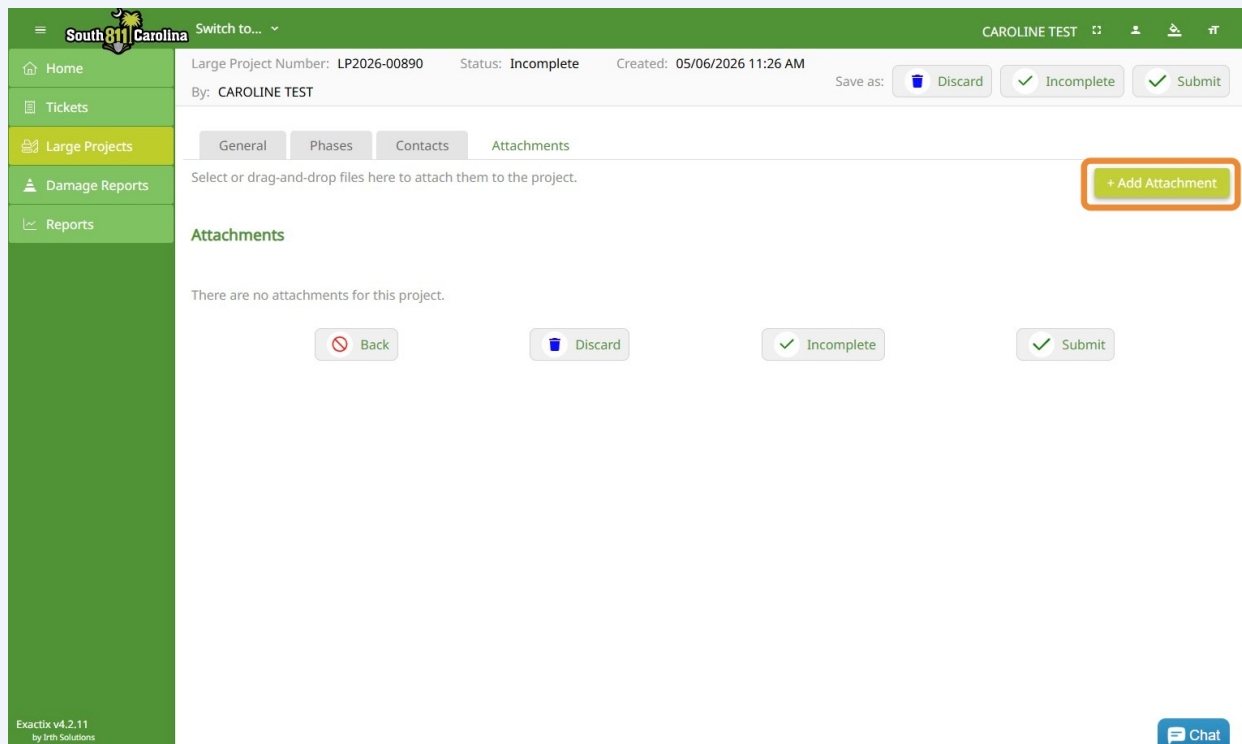
The background table shows the following data:

Company	Contact	Phase Access	Assigned Role	Invitation Status
KATY'S GREAT BIG EXCAVATION COMPANY	KATY BAKER	SECOND PHASE, FIRST PHASE	Project Initiator/Administrator	Declined
SC811				Accepted
TAYLOR CONSTRU HOME				Accepted

Adding Attachments and Submitting the Project

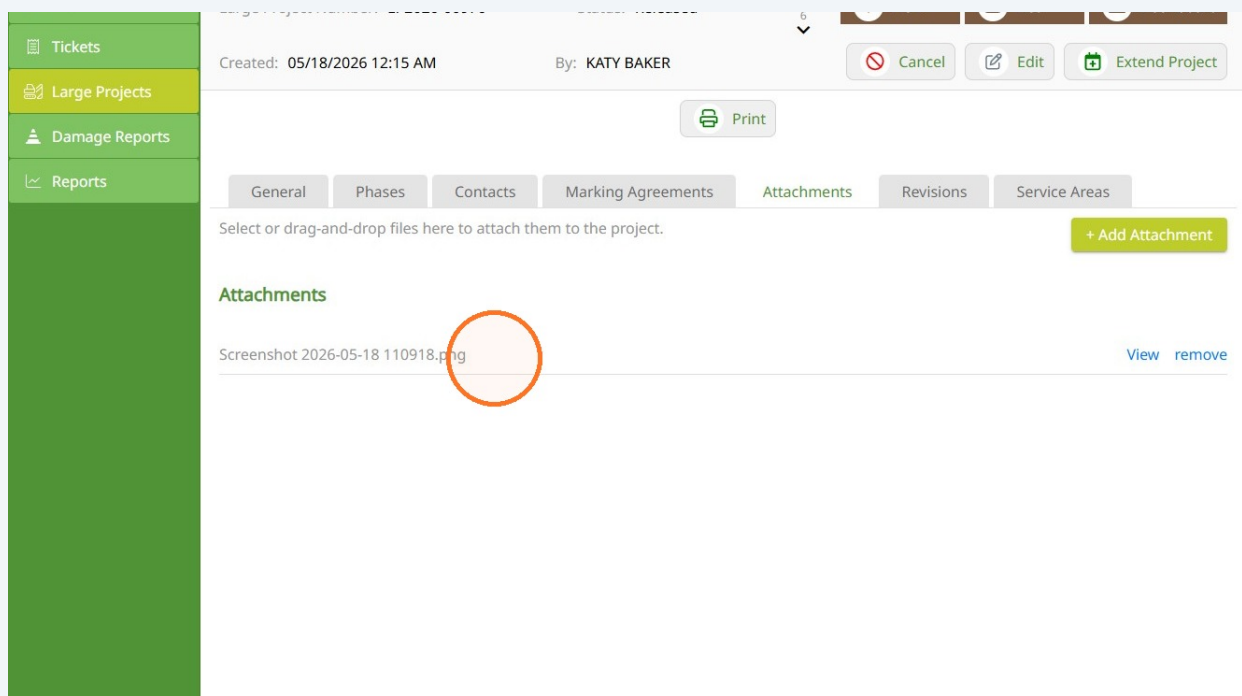
68

The final screen for project entry is the **Attachments** section. Attachments, like contacts, can be added at any time during the life of the project. To add an attachment, click the **+ Add Attachment** button and select the file you wish to upload.



69

Uploaded attachments will appear in a list within the Attachments section, where they can be reviewed as needed.



70

To manage attachments, use the available options next to each file to either view or remove the attachment as needed.

South Carolina Switch to...

RUTHY MANTILLA

Home Tickets Large Projects Damage Reports Reports

Large Project Number: LP2026-01115 Status: Released Created: 09/03/2026 04:22 PM By: BARBARA STIGALL

+ New List Dashboard Invitations (3)

Copy Extend Project

Print

General Contacts Meetings Phases & Agreements Attachments Revisions Service Areas

Select or drag-and-drop files here to attach them to the project.

Add a URL to a publicly accessible web site containing additional information for this project.

+ Add Attachment

Enter URL

Attachments

Screenshot 2026-09-11 132852.png

View remove

Exactix v4.2.30 by 10th Solutions

71

When all required information has been entered and reviewed, click **Submit** to submit the project.

Home Tickets Large Projects Damage Reports Reports

Large Project Number: LP2026-00982 Status: Incomplete Created: 05/18/2026 01:47 PM By: TEELA TEST

Save as: Discard Incomplete Submit

General Phases Contacts Attachments

Select or drag-and-drop files here to attach them to the project.

+ Add Attachment

Attachments

There are no attachments for this project.

Back Discard Incomplete Submit

72

A verification screen will appear, allowing you to review the entire project before final submission. Each phase can be expanded to view full details. Carefully review all information to ensure accuracy before proceeding.

Are permits required for the location of the project?:
Done For:
When will this large project start?:
When will this large project end?:
Subdivision Name:
Would you like this project to be public, allowing other users to view large project?:

No
CITY OF SUMTER
06/09/2026 12:00 AM
12/30/2026 12:00 AM

No ticket

Project Phases

ONE

1 Start: 07/09/2026 12:00 AM End: 07/16/2026 12:00 AM Status: Initiation

Primary Contact:

Project Contacts

No contacts assigned.

Back to Large Project

Save - Above Information is Correct

73

To finalize submission, click **Save – Above Information is Correct.**

Confirm Large Project

Work Information

Life Cycle Status:	Incomplete
Project Name/ID:	PPPPPP
Is this project taking place in a rural or urban area?:	Rural

