



U.S. Department  
of Transportation  
**Pipeline and Hazardous  
Materials Safety  
Administration**

1200 New Jersey Avenue SE  
Washington DC 20590

## PIPELINE SAFETY

### 2011 State Damage Prevention Grant

for

### NEBRASKA PIPELINE SAFETY DIVISION

Please follow the directions listed below:

1. Review the entire document for completeness.
2. Review and have an authorized signatory sign page 2.
3. Fasten all pages with a paper or binder clip - no staples please as this package will be scanned upon it's arrival at PHMSA.
4. Mail the entire document, including this cover page to the following:

**ATTN: Maria Munoz  
U.S. Department of Transportation  
Pipeline & Hazardous Materials Safety Administration  
Office of Contracts and Procurement (PHA-30)  
1200 New Jersey Avenue, SE Second Floor E22-305  
Washington, D.C. 20590**

#### **FedSTAR Information**

Submission Date: 9/8/2010 1:01:10 PM



**Pipeline and Hazardous Materials Safety Administration**  
**1200 New Jersey Avenue, SE**  
**Washington DC 20590**

DEPARTMENT OF TRANSPORTATION

APPLICATION

2011 GRANT PROGRAM IN SUPPORT OF STATE DAMAGE PREVENTION

The NEBRASKA PIPELINE SAFETY DIVISION hereby applies to the Department of Transportation for Federal funds appropriated for the support of State Damage Prevention Programs established under 49 U.S.C. Section 60134 et seq.

The State agency plans to carry out the State Damage Prevention Program, during calendar year 2011, as described in Attachment 1, "Project Abstract/Statement of Objectives". To accomplish the program, the state agency proposes to expend funds as set forth in Attachment 4, "State Damage Prevention Estimated Budget".

---

Signature

---

Title

---

Date

## Project Abstract/Statement of Objectives

**Please provide a clear and concise description of the work this grant will fund for calendar year 2011**

Utilizing the human resources of the Common Ground of Nebraska (CGN), a Regional Partner of the Common Ground Alliance, the funding from this grant will be utilized to strengthen awareness and partnership of all Stakeholder's in Nebraska Underground Damage Prevention while communicating the identified Best Practices in all Stakeholder industries through promotion, outreach and education. The funding from this grant will support the following identified initiatives for Nebraska Damage Prevention:

Create an additional venue to enhance effective communications through the education of pre-marking excavation sites and the distribution of the necessary tools to accomplish the pre-marking. This will enhance communication and participation by operators, excavators and other Stakeholders in the following ways: 1. Safe Digging Education to the Excavator 2. Communication on the One Call Ticket to the Utility Locator indicating the presence of White Flags marking the site. 3. Non-verbal, onsite directions of the area to be located 4. Ability to continue identifying the excavation site with white marking flags with each locate update until the excavation is completed.

The development and implementation of an Annual Underground Safety Summit. The focus of this Summit will be educational workshops for the Excavating Community, Utility Operator's and Underground Utility Locators, providing industry specific information, education of the CGA Best Practices and round table topic discussion among all Stakeholders. Vendors with new and emerging technologies will be onsite to demonstrate and educate on new and existing technologies. Emphasis will be on awareness, recruitment and active participation in the initiatives of the CGN to expand the communication link among all Stakeholders and increase the shared support and commitment to Underground Damage Prevention in Nebraska.

Continue the success of the Underground Locator Workshops historically developed and implemented by the CGN and expand the curriculum to include Basic and Advanced instruction. Offering these workshops at little to no cost encourages attendance from the smaller utilities and municipalities that historically could not participate due to prohibitive budgets.

Increase awareness of Underground Utility Damage Prevention to the population of Homeowners and Property Owners found in the metropolitan and vast rural areas of Nebraska through promotional hand-outs, bill board and radio advertising and direct mailings.

## State Damage Prevention Elements

### **ELEMENT 1 - EFFECTIVE COMMUNICATIONS**

"Participation by operators, excavators, and other stakeholders in the development and implementation of methods for establishing and maintaining effective communications between stakeholders from receipt of an excavation notification until successful completion of the excavation, as appropriate."

**Does the proposed project address this element? (Required) Yes**

**Describe any existing state initiatives that support this element: (Required)**

Digger's Hotline of Nebraska currently distributes white marking flags at no cost to requests received via a link found on the One Call website. The need for these white marking flags continues to increase as awareness and education of pre-marking activities increases across the state. In 2009, 20,578 white marking flags were requested via the website and through August of 2010, 15,070 white marking flags were requested statewide by excavators. An additional 20,000+ flags were also distributed on-site via contract locating companies, member utilities and the One Call Center at various outreach venues.

**Describe how the proposed project will enhance or continue implementation of this element: (Required only if proposal addresses this element)**

Providing the excavator with the tools that allow them to communicate the exact area for excavation via the One Call Ticket and on-site at the proposed excavation area creates an additional non-verbal communication chain essential during the 48 hour window to ensure accuracy of the underground utility locates.

Distributing a mass mailer to educate the excavator/property owner of the need to have utility lines located and the importance of pre-marking the proposed excavation area with white marking flags will continue developing the best practice of pre-marking the proposed excavation site. The mailer will focus upon the need to contact the One Call Center prior to digging, notifying the One Call Center during the locate request that the area for excavation will be marked with white flags and contact/ordering information for obtaining white marking flags at no cost. The flags will have instructions for use printed on them along with the contact numbers for Digger's Hotline. (See Attachment: White Marking Flags Sample)  
This will enhance communication in the following ways:

**Estimated budget for this element: (Required only if proposal addresses this element)**

a. Personnel:	\$0.00
b. Fringe Benefits:	\$0.00
c. Travel:	\$0.00
d. Equipment:	\$0.00
e. Supplies:	\$5,586.00
f. Contractual:	\$10,450.00
g. Construction:	\$0.00
h. Other:	\$0.00
<b>i. Total Direct Charges (sum of a through h):</b>	<b>\$16,036.00</b>
j. Indirect Charges:	\$0.00
<b>k. TOTAL (sum of i and j):</b>	<b>\$16,036.00</b>

**Budget Narrative for this element: (Required only if proposal addresses this element)**

Pricing based on 1000 mailing tube mailings. Each mailing containing 50 white marking flags. Based upon UPS shipping average of \$6.84 per mailing to include Nebraska rural and metro coverage.

**ELEMENT 2 - COMPREHENSIVE STAKEHOLDER SUPPORT**

"A process for fostering and ensuring the support and partnership of stakeholders, including excavators, operators, locators, designers, and local government in all phases of the program."

**Does the proposed project address this element? (Required) Yes**

**Describe any existing state initiatives that support this element: (Required)**

In 2006, the Common Ground of Nebraska (CGN) was established and became a recognized Regional Partner of the Common Ground of Alliance. The mission statement adopted by the Common Ground of Nebraska: "The mission of the CGN is to promote damage prevention in Nebraska for all underground utilities by advancing underground utility safety through shared responsibility, supporting Common Ground Alliance (CGA) adopted best practices, and modeling the CGA committee format."

With the commitment of shared responsibility, recruitment and membership efforts to include the 2010 Underground Safety Summit and Locator Workshops, we continue to focus upon a collaborative effort to include all Stakeholders involved with underground damage prevention and public safety. Stakeholder groups with active membership in the Common Ground of Nebraska include: Gas, One Call, Excavator, Locator, Electric, Municipality, Wastewater, Telecommunications, Railroad and State Regulator. The Common Ground of Nebraska conducts quarterly meetings across the State of Nebraska and provides a communication venue to include a website, direct mailings and email correspondence.

**Describe how the proposed project will enhance or continue implementation of this element: (Required only if proposal addresses this element)**

The continuation of an Annual Underground Safety Summit will strengthen the commitment of Stakeholder support through education and recruitment of active participation in the mission towards underground damage prevention and public safety. The focus of this Summit will be educational workshops for the Excavating Community, Utility Operator's and Underground Utility Locators, providing industry specific information, education of the CGA Best Practices and round table topic discussion among all Stakeholders. Vendors with new and emerging technologies will be onsite to demonstrate and educate on new and existing technologies. Emphasis will be on awareness, recruitment and active participation in the initiatives of the CGN to expand the communication link among all Stakeholders and increase the shared support and commitment to Underground Damage Prevention in Nebraska.

**Estimated budget for this element: (Required only if proposal addresses this element)**

a. Personnel:	\$0.00
b. Fringe Benefits:	\$0.00
c. Travel:	\$0.00
d. Equipment:	\$0.00
e. Supplies:	\$20,721.00
f. Contractual:	\$3,200.00
g. Construction:	\$0.00
h. Other:	\$0.00
<b>i. Total Direct Charges (sum of a through h):</b>	<b>\$23,921.00</b>
j. Indirect Charges:	\$0.00
<b>k. TOTAL (sum of i and j):</b>	<b>\$23,921.00</b>

**Budget Narrative for this element: (Required only if proposal addresses this element)**

Please note ? all attachment pricing is based upon 2010 attendance of 150. 2011 goal is to double attendance at the Underground Summit(s). Budget numbers for 2011 have been doubled reflecting that goal.

**ELEMENT 3 - OPERATOR INTERNAL PERFORMANCE MEASUREMENT**

"A process for reviewing the adequacy of a pipeline operator's internal performance measures regarding persons performing locating services and quality assurance programs."

**Does the proposed project address this element? (Required) No**

**Describe any existing state initiatives that support this element: (Required)**

The Nebraska pipeline operators have specific in-house internal performance measurement processes per internal and regulatory policy.