Please describe the purpose and scope of this project (minimum number of characters 150):
 ~~~~~~

Which best describes the work activity?: SEWER, WATER

Service Type: INSTALL/NEW  
 Type of Equipment: BACKHOE/TRACKHOE

would you like facility prints of the project area if available?: Yes

Are permits required for the location of the project?: Yes

What type of Permit?: County

Permit #:  
 Done For: SCDOT

When will this large project start?: 06/30/2026 12:00 AM

When will this large project end?: 06/30/2027 12:00 AM

Subdivision Name:  
 Would you like this project to be public, allowing other users to view large project?: Yes

---

### Project Phases

| 1ST PHASE No ticket |                            |                          |                    |
|---------------------|----------------------------|--------------------------|--------------------|
| 1                   | Start: 06/30/2026 12:00 AM | End: 09/30/2026 12:00 AM | Status: Initiation |

34.03680, -81.16265

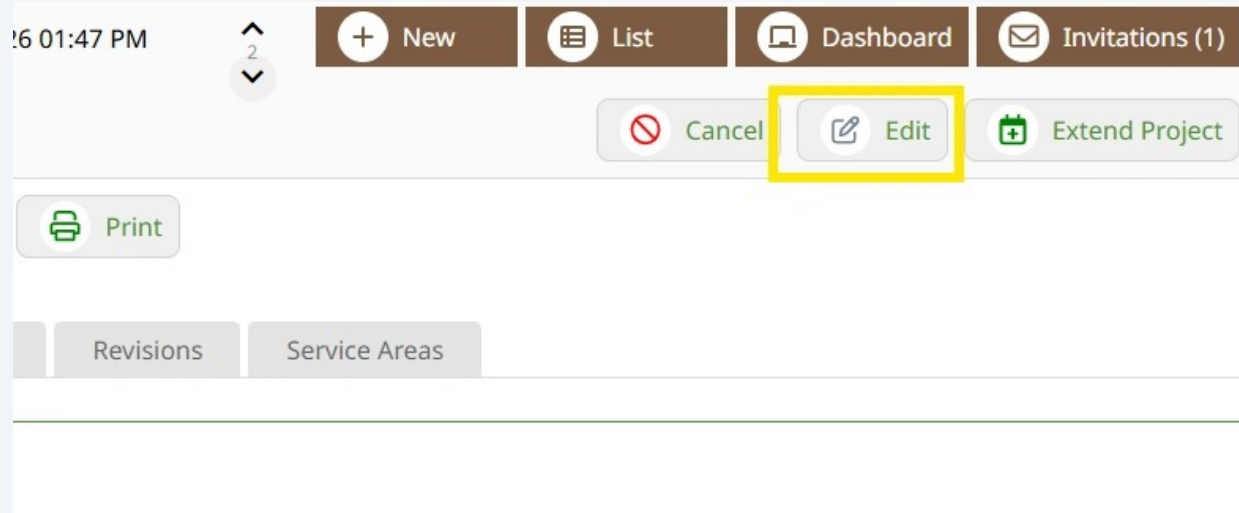
Back to Large Project
 Save - Above Information is Correct



74

After submission, you can still edit the project, make updates, and add additional phases. These changes are allowed as long as no tickets have been created for any phase of the project.

Once a marking agreement is established and tickets have been released for any phase, the project becomes locked and can no longer be edited or expanded.



## Planning Meetings

75

Planning meetings provide an opportunity for all stakeholders to review project plans and establish a marking schedule for project phases. A project may include multiple planning meetings throughout its lifecycle as needed.

Planning meet tickets generated for planning meetings will now include a PDF attachment link. This will allow locators to access Large Project details directly from the meet tickets.

A Planning Meeting may be scheduled as early as **three working days after the project is entered**, with the day the project is entered counting as **Day 1**.

To schedule a meeting, navigate to the **Meetings** tab within the project and select **Schedule Planning Meeting** in the upper-left corner of the screen.

76

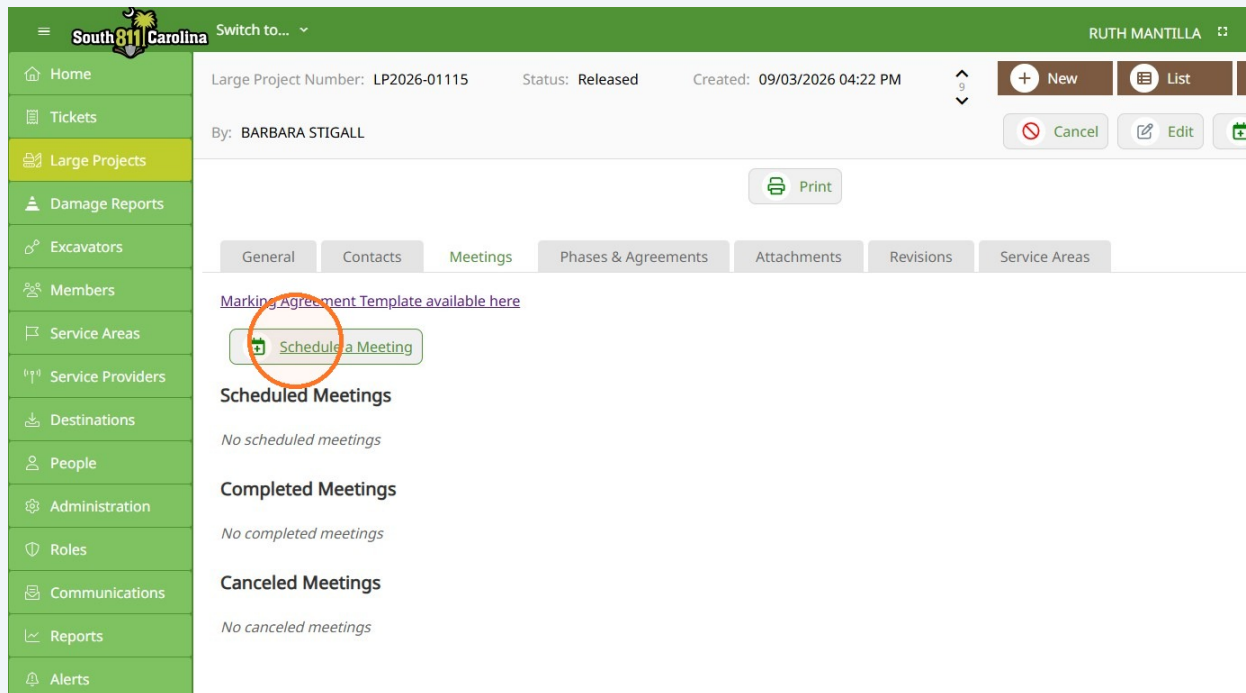
The screenshot shows the 'South 811 Carolina' project management interface. The left sidebar contains a menu with items: Home, Tickets, Large Projects (highlighted), Damage Reports, Excavators, Members, Service Areas, Service Providers, Destinations, People, Administration, Roles, Communications, Reports, and Alerts. The main content area displays project details for 'Large Project Number: LP2026-01115', 'Status: Released', and 'Created: 09/03/2026 04:22 PM'. Below this, it shows 'By: BARBARA STIGALL' and a 'Print' button. A horizontal tab bar includes 'General', 'Contacts', 'Meetings' (circled in orange), 'Phases & Agreements', 'Attachments', 'Revisions', and 'Service Areas'. Under the 'Meetings' tab, there is a link 'Marking Agreement Template available here' and a 'Schedule a Meeting' button. Below these are sections for 'Scheduled Meetings', 'Completed Meetings', and 'Canceled Meetings', each with the text 'No scheduled meetings', 'No completed meetings', and 'No canceled meetings' respectively. The top right corner shows the user 'RUTH MANTILLA'.

77

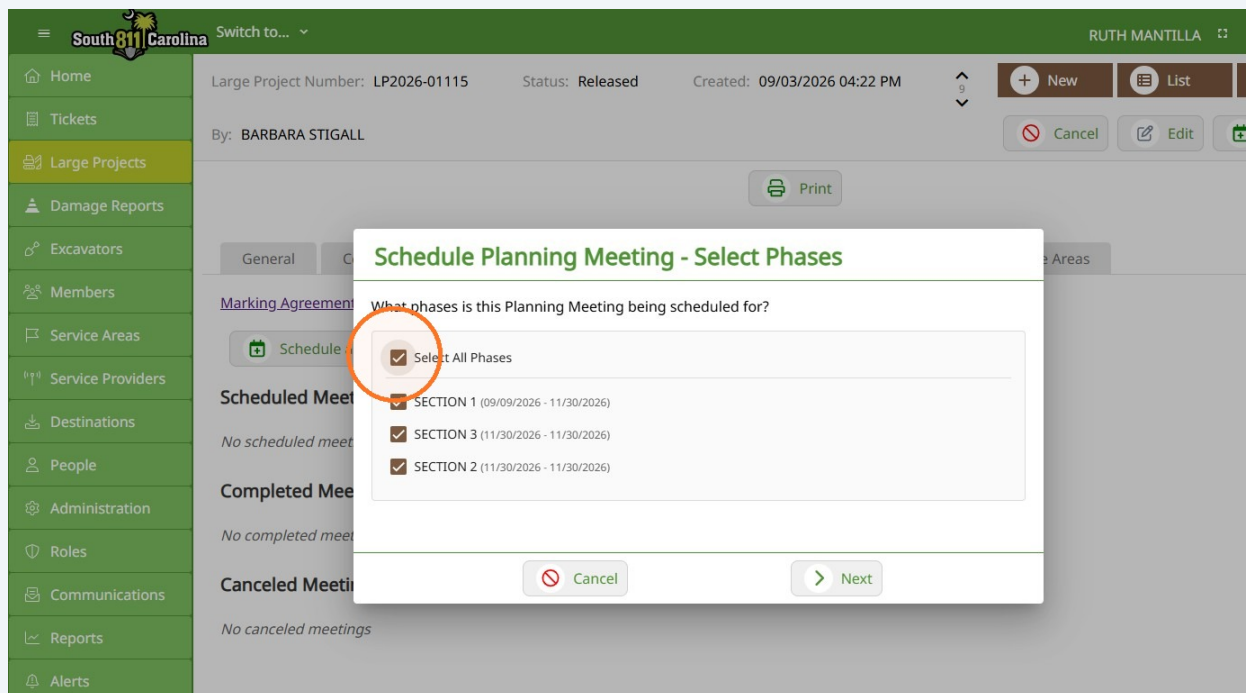
You can click "Marking Agreement Template available here" to review/use the optional template.

This screenshot is identical to the one above, showing the 'South 811 Carolina' project management interface. In this version, an orange rectangle highlights the 'Marking Agreement Template available here' link and the 'Schedule a Meeting' button. The 'Meetings' tab in the horizontal tab bar is also highlighted with an orange rectangle. The rest of the interface, including the sidebar, project details, and meeting sections, remains the same.

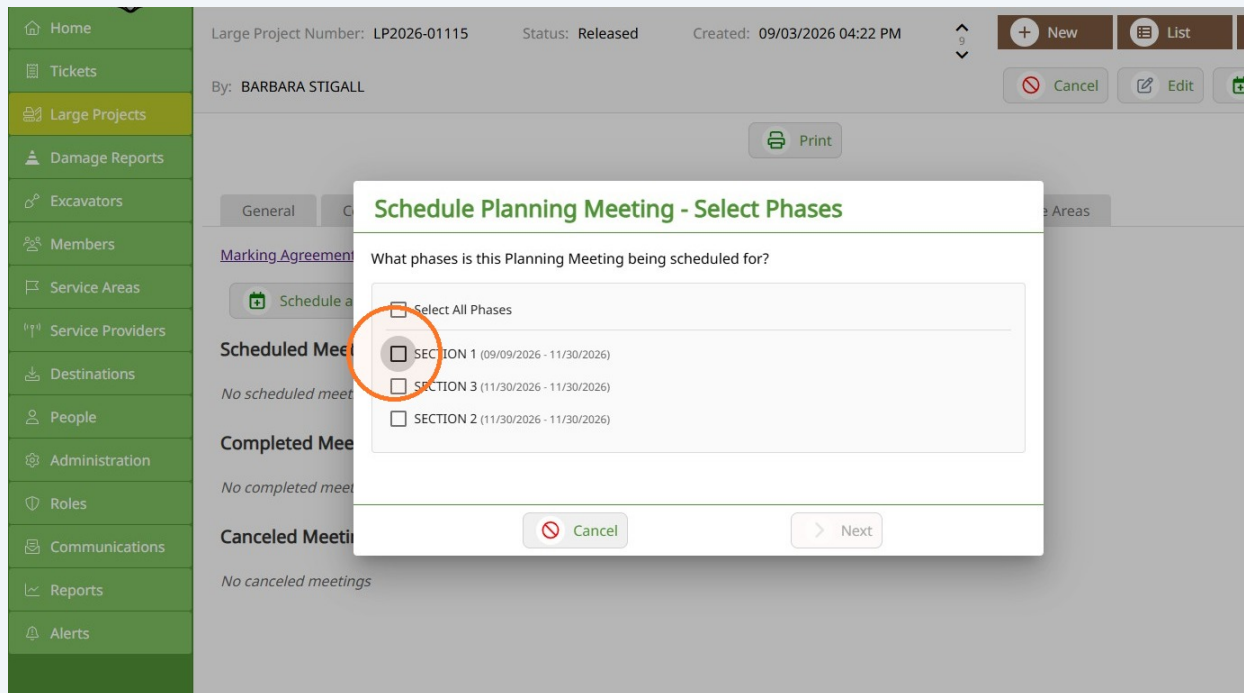
78 You will click "Schedule a Meeting" to schedule a new meeting.



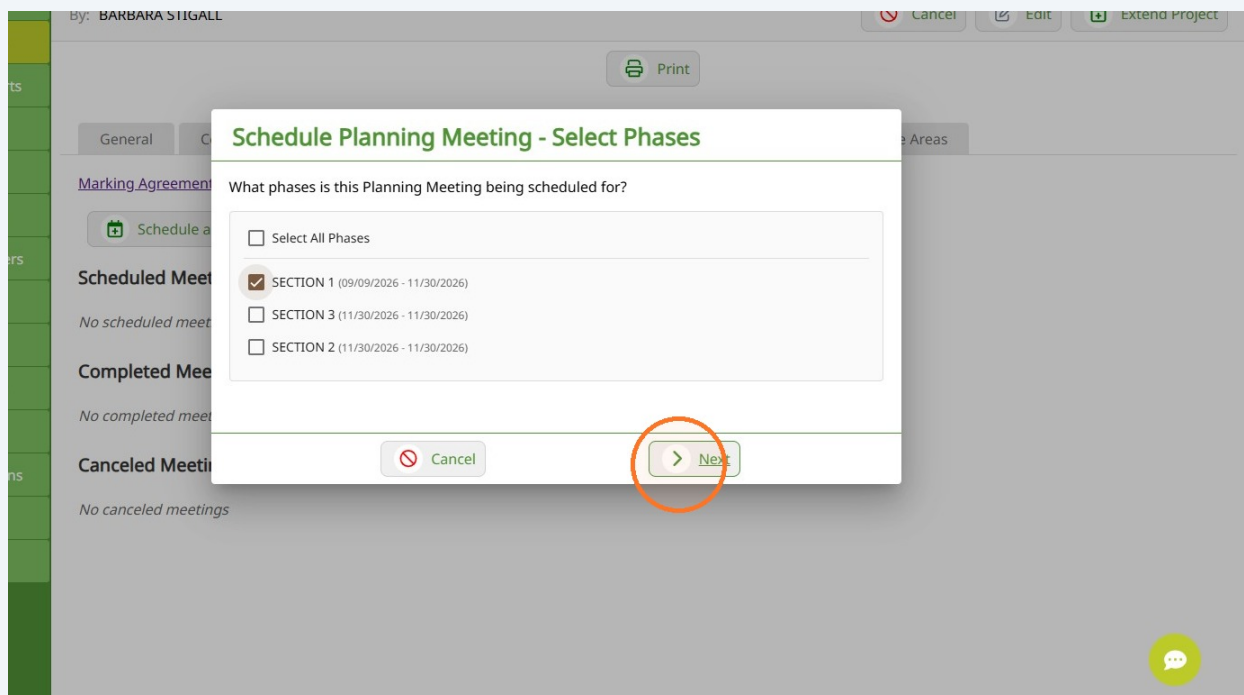
79 You can click the "Select All Phases" field to have the meeting for all phases.



80 Or you can select the specific phase/s you would like for the meeting.



81 Once you have chosen the phase/s you will click the 'Next' button.



82

Select the **date and time** for the meeting, then indicate whether the meeting will be **virtual, in person or both Virtual and In person**. Be prepared to provide a few flexible scheduling options to ensure all stakeholders have an opportunity to attend.

Select the **date and time** for the meeting, then indicate whether the meeting will be **virtual, in person or both**. Be prepared to provide a few flexible scheduling options to ensure all stakeholders have an opportunity to attend.

The screenshot shows the South 811 Carolina web application interface. A modal dialog titled "Schedule Planning Meeting - Meeting Details" is open. The dialog contains a text input field for "Please enter the Project Planning Meeting details below." and a date/time selector set to "09/17/2026, 10:00 AM". Below this, a list of member operators is displayed under the heading "A Meet request will be sent to all of the following Member Operator(s):". The list includes: AT&T/D - BSZT29-BSZT29, CHARTER-CCS02, DOMINION ENERGY GAS - SCGZ02-SCGZ02, FAIRFIELD ELECTRIC COOPERATIVE-FAE07, LUGOFF ELGIN WATER AUTHORITY-LEW28, SOUTH CAROLINA WATER UTILITIES-PUI-PAU62, and TRUVISTA - CAMDEN CORP INVESTMENTS-CCI41. The dialog has "Cancel", "Back", and "Save" buttons at the bottom.

South 811 Carolina Switch to... RUTH MANTILLA

Home Tickets Large Projects Damage Reports Excavators Members Service Areas Service Providers Destinations People Administration Roles Communications Reports Alerts

Large Project Number: LP2026-01115 Status: Released Created: 09/03/2026 04:22 PM

By: BARBARA STIGALL

Print

Cancel Edit

**Schedule Planning Meeting - Meeting Details**

Please enter the Project Planning Meeting details below.

09/17/2026, 10:00 AM Meeting Type\*

**A Meet request will be sent to all of the following Member Operator(s):**

- AT&T/D - BSZT29-BSZT29
- CHARTER-CCS02
- DOMINION ENERGY GAS - SCGZ02-SCGZ02
- FAIRFIELD ELECTRIC COOPERATIVE-FAE07
- LUGOFF ELGIN WATER AUTHORITY-LEW28
- SOUTH CAROLINA WATER UTILITIES-PUI-PAU62
- TRUVISTA - CAMDEN CORP INVESTMENTS-CCI41

Cancel Back Save

Home Tickets Large Projects Damage Reports Excavators Members Service Areas Service Providers Destinations People Administration Roles Communications Reports Alerts

Large Project Number: LP2026-01115 Status: Released Created: 09/03/2026 04:22 PM By: BARBARA STIGALL

Print

### Schedule Planning Meeting - Meeting Details

Please enter the Project Planning Meeting details below.

09/17/2026, 10:00 AM Meeting Type\*

**A Meet request will be sent to the following:**

- AT&T/D - BSZT29-BSZT29
- CHARTER-CCS02
- DOMINION ENERGY GAS
- FAIRFIELD ELECTRIC COO
- LUGOFF ELGIN WATER AUTHORITY-LEW28
- SOUTH CAROLINA WATER UTILITIES-PUI-PAU62
- TRUVISTA - CAMDEN CORP INVESTMENTS-CCI41

Cancel Back Save



84

If the meeting is **virtual**, an additional field will appear prompting you to enter the meeting link. Provide the full meeting URL in this field so participants can access the session.

### Schedule Planning Meeting - Meeting Details

Please enter the Project Planning Meeting details below.

05/15/2026, 10:00 AM  Meeting Type\* Virtual ▼

Meeting Link\*

**A Meet request will be sent to all of the following Member Operator(s):**

AT&T/D - BSZT29-BSZT29  
CAROLINA GAS TRANSMISSION - CGT63-CGT63  
CHARTER-CCS02  
CITY OF COLUMBIA-COC82  
DOMINION ENERGY ELECTRIC - SCEKZ42-SCEKZ42  
DOMINION ENERGY GAS - SCGT05-SCGT05  
DOMINION ENERGY GAS - SCGZ05-SCGZ05  
LUMEN-LC393  
LUMOS FIBER-LMF01  
MCI-MCI18  
MID CAROLINA ELECTRIC COOPERATIVE-MID55  
SCANA COMMUNICATIONS-SCAFZ87  
SEGRA COMMUNICATIONS - SGRAZ01-SGRAZ01  
VERIZON WIRELESS-VZW89

 Cancel

 Back

 Save

85

If the meeting is **in person**, an address field will appear. Enter the full location where the meeting will take place, then click **Save**.

Once saved, a meeting request will be generated and sent to all Member Operators affected by the project area.

### Schedule Planning Meeting - Meeting Details

Please enter the Project Planning Meeting details below.

05/15/2026, 10:00 AM  Meeting Type\*  
In Person

Address\*

Address 2

City\*

State\*

Zip\*

**A Meet request will be sent to all of the following Member Operator(s):**

AT&T/D - BSZT29-BSZT29  
CAROLINA GAS TRANSMISSION - CGT63-CGT63  
CHARTER-CCS02  
CITY OF COLUMBIA-COC82  
DOMINION ENERGY ELECTRIC - SCEKZ42-SCEKZ42  
DOMINION ENERGY GAS - SCGT05-SCGT05  
DOMINION ENERGY GAS - SCGZ05-SCGZ05  
LUMEN-LC393

 Cancel

 Back

 Save

## 86 Once you have entered all the details click "Save"

By: BARBARA STIGALL

Please enter the Project Planning Meeting details below.

09/17/2026, 10:00 AM Meeting Type\*  
In Person

Address\*  
810 DUTCH SQUARE BLVD

Address 2

City\* State\* Zip\*  
COLUMBIA SC 29210

**A Meet request will be sent to all of the following Member Operator(s):**

- AT&T/D - BSZT29-BSZT29
- CHARTER-CCS02
- DOMINION ENERGY GAS - SCGZ02-SCGZ02
- FAIRFIELD ELECTRIC COOPERATIVE-FAE07
- LUGOFF ELGIN WATER AUTHORITY-LEW28
- SOUTH CAROLINA WATER UTILITIES-PUI-PAU62
- TRUVISTA - CAMDEN CORP INVESTMENTS-CCI41

## 87 The meeting will appear in the 'Meetings' tab under the 'Scheduled Meetings' section.

By: BARBARA STIGALL

General Contacts **Meetings** Phases & Agreements Attachments Revisions Service Areas

[Marking Agreement Template available here](#)

**Scheduled Meetings**

| Date/Time           | Phases                          | Meeting Type | Link | Location                                   | Status    | Actions              |
|---------------------|---------------------------------|--------------|------|--------------------------------------------|-----------|----------------------|
| 09/17/2026 10:00 AM | SECTION 2, SECTION 1, SECTION 3 | In Person    |      | 810 DUTCH SQUARE BLVD, COLUMBIA, SC, 29210 | Scheduled | <a href="#">Edit</a> |

**Completed Meetings**

No completed meetings

**Canceled Meetings**

| Date/Time           | Phases    | Meeting Type | Link                                                  | Location | Status                             | Actions |
|---------------------|-----------|--------------|-------------------------------------------------------|----------|------------------------------------|---------|
| 09/17/2026 10:00 AM | SECTION 1 | Virtual      | <a href="https://notreal.com">https://notreal.com</a> |          | Canceled<br>Reason: incorrect d... |         |

88

In the 'Meetings' tab you will also find additional sections. The 'Completed Meetings' section will show any past meetings for the project.

There is also a section for 'Canceled Meetings' showing any meetings that had to be canceled for the project.

By: PEGGY MCLEMORE Cancel Edit Extend PR

**Completed Meetings**

| Date/Time           | Phases                                                                                                                                                                           | Meeting Type | Link | Location                           | Status                         | Actions |
|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------|------------------------------------|--------------------------------|---------|
| 09/08/2026 10:00 AM | SOUTHEAST QUADRANT OFF LONG RIDGE WAY, EXTENSION OFF VIOLA LEE WAY, NORTHEAST QUADRANT OFF LONG RIDGE WAY, SOUTHEAST QUADRANT OFF VIOLA LEE WAY, SOUTHERN QUADRANT OFF LILAC WAY | In Person    |      | 1234 MAIN ST, LEXINGTON, SC, 29073 | Complete<br>Ticket: 2609020006 |         |

**Canceled Meetings**

| Date/Time           | Phases                                                                                                                                                                           | Meeting Type | Link | Location                           | Status                           | Actions |
|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------|------------------------------------|----------------------------------|---------|
| 09/16/2026 10:00 AM | SOUTHEAST QUADRANT OFF LONG RIDGE WAY, SOUTHERN QUADRANT OFF LILAC WAY, NORTHEAST QUADRANT OFF LONG RIDGE WAY, EXTENSION OFF VIOLA LEE WAY, SOUTHEAST QUADRANT OFF VIOLA LEE WAY | In Person    |      | 1234 MAIN ST, LEXINGTON, SC, 29073 | Canceled<br>Reason: Reschedul... |         |

89

**Meet tickets** serve as notifications to affected Member Operators. These tickets do not require any action or response; they are simply an invitation to attend the scheduled meeting.

Excavator ID: 407903  
 Caller Phone: (803) 840-5555  
 Company: TAYLOR CONSTRUCTION HOME  
 Address: 810 N MAIN ST, SUMTER, SC, 29150  
 Email: taylorbracey4@gmail.com  
 Site Contact: TAYLOR TEST  
[View Subcontractors \(0\)](#)

Caller: TAYLOR TEST  
 Caller Type: Business  
 Office: SUMTER

(803) 840-5555 taylorbracey4@gmail.com

### Dates & Ticket Type

[Help](#)

Ticket Type: **Meet**  
 Meet Date and Time: 05/20/2026 10:00 AM

### Site Information

[Help](#)

Dig Site Type: Street/Address  
 SC BERKELEY MONCK'S CORNER  
 PLANNING MEETING  
 Near: N/A  
 Directions: TESTING TO MAKE SURE THE GEOTOOL IMPORTS  
 Instructions: N/A  
 Remarks:

### Project Information

[Help](#)

90

Go to the meeting prepared to discuss the selected phase(s). A **Marking Agreement template** is provided for use as a guide when establishing agreements with Member Operators.

<https://sc811.com/wp-content/uploads/2026/05/Large-Project-Facility-Location-Agreement-rev-20251208-1.pdf>

Please note that if a Member Operator does not attend the meeting or an agreement cannot be reached, their marking timeline will default to the agreed timeframe established by the other participating operators.

### **LARGE PROJECT FACILITY LOCATION AGREEMENT**

#### **INTRODUCTION**

The Large Project Facility Location Agreement was created to help manage marking needs over the course of a Large Project. The Large Project Facility Location Agreement is required to be completed prior to the Large Project Planning Meeting. You must provide a proposed Large Project Facility Location Agreement for consideration at the Large Project Planning Meeting. The Large Project Planning Meeting Agreement must be executed and acknowledged by all Parties prior to any Large Project advancing beyond the planning stage. You should provide enough copies of the Large Project Facility Location Agreement to accommodate each facility operator, locator, and excavator identified and involved in any excavation or demolition work on the Large Project. For Large Projects conducted in phases, sections for description of each phase have been provided. Supplying plats, drawings, and/or other information sufficient to provide a reasonably complete overview of the large project is required. *See* S.C. Code Ann. § 58-36-75(E)(1). A sign-in sheet for all attendees is included and must be provided to SC811.

You must list all subcontractors that will be involved in the Large Project. You must also list all designees of the Large Project.

91

Meet tickets generated for planning meetings will now include a PDF attachment link. This will allow locators to access Large Project details directly from the meet tickets.

## Marking Agreements

## 92

The next step is to add the agreed-upon **Marking Agreement**. Before adding the Marking Agreement, review the phases to make sure they reflect what was agreed upon during the planning meeting.

If it was determined during the planning meeting that the phases need to be adjusted, you will need to **edit the phases before adding the Marking Agreement**. This ensures the phases match the agreed-upon marking schedule.

**Important:** Phases that are tied to a planning meeting **cannot be deleted**. If changes are needed, the existing phases must be edited to reflect the updated information.

After the phases have been updated, you can proceed with adding the agreed-upon Marking Agreement.

We will cover the steps for editing phases and making changes to the project in a separate section of this manual.

## 93

Under each phase, the option to “Add a Marking Agreement” will be available as long as at least **one** planning meeting has taken place.

<

General

Contacts

Meetings

Phases & Agreements

>

Project Phases

CSX 1

Add a Marking Agreement

No ticket

Start: 09/14/2026 12:00 AM

End: 09/28/2026 12:00 AM

Status: Planning

1

Primary Contact: (None)

Marking Agreement created on: 09/09/2026

Work Date & Time: 09/30/2026 11:59 PM

Cancel Agreement View

CSX LAYDOWN YARD

Ticket: 2609090001

Responses Received: 0 / 8