**ELEMENT 4 - EFFECTIVE EMPLOYEE TRAINING**

"Participation by operators, excavators, and other stakeholders in the development and implementation of effective employee training programs to ensure that operators, the one call center, the enforcing agency, and the excavators have partnered to design and implement training for the employees of operators, excavators, and locators."

**Does the proposed project address this element? (Required) Yes**

**Describe any existing state initiatives that support this element: (Required)**

In an effort to address insufficient locating practices and the need for consistent training across the State of Nebraska; the Common Ground of Nebraska developed and implemented Locator Training Workshops in four regions across the State during 2008, 2009 and 2010. Understanding the budget limitations of many small municipalities and one call member utilities, the workshops were offered to all attendees at no cost and allowed for both classroom and field instruction in locate theory, new technologies and application. The curriculum also focused on Nebraska One Call procedures and provided an overview of the Common Ground Alliance Best Practices.

Additional efforts in employee training partnerships in the State of Nebraska include, but are not limited to:

- ? The inclusion of Nebraska One Call operations and site visits in company training programs for all new hires in all Stakeholder industries.
- ? Regional excavator programs highlighting One Call Operations and Pipeline Safety.
- ? Quarterly "Industry Spotlight" presentations highlighting the operations and internal processes of all stakeholders involved in underground excavation and utility damage prevention.

**Describe how the proposed project will enhance or continue implementation of this element: (Required only if proposal addresses this element)**

Using the funds available via this grant to continue the success of the Underground Locator Workshops historically developed and implemented by the CGN and expand the curriculum to include basic and advanced instruction will continue to ensure consistent and updated training for the underground utility locators of Nebraska. The funding will allow the CGN to offer these workshops at little or no cost encouraging attendance from the smaller utilities and municipalities that historically could not participate due to prohibitive budgets.

**Estimated budget for this element: (Required only if proposal addresses this element)**

a. Personnel:	\$0.00
b. Fringe Benefits:	\$0.00
c. Travel:	\$0.00
d. Equipment:	\$0.00
e. Supplies:	\$2,500.00
f. Contractual:	\$1,000.00
g. Construction:	\$0.00
h. Other:	\$0.00
<b>i. Total Direct Charges (sum of a through h):</b>	<b>\$3,500.00</b>
j. Indirect Charges:	\$0.00
<b>k. TOTAL (sum of i and j):</b>	<b>\$3,500.00</b>

**Budget Narrative for this element: (Required only if proposal addresses this element)**

Assuming a minimum of two workshops throughout Nebraska in 2010.

**ELEMENT 5 - PUBLIC EDUCATION**

"A process for fostering and ensuring active participation by all stakeholders in public education for damage prevention activities."

**Does the proposed project address this element? (Required) Yes**

**Describe any existing state initiatives that support this element: (Required)**

Nebraska One Call develops an annual marketing plan using the information collected from CGA's DIRT to identify the target audiences and regions for focused education and outreach efforts. Additionally, targeted efforts are geared towards the untraditional excavating markets to include homeowners, underground irrigation, fencing, arborists/master gardeners and the agricultural markets. A combination of radio, direct mailings, training, print media, sponsorship of professional sporting events and field level promotion are examples of the venues used in these promotions.

Member utilities, excavating companies and contract locating companies partner with the Nebraska One Call in executing these efforts. Examples of this include, but are not limited to:

? Nebraska Pipeline companies partner with Nebraska One Call in combining resources for the publication and mailing of 14,000+ newsletters mailed on a bi-annual basis to all Stakeholders across the State of Nebraska and surrounding States. (see Attachment ? ? Digger's Hotline of Nebraska Spring Newsletter 2009).

? Excavators, Member Utility and Contract Locating Companies distribute One Call white flags and educate on white lining at the field level.

? Excavating company developed a homeowner 811 flyer and Member Utilities distributed the flyer in monthly customer statements.

? Participation in several Farm Safety Workshops across the State of Nebraska educating on safe digging and One Call.

**Describe how the proposed project will enhance or continue implementation of this element: (Required only if proposal addresses this element)**

Funding from this grant will allow the CGN to continue increased awareness of Underground Utility Damage Prevention to the population of homeowners and property owners found in the metropolitan and vast rural areas of Nebraska through the development and distribution of promotional hand-outs, the procurement of advertising, implementing direct mailings individually and in partnership with participating Stakeholders and continued participation in the various Farm Safety programs held throughout Nebraska through voluntary participation among Stakeholders sharing educational resources for the workshops. Emphasis will be placed on "811" advertising to compliment the outreach efforts of One Call and Utility Operator's.