Start: 09/14/2026 12:00 AM

End: 11/30/2026 12:00 AM

view

2

Status: Marking Agreement Established

Primary Contact:

ADDED PHASE

Add a Marking Agreement

No ticket

Start: 09/28/2026 12:00 AM

End: 10/09/2026 12:00 AM

Status: Initiation

3

Primary Contact:

CSX 2

Add a Marking Agreement

No ticket

+

-

SC-261

Highway 261 S



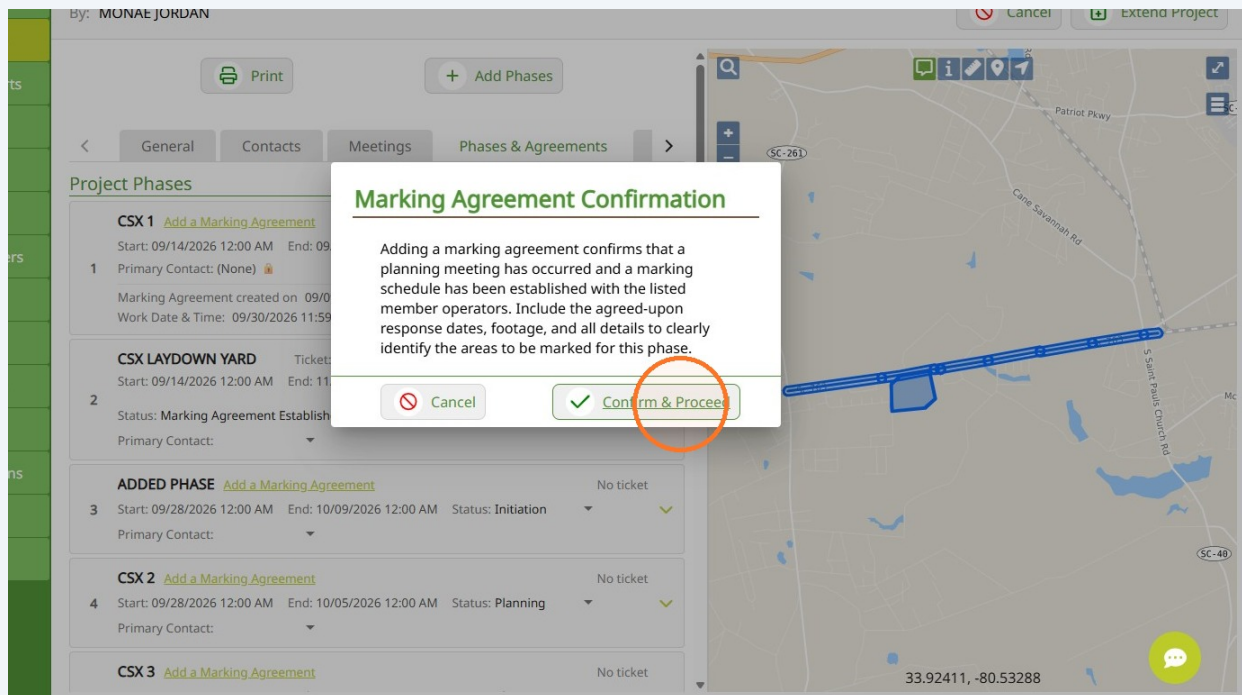
A marking agreement must be entered for each phase. The marking agreement is determined during the planning meeting and agreed upon by the Member Operators and Excavator.

Think of the marking agreement as the marking instructions you would see on a standard 3-day locate notice. It provides the specific instructions Member Operators and Excavators have agreed to follow for marking the utilities during that phase of the project.

To add a marking agreement, click **"Add a Marking Agreement."** Each phase will have its own section where the marking agreement can be entered.

The screenshot displays the South 811 Carolina web application interface. The top header shows the user 'RUTH MANTILLA' and a 'Switch to...' dropdown. The left sidebar contains navigation links: Home, Tickets, Large Projects (selected), Damage Reports, Excavators, Members, Service Areas, Service Providers, Destinations, People, Administration, Roles, Communications, Reports, and Alerts. The main content area shows project details for 'Large Project Number: LP2026-01101', 'Status: Released', and 'Created: 09/02/2026 09:27 AM'. Below this, the 'By: MONAE JORDAN' is listed. A 'Print' button and an 'Add Phases' button are visible. The 'Phases & Agreements' tab is selected, showing a list of project phases. The first phase, 'CSX 1', has a status of 'Planning' and a link to 'Add a Marking Agreement' which is circled in orange. The second phase, 'CSX LAYDOWN YARD', has a status of 'Marking Agreement Established'. The third phase, 'ADDED PHASE', has a status of 'Initiation'. A map on the right shows the project location with a blue line indicating the project area.

95 Once you click the option a pop up will appear. You will click "Confirm & Proceed"



96 Next, enter the marking instructions in the **"Locate Instructions"** field. Instructions must be between **100 and 1,000 characters**.

Clearly describe **where** the marking should take place and **what** needs to be marked. Include details such as the starting point, direction, and distance to clearly define the work area.

A screenshot of a software interface for a project ticket. The ticket is titled "CSX LAYDOWN YARD 09/14/2026 - 11/30/2026". The "Locate Instructions" field is highlighted with an orange circle. The text entered in this field is "MARK THE ENIRE PROPERTY AND THE ROADWAY INCLUDING BOTH SIDES OF THE RD AND RD ITSELF". Below this field, there is a section for "Planning Meeting" with checkboxes for various entities, and a section for "Marking Agreement(s)" with a dropdown menu. The interface includes a sidebar on the left with various menu items and a top navigation bar with user information and project details.

97

After entering the locate instructions, indicate which Member Operators attended the planning meeting. The attendees listed may not be the same as the Member Operators with whom an agreement was reached. This section is used only to record planning meeting attendance.

- Check the box for each Member Operator who attended the planning meeting.
- Leave the box blank for each Member Operator who did **not** attend.

Home Large Project Number: LP2026-01101 Status: Released Created: 09/02/2026 09:27 AM + New List

### CSX LAYDOWN YARD 09/14/2026 - 11/30/2026

**Locate Instructions**  
What is entered in the Locate instructions field will appear on your Large Project Ticket in the Instructions field and indicates where locators will need to mark.

**MARK THE ENTIRE PROPERTY AND THE ROADWAY INCLUDING BOTH SIDES OF THE RD AND RD ITSELF**

85 / 100 character minimum (1000 maximum)

Please ensure that you enter an accurate description of the area that will be marked in detail. The area that you outline must match the Marking Agreement and schedule that was established with the Member Operators at the Planning Meeting. This includes exact footages, roadways, properties, etc., that will be marked for this phase.

**Planning Meeting**  
Please check the Member Operators that attended the Planning Meeting.

|                                            |                                                     |
|--------------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> COUNTY OF SUMTER  | <input type="checkbox"/> CITY OF SUMTER             |
| <input type="checkbox"/> MCI               | <input type="checkbox"/> DUKE ENERGY PROGRESS       |
| <input checked="" type="checkbox"/> AT&T/T | <input type="checkbox"/> FARMERS TELEPHONE - FTCZ81 |

**Marking Agreement(s)**  
Please enter all Marking Agreement details below, including every Member Operator that established an agreement, whether the agreement was established during the Planning Meeting or separately.

Did you reach an agreement with all Member Operators listed on this project? Select

Before continuing, please review the mapping for this phase and make any necessary edits to ensure it matches the scope outlined in your marking agreement. If changes are needed, you can open the project in a new tab to review and edit the phase mapping without losing your place.

Primary Contact:

98

After selecting all Member Operators who attended the meeting, answer the question: **“Did you reach an agreement with all members listed on this project?”**

- Select **“Yes”** only if every Member Operator listed for the phase agreed to a marking date. The agreed-upon dates may be different, and agreements may have been reached during the planning meeting or separately.

- Select **“No”** if any listed Member Operator did not agree to or establish a marking date.

Meeting attendance and agreement status are recorded separately. A Member Operator may have reached an agreement without attending the meeting, or may have attended without reaching an agreement.

What is entered in the Locate instructions field will appear on your Large Project Ticket in the Instructions field and indicates where locators will need to mark.

**MARK THE ENTIRE PROPERTY AND THE ROADWAY INCLUDING BOTH SIDES OF THE RD AND RD ITSELF**  
85 / 100 character minimum (1000 maximum)

Please ensure that you enter an accurate description of the area that will be marked in detail. The area that you outline must match the Marking Agreement and schedule that was established with the Member Operators at the Planning Meeting. This includes exact footages, roadways, properties, etc., that will be marked for this phase.

**Planning Meeting**  
Please check the Member Operators that attended the Planning Meeting.

|                                                      |                                                          |
|------------------------------------------------------|----------------------------------------------------------|
| <input checked="" type="checkbox"/> COUNTY OF SUMTER | <input checked="" type="checkbox"/> CITY OF SUMTER       |
| <input checked="" type="checkbox"/> MCI              | <input checked="" type="checkbox"/> DUKE ENERGY PROGRESS |
| <input checked="" type="checkbox"/> AT&T             | <input type="checkbox"/> FARMERS TELEPHONE - FTCZ81      |

**Marking Agreement(s)**  
Please enter all Marking Agreement details below, including every Member Operator that established an agreement, whether the agreement was established during the Planning Meeting or separately.

Did you reach an agreement with all Member Operators listed on this project? Select

Yes

No

Before continuing, please review the mapping for this phase and make any adjustments to ensure it matches the scope outlined in your marking agreement. If changes are needed, you can open the project in a new tab to review and edit the phase without losing your place.

Cancel Next

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CSX 3 [Add a Marking Agreement](#) No ticket 33.92411, -80.53288

99

If you select **"No,"** an additional question will appear. You will need to select only the Member Operators you reached an agreement with during a planning meeting or separately.

MARKING AGREEMENT

Did you reach an agreement with all Member Operators listed on this project? **No**

Which Member Operators did you reach an agreement with, regardless of whether the agreement was established during the planning meeting or separately?

☒ COUNTY OF SUMTER ☒ CITY OF SUMTER

☒ MCI ☒ DUKE ENERGY PROGRESS

☐ AT&T ☐ FARMERS TELEPHONE - FTCZ81

Did all Member Operators agree to the same Marking Date? **Select**

Before continuing, please review the mapping for this phase and make any necessary edits to ensure it matches the scope outlined in your marking agreement. If changes are needed, you can open the project in a new tab to review and edit the phase mapping without losing your place.

**Cancel** **Next**

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CSX 3 Add a Marking Agreement No ticket 33.92411, -80.53288

100

Next, you will enter the marking date(s) agreed upon. To do this, answer the question "Did all Member Operators agree to the same marking date?"

Select **Yes** if all Member Operators agreed to the **same** marking date.  
Select **No** if the Member Operators agreed to **different** marking dates.

Did you reach an agreement with all Member Operators listed on this project? **No**

Which Member Operators did you reach an agreement with, regardless of whether the agreement was established during the planning meeting or separately?

☒ COUNTY OF SUMTER ☒ CITY OF SUMTER

☒ MCI ☒ DUKE ENERGY PROGRESS

☒ AT&T ☐ FARMERS TELEPHONE - FTCZ81

Did all Member Operators agree to the same Marking Date? **Select**

Before continuing, please review the mapping for this phase and make any necessary edits to ensure it matches the scope outlined in your marking agreement. If changes are needed, you can open the project in a new tab to review and edit the phase mapping without losing your place.

**Cancel** **Next**

Primary Contact:

CSX 3 Add a Marking Agreement No ticket



101

If you select **"Yes,"** you will only need to enter the **marking date** that was determined during the planning meeting.

If you select **"No,"** you will be prompted to enter a **marking date** and select the **Member Operators who agreed to that date**.

*The following example walks you through the steps when you select "No" to the question "Did all Member Operators agree to the same marking date?"*

**Marking Agreement(s)**  
Please enter all Marking Agreement details below, including every Member Operator that established an agreement, whether the agreement was established during the Planning Meeting or separately.

Did you reach an agreement with all Member Operators listed on this project? **No**

Which Member Operators did you reach an agreement with, regardless of whether the agreement was established during the planning meeting or separately?

☒ COUNTY OF SUMTER ☒ CITY OF SUMTER  
☒ MCI ☒ DUKE ENERGY PROGRESS  
☒ AT&T/T ☐ FARMERS TELEPHONE - FTCZ81

Did all Member Operators agree to the same Marking Date? **No**

Please enter the first marking date that was agreed on: **Date\***

Please check all members who agreed to this date

☐ COUNTY OF SUMTER ☐ CITY OF SUMTER  
☐ MCI ☐ DUKE ENERGY PROGRESS  
☐ AT&T/T

[Add Additional Date](#)

**Cancel** **Next**

Exactix v4.2.30 by Irth Solutions

Primary Contact: CSX 3 [Add a Marking Agreement](#) No ticket 33.92411, -80.53288



**102** You can enter the date manually, or choose the Calendar option to select the date.

The screenshot shows the 'Marking Agreement(s)' form in a mobile application. A calendar overlay for September 2026 is displayed, with the date 28 circled in red. The form includes a sidebar with navigation options like Tickets, Large Projects, Damage Reports, Excavators, Members, Service Areas, Service Providers, Destinations, People, Administration, Roles, Communications, Reports, and Alerts. The main content area has a title 'CSX LAYDOWN YARD 09/14/2026 - 11/30/2026'. Below the title, there's a section for 'Marking Agreement(s)' with instructions to enter details for every Member Operator. A dropdown menu asks 'Did you reach an agreement with all Member Operators listed on this project?' with 'No' selected. Another dropdown asks 'Which Member Operators did you reach an agreement with, regardless of whether the agreement was established during the planning meeting or separately?' with 'COUNTY OF SUMTER', 'MCI', and 'AT&T' selected. A text field asks 'Did all Member Operators agree to the same Marking Date?' with 'No' selected. Below this, there's a date input field with '09/28/2026' entered. A section titled 'Please check all members who agreed to this date' has checkboxes for 'COUNTY OF SUMTER', 'MCI', 'AT&T', 'CITY OF SUMTER', and 'DUKE ENERGY PROGRESS'. The 'MCI' and 'AT&T' checkboxes are checked. At the bottom, there are 'Cancel' and 'Next' buttons.

**103** You will then select the Members that have agreed to this date.

The screenshot shows the 'Marking Agreement(s)' form in a mobile application. The calendar overlay is no longer present. The form includes a sidebar with navigation options like Tickets, Large Projects, Damage Reports, Excavators, Members, Service Areas, Service Providers, Destinations, People, Administration, Roles, Communications, Reports, and Alerts. The main content area has a title 'CSX LAYDOWN YARD 09/14/2026 - 11/30/2026'. Below the title, there's a section for 'Marking Agreement(s)' with instructions to enter details for every Member Operator. A dropdown menu asks 'Did you reach an agreement with all Member Operators listed on this project?' with 'No' selected. Another dropdown asks 'Which Member Operators did you reach an agreement with, regardless of whether the agreement was established during the planning meeting or separately?' with 'COUNTY OF SUMTER', 'MCI', 'AT&T', 'CITY OF SUMTER', and 'DUKE ENERGY PROGRESS' selected. A text field asks 'Did all Member Operators agree to the same Marking Date?' with 'No' selected. Below this, there's a date input field with '09/28/2026' entered. A section titled 'Please check all members who agreed to this date' has checkboxes for 'COUNTY OF SUMTER', 'MCI', 'AT&T', 'CITY OF SUMTER', and 'DUKE ENERGY PROGRESS'. The 'MCI' and 'AT&T' checkboxes are checked. At the bottom, there are 'Cancel' and 'Next' buttons.

104

Once you have selected all the Members that agreed to this date you will click the 'Add Additional Date' option.

Which Member Operators did you reach an agreement with, regardless of whether the agreement was established during the planning meeting or separately?

☒ COUNTY OF SUMTER ☒ CITY OF SUMTER

☒ MCI ☒ DUKE ENERGY PROGRESS

☒ AT&T/T ☐ FARMERS TELEPHONE - FTCZ81

Did all Member Operators agree to the same Marking Date? No

Please enter the first marking date that was agreed on: date\* 09/28/2026

Please check all members who agreed to this date

☐ COUNTY OF SUMTER ☐ CITY OF SUMTER

☒ MCI ☒ DUKE ENERGY PROGRESS

☒ AT&T/T

[Add Additional Date](#)

Before continuing, please review the mapping for this phase and make any necessary edits to ensure it matches the scope outlined in your ma

Cancel Next

Primary Contact:

105

The field to enter a date will appear again.

Which Member Operators did you reach an agreement with, regardless of whether the agreement was established during the planning meeting or separately?

☒ COUNTY OF SUMTER ☒ CITY OF SUMTER

☒ MCI ☒ DUKE ENERGY PROGRESS

☒ AT&T/T ☐ FARMERS TELEPHONE - FTCZ81

Did all Member Operators agree to the same Marking Date? No

Please enter the first marking date that was agreed on: date\* 09/28/2026

Please check all members who agreed to this date

☐ COUNTY OF SUMTER ☐ CITY OF SUMTER

☒ MCI ☒ DUKE ENERGY PROGRESS

☒ AT&T/T

Please enter the next marking date that was agreed on: date\*

Please check all members who agreed to this date

☐ COUNTY OF SUMTER ☐ CITY OF SUMTER

☐ MCI ☐ DUKE ENERGY PROGRESS

☐ AT&T/T

Cancel Next

Primary Contact:

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CSX 3 [Add a Marking Agreement](#)

No ticket

33.92411, -80.53288

**106** Once the date is selected you will choose the Members that agreed to this date.

**Please note once you have selected a Member for a date they cannot be chosen again in the same phase for a different date. The member will be greyed out and unable to be selected.**

Which Member Operators did you reach an agreement with, regardless of whether the agreement was established during the planning meeting or separately?