**Estimated budget for this element: (Required only if proposal addresses this element)**

a. Personnel:	\$0.00
b. Fringe Benefits:	\$0.00
c. Travel:	\$0.00
d. Equipment:	\$0.00
e. Supplies:	\$1,600.00
f. Contractual:	\$20,700.00
g. Construction:	\$0.00
h. Other:	\$0.00
<b>i. Total Direct Charges (sum of a through h):</b>	<b>\$22,300.00</b>
j. Indirect Charges:	\$0.00
<b>k. TOTAL (sum of i and j):</b>	<b>\$22,300.00</b>

**Budget Narrative for this element: (Required only if proposal addresses this element)**

Billboard advertising to include 33 digital billboards in both metro and rural areas. Radio advertising to include 12 weeks of advertising in rural Nebraska communities.

**ELEMENT 6 - DISPUTE RESOLUTION**

"A process for resolving disputes that defines the State authority's role as a partner and facilitator to resolve issues."

**Does the proposed project address this element? (Required) No**

**Describe any existing state initiatives that support this element: (Required)**

One Call will provide all historical documentation and recordings to any party involved in a dispute when that party is a referenced contractor or utility owner on the One Call Ticket in dispute.



**ELEMENT 7 - ENFORCEMENT**

"Enforcement of State damage prevention laws and regulations for all aspects of the damage prevention process, including public education, and the use of civil penalties for violations assessable by the appropriate State authority."

**Does the proposed project address this element? (Required) No**

**Describe any existing state initiatives that support this element: (Required)**

The Nebraska Attorney General's Office enforces the One Call Notification System act based upon complaints received by any Stakeholder in the State of Nebraska. To ensure a fair and consistent reporting system of complaints, all stakeholder groups are educated in the statutes surrounding the corresponding legislation and the process for submitting a comprehensive and legitimate report of any violation to the One Call Notification System. In many cases, arranging for a combined meeting in person or via the phone between One Call and the disputing parties will resolve the pending issue by providing a venue for communication and negotiated resolution between the parties.

The Common Ground of Nebraska provides a quarterly forum for voicing complaints and communication between various Stakeholders during the regularly scheduled regional meetings. Utilizing CGA best practices as a guide towards communication and mutual resolution, several complaints have been addressed and agreed upon without the need to escalate to the Attorney General's office.

The Attorney General has created a simple form for filing a complaint that is hosted on the Nebraska One Call website for easy access. Frequent training agenda's for excavators and member utilities include education on completing and filing a complaint with the Attorney General.

**ELEMENT 8 - TECHNOLOGY**

"A process for fostering and promoting the use, by all appropriate stakeholders, of improving technologies that may enhance communications, underground pipeline locating capability, and gathering and analyzing information about the accuracy and effectiveness of locating programs."

**Does the proposed project address this element? (Required)** No

**Describe any existing state initiatives that support this element: (Required)**

That data records collected and analyzed internally at One Call utilizing the DIRT tool allow for the identification of trends and development of educational outreach programs to address the associated root cause of damage found in the analysis.

**ELEMENT 9 - DAMAGE PREVENTION PROGRAM REVIEW**

"A process for review and analysis of the effectiveness of each program element, including a means for implementing improvements identified by such program reviews."

**Does the proposed project address this element? (Required) No**

**Describe any existing state initiatives that support this element: (Required)**

As addressed in several of the previous elements, the use of the CGA DIRT template is the backbone to identifying trends, areas for outreach and measures for metrics improvement. Nebraska One Call records all annual damage ticket information in DIRT and analyzes on a monthly basis. To encourage more comprehensive reporting, Nebraska One Call is also host to a virtual private DIRT application and expends promotional effort to encourage all stakeholders to submit damage information via Nebraska Virtual DIRT.

In response to a statewide commitment to continual process improvement, Nebraska One Call conducts a year end customer satisfaction survey to all users of the One Call Center, Digger's Hotline of Nebraska. Data collected from this survey addresses internal and external operations, specific industry feedback and open comments for improvement to not only the operation of Digger's Hotline but also all stakeholders involved in underground damage prevention. The results from this survey are key in determining future initiatives and process improvements for the upcoming year.

### Legislative/Regulatory Actions

**Provide a description of any legislature or regulatory actions (including legislative/regulatory studies) taken by the State within the past five (5) years pertaining to damage prevention program improvement, even if those actions were not completely successful.**

No legislative/regulatory actions have been taken by the State of Nebraska within the past five (5) years pertaining to damage prevention program improvement.

**State Damage Prevention Estimated Budget - Calendar Year 2011**

**DIRECT COSTS**

Personnel .....	
Fringe Benefits .....	
Travel .....	
Equipment .....	
Supplies .....	\$30,407.00
Contractual .....	\$35,350.00
Construction .....	
Other .....	
<b>Total Direct .....</b>	<b>\$65,757.00</b>

**INDIRECT COSTS**

Indirect Charges .....

---

**TOTAL ESTIMATED COSTS**

**\$65,757.00**

---

**State Damage Prevention Application Attachments**



White Marking Flag Quote.pdf  
DHON NEWSLETTER SPRING 2010.pdf  
White Marking Flag Sample.pdf  
Postal Mailing Tubes Invoice.pdf  
Food and Facility Rental.pdf  
T-shirts and Color Code Cards.pdf  
Radio Advertising.pdf  
Brochures and Postcards - INVOICE.pdf  
CGA Best Practices Manual Order Form.pdf  
Billboard Advertising.pdf



# INVOICE

QUESTIONS? CONTACT 800-236-2627  
or 308-382-2454

CUSTOMER: Source Gas  
ADVERTISER: Common Ground of Nebraska

INVOICE 1310195999

CUSTOMER  
CONTRACT NO.: 1310195

LAMAR CUSTOMER NO: 527496  
LAMAR CONTRACT NO.: 1310195

INVOICE DATE: 08/24/2010  
DUE DATE: 09/23/2010

MARKET / MEDIA TYPE / DESIGN / LOCATION	CONTRACT SERVICE DATES	PANEL NUMBER	ILLUMINATED	AMOUNT
Lincoln				
4749 Normal Blvd SSFE	8/2/2010-8/8/2010	7	Digital	425.00
3700 N 27th ESFS	8/2/2010-8/8/2010	8	Digital	425.00
5601 Old Cheney NSFw	8/16-9/12	6	Digital	680.00
4749 Normal Blvd SSFE	8/16-9/12	7	Digital	680.00
3700 N 27th ESFS	8/16-9/12	8	Digital	680.00
48th & Vine NSFE	8/16-9/12	14	Digital	680.00
7010 O StreetNSFW	8/16-9/12	15	Digital	680.00
3700 N 27th ESFS	9/13-9/19	8	Digital	425.00
48th & Vine NSFE	9/13-9/19	14	Digital	425.00
Kearney				
1118 2nd Ave WSFS	7/19-8/15	40	Digital	750.00
1118 2nd Ave WSFS	8/16-9/12	40	Digital	750.00
1118 2nd Ave WSFS	9/13-9/19	40	Digital	0.00
Grand Island				
Hwy 281 & Hwy 34 Junction NE corner WSFSW	7/20-8/16	21	Digital	1,000.00
Hwy 281 & Hwy 34 Junction NE corner WSFSW	8/17-9/13	21	Digital	1,000.00
Hwy 281 & Hwy 34 Junction NE corner WSFSW	9/13-9/19	21	Digital	0.00
<b>STATE TAX</b>	<b>COUNTY or PARISH TAX</b>	<b>CITY TAX</b>		<b>AMOUNT</b>
				\$8,600.00

### REMITTANCE STUB - PLEASE SEND THIS WITH PAYMENT

PLEASE FAX CREDIT CARD INFORMATION TO (225) 822-3563 ATTN: Credit Cards

Visa  MasterCard  American Express  Expires: \_\_\_/\_\_\_/\_\_\_

Name on credit card: \_\_\_\_\_

Account#: \_\_\_\_\_

Bill To Address: \_\_\_\_\_  
(as it appears on your bill)

Signature: \_\_\_\_\_

By signing this you agree to all terms of our contract

### CUSTOMER

Source Gas  
Common Ground of Nebraska  
610 Central Ave  
Kearney, NE 68847

Att: Lanna Machmuller

TERMS:  
NET 30 DAYS

THIS AMOUNT DUE

\$8,600.00

Lamar Office Use Only

MAIL PAYMENT TO

LAMAR COMPANIES  
P.O. BOX 96030  
BATON ROUGE, LA  
70896



# INVOICE

QUESTIONS? CONTACT 800-235-2627  
or

CUSTOMER: Source Gas  
ADVERTISER: Common Ground of Nebraska

INVOICE 1310195999

CUSTOMER  
CONTRACT NO.: 1310195

LAMAR CUSTOMER NO: 527496  
LAMAR CONTRACT NO.: 1310195

INVOICE DATE: 08/24/2010  
DUE DATE: 09/23/2010

MARKET / MEDIA TYPE / DESIGN / LOCATION	CONTRACT SERVICE DATES	PANEL NUMBER	ILLUMINATED	AMOUNT
Omaha Market				
25th & Cornhusker NSFW	7/20-8/16	985	Digital	242.85
25th & Cornhusker NSFW	7/26-8/1	985	Digital	121.42
25th & Cornhusker NSFW	8/17-9/13	985	Digital	242.85
4122 Ames NSFW	7/20-8/16	1626	Digital	242.85
4122 Ames NSFW	8/23-8/29	1626	Digital	242.85
4122 Ames NSFW	8/17-9/13	1626	Digital	121.43
85th & Blondo	7/20-8/16	1656	Digital	242.85
85th & Blondo	8/17-9/13	1656	Digital	242.85
5125 S 24th St ESFN	7/20-8/16	1657	Digital	242.85
5125 S 24th St ESFN	8/17-9/13	1657	Digital	242.85
118th & I SSFW	7/20-8/16	1658	Digital	242.85
118th & I SSFW	8/17-9/13	1658	Digital	242.85
6016 Grover WSFS	7/20-8/16	1665	Digital	242.90
6016 Grover WSFS	8/17-9/13	1665	Digital	242.90
<b>STATE TAX</b>	<b>COUNTY or PARISH TAX</b>	<b>CITY TAX</b>		<b>AMOUNT</b>
				\$3,400.00