☒ COUNTY OF SUMTER ☒ CITY OF SUMTER

☒ MCI ☒ DUKE ENERGY PROGRESS

☒ AT&T ☐ FARMERS TELEPHONE - FTCZ81

Did all Member Operators agree to the same Marking Date? No

Please enter the first marking date that was agreed on: 09/28/2026

Please check all members who agreed to this date

☐ COUNTY OF SUMTER ☐ CITY OF SUMTER

☒ MCI ☒ DUKE ENERGY PROGRESS

☒ AT&T

Please enter the next marking date that was agreed on: 10/05/2026

Please check all members who agreed to this date

☐ COUNTY OF SUMTER ☐ CITY OF SUMTER

☐ MCI ☐ DUKE ENERGY PROGRESS

☐ AT&T

Cancel Next

**107** You will click the 'Next' button to continue.

Which Member Operators did you reach an agreement with, regardless of whether the agreement was established during the planning meeting or separately?

☒ COUNTY OF SUMTER ☒ CITY OF SUMTER

☒ MCI ☒ DUKE ENERGY PROGRESS

☒ AT&T ☐ FARMERS TELEPHONE - FTCZ81

Did all Member Operators agree to the same Marking Date? No

Please enter the first marking date that was agreed on: 09/28/2026

Please check all members who agreed to this date

☐ COUNTY OF SUMTER ☐ CITY OF SUMTER

☒ MCI ☒ DUKE ENERGY PROGRESS

☒ AT&T

Please enter the next marking date that was agreed on: 10/05/2026

Please check all members who agreed to this date

☒ COUNTY OF SUMTER ☒ CITY OF SUMTER

☐ MCI ☐ DUKE ENERGY PROGRESS

☐ AT&T

Cancel Next

108

If a primary contact has not already been selected, you may select one for the phase at this time. The primary contact will be listed as the excavator on the generated ticket.

Selecting a primary contact is optional. If no primary contact is selected, the project initiator will be listed as the excavator.

The screenshot shows a software interface with a sidebar on the left containing various menu items: Large Projects, Damage Reports, Excavators, Members, Service Areas, Service Provider, Destinations, People, Administration, Roles, Communications, Reports, and Alerts. The main area displays a map and a list of phases. A modal dialog box titled 'Add Primary Contact (Optional)' is open, showing a dropdown menu for 'Primary Contact' with the following options: 'KATY BAKER' (selected), 'No primary contact — MONAE JORDAN', 'TAYLOR TEST', and 'KATY BAKER' (with a green checkmark). The dialog also includes a 'Back' button and a 'Continue' button. The background shows a map with a location marker and coordinates 33.92411, -80.53288.

By: MONAE JORDAN

Print Add Phases

General Contacts Meetings Phases & Agreements

### Add Primary Contact (Optional)

There has not been a primary contact selected for this phase, which means the Project Initiator will be listed as the Excavator when the Large Project Ticket is released. If you would like to add a Primary Contact, you can do so now by selecting a contact that is listed on the Large Project in the drop-down menu below.

Primary Contact: KATY BAKER

- No primary contact — MONAE JORDAN
- TAYLOR TEST
- KATY BAKER ✓

Back Continue

ADDED PHASE Add a Marking Agreement No ticket

3 Start: 09/28/2026 12:00 AM End: 10/09/2026 12:00 AM Status: Initiation

Primary Contact:

CSX 2 Add a Marking Agreement No ticket

4 Start: 09/28/2026 12:00 AM End: 10/05/2026 12:00 AM Status: Planning

Primary Contact:

CSX 3 Add a Marking Agreement No ticket

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33.92411, -80.53288

## 109 Once selected, you will click "Continue"

The screenshot shows a software interface with a sidebar on the left containing various menu items like 'Large Projects', 'Damage Reports', 'Excavators', 'Members', 'Service Areas', 'Service Providers', 'Destinations', 'People', 'Administration', 'Roles', 'Communications', 'Reports', and 'Alerts'. The main area displays a map and a table of project phases. A modal dialog box titled 'Add Primary Contact (Optional)' is open in the center. The dialog contains the following text: 'There has not been a primary contact selected for this phase, which means the Project Initiator will be listed as the Excavator when the Large Project Ticket is released. If you would like to add a Primary Contact, you can do so now by selecting a contact that is listed on the Large Project in the drop-down menu below.' Below this text, there is a dropdown menu labeled 'Primary Contact:' with the selected option 'No primary contact — MONAE ...'. At the bottom of the dialog, there are three buttons: 'Cancel', 'Back', and 'Continue'. The 'Continue' button is circled in red.

By: MONAE JORDAN

Print Add Phases

General Contacts Meetings Phases & Agreements

### Add Primary Contact (Optional)

There has not been a primary contact selected for this phase, which means the Project Initiator will be listed as the Excavator when the Large Project Ticket is released. If you would like to add a Primary Contact, you can do so now by selecting a contact that is listed on the Large Project in the drop-down menu below.

Primary Contact: No primary contact — MONAE ...

Cancel Back Continue

| Primary Contact:                                                         |
|--------------------------------------------------------------------------|
| ADDED PHASE <a href="#">Add a Marking Agreement</a> No ticket            |
| 3 Start: 09/28/2026 12:00 AM End: 10/09/2026 12:00 AM Status: Initiation |
| Primary Contact:                                                         |
| CSX 2 <a href="#">Add a Marking Agreement</a> No ticket                  |
| 4 Start: 09/28/2026 12:00 AM End: 10/05/2026 12:00 AM Status: Planning   |
| Primary Contact:                                                         |
| CSX 3 <a href="#">Add a Marking Agreement</a> No ticket                  |

33.92411, -80.53288

## 110 In the next pop-up window, you may attach documentation related to the agreement by selecting "Attach Agreement Document."

This step is optional. Attachments may be added at any time during the life of the project.

The screenshot shows the same software interface as before, but with a different modal dialog box titled 'Agreement Document (Optional)'. The dialog contains the following text: 'MARK THE ENTIRE PROPERTY AND THE ROADWAY INCLUDING BOTH SIDES OF THE RD AND RD ITSELF - TESTING TESTING'. Below this, there is a section for 'Work Date and Time' with the text 'The Work Date and Time listed is the latest Marking Date that was selected when entering the Marking Agreement on the previous screen' and a date/time field showing '10/5/2026 11:59 PM'. There are two sections for 'Member Operators': 'Part of Established Agreement' listing 'COUNTY OF SUMTER 10/05/2026', 'CITY OF SUMTER 10/05/2026', 'MCI 09/28/2026', 'DUKE ENERGY PROGRESS 09/28/2026', and 'AT&T 09/28/2026'; and 'Who Have Not Reached an Agreement' listing 'FARMERS TELEPHONE - FTCZ81'. At the bottom of the dialog, there is a section for 'Agreement Document (Optional)' with a button labeled '+ Attach Agreement Document'. Below this button, it says 'Supported formats: PDF, Word, Images' and 'Ensure the above information is correct before saving this agreement.' At the bottom of the dialog, there are three buttons: 'Cancel', 'Back', and 'Save'. The 'Attach Agreement Document' button is circled in red.

MARK THE ENTIRE PROPERTY AND THE ROADWAY INCLUDING BOTH SIDES OF THE RD AND RD ITSELF - TESTING TESTING

### Work Date and Time

The Work Date and Time listed is the latest Marking Date that was selected when entering the Marking Agreement on the previous screen

10/5/2026 11:59 PM

### Member Operators Part of Established Agreement

COUNTY OF SUMTER 10/05/2026  
CITY OF SUMTER 10/05/2026  
MCI 09/28/2026  
DUKE ENERGY PROGRESS 09/28/2026  
AT&T 09/28/2026

### Member Operators Who Have Not Reached an Agreement

FARMERS TELEPHONE - FTCZ81

### Agreement Document (Optional)

+ Attach Agreement Document

Supported formats: PDF, Word, Images

Ensure the above information is correct before saving this agreement.

Cancel Back Save

Primary Contact:

CSX 3 [Add a Marking Agreement](#) No ticket

33.92411, -80.53288

111

Once you have completed everything you will click "Save"

**REVIEW MARKING AGREEMENT FOR CSX LAYDOWN YARD**

Work Date and Time  
The Work Date and Time listed is the latest Marking Date that was selected when entering the Marking Agreement on the previous screen  
10/5/2026 11:59 PM

**Member Operators Part of Established Agreement**  
COUNTY OF SUMTER 10/05/2026  
CITY OF SUMTER 10/05/2026  
MCI 09/28/2026  
DUKE ENERGY PROGRESS 09/28/2026  
AT&T 09/28/2026

**Member Operators Who Have Not Reached an Agreement**  
FARMERS TELEPHONE - FTCZ81

**Agreement Document (Optional)**  
Screenshot 2026-09-11 170157.png x

Ensure the above information is correct before saving this agreement.

Cancel Back Save

Primary Contact: CSX 3 Add a Marking Agreement No ticket 33.92411, -80.53288



**112** After selecting **"Save,"** a confirmation screen will appear. Select the checkbox next to the phase for which you created the marking agreement.

**Read the entire confirmation section carefully.** The ticket for the selected phase will be released within 10–15 minutes if the scheduled work date and time are within the next 30 days. If the work date is more than 30 days away, the ticket will be generated once the work date falls within the 30-day window.

Large Project Number: LP2026-01101 Status: Released Created: 09/02/2026 09:27 AM

By: MONAE JORDAN

Print Add Phases

**Marking Agreement(s) Saved**

A Large Project Ticket will be released for this phase when the Work Date & Time listed below is within 30 days. If the Work Date & Time is already within 30 days, please allow 10-15 minutes for the system to release the Large Project Ticket.

Please check boxes next to the phases to acknowledge them

☐ CSX LAYDOWN YARD Primary Contact: MONAE JORDAN

Work Date 10/05/2026 11:59 PM

OK

**ADDED PHASE** Add a Marking Agreement

| Phase | Start               | End                 | Status     | Ticket    |
|-------|---------------------|---------------------|------------|-----------|
| 3     | 09/28/2026 12:00 AM | 10/09/2026 12:00 AM | Initiation | No ticket |
| 4     | 09/28/2026 12:00 AM | 10/05/2026 12:00 AM | Planning   | No ticket |

**113** Then you will click the 'OK' to finalize this phase agreement.

By: MONAE JORDAN

Print Add Phases

**Marking Agreement(s) Saved**

A Large Project Ticket will be released for this phase when the Work Date & Time listed below is within 30 days. If the Work Date & Time is already within 30 days, please allow 10-15 minutes for the system to release the Large Project Ticket.

Please check boxes next to the phases to acknowledge them

☒ CSX LAYDOWN YARD Primary Contact: MONAE JORDAN

Work Date 10/05/2026 11:59 PM

OK

**ADDED PHASE** Add a Marking Agreement

| Phase | Start               | End                 | Status     | Ticket    |
|-------|---------------------|---------------------|------------|-----------|
| 3     | 09/28/2026 12:00 AM | 10/09/2026 12:00 AM | Initiation | No ticket |
| 4     | 09/28/2026 12:00 AM | 10/05/2026 12:00 AM | Planning   | No ticket |

114

Once the Marking Agreement has been uploaded, you will be able to view it on the **Phases & Agreements** tab. This section will also display the ticket once it has been released, with a direct link to access it.

By: MONAL JORDAN

Print Add Phases

General Contacts Meetings **Phases & Agreements**

**Project Phases**

|                                          |                                         |                                |                                     |
|------------------------------------------|-----------------------------------------|--------------------------------|-------------------------------------|
| <b>CSX 1</b>                             | Ticket: 2609150005                      | Responses Received: 0 / 9      | <a href="#">view</a>                |
| Start: 09/14/2026 12:00 AM               | End: 09/28/2026 12:00 AM                | Status: Excavation In Progress |                                     |
| 1 Primary Contact: (None)                |                                         |                                |                                     |
| Marking Agreement created on: 09/15/2026 |                                         |                                |                                     |
| Work Date & Time: 09/18/2026 11:59 PM    |                                         |                                |                                     |
|                                          | <a href="#">Cancel Agreement</a>        | <a href="#">View</a>           |                                     |
| <b>CSX LAYDOWN YARD</b>                  | Ticket: 2609140002                      | Responses Received: 0 / 8      | <a href="#">view</a>                |
| Start: 09/14/2026 12:00 AM               | End: 11/30/2026 12:00 AM                | Status: Excavation In Progress |                                     |
| 2 Primary Contact: (None)                |                                         |                                |                                     |
| Marking Agreement created on: 09/09/2026 |                                         |                                |                                     |
| Work Date & Time: 09/30/2026 11:59 PM    |                                         |                                |                                     |
|                                          | <a href="#">Cancel Agreement</a>        | <a href="#">View</a>           | <a href="#">View all Agreements</a> |
| <b>ADDED PHASE</b>                       | Ticket: 2609150004                      | Responses Received: 0 / 8      | <a href="#">view</a>                |
| Start: 09/28/2026 12:00 AM               | End: 10/09/2026 12:00 AM                | Status: Excavation In Progress |                                     |
| 3 Primary Contact: (None)                |                                         |                                |                                     |
| Marking Agreement created on: 09/15/2026 |                                         |                                |                                     |
| Work Date & Time: 09/21/2026 11:59 PM    |                                         |                                |                                     |
|                                          | <a href="#">Cancel Agreement</a>        | <a href="#">View</a>           |                                     |
| <b>CSX 2</b>                             | <a href="#">Add a Marking Agreement</a> | No ticket                      |                                     |
| Start: 09/28/2026 12:00 AM               | End: 10/05/2026 12:00 AM                | Status: Planning               |                                     |
| Primary Contact:                         |                                         |                                |                                     |

Exactix v4.2.31 by Ith Solutions

115

Click the link to access the ticket. Once the ticket is open, the information you entered in the '**Locate Instructions**' field for the Marking Agreement will appear in the '**Marking Instructions**' section of the ticket.

Work Type: ROADWORK, ELECTRIC, WATER, GRADING

Company Doing Work: SC811

Done For: SC811

Duration: 3 MONTH(S)

Premarked: No

Subdivision: New Subdivision: No

Job ID:

Address in Instructions? No

**Dates & Ticket Type** [Help](#)

Ticket Type: **Large Project**

Work Date and Time: 10/05/2026 11:59 PM

Expiration Date: 12/31/2027 11:59 PM

**Site Information** [Help](#)

Dig Site Type: Intersection

SC HORRY NORTH MYRTLE BEACH

9TH AVE N

OCEAN BLVD N

Directions: N/A

Instructions: MARK BOTH SIDES OF THE RD TO INCLUDE THE RD ITSELF FOR 150FT IN ALL DIRECTIONS FOR BOTH INTERSECTIONS OF 9TH AVE N AND OCEAN BLVD N.

Remarks: \*\* Large Project: LP2026-01100, Phase: PHASE NUMBER 1

\*\* Large Project Marking Date: 10/05/2026 11:59 PM

# Tickets and Project Management

## 116 Adding Phases to an Existing Project

You can now add additional phases to an existing project, even after tickets have been released on the project.

Select the Phases tab and then click Add Phase. This allows you to add additional phases to the project after a previous phase has already been released.

When adding a new phase to an existing project, you will need to manually map the new phase. The Geo Importer cannot be used for adding additional phases.

Large Project Number: LP2026-01095

Status: Released

Created: 08/31/2026 12:41 PM

By: RUTHY M/

Print

Add Phases

General

Contacts

Meetings

Phases & Agreements

Attachments

Revisions

Project Phases

PHASE 1 PLACE A

1

Start: 10/01/2026 12:00 AM

End: 01/01/2027 12:00 AM

Status: Cancel

Primary Contact:

No ticket

TESTING FOR ADDED PHASE FOR PROJECT ADMIN VISIBILITY

2

Start: 10/14/2026 12:00 AM

End: 10/27/2026 12:00 AM

Status: Marking Agreement Established

Primary Contact:

Marking Agreement created on 09/03/2026

Work Date & Time: 10/22/2026 11:59 PM

Cancel Agreement

View

No ticket

PHASE 1 PLACE B

3

Start: 10/15/2026 12:00 AM

End: 12/01/2026 12:00 AM

Status: Planning

Primary Contact:

Add a Marking Agreement

No ticket

- 117** Once you have added all the details for the new phase you will click "Add Phase to Project" Continue this process until you have added all additional phases you need.

**Add Phases**

Phase Details

Name: PHASE 8

When will this phase start?: 10/09/2026

When will this phase end?: 01/08/2027

Phase Location

☒ Street/Address ☐ Intersection [reset](#)

County\* HORRY

Street/Address\* 2ND AVE N Place\* NORTH MYRTLE BEACH

Directions to Site\* N/A

**Add Phase to Project**

Phases To Add

[Cancel](#) [Add Phases](#)

Exactix v4.2.31 33.79838, -78.75280

- 118** You can scroll down and see the phase is now listed in the 'Phases to Add' section.

Phase Location

☒ Street/Address ☐ Intersection [reset](#)

County\* HORRY

Street/Address\* NORTH MYRTLE BEACH Place\*

Directions to Site\*

**Add Phase to Project**

Phases To Add

|                    |         |                            |                          |                                                       |
|--------------------|---------|----------------------------|--------------------------|-------------------------------------------------------|
| 1                  | PHASE 8 | Start: 10/09/2026 12:00 AM | End: 01/08/2027 12:00 AM | <a href="#">✓</a> <a href="#">✎</a> <a href="#">✕</a> |
| Status: Initiation |         |                            |                          |                                                       |

[Cancel](#) [Add Phases](#)

Exactix v4.2.31 by Irth Solutions 33.79838, -78.75280



- 119 Once you have added the new phase(s) to the project you will click the 'Add Phases' button near the bottom of the pop up.

When will this phase start?: 01/08/2027

When will this phase end?: 01/08/2027

Phase Location

☒ Street/Address ☐ Intersection

County: HORRY

Place: NORTH MYRTLE BEACH

Street/Address\*

Directions to Site\*

Add Phase to Project

Phases To Add

PHASE 8

1 Start: 10/09/2026 12:00 AM End: 01/08/2027 12:00 AM

Status: Initiation

Unbuffered Dig Site Length: 7,552 ft (1.43 mi)  
\* contains multiple lines  
33.80742, -78.69499

Cancel Add Phases

- 120 The next pop-up is to confirm you want to make the changes. Click "Save - Above Information is Correct" if you are ready to add the phase/s.

Confirm New Phases

Please review the phases you are adding. If everything is correct, click Save below.

Phase 1 PHASE 8

Start: 10/09/2026 12:00 AM

End: 01/08/2027 12:00 AM

Status: Initiation

Location: SC, HORRY, NORTH MYRTLE BEACH, 2ND AVE N

Directions: N/A

Back Save - Above Information is Correct

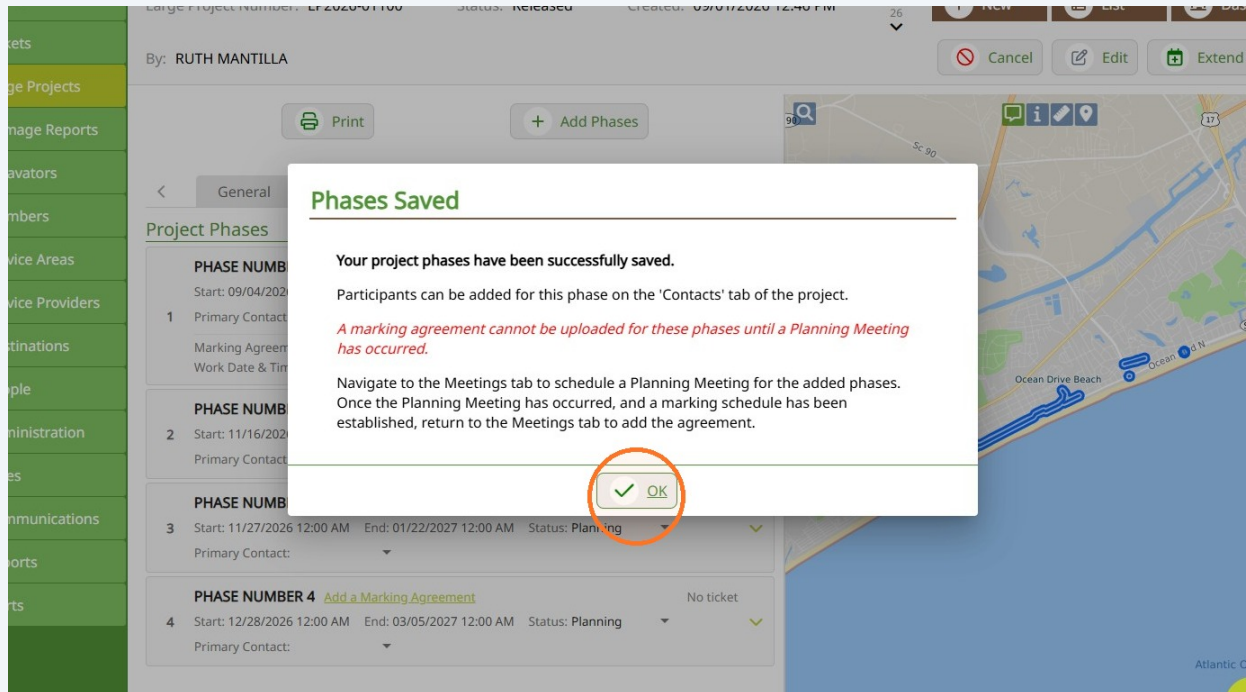
Unbuffered Dig Site Length: 7,552 ft (1.43 mi)  
\* contains multiple lines  
33.80742, -78.69499

Cancel Add Phases

121

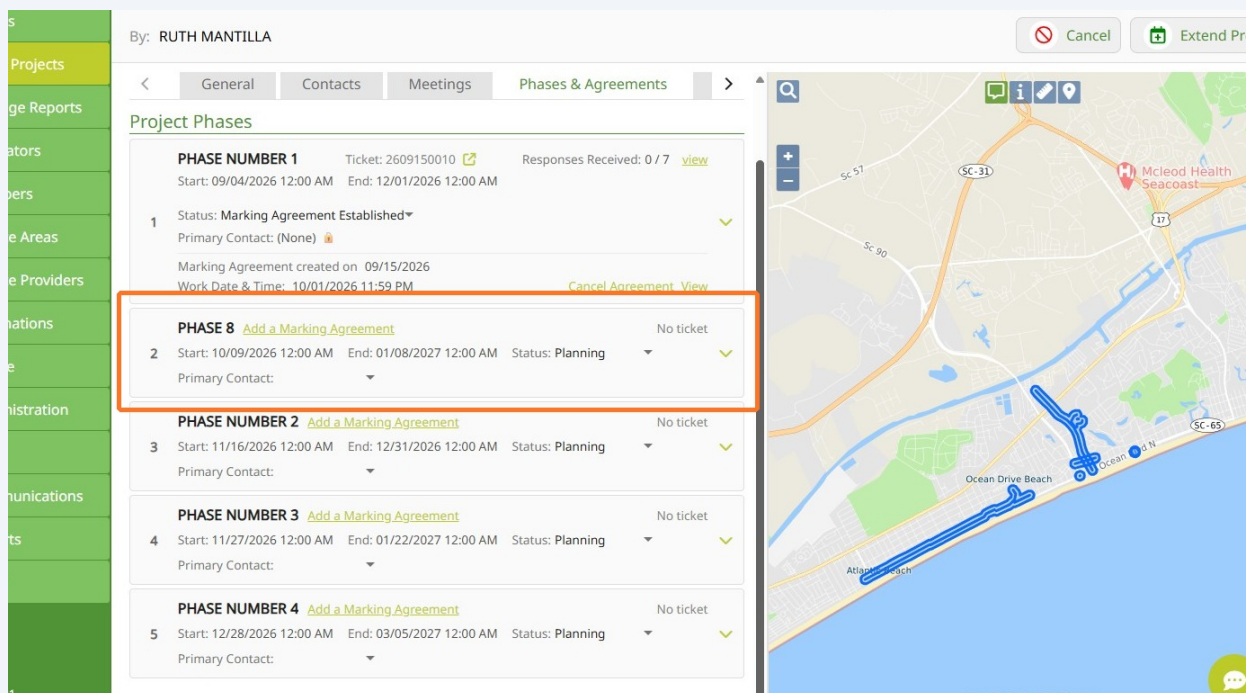
A disclaimer for Phases Saved will appear reading "A marking agreement cannot be uploaded for these phases until a Planning Meeting has occurred." Unless the phase was discussed in a previous meeting a new meeting will need to be held to establish a marking agreement.

You will click 'OK' to exit the pop-up.



122

It will revert back to the 'Phases & Agreements' tab and you will see your new phase now listed.







125

If an agreement is incorrect or invalid, select **"Cancel Agreement."** This cancels the agreement and allows a new one to be added.

**Note:** If a ticket has already been generated for the phase, canceling the agreement will also cancel the ticket and unlink it from the project.

By: MONAE JORDAN

Print Add Phases

General Contacts Meetings **Phases & Agreements**

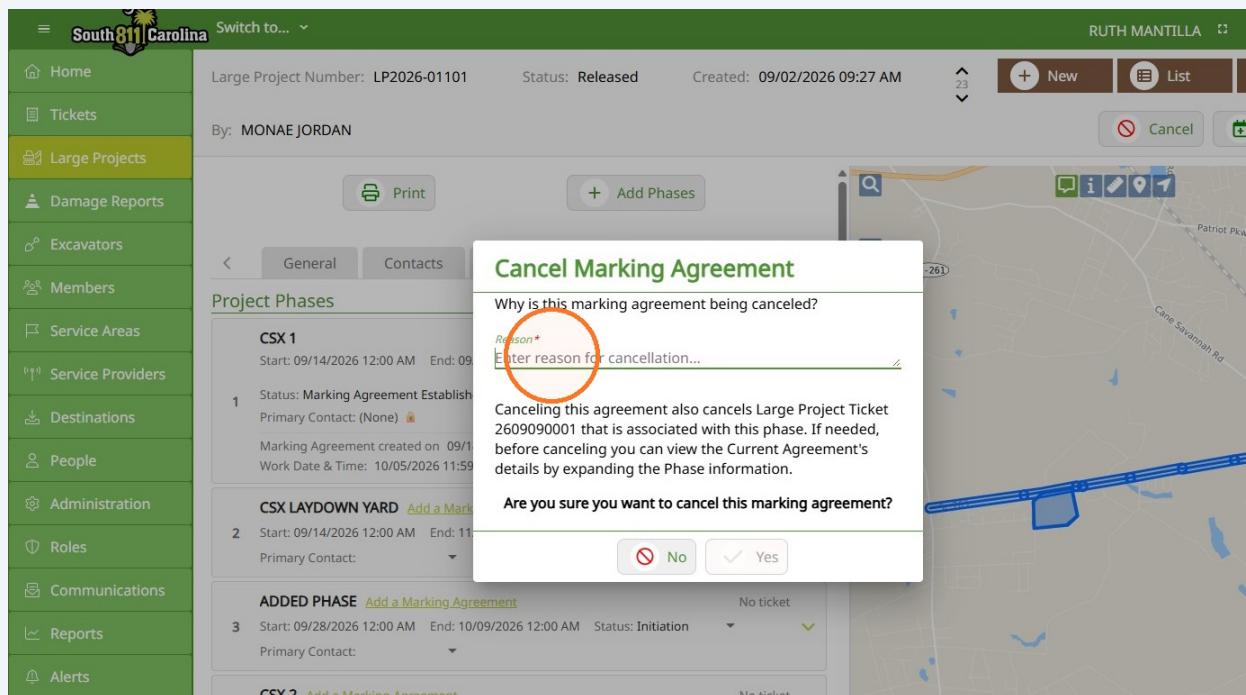
Project Phases

|                                                                                           |                                                                        |                    |   |
|-------------------------------------------------------------------------------------------|------------------------------------------------------------------------|--------------------|---|
| CSX 1                                                                                     | Start: 09/14/2026 12:00 AM End: 09/28/2026 12:00 AM                    | Ticket: 2609090001 |   |
| 1                                                                                         | Status: Marking Agreement Established<br>Primary Contact: (None)       |                    | ✓ |
| Marking Agreement created on 09/14/2026<br>Work Date & Time: 10/05/2026 11:59 PM          |                                                                        |                    |   |
| <a href="#">Cancel Agreement</a> <a href="#">View</a> <a href="#">View all Agreements</a> |                                                                        |                    |   |
| CSX LAYDOWN YARD                                                                          | Add a Marking Agreement                                                | No ticket          |   |
| 2                                                                                         | Start: 09/14/2026 12:00 AM End: 11/30/2026 12:00 AM Status: Planning   |                    | ✓ |
| Primary Contact:                                                                          |                                                                        |                    |   |
| ADDED PHASE                                                                               | Add a Marking Agreement                                                | No ticket          |   |
| 3                                                                                         | Start: 09/28/2026 12:00 AM End: 10/09/2026 12:00 AM Status: Initiation |                    | ✓ |
| Primary Contact:                                                                          |                                                                        |                    |   |
| CSX 2                                                                                     | Add a Marking Agreement                                                | No ticket          |   |
| 4                                                                                         | Start: 09/28/2026 12:00 AM End: 10/05/2026 12:00 AM Status: Planning   |                    | ✓ |
| Primary Contact:                                                                          |                                                                        |                    |   |
| CSX 3                                                                                     | Add a Marking Agreement                                                | No ticket          |   |

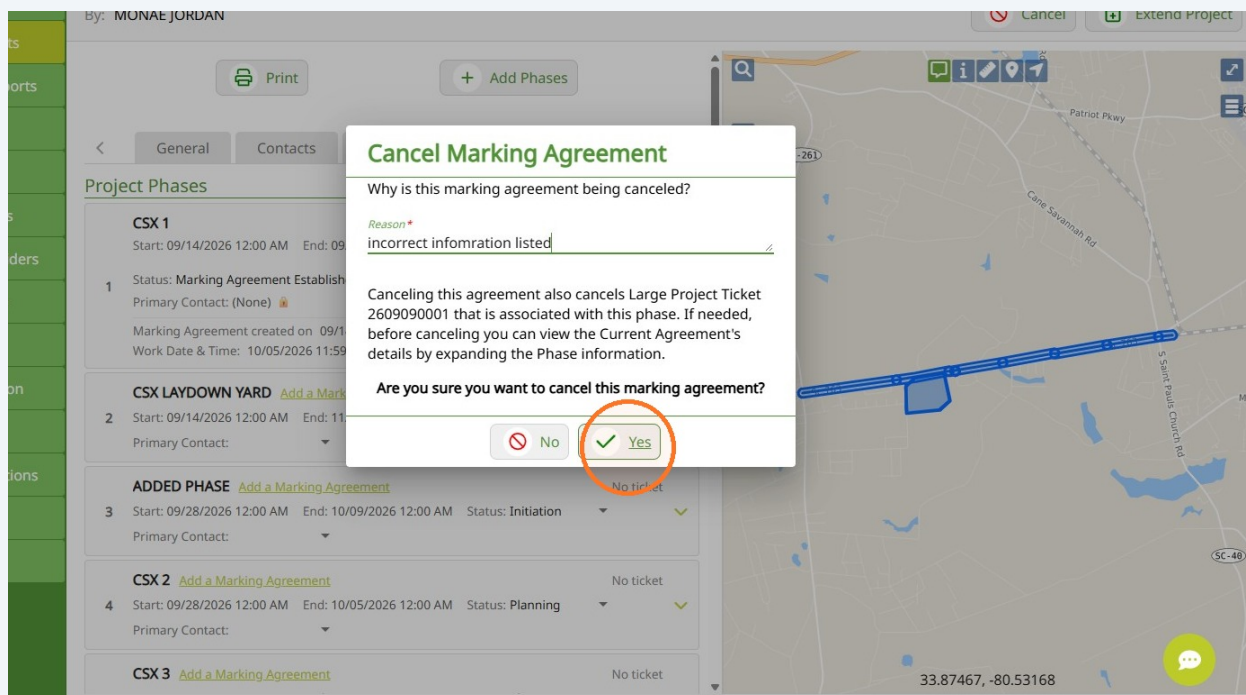
Exactix v4.2.30 by Irth Solutions

33.87467, -80.53168

126 You will fill in the reason you need to cancel the marking agreement in the "Reason" field.



127 You will click "Yes" to cancel the agreement.





**Important:** If excavation is underway, cancelling the agreement will also cancel the associated ticket. Excavation must stop and cannot resume until a new ticket has been generated and the required positive responses have been received.

128

You can edit meetings as long as they have not been canceled or passed their scheduled date.

To edit a meeting, go to the **Meetings** tab and select **Edit** next to the scheduled meeting you would like to modify.

by: RUTH MANJILLA

[Cancel](#) [Extend Project](#)

[Print](#)

[General](#) [Contacts](#) [Meetings](#) [Phases & Agreements](#) [Attachments](#) [Revisions](#) [Service Areas](#)

[Marking Agreement Template available here](#)

[Schedule a Meeting](#)

### Scheduled Meetings

| Date/Time           | Phases  | Meeting Type | Link                                                  | Location | Status                         | Actions                                     |
|---------------------|---------|--------------|-------------------------------------------------------|----------|--------------------------------|---------------------------------------------|
| 09/18/2026 10:00 AM | PHASE 8 | Virtual      | <a href="https://notreal.com">https://notreal.com</a> |          | Scheduled<br>Ticket: 260915001 | <a href="#">Edit</a> <a href="#">Cancel</a> |

### Completed Meetings

| Date/Time           | Phases                                                         | Meeting Type | Link                                                          | Location | Status                         | Actions |
|---------------------|----------------------------------------------------------------|--------------|---------------------------------------------------------------|----------|--------------------------------|---------|
| 09/15/2026 10:00 AM | PHASE NUMBER 2, PHASE NUMBER 3, PHASE NUMBER 1, PHASE NUMBER 4 | Virtual      | <a href="https://www.notreal.com">https://www.notreal.com</a> |          | Complete<br>Ticket: 2609100005 |         |

### Canceled Meetings

No canceled meetings

129

If you need to change the meeting type, click the **Meeting Type** drop-down arrow and select **In Person**, **Virtual**, or **Both**.

The screenshot shows the 'Edit Planning Meeting' dialog box with the 'Meeting Type' dropdown menu open. The menu options are 'In Person', 'Virtual' (which is selected and marked with a green checkmark), and 'Both (Virtual + In-Person)'. The background shows a meeting management interface with sections for 'Scheduled Meetings', 'Completed Meetings', and 'Canceled Meetings'.

| Date/Time           | Phases                                                         | Meeting Type | Link                                                          | Location | Status    | Actions                        |
|---------------------|----------------------------------------------------------------|--------------|---------------------------------------------------------------|----------|-----------|--------------------------------|
| 09/18/2026 10:00 AM | PHASE 8                                                        |              |                                                               |          | Scheduled | 2609150011 Edit Cancel         |
| 09/15/2026 10:00 AM | PHASE NUMBER 2, PHASE NUMBER 3, PHASE NUMBER 1, PHASE NUMBER 4 | Virtual      | <a href="https://www.notreal.com">https://www.notreal.com</a> |          | Complete  | Ticket: 2609100005 Edit Cancel |

130

If the meeting is **Virtual**, click the **Meeting Link** field to make any necessary changes.

The screenshot shows the 'Edit Planning Meeting' dialog box with the 'Meeting Link' field highlighted. The field contains the text 'https://notreal.com'. The background shows the same meeting management interface as the previous screenshot.

| Date/Time           | Phases                                                         | Meeting Type | Link                                                          | Location | Status    | Actions                        |
|---------------------|----------------------------------------------------------------|--------------|---------------------------------------------------------------|----------|-----------|--------------------------------|
| 09/18/2026 10:00 AM | PHASE 8                                                        |              |                                                               |          | Scheduled | 2609150011 Edit Cancel         |
| 09/15/2026 10:00 AM | PHASE NUMBER 2, PHASE NUMBER 3, PHASE NUMBER 1, PHASE NUMBER 4 | Virtual      | <a href="https://www.notreal.com">https://www.notreal.com</a> |          | Complete  | Ticket: 2609100005 Edit Cancel |



### 131 Click the **Save** button to save all changes.

The screenshot shows a web application interface for editing a planning meeting. A modal dialog titled "Edit Planning Meeting" is open. It contains a "Meeting Type" dropdown set to "Virtual" and a "Meeting Link" field with the URL "https://notreals.com". Below these fields, a message states: "A meet ticket has already been created for this planning meeting. Saving will create a new version of ticket 2609150011 as an Additional Info update (transmitted to the affected service areas) and will email the Large Project contacts for those service areas." At the bottom of the dialog, there are two buttons: "Cancel" and "Save". The "Save" button is highlighted with an orange circle. The background shows a sidebar with navigation links and a main area with tabs for "General", "Contacts", and "Me".

By: RUTH MANTILLA

Print

Cancel Extend Project

General Contacts Me

Marking Agreement Template available

Schedule a Meeting

Scheduled Meetings

| Date/Time           | Phases  | Meeting Type | Link | Location | Status    | Actions |
|---------------------|---------|--------------|------|----------|-----------|---------|
| 09/18/2026 10:00 AM | PHASE 8 |              |      |          | Scheduled |         |

Completed Meetings

| Date/Time           | Phases                                                         | Meeting Type | Link                                                          | Location | Status   | Actions |
|---------------------|----------------------------------------------------------------|--------------|---------------------------------------------------------------|----------|----------|---------|
| 09/15/2026 10:00 AM | PHASE NUMBER 2, PHASE NUMBER 3, PHASE NUMBER 1, PHASE NUMBER 4 | Virtual      | <a href="https://www.notreal.com">https://www.notreal.com</a> |          | Complete |         |

Canceled Meetings

No canceled meetings

### 132 If the meeting is in person, click the **Address** field to make any changes to the meeting location.

The screenshot shows the same web application interface as in step 131, but the "Meeting Type" dropdown is now set to "In Person". The "Address" field is highlighted with an orange rectangle. Below the "Address" field, there are fields for "Address 2", "City", "State", and "Zip". The same message about creating a new version of the ticket is displayed. The "Save" button is still present at the bottom of the dialog. The background interface remains the same.

By: RUTH MANTILLA

Print

Cancel Extend Project

General Contacts Me

Marking Agreement Template available

Schedule a Meeting

Scheduled Meetings

| Date/Time           | Phases  | Meeting Type | Link | Location | Status    | Actions |
|---------------------|---------|--------------|------|----------|-----------|---------|
| 09/18/2026 10:00 AM | PHASE 8 |              |      |          | Scheduled |         |

Completed Meetings

| Date/Time           | Phases                                                         | Meeting Type | Link                                                          | Location | Status   | Actions |
|---------------------|----------------------------------------------------------------|--------------|---------------------------------------------------------------|----------|----------|---------|
| 09/15/2026 10:00 AM | PHASE NUMBER 2, PHASE NUMBER 3, PHASE NUMBER 1, PHASE NUMBER 4 | Virtual      | <a href="https://www.notreal.com">https://www.notreal.com</a> |          | Complete |         |

Canceled Meetings

No canceled meetings



### 133 Click the **Save** button to save all changes.

The screenshot shows the 'Edit Planning Meeting' dialog box. The 'Meeting Type' is set to 'In Person'. The 'Address' field is empty. The 'City', 'State', and 'Zip' fields are also empty. A message at the bottom of the dialog states: 'A meet ticket has already been created for this planning meeting. Saving will create a new version of ticket 2609150011 as an Additional Info update (transmitted to the affected service areas) and will email the Large Project contacts for those service areas.' The 'Save' button is highlighted with a red circle.

By: RUTH MANTILLA

Meeting Type\*  
In Person

Address\*

Address 2

City\* State\* Zip\*

A meet ticket has already been created for this planning meeting. Saving will create a new version of ticket 2609150011 as an Additional Info update (transmitted to the affected service areas) and will email the Large Project contacts for those service areas.

Cancel Save