### REMITTANCE STUB - PLEASE SEND THIS WITH PAYMENT

PLEASE FAX CREDIT CARD INFORMATION TO (225) 922-3563 ATTN: Credit Cards

Visa  MasterCard  American Express  Expires: \_\_\_/\_\_\_/\_\_\_

Name on credit card: \_\_\_\_\_

Account#: \_\_\_\_\_

Bill To Address:  
(as it appears on your bill) \_\_\_\_\_

Signature: \_\_\_\_\_

By signing this you agree to all terms of our contract

### CUSTOMER

Source Gas  
Common Ground of Nebraska  
610 Central Ave  
Kearney, Ne 68847

Att: Lanna Machmuller

TERMS:  
NET 30 DAYS

THIS AMOUNT DUE

\$3,400.00

Lamar Office Use Only

MAIL PAYMENT TO

LAMAR COMPANIES  
P.O. BOX 96030  
BATON ROUGE, LA  
70896

PLEASE SEE REVERSE FOR IMPORTANT INFORMATION!



Lee  
Printing  
Services

14736 Grover Street  
Omaha, NE 68144

Invoice

Date	Invoice #
7/6/2010	301063

Bill To

Ship To

Consolidated Utility Services  
4141 N 156th Street  
Suite 200  
Omaha, NE 68116

Post Office

Customer P.O. No.	Due Date	Ship Date
Susan Lynch	7/6/2010	6/28/2010

Description	Ordered Qty	Rate	Shipped Qty	Amount
CGN brochures	1,525	0.30667	1525	467.67T
Mailing CGN brochures	1,506	0.11934	1506	179.72T
Postage	1	367.25	1	367.25T
			<b>Subtotal</b>	\$1,014.64
			<b>Sales Tax (7.0%)</b>	\$71.02
			<b>Payments/Credits</b>	\$0.00
Thank you for your business.			<b>Balance Due</b>	\$1,085.66



# Lee Printing Services

14736 Grover Street  
Omaha, NE 68144

## Invoice

Date	Invoice #
6/22/2010	300983

Bill To

Consolidated Utility Services  
4141 N 156th Street  
Suite 200  
Omaha, NE 68116

Ship To

Consolidated Utility Services  
4141 N 156th Street  
Suite 200  
Omaha, NE 68116

Customer P.O. No.	Due Date	Ship Date
Susan Lynch	6/22/2010	6/22/2010

Description	Ordered Qty	Rate	Shipped Qty	Amount
Safety Summit Save-the-Date Post Cards	1,525	0.18733	1525	285.68T
Mailing Safety Summit Cards	1,506	0.09333	1506	140.56T
Postage		367.25		367.25
			<b>Subtotal</b>	\$793.49
			<b>Sales Tax (7.0%)</b>	\$29.84
			<b>Payments/Credits</b>	\$0.00
Thank you for your business.			<b>Balance Due</b>	\$823.33

# CGA<sup>TM</sup>

## Common Ground Alliance

children's DVD



**PRODUCTS**

PRODUCTS	Quantity	Cost *	Shipping/Handling**
Best Practice 7.0 Manual (packaged 32 a box)	_____	NC up to 250	\$21.50 / box
Inflatable Baby Bud Mascot	_____	\$ 188.00	\$18.00 / mascot
Inflatable Baby Bud Mascot Optional Pump	_____	\$ 22.00	with mascot / NC
DIRT Report (10 per pack)	_____	NC up to 20	\$ 8.25 / pack
DIRT Users Guide (25 per pack)	_____	NC up to 50	\$ 7.25 / pack
DIRT Tip Card (25 per pack)	_____	NC up to 50	\$ 6.55 / pack
Children's DVD (packaged 50 a box) - a.k.a. "pirate" video	_____	\$ 40.00 / box	\$21.50 / box
OCSI Resource Guide (5 per pack)	_____	\$ 6.00 / pack	\$ 6.00 / pack

(NC - No charge to members)

\* For additional quantity and cost information please email: [materials@commongroundalliance.com](mailto:materials@commongroundalliance.com)  
 \*\*Charges may change based on quantity ordered & availability. Materials will be shipped upon receipt of payment.  
 For additional information on materials please visit: [www.commongroundalliance.com](http://www.commongroundalliance.com)

Name (Ordered by) \_\_\_\_\_ Date \_\_\_\_\_

Company \_\_\_\_\_ Shipping Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

CGA Member  Yes  No Email \_\_\_\_\_

Payment Process  VISA  MC  PayPal  Company Check Credit Card # \_\_\_\_\_

Expiration Date \_\_\_\_\_ Three Digit CSC (Back of card) \_\_\_\_\_ Amount Charged \$ \_\_\_\_\_

The name on the above credit card must match the name of the person authorizing charges.

I, \_\_\_\_\_ (please print) authorize Revak & Associates (CGA fulfillment contractor) to charge the above credit card for the amount stated above.

\_\_\_\_\_  
 Cardholder's Signature

Please fax order form to CGA Fulfillment Contractor:  
 Revak & Associates Fax: 330.533.9147  
 Email: [materials@commongroundalliance.com](mailto:materials@commongroundalliance.com)  
 Questions: Katey Revak at 330.533.1727

# Digger's Hotline of Nebraska...

*Sharing the Commitment to Underground Damage Prevention and Public Safety.*

## UPCOMING EVENTS:

*April 7: Governor's Proclamation Signing-National Safe Digging Month.*

*April 15: Digger's Hotline One Call Breakfast\*\* - Douglas County.*

*April 20: Common Ground of Nebraska Quarterly Meeting-Lincoln, NE.*

*July 23: Digger's Hotline at the Omaha Royals*

*July 29: Call Before you DIVOT Golf Tournament\*\* - Lincoln, NE.*

*October 2010: Underground Locator Workshops-Grand Island, NE. Stay Tuned for more details!*

*\*\*Visit our website for further information and to register [www.ne-diggers.com](http://www.ne-diggers.com)*

## PROFESSIONAL EXCAVATOR VS. THE PERSONAL PROPERTY OWNER

### *Who Holds the Responsibility for Placing the Underground Utility Locate Request?*

Placing an underground utility locate request 48 business hours prior to any project that will disturb the soil, anywhere in the State of Nebraska, not only protects you, your property and your pocketbook it also protects you from breaking the law.

The One Call Notification Act and the corresponding State Statutes are put in place to assist and protect the individual that will be conducting the specific task of excavation that is listed on a One Call Locate Request issued by Digger's Hotline of Nebraska. In simple terms, the individual actually placing the shovel in the ground or disturbing the soil in any manner, needs to be the individual listed on the One Call Locate Request.

The property owner has the personal responsibility to hire a contractor that will professionally and safely complete the work they are hired to do. It is the contractor's responsibility to place the locate request for the work they are hired to do and ensure all the underground utilities are located prior to the excavation work. This is necessary to protect the underground infrastructure and protect themselves from physical harm and financial liability.

The contractor has the intimate knowledge regarding the scope of work involved in the excavation project and only they can accurately provide the needed information regarding type of excavation, location, instructions and depth of the excavation project. This information is communicated to the affected utilities and is used to determine the scope of the excavation project and the associated location of the underground facilities.

In the event an underground utility is damaged during the excavation project, and the individual conducting the excavation was not listed on the locate request, they will assume the liability associated with not having a locate request prior to digging. That liability assumption can include physical or financial liability, or both. In some instances, this has led to civil action enforced by the Attorney General's Office.

If you are a homeowner or personal property owner, ensure your contractor has placed a locate request with Digger's Hotline prior to any excavation project that will disturb the soil. If your contractor refuses to place the locate request or insists you as the property owner place the request you may want to reconsider your choice of contractor.

If you are a contractor; protect yourself, your pocketbook and your reputation for quality and safety by placing your locate request with Digger's Hotline 48 business hours in advance of your excavation project.

# Nebraska One Call Notification Stakeholder Focus:

Damage prevention to underground facilities and public safety involves various stakeholder industries in the State of Nebraska and across the United States. The Nebraska One Call Law affects the different stakeholders in many ways that are unique to their industry. Many of the best practices found in the State of Nebraska have not been written into law, but instead naturally developed over the years as the various stakeholders found a common ground to work with each other in the most productive way for their individual industries, while adhering to the Nebraska One Call Notification Statutes.

In an effort to continue and foster open communication among the stakeholder groups and continue the growth of successful best practices within the State of Nebraska, the DHON Newsletter features individual stakeholder industries in this and upcoming editions. It is our intent to educate among stakeholders the unique challenges found within the various stakeholder industries. This edition features The Utility Operator.