### 134 If the meeting is **Both(Virtual + In-Person)**, click the **Meeting Link** and/or **Address** fields to make changes to the information that needs to be updated.

The screenshot shows the 'Edit Planning Meeting' dialog box. The 'Meeting Type' is set to 'Both (Virtual + In-Person)'. The 'Meeting Link' field is highlighted with a red box and contains the text 'https://notreals.com'. The 'Address' field is empty. The 'City', 'State', and 'Zip' fields are also empty. A message at the bottom of the dialog states: 'A meet ticket has already been created for this planning meeting. Saving will create a new version of ticket 2609150011 as an Additional Info update (transmitted to the affected service areas) and will email the Large Project contacts for those service areas.' The 'Save' button is highlighted with a red circle.

By: RUTH MANTILLA

Meeting Type\*  
Both (Virtual + In-Person)

Meeting Link\*  
https://notreals.com

Address\*

Address 2

City\* State\* Zip\*

A meet ticket has already been created for this planning meeting. Saving will create a new version of ticket 2609150011 as an Additional Info update (transmitted to the affected service areas) and will email the Large Project contacts for those service areas.

Cancel Save

135 Click the **Save** button to save all changes.

By: RUTH MANTILLA

General Contacts Me

Marking Agreement Template available

Schedule a Meeting

### Edit Planning Meeting

Meeting Type\*  
Both (Virtual + In-Person)

Meeting Link\*  
https://notreals.com

Address\*

Address 2

City\* State\* Zip\*

A meet ticket has already been created for this planning meeting. Saving will create a new version of ticket 2609150011 as an **Additional Info** update (transmitted to the affected service areas) and will email the Large Project contacts for those service areas.

Cancel Save

### Scheduled Meetings

| Date/Time           | Phases  |
|---------------------|---------|
| 09/18/2026 10:00 AM | PHASE 8 |

### Completed Meetings

| Date/Time           | Phases                              |
|---------------------|-------------------------------------|
| 09/15/2026 10:00 AM | PHASE NUMBER 3, PHASE 1, PHASE NUMB |

### Canceled Meetings

No canceled meetings

136 \*\* Please note that changes to the **Date and Time** of the meeting cannot be edited and would require a new Meeting to be scheduled.

137

Once the changes have been made and the details have been saved, you will see that an **Additional Info** ticket has been released.

Go to the **Meetings** tab. Under the **Status** column for the scheduled meeting, click the link to the ticket.

South 811 Carolina Switch to... RUTH MANTILLA

Home Tickets Large Projects Damage Reports Excavators Members Service Areas Service Providers Destinations People Administration Roles Communications Reports Alerts

Large Project Number: LP2026-01100 Status: Released Created: 09/01/2026 12:46 PM

By: RUTH MANTILLA

Print

General Contacts **Meetings** Phases & Agreements Attachments Revisions Service Areas

[Marking Agreement Template available here](#)

[Schedule a Meeting](#)

**Scheduled Meetings**

| Date/Time           | Phases  | Meeting Type | Link                                                  | Location | Status                         | Actions              |
|---------------------|---------|--------------|-------------------------------------------------------|----------|--------------------------------|----------------------|
| 09/18/2026 10:00 AM | PHASE 8 | Virtual      | <a href="https://notreal.com">https://notreal.com</a> |          | Scheduled<br>Ticket: 260910011 | <a href="#">Edit</a> |

**Completed Meetings**

| Date/Time           | Phases                                                         | Meeting Type | Link                                                          | Location | Status                        | Actions |
|---------------------|----------------------------------------------------------------|--------------|---------------------------------------------------------------|----------|-------------------------------|---------|
| 09/15/2026 10:00 AM | PHASE NUMBER 2, PHASE NUMBER 3, PHASE NUMBER 1, PHASE NUMBER 4 | Virtual      | <a href="https://www.notreal.com">https://www.notreal.com</a> |          | Complete<br>Ticket: 260910005 |         |

138

The link will open the new ticket version and display the function as **Additional Info**.

South 811 Carolina Switch to... RUTH MANTILLA

Home Tickets Large Projects Damage Reports Excavators Members Service Areas Service Providers Destinations People Administration Roles Communications Reports Alerts

2609150011 v1 Status: Released  
Agent: RUTH MANTILLA Function: Additional Info  
Taken: 09/17/2026 03:34 PM Mapped By: Street

Ticket Subcontractors Text Service Areas Responses Deliveries Revisions Find by Title

☒ Work not Completed (click to toggle) [Email Ticket](#)

**Excavator Information** [Help](#)

Excavator ID: 407921 Caller: RUTHY MANTILLA  
Caller Phone: (800) 290-2783 Caller Type: Business  
Company: SC811 Office: COLUMBIA  
Address: 810 DUTCH SQUARE BLVD, COLUMBIA, SC, 29210  
Email: RUMANTILLA@GMAIL.COM  
First Time User? No Learn of SC811:  
Site Contact: RUTHY MANTILLA (800) 290-2783 RUMANTILLA@GMAIL.COM  
[View Subcontractors \(0\)](#)

**Dates & Ticket Type** [Help](#)

Ticket Type: Meet  
Meet Date and Time: 09/18/2026 10:00 AM

**Site Information** [Help](#)

Dig Site Type: Street/Address  
SC HORRY NORTH MYRTLE BEACH  
PLANNING MEETING  
Near: N/A  
Directions: N/A  
Instructions: N/A  
Remarks: Planning meeting link updated to: https://notreal.com

Excavator Profile Map Attachments (1)

Robert Edge Pkwy  
Bay St  
North Myrtle Beach Municipal Court  
Big Lots  
2nd Ave S  
3rd Ave S  
4th Ave S  
5th Ave S  
6th Ave S  
Oak St  
Golf Links  
Carroll

139

The details will also be visible in the **Revisions** tab, including the date and time of the changes and the person who made them.

Carolina Switch to... RUTH MANTILLA

2609150011 v1 Status: Released

Agent: RUTH MANTILLA Function: Additional Info

Taken: 09/17/2026 03:34 PM Mapped By: Street

Ticket Subcontractors Text Service Areas Responses Deliveries Revisions

Find by Ticket Number

+ Add Notes

| Date                | Ticket Number | Version | Agent         | Description                                                                                                                             |
|---------------------|---------------|---------|---------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| 09/17/2026 03:34 PM | 2609150011    | 1       | RUTH MANTILLA | Additional Info ticket saved with status Released and ticket type Meet by a Local User.                                                 |
| 09/15/2026 01:45 PM | 2609150011    | 0       | RUTH MANTILLA | Large Project ticket saved with status Released and ticket type Meet. Large Project: LP2026-01100, Phase: PHASE 8. <a href="#">view</a> |

140

If a Planning Meeting needs to be canceled, you can do so directly from the **Meetings** tab by selecting **Cancel** in the **Actions** column. Canceling a Planning Meeting will also automatically cancel the associated **Meet** ticket.

Large Project Number: LP2026-01092 Status: Released Created: 08/29/2026 09:25 AM By: MONAE JORDAN

+ New List Dashboard Invitations (3)

Copy Extend Project

Print

General Contacts Meetings Phases & Agreements Attachments Revisions Service Areas

Marking Agreement Template available here

Schedule a Meeting

Scheduled Meetings

| Date/Time           | Phases                                                                                                        | Meeting Type | Link                                                          | Location | Status    | Actions                                     |
|---------------------|---------------------------------------------------------------------------------------------------------------|--------------|---------------------------------------------------------------|----------|-----------|---------------------------------------------|
| 09/16/2026 10:00 AM | PROPERTY, PHASE 2 FOR TESTING, PHASE 3 FOR TESTING, PHASE 4 FOR TESTING, PHASE 1 FOR TESTING, TESTING PHASE 2 | Virtual      | <a href="https://www.notreal.com">https://www.notreal.com</a> |          | Scheduled | <a href="#">Edit</a> <a href="#">Cancel</a> |

Completed Meetings

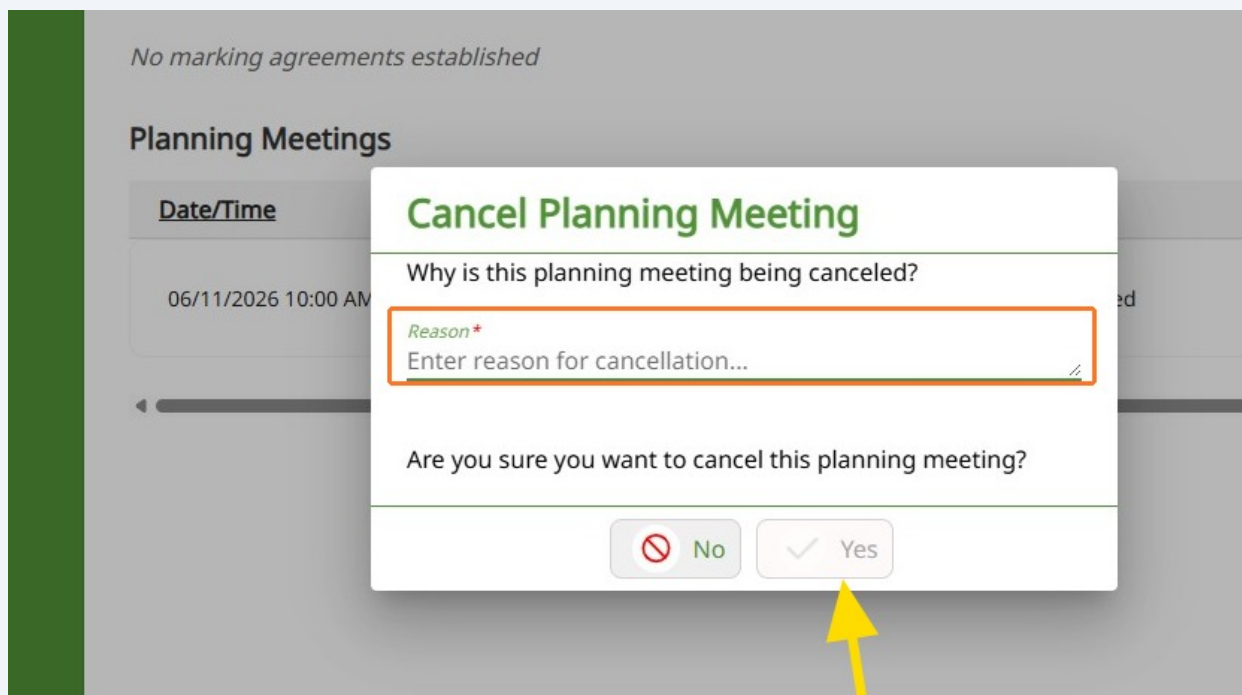
| Date/Time           | Phases                                                                             | Meeting Type        | Link                                                                      | Location                                   | Status                         | Actions |
|---------------------|------------------------------------------------------------------------------------|---------------------|---------------------------------------------------------------------------|--------------------------------------------|--------------------------------|---------|
| 09/03/2026 10:00 AM | PHASE 2 FOR TESTING, PHASE 4 FOR TESTING, PHASE 3 FOR TESTING, PHASE 1 FOR TESTING | Virtual & In Person | <a href="https://testingford4.2.29.com">https://testingford4.2.29.com</a> | 810 DUTCH SQUARE BLVD, COLUMBIA, SC, 29210 | Complete<br>Ticket: 2608290001 |         |

Canceled Meetings

| Date/Time | Phases | Meeting Type | Link | Location | Status | Actions |
|-----------|--------|--------------|------|----------|--------|---------|
|-----------|--------|--------------|------|----------|--------|---------|

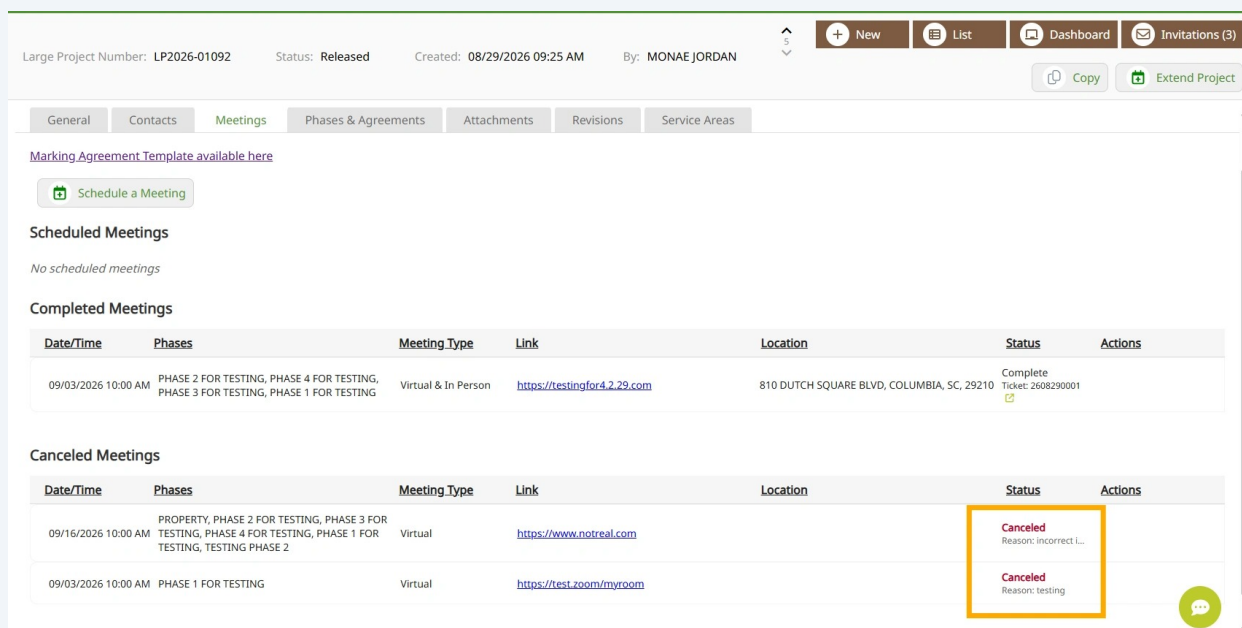
141

After clicking **Cancel** next to the Planning Meeting you wish to cancel, the **Cancel Planning Meeting** pop-up window will appear. Enter the reason for canceling the meeting, then confirm that you want to proceed with the cancellation. Once confirmed, the Planning Meeting and its associated **Meet** ticket will be canceled.



142

Once the Planning Meeting has been canceled, its status will be updated and reflected in the **Status** section of the **Planning Meetings**. If needed, you can schedule a new Planning Meeting at a later date.





143

The **Revisions** tab displays a history of changes made to the project, including what was changed, when the change occurred, and which user made the update.

Large Project Number: LP2026-01092    Status: Released    Created: 08/29/2026 09:25 AM    By: MONAE JORDAN

[+ New](#)   [List](#)   [Dashboard](#)   [Invitations \(3\)](#)

[Copy](#)   [Extend Project](#)

[Print](#)

General   Contacts   Meetings   Phases & Agreements   **Revisions**   Service Areas

| Date                | Project Number | Agent          | Description                                                                                                   |
|---------------------|----------------|----------------|---------------------------------------------------------------------------------------------------------------|
| 09/11/2026 02:21 PM | LP2026-01092   | RUTHY MANTILLA | Planning meeting canceled. Reason: incorrect information                                                      |
| 09/11/2026 02:18 PM | LP2026-01092   | RUTHY MANTILLA | Planning meeting scheduled: Virtual meeting on 09/16/2026 10:00 AM                                            |
| 09/03/2026 04:52 PM | LP2026-01092   | Web User       | Contact accepted the project invitation.                                                                      |
| 09/03/2026 11:55 AM | LP2026-01092   | MONAE JORDAN   | Phase status changed to Marking Agreement Established.                                                        |
| 09/03/2026 11:55 AM | LP2026-01092   | MONAE JORDAN   | Marking agreement created with 6 service area(s) included                                                     |
| 09/03/2026 11:01 AM | LP2026-01092   | SC811          | Marking agreement canceled. Reason: due to marking instructions are incorrect. Canceled ticket(s): 2609030003 |
| 09/03/2026 11:01 AM | LP2026-01092   | SC811          | Marking Agreement cancelled. Associated ticket cancelled. Phase returned to Planning.                         |
| 09/03/2026 10:42 AM | LP2026-01092   | SC811          | Phase status changed to Marking Agreement Established.                                                        |
| 09/03/2026 10:42 AM | LP2026-01092   | SC811          | Marking agreement created with 4 service area(s) included                                                     |
| 09/02/2026 11:07 AM | LP2026-01092   | Web User       | Large Project modified. 1 phase(s) added.                                                                     |
| 09/02/2026 11:05 AM | LP2026-01092   | Web User       | Contact accepted the project invitation.                                                                      |
| 09/01/2026 04:04 PM | LP2026-01092   | MONAE JORDAN   | Large Project modified. 1 phase(s) added.                                                                     |
| 09/01/2026 01:29 PM | LP2026-01092   | MONAE JORDAN   | Phase 'PHASE 2 FOR TESTING' status changed from 'Planning' to 'Planning'.                                     |
| 08/31/2026 03:44 PM | LP2026-01092   | SC811          | Planning meeting canceled. Reason: testing                                                                    |
| 08/31/2026 03:36 PM | LP2026-01092   | SC811          | Planning meeting scheduled: Virtual meeting on 09/03/2026 10:00 AM                                            |
| 08/31/2026 08:41 AM | LP2026-01092   | MONAE JORDAN   | Large Project modified.                                                                                       |
| 08/29/2026 10:20 AM | LP2026-01092   | KATV RAYED     | Planning meeting details updated. Ticket 2609030001 updated with Additional Info.                             |

144

The **Service Areas** tab displays all affected Member Operators, along with the assigned locate contact and Large Project contact for each impacted service area.

Large Project Number: LP2026-01092    Status: Released    Created: 08/29/2026 09:25 AM    By: MONAE JORDAN

[+ New](#)   [List](#)   [Dashboard](#)   [Invitations \(3\)](#)

[Copy](#)   [Extend Project](#)

[Print](#)

General   Contacts   Meetings   Phases & Agreements   Attachments   Revisions   **Service Areas**

| Service Area                                                                      | Utility Types | Locate Contact                    | Large Project Contact                                          | Phase                                                                                                         |
|-----------------------------------------------------------------------------------|---------------|-----------------------------------|----------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| CAROLINA GAS TRANSMISSION - CGT63<br>CGT63<br>* Does not have a Marking Agreement | Gas           | STEVE SUBER<br>(803) 360-1326     |                                                                | PHASE 3 FOR TESTING, PHASE 4 FOR TESTING, TESTING PHASE 2                                                     |
| CHARTER<br>CC302                                                                  | Cable         | UTILIQUEST PR<br>(803) 960-3310   | LESLIE K BAKER<br>(803) 989-0564<br>JANE DOE<br>(555) 555-5555 | PHASE 1 FOR TESTING, PHASE 2 FOR TESTING, PHASE 3 FOR TESTING, PHASE 4 FOR TESTING, PROPERTY, TESTING PHASE 2 |
| DOMINION ENERGY ELECTRIC - SCED205<br>SCED205                                     | Electric      | UTILIQUEST PR<br>(803) 960-3310   |                                                                | PHASE 1 FOR TESTING, PHASE 2 FOR TESTING, PHASE 3 FOR TESTING, PHASE 4 FOR TESTING, PROPERTY, TESTING PHASE 2 |
| DOMINION ENERGY GAS - SCGZ05<br>SCGZ05                                            | Gas           | UTILIQUEST PR<br>(803) 960-3310   |                                                                | PHASE 1 FOR TESTING, PHASE 2 FOR TESTING, PHASE 3 FOR TESTING, PHASE 4 FOR TESTING, PROPERTY, TESTING PHASE 2 |
| RIPPLE FIBER<br>RPF01                                                             | Fiber         | CHRIS LENTZ<br>(919) 628-8982     |                                                                | PHASE 1 FOR TESTING, PHASE 2 FOR TESTING, PHASE 3 FOR TESTING, PROPERTY                                       |
| TOWN OF LEXINGTON<br>TLX24                                                        | Sewer, Water  | MIKE NICEWONGER<br>(803) 358-1583 |                                                                | PHASE 1 FOR TESTING, PHASE 2 FOR TESTING, PHASE 3 FOR TESTING, TESTING PHASE 2                                |



145

Within the **Phases & Agreements** tab, you can view each phase along with its current status. If available, you can also view the associated ticket numbers and the number of responses received for each phase.

Large Project Number: LP2026-01092    Status: Released    Created: 08/29/2026 09:25 AM    By: MONAE JORDAN

Print    Copy    Extend Project

General    Contacts    Meetings    **Phases & Agreements**    Attachments    Revision

**Project Phases**

| Phase                      | Start                                                                                                                                                                          | End                 | Status                        | Ticket     | Responses |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-------------------------------|------------|-----------|
| <b>PHASE 1 FOR TESTING</b> | 09/03/2026 12:00 AM                                                                                                                                                            | 10/03/2026 12:00 AM | Marking Agreement Established | 2609030005 | 0 / 7     |
| 1                          | Primary Contact: MONAE JORDAN<br>Marking Agreement created on: 09/03/2026<br>Work Date & Time: 09/16/2026 11:59 PM<br><a href="#">View</a> <a href="#">View all Agreements</a> |                     |                               |            |           |
| <b>PROPERTY</b>            | 09/04/2026 12:00 AM                                                                                                                                                            | 11/30/2026 12:00 AM | Initiation                    | No ticket  |           |
| 2                          | Primary Contact: (None)<br><a href="#">Add a Marking Agreement</a>                                                                                                             |                     |                               |            |           |
| <b>PHASE 2 FOR TESTING</b> | 10/03/2026 12:00 AM                                                                                                                                                            | 11/03/2026 12:00 AM | Planning                      | No ticket  |           |
| 3                          | Primary Contact: (None)<br><a href="#">Add a Marking Agreement</a>                                                                                                             |                     |                               |            |           |
| <b>TESTING PHASE 2</b>     | 10/09/2026 12:00 AM                                                                                                                                                            | 11/27/2026 12:00 AM | Initiation                    | No ticket  |           |
| 4                          | Primary Contact: (None)<br><a href="#">Add a Marking Agreement</a>                                                                                                             |                     |                               |            |           |
| <b>PHASE 3 FOR TESTING</b> | 11/03/2026 12:00 AM                                                                                                                                                            | 12/03/2026 12:00 AM | Planning                      | No ticket  |           |
| 5                          | Primary Contact: (None)<br><a href="#">Add a Marking Agreement</a>                                                                                                             |                     |                               |            |           |

146

Clicking the link next to a ticket number will open the associated ticket. Remember that all tickets and member responses must be reviewed prior to beginning any excavation activity.

Large Project Number: LP2026-01092    Status: Released    Created: 08/29/2026 09:25 AM    By: MONAE JORDAN

Print    Copy    Extend Project

General    Contacts    Meetings    **Phases & Agreements**    Attachments    Revision

**Project Phases**

| Phase                      | Start                                                                                                                                                                          | End                 | Status                        | Ticket     | Responses |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-------------------------------|------------|-----------|
| <b>PHASE 1 FOR TESTING</b> | 09/03/2026 12:00 AM                                                                                                                                                            | 10/03/2026 12:00 AM | Marking Agreement Established | 2609030005 | 0 / 7     |
| 1                          | Primary Contact: MONAE JORDAN<br>Marking Agreement created on: 09/03/2026<br>Work Date & Time: 09/16/2026 11:59 PM<br><a href="#">View</a> <a href="#">View all Agreements</a> |                     |                               |            |           |
| <b>PROPERTY</b>            | 09/04/2026 12:00 AM                                                                                                                                                            | 11/30/2026 12:00 AM | Initiation                    | No ticket  |           |
| 2                          | Primary Contact: (None)<br><a href="#">Add a Marking Agreement</a>                                                                                                             |                     |                               |            |           |
| <b>PHASE 2 FOR TESTING</b> | 10/03/2026 12:00 AM                                                                                                                                                            | 11/03/2026 12:00 AM | Planning                      | No ticket  |           |
| 3                          | Primary Contact: (None)<br><a href="#">Add a Marking Agreement</a>                                                                                                             |                     |                               |            |           |
| <b>TESTING PHASE 2</b>     | 10/09/2026 12:00 AM                                                                                                                                                            | 11/27/2026 12:00 AM | Initiation                    | No ticket  |           |
| 4                          | Primary Contact: (None)<br><a href="#">Add a Marking Agreement</a>                                                                                                             |                     |                               |            |           |
| <b>PHASE 3 FOR TESTING</b> | 11/03/2026 12:00 AM                                                                                                                                                            | 12/03/2026 12:00 AM | Planning                      | No ticket  |           |
| 5                          | Primary Contact: (None)<br><a href="#">Add a Marking Agreement</a>                                                                                                             |                     |                               |            |           |

147

In some cases, you may wish to assign a **Primary Contact** for a phase. This designation identifies the contact as the main excavator and primary point of contact listed on the ticket associated with that phase.

Assigning a Primary Contact is optional. If no Primary Contact is selected, the project initiator will appear as the primary contact on the ticket, and any additional phase contacts will be listed as subcontractors.

Large Project Number: LP2026-01095 Status: Released Created: 08/31/2026 12:41 PM By: RUTHY MANTILLA

Buttons: + New, List, Dashboard, Invitations (3), Cancel, Edit, Copy, Extend Project

Print Add Phases

General Contacts Meetings **Phases & Agreements** Attachments Revisions

Project Phases

| Phase                                                                                            | Start               | End                 | Status                        | Ticket    |
|--------------------------------------------------------------------------------------------------|---------------------|---------------------|-------------------------------|-----------|
| 1 PHASE 1 PLACE A                                                                                | 10/01/2026 12:00 AM | 01/01/2027 12:00 AM | Cancel                        | No ticket |
| Primary Contact: <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">▼</span> |                     |                     |                               |           |
| 2 TESTING FOR ADDED PHASE FOR PROJECT ADMIN VISIBILITY                                           | 10/14/2026 12:00 AM | 10/27/2026 12:00 AM | Marking Agreement Established | No ticket |
| Primary Contact: ▼                                                                               |                     |                     |                               |           |
| Marking Agreement created on: 09/03/2026                                                         |                     |                     |                               |           |
| Work Date & Time: 10/22/2026 11:59 PM <a href="#">Cancel Agreement</a> <a href="#">View</a>      |                     |                     |                               |           |
| 3 PHASE 1 PLACE B                                                                                | 10/15/2026 12:00 AM | 12/01/2026 12:00 AM | Planning                      | No ticket |
| Primary Contact: ▼                                                                               |                     |                     |                               |           |

Map view showing project location near Surfside Beach.

148

To assign a Primary Contact, click the dropdown arrow and select the appropriate contact. If the contact does not appear in the list, navigate to the **Contacts** tab to add them to the project and assign them to the applicable phase.

Large Project Number: LP2026-01095 Status: Released Created: 08/31/2026 12:41 PM By: RUTHY MANTILLA

Buttons: + New, List, Dashboard, Invitations (3), Cancel, Edit, Copy, Extend Project

Print Add Phases

General Contacts Meetings **Phases & Agreements** Attachments Revisions

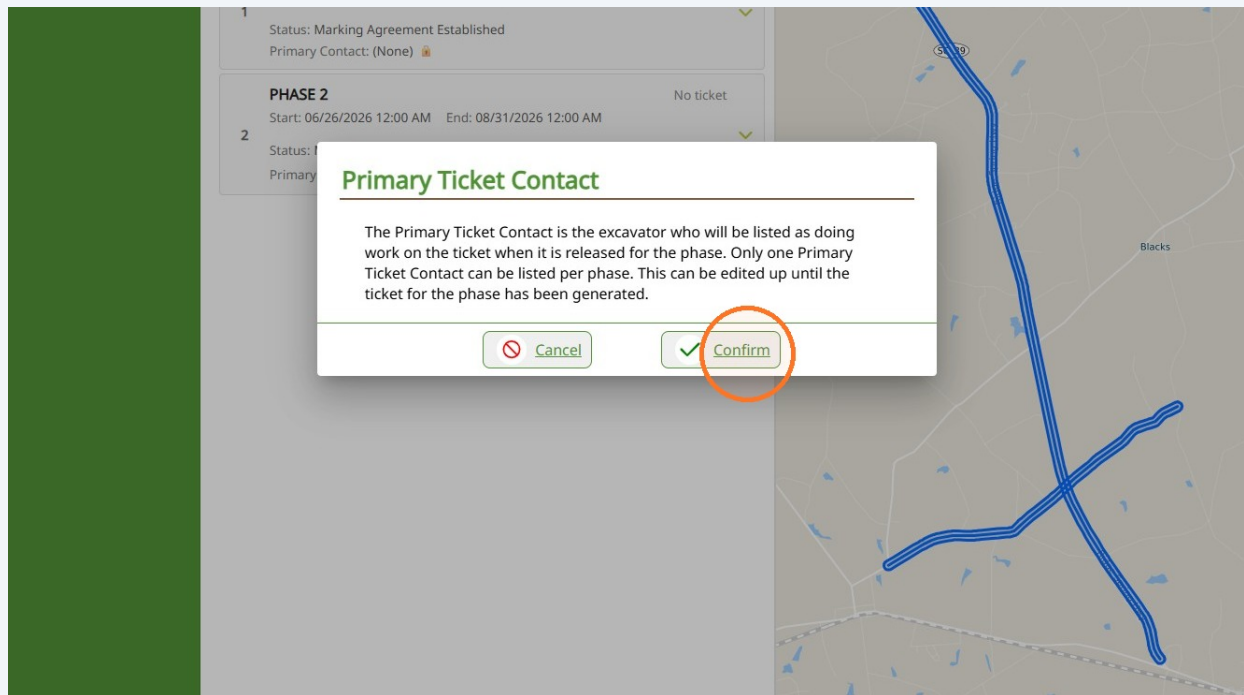
Project Phases

| Phase                                                                                                              | Start               | End                 | Status                        | Ticket    |
|--------------------------------------------------------------------------------------------------------------------|---------------------|---------------------|-------------------------------|-----------|
| 1 PHASE 1 PLACE A                                                                                                  | 10/01/2026 12:00 AM | 01/01/2027 12:00 AM | Cancel                        | No ticket |
| Primary Contact: <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">(None) KATY BAKER ▼</span> |                     |                     |                               |           |
| 2 TESTING FOR ADDED PHASE FOR PROJECT ADMIN VISIBILITY                                                             | 10/14/2026 12:00 AM | 10/27/2026 12:00 AM | Marking Agreement Established | No ticket |
| Primary Contact: ▼                                                                                                 |                     |                     |                               |           |
| Marking Agreement created on: 09/03/2026                                                                           |                     |                     |                               |           |
| Work Date & Time: 10/22/2026 11:59 PM <a href="#">Cancel Agreement</a> <a href="#">View</a>                        |                     |                     |                               |           |
| 3 PHASE 1 PLACE B                                                                                                  | 10/15/2026 12:00 AM | 12/01/2026 12:00 AM | Planning                      | No ticket |
| Primary Contact: ▼                                                                                                 |                     |                     |                               |           |

Map view showing project location near Surfside Beach.

149

A confirmation message will appear for review. Verify the information, then click **Confirm** to assign the contact as the Primary Contact for the phase.



150

As work progresses, phase statuses can be updated to reflect the current stage of the project. Each phase begins with a status of **Initiation**. Once a marking agreement has been added for that phase, the status will automatically update to **Marking Agreement Established**.

From there, statuses may be updated to reflect project activity, including statuses such as **Excavation In Progress**, **Administrative Hold**, and others as applicable.

To update a phase status, click the dropdown arrow next to the current phase status and select the appropriate option.

### Project Phases

|                                                                                                    |                                                                                                                 |                                                                                                      |                                                          |
|----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| <b>PHASE 1 FOR TESTING</b>                                                                         |                                                                                                                 | Ticket: 2609030005  | Responses Received: 0 / 7 <a href="#">view</a>           |
| Start: 09/03/2026 12:00 AM End: 10/03/2026 12:00 AM Status: <b>Marking Agreement Established</b> ▼ |                                                                                                                 |                                                                                                      |                                                          |
| 1                                                                                                  | Primary Contact: MONAE JORDAN  |                                                                                                      | ✓                                                        |
| Marking Agreement created on 09/03/2026                                                            |                                                                                                                 |                                                                                                      |                                                          |
| Work Date & Time: 09/16/2026 11:59 PM                                                              |                                                                                                                 |                                                                                                      | <a href="#">View</a> <a href="#">View all Agreements</a> |
| <b>PROPERTY</b> <a href="#">Add a Marking Agreement</a>                                            |                                                                                                                 |                                                                                                      | No ticket                                                |
| 2                                                                                                  | Start: 09/04/2026 12:00 AM End: 11/30/2026 12:00 AM Status: <b>Initiation</b> ▼                                 |                                                                                                      | ✓                                                        |
| Primary Contact: (None)                                                                            |                                                                                                                 |                                                                                                      |                                                          |