**Q: QUESTION:** *To avoid delay to my excavation project and expensive down time, how do I coordinate a “Stand By” with the Utility Locator?*

**A: ANSWER:** *Understand that truck time for a Utility Locator and down time for an Excavator are both significant factors when it comes to coordinating a “Stand By”. Communication and consideration of everyone’s schedules and workloads are the heartbeat of a successful One Call System. The One Call provides the Excavator with a list of the Utilities Notified and provides to the Utility, the name and phone number of the Excavator. Using this contact information to communicate the requested actions or mutual schedules is the most direct and efficient way to successfully coordinate a Stand-By locate with minimal truck time and down time.*

## FROM THE DESK OF THE UTILITY OPERATOR...

### Standby Required...Guard and Protect Required... Monitor Required...What Does it All Mean?

**“Standy Required”** - You may have seen a similar warning on a locate flag from time to time. What does it mean and why are these warnings used? Here’s a quick explanation and a few guidelines for those who may have encountered them:

From the viewpoint of a utility provider or operator, as described in 76-2313 of state statute, it is a serious request for caution when digging around a very high profile underground facility. So what constitutes a high profile facility? A high pressure gas line, fiber optic telecommunications line, high voltage power transmission cable, or a large water line, just to name a few.

In other words, a *Standby Required*, *Guard and Protect Required* or *Monitor Required* message indicates that a very high profile piece of facility critical to the successful and safe operation of an organization is buried below. It also means that damage to the buried facility could present clear and imminent danger to life, health or property. Not convinced?

Cut a fiber optic telecommunications line and thousands of people may be denied access to a 911 center or police or a hospital. Damage or cut a high pressure gas transmission line, and fire and explosions or death are often the result. Dig into a buried high voltage power transmission line and the experience could be the shock of your life.

Most of the locate flags with these or similar warnings are a note from the operator or their locate technician that they want one of their technicians on site while the excavation is underway and their facility is out of harm’s way. So do yourself, your company and the community a favor—be on the alert for these important alerts.

Jim Cadwallader  
Local Network Manager  
Qwest Communications

# Central Valley Irrigation Recognized for their Efforts in Underground Damage Prevention

In recognition of the outstanding efforts to promote strong stakeholder communication, underground utility damage prevention and safe excavation practices, Digger's Hotline of Nebraska is pleased to recognize Central Valley Irrigation with the Commitment to Safety Award.

Central Valley Irrigation headquartered in Holdrege, Nebraska with operations also out of Lexington; employs 33 and has historically understood the importance of underground utility locates prior to digging. In 2009, the company placed 234 underground utility locate requests for excavation projects throughout Central Nebraska.

In 2008, Jeremiah Johnson with Central Valley Irrigation began attending the Common Ground of Nebraska quarterly meetings in an effort to educate himself and other Stakeholders on the unique challenges found within the industry of rural irrigation and safe excavation practices.

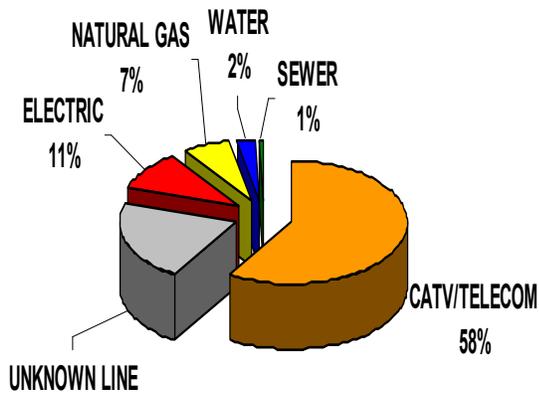
Since 2008, Jeremiah along with Central Valley Irrigation's owner, Monty Vonasek, have become key players in the CGN organization and outreach efforts of the "Call Before You Dig" message to the excavating community. Serving on the CGN Communication's Task Force, organizing an opportunity for a Nebraska Excavator Roundtable Discussion and recruiting local excavators to participate in shared responsibility, demonstrates Central Valley Irrigation's commitment to public safety and the integrity of Nebraska's underground utility infrastructure.



Jeremiah Johnson and Monty Vonasek with Central Valley Irrigation

## It's the Law! Reporting Nebraska Underground Utility Damage

Type of Utility Damaged



2009 Nebraska Damages as reported to Digger's Hotline.

The Nebraska One Call Notification Act requires all underground utility damage be reported to Digger's Hotline. **Nebraska Statute: 76-2326. Damage; duty of excavator**— "If any underground facility is damaged, dislocated, or disturbed before or during excavation, the excavator shall immediately notify the center. An excavator shall not conceal or attempt to conceal damage, dislocation, or disturbance of an underground facility and shall not repair or attempt to repair the underground facility unless authorized by the operator of the underground facility".

This Statute is in place to protect the integrity of the underground utility infrastructure, ensure public safety and reduce the occurrence of potential service outages. As an excavator, reporting any damages or disturbance to an underground facility will also protect you from any potential liability when a previous damage, that was illegally concealed by a prior excavator, is discovered by the underground utility operator.

Reporting a damage is done in the same manner as reporting an Emergency Locate Request. All damages must be reported via a phone call to Digger's Hotline to include weekends and holidays. Information required will include: Ticket number of previous locate request (if applicable), contact information of the caller, address and location of damage, type of utility damaged (if known) and crew on site information. Please see page 5 of this Newsletter for information regarding pipeline emergencies.

# Call Before you DIVOT ! 