| <b>PHASE 2 FOR TESTING</b> <a href="#">Add a Marking Agreement</a>                                 |                                                                                                                 |                                                                                                      | No ticket                                                |
| 3                                                                                                  | Start: 10/03/2026 12:00 AM End: 11/03/2026 12:00 AM Status: <b>Initiation</b> ▼                                 |                                                                                                      | ✓                                                        |
| Primary Contact: (None)                                                                            |                                                                                                                 |                                                                                                      |                                                          |
| <b>TESTING PHASE 2</b> <a href="#">Add a Marking Agreement</a>                                     |                                                                                                                 |                                                                                                      | No ticket                                                |
| 4                                                                                                  | Start: 10/09/2026 12:00 AM End: 11/27/2026 12:00 AM Status: <b>Initiation</b> ▼                                 |                                                                                                      | ✓                                                        |
| Primary Contact: (None)                                                                            |                                                                                                                 |                                                                                                      |                                                          |
| <b>PHASE 3 FOR TESTING</b> <a href="#">Add a Marking Agreement</a>                                 |                                                                                                                 |                                                                                                      | No ticket                                                |
| 5                                                                                                  | Start: 11/03/2026 12:00 AM End: 12/03/2026 12:00 AM Status: <b>Initiation</b> ▼                                 |                                                                                                      | ✓                                                        |
| Primary Contact: (None)                                                                            |                                                                                                                 |                                                                                                      |                                                          |



151

During the life of a Large Project, some phases may need to be canceled. To cancel a phase, go to the **Phases & Agreements** tab and locate the phase you need to cancel. In the **Status** section, click the drop-down menu.

By: RUTH MANTILLA

Cancel Extend Project

General Contacts Meetings **Phases & Agreements**

Project Phases

| Phase Number | Ticket                                 | Responses Received | Status                        | Primary Contact | Work Date & Time                          | Actions               |
|--------------|----------------------------------------|--------------------|-------------------------------|-----------------|-------------------------------------------|-----------------------|
| 1            | 2609150010                             | 0 / 7              | Marking Agreement Established | (None)          | 09/04/2026 12:00 AM - 12/01/2026 12:00 AM | Cancel Agreement View |
| 2            | PHASE 8 Add a Marking Agreement        | No ticket          | Planning                      |                 | 10/09/2026 12:00 AM - 01/08/2027 12:00 AM |                       |
| 3            | PHASE NUMBER 2 Add a Marking Agreement | No ticket          | Planning                      |                 | 11/16/2026 12:00 AM - 12/31/2026 12:00 AM |                       |
| 4            | PHASE NUMBER 3 Add a Marking Agreement | No ticket          | Planning                      |                 | 11/27/2026 12:00 AM - 01/22/2027 12:00 AM |                       |
| 5            | PHASE NUMBER 4 Add a Marking Agreement | No ticket          | Planning                      |                 | 12/28/2026 12:00 AM - 03/05/2027 12:00 AM |                       |

Map showing project location: 33.80521, -78.73498

152

From the drop-down menu, select the **Cancel** option.

By: RUTH MANTILLA

Cancel Extend Project

General Contacts Meetings **Phases & Agreements**

Project Phases

| Phase Number | Ticket                                 | Responses Received | Status                        | Primary Contact | Work Date & Time                          | Actions |
|--------------|----------------------------------------|--------------------|-------------------------------|-----------------|-------------------------------------------|---------|
| 1            | 2609150010                             | 0 / 7              | Marking Agreement Established | (None)          | 09/04/2026 12:00 AM - 12/01/2026 12:00 AM |         |
| 2            | PHASE 8 Add a Marking Agreement        | No ticket          | Planning                      |                 | 10/09/2026 12:00 AM - 01/08/2027 12:00 AM |         |
| 3            | PHASE NUMBER 2 Add a Marking Agreement | No ticket          | Planning                      |                 | 11/16/2026 12:00 AM - 12/31/2026 12:00 AM |         |
| 4            | PHASE NUMBER 3 Add a Marking Agreement | No ticket          | Planning                      |                 | 11/27/2026 12:00 AM - 01/22/2027 12:00 AM |         |
| 5            | PHASE NUMBER 4 Add a Marking Agreement | No ticket          | Planning                      |                 | 12/28/2026 12:00 AM - 03/05/2027 12:00 AM |         |

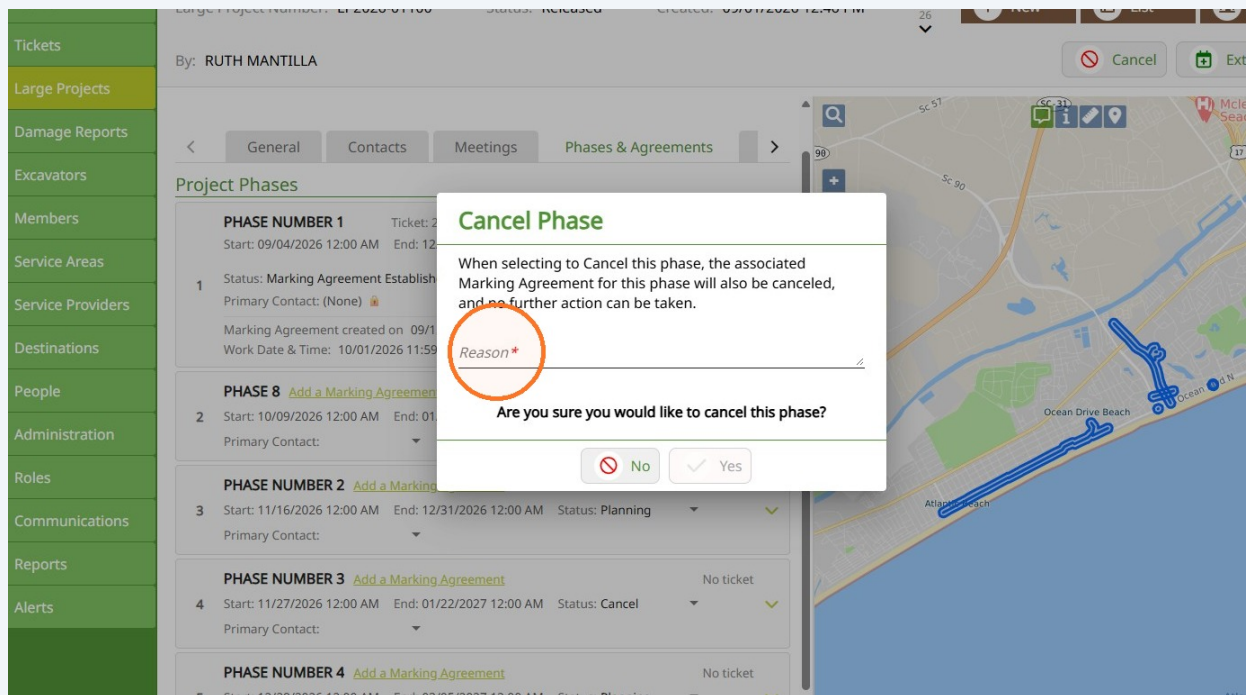
Map showing project location: 33.80521, -78.73498

Drop-down menu options:

- Administrative/Compliance Hold
- Cancel
- Complete
- Excavation In Progress
- Initiation
- Marking Agreement Established
- Operational Monitoring
- Planning
- Post-Construction Closeout

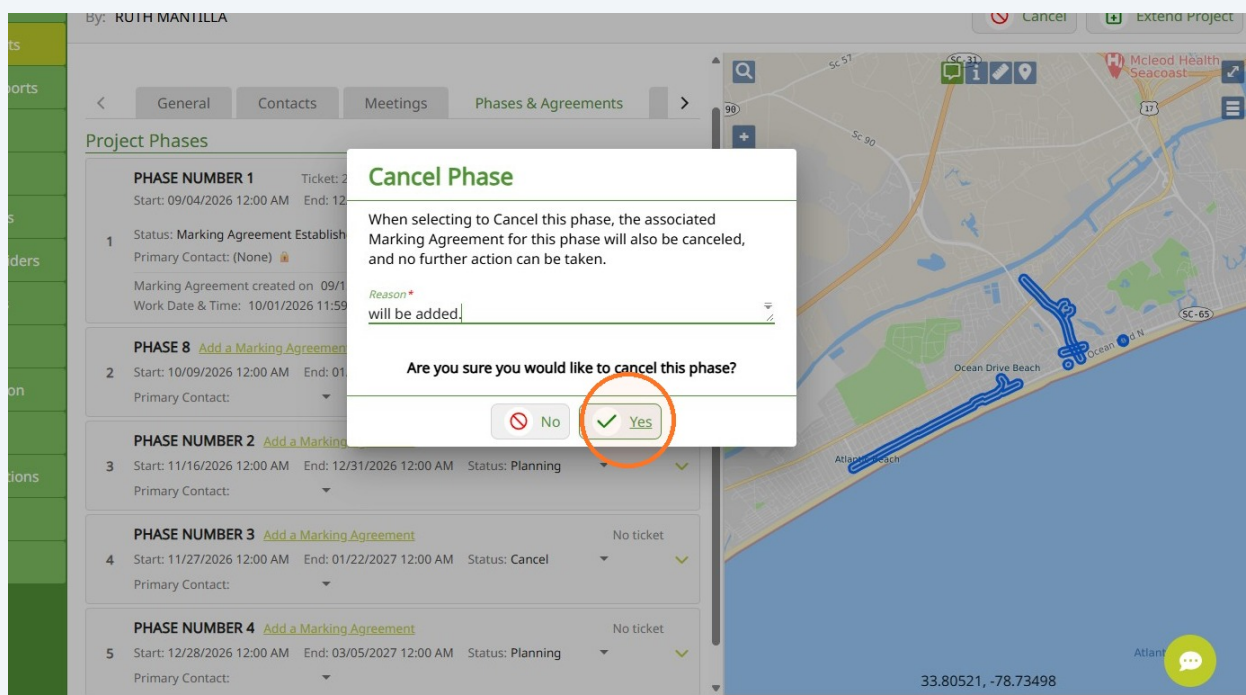
153

A pop-up window will appear, prompting you to enter the reason for canceling the selected phase.



154

After entering the reason for canceling the phase, select **Yes** in the pop-up window to continue.





155

The status will now display **Cancel**. Once a phase has been canceled, the action cannot be undone. If the phase is needed again, you will need to submit a new phase.

By: RUTH MANILLA

General Contacts Meetings **Phases & Agreements**

**Project Phases**

| Phase Number | Ticket     | Responses Received | Status                        |
|--------------|------------|--------------------|-------------------------------|
| 1            | 2609150010 | 0 / 7              | Marking Agreement Established |
| 2            |            |                    | Planning                      |
| 3            |            |                    | Cancel                        |
| 4            |            |                    | Planning                      |

Map coordinates: 33.80521, -78.73498



**Important:** Cancelling a phase is final and cannot be undone. If the phase is cancelled, a new phase must be created.

156

In some cases, projects may be delayed or continue beyond the originally anticipated completion date. To update the project end date, use the **Extend Project** button located in the upper-right corner of the project screen.

Select **Extend Project** to begin the extension process.

66

New List Dashboard

Extend Project

157

If tickets have already been released for any phase of the project, a message will appear explaining that the extension will apply only to the project itself and to any unreleased phase tickets. **This action will not update the expiration dates of tickets that have already been released.**

The message will also display the affected ticket numbers so you can process **Ticket Extensions** separately for those tickets as needed. Click **OK** to continue with the extension.

## Project Extension Notice

Some tickets have already been released for this project. This extension applies only to unreleased tickets. To extend released tickets, use the Ticket Extension action on the tickets listed below:

2605122094



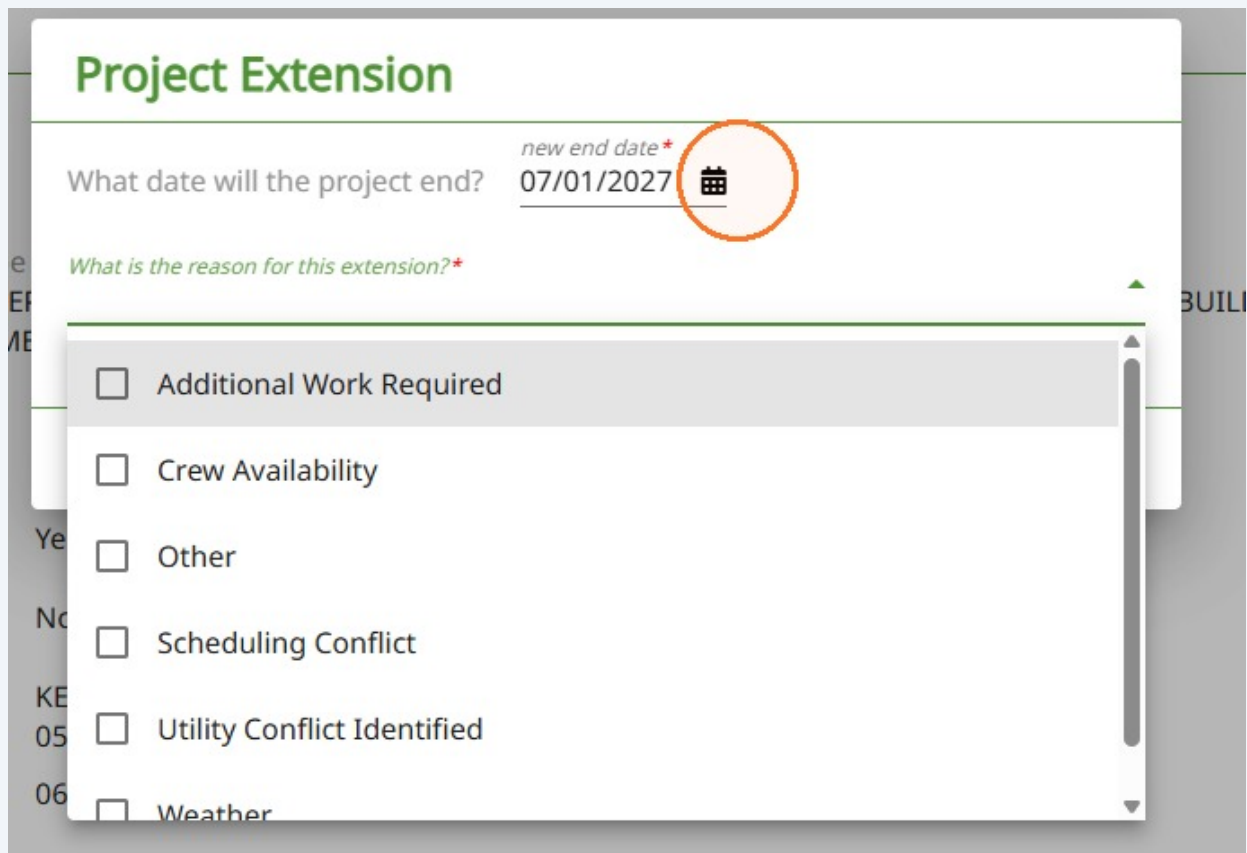
Cancel



OK

158

The **Project Extension** window will open. Enter the new project end date, then select the reason for the extension. Choose all applicable reasons from the dropdown menu provided.



**Project Extension**

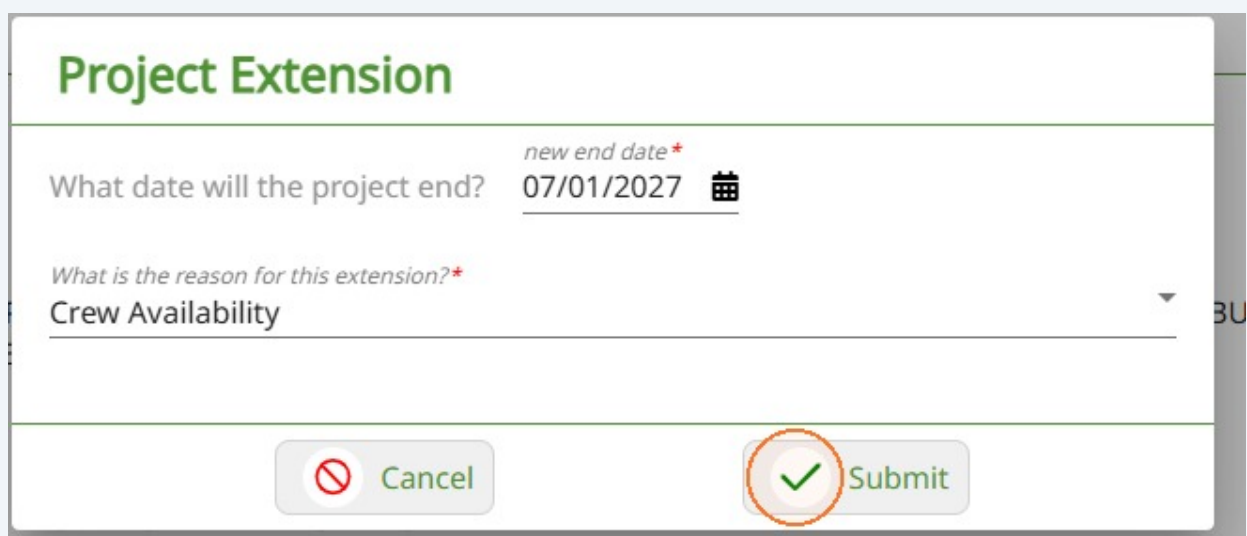
What date will the project end? new end date \* 07/01/2027 

*What is the reason for this extension?\**

- ☐ Additional Work Required
- ☐ Crew Availability
- ☐ Other
- ☐ Scheduling Conflict
- ☐ Utility Conflict Identified
- ☐ Weather

159

Click **Submit** to complete the project extension request.

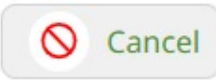


**Project Extension**

What date will the project end? new end date \* 07/01/2027 

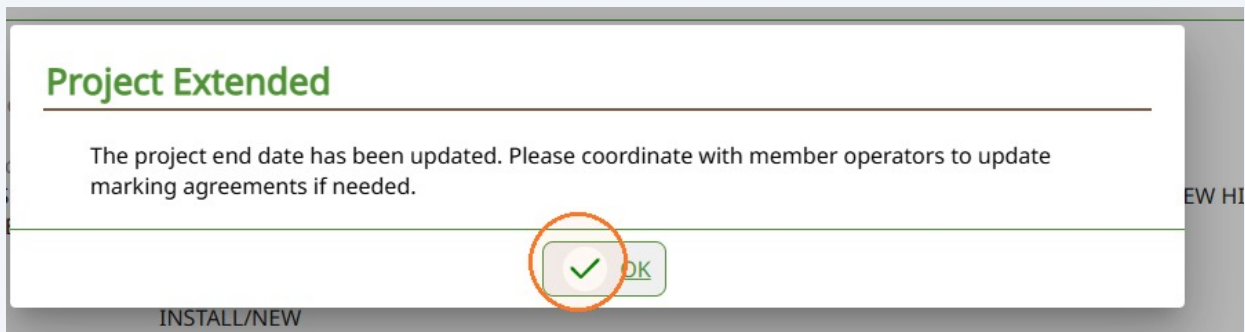
*What is the reason for this extension?\**

Crew Availability

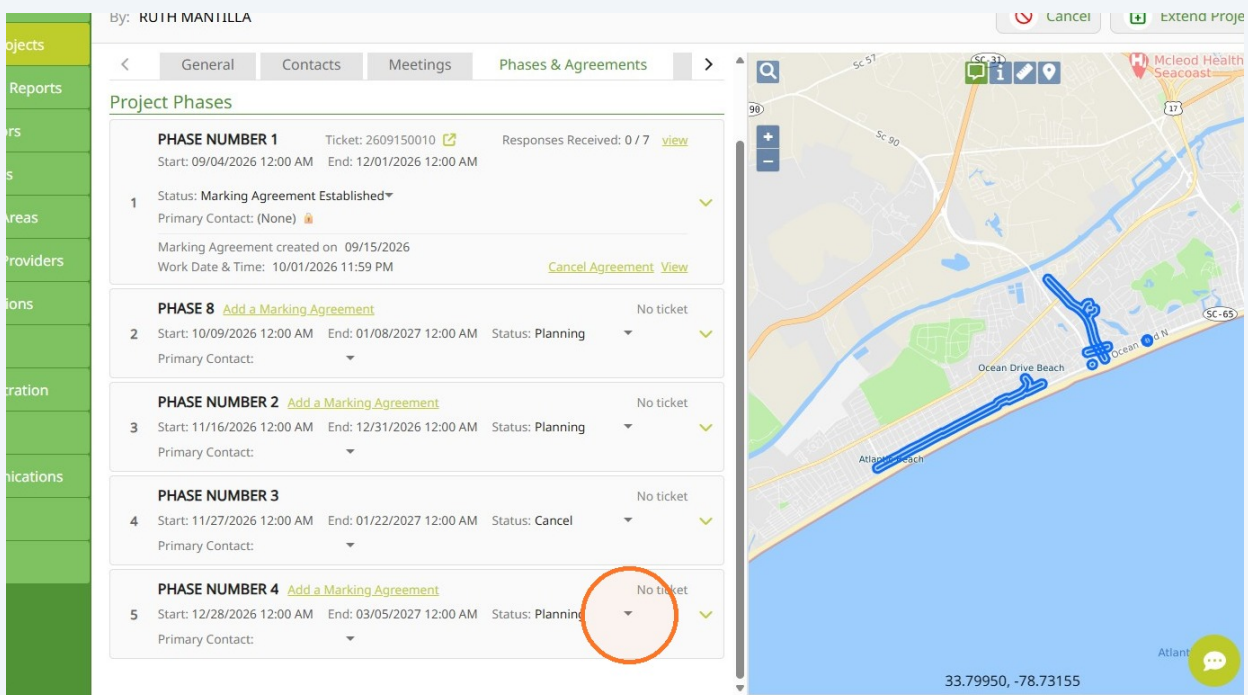
160

A confirmation box will appear. Click **OK** to close the message and complete the process.



161

Once a phase within a Large Project has been completed, you can update its status using the drop-down menu.



## 162 Select the 'Complete' option from the drop-down menu.

By: RUTH MANTILLA

Cancel Extend

General Contacts Meetings Phases & Agreements

Project Phases

PHASE NUMBER 1 Ticket: 2609150010 Responses Received: 0 / 7 [view](#)  
Start: 09/04/2026 12:00 AM End: 12/01/2026 12:00 AM  
Status: Marking Agreement Established  
Primary Contact: (None)  
Marking Agreement created on: 09/15/2026  
Work Date & Time: 10/01/2026 11:59 PM [Cancel Agreement](#) [View](#)

PHASE 8 [Add a Marking Agreement](#) No ticket  
Start: 10/09/2026 12:00 AM End: 01/08/2027 12:00 AM Status: Planning  
Primary Contact:

PHASE NUMBER 2 [Add a Marking Agreement](#)  
Start: 11/16/2026 12:00 AM End: 12/31/2026 12:00 AM Status:  
Primary Contact:

PHASE NUMBER 3  
Start: 11/27/2026 12:00 AM End: 01/22/2027 12:00 AM Status:  
Primary Contact:

PHASE NUMBER 4 [Add a Marking Agreement](#)  
Start: 12/28/2026 12:00 AM End: 03/05/2027 12:00 AM Status: Planning  
Primary Contact:

Administrative/Compliance Hold  
Cancel  
Complete  
Excavation in Progress  
Initiation  
Marking Agreement Established  
Operational Monitoring  
Planning  
Post-Construction Closeout

33.79950, -78.73155

## 163 Please review the information in the pop-up window carefully. If the correct phase is selected and the work has been completed, select the 'Yes' button to continue.

By: RUTH MANTILLA

General Contacts Meetings Phases & Agreements

Project Phases

PHASE NUMBER 1 Start: 09/04/2026  
Status: Marking Agreement Established  
Primary Contact:  
Marking Agreement created on:  
Work Date & Time:

PHASE 8 [Add a Marking Agreement](#)  
Start: 10/09/2026  
Primary Contact:

PHASE NUMBER 2  
Start: 11/16/2026  
Primary Contact:

PHASE NUMBER 3  
Start: 11/27/2026 End: 01/22/2027 Status: Cancel  
Primary Contact:

PHASE NUMBER 4 [Add a Marking Agreement](#)  
Start: 12/28/2026 End: 03/05/2027 Status: Complete  
Primary Contact:

**Phase Completion Confirmation**

Marking this phase as Complete means work is finished for this phase.

If this is the only phase on the project, or if all other phases have already been marked Complete or Cancel, the Large Project may also be automatically updated to Complete or Cancelled and no further action can be taken on the project.

Are you sure you want to Complete this phase?

No Yes

33.79950, -78.73155



## 164 The phase status will now display **Complete** in the **Phases & Agreements** tab.

By: RUTH MANILLA

General Contacts Meetings **Phases & Agreements**

Project Phases

| Phase Number | Ticket              | Responses Received  | Status                        |
|--------------|---------------------|---------------------|-------------------------------|
| 1            | 2609150010          | 0 / 7               | Marking Agreement Established |
| 2            | 10/09/2026 12:00 AM | 01/08/2027 12:00 AM | Planning                      |
| 3            | 11/16/2026 12:00 AM | 12/31/2026 12:00 AM | Planning                      |
| 4            | 11/27/2026 12:00 AM | 01/22/2027 12:00 AM | Cancel                        |
| 5            | 12/28/2026 12:00 AM | 03/05/2027 12:00 AM | <b>Complete</b>               |

Map coordinates: 33.79950, -78.73155

## 165 Printing Ticket Information

To print the ticket information, open the ticket you would like to print and click on the **Text** tab. The **Print** icon will be located at the bottom right of the page. This will print the ticket information, along with the Member Operators who were notified and their contact information.

2607140001 v0 Status: Released

Agent: JOHN DOE Function: Large Project

Taken: 07/14/2026 09:45 AM Mapped By: Street

Text Service Areas Responses Deliveries Revisions

SC811 NOTICE INFORMATION

SC811 Notice Number: 2607140001

Notice Type: Meet Created By: SC811

Created On: 07/14/26 09:45 AM Work Date: 07/17/26 10:00 AM

Meeting Type: In Person

Meeting Location: 100 MAIN ST, WARD SC 55555

CALLER INFORMATION

SC811

810 DUTCH SQUARE BLVD

COLUMBIA, SC 29210

Caller: JOHN DOE Phone: (555) 555-5555 Ext:

Caller Email: geigerrockon@gmail.com

SITE CONTACT INFORMATION:

Site Contact Name: JOHN DOE Phone: (555) 555-5555 Ext:

Site Contact Email: geigerrockon@gmail.com

CallBack:

EXCAVATION INFORMATION:

County: SALUDA Place: WARD

Street: PLANNING MEETING

Intersection: N/A

Subdivision:

PROJECT INFORMATION:

## Final Reminders



## Final Reminders – Excavation Responsibilities

Before excavation begins, the excavator must confirm:

- The ticket has been successfully generated
- The ticket details are accurate for the phase of work
- A **100% positive response** has been received from all affected Member Operators

No excavation may begin until all legal notification requirements are met, including proper notification and documented positive response.

## Ticket Independence

Although Large Projects organize and generate excavation notices, each ticket operates independently once released. Every ticket must be managed like a standard locate request, including:

- Positive Response tracking
- Requests for Remarks
- No Show submissions when applicable
- Use of Add Info, Extensions, and other standard ticket functions

## Project vs. Ticket Updates

Changes made in a Large Project do not automatically update associated tickets, and ticket actions do not update the project.

If project details, dates, or phase agreements change, both the Large Project and related tickets must be reviewed and updated separately. Managing one does not satisfy the other.

## Expiration and Extensions

Large Project tickets may have longer validity periods than standard notices, but extensions may still be required if work continues beyond expiration.

It is the excavator's responsibility to:

- Monitor ticket expiration dates
- Maintain active, valid notices
- Ensure no work occurs under an expired ticket

## Service Area Permissions Update

Service Area permissions are being merged for users who previously needed two separate logins to access Large Projects. This will simplify access and eliminate the need for multiple accounts.

## Reminder: Local Users Cannot Resume Large Projects

Local users are still unable to resume a Large Project. Attempting to do so will result in an error and may impact the ticket.

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If you have questions, please reach out to our support team via chat on the [SC811 website](#). You can also email us at support@sc811.com , or call **1-800-290-2783, Option 1**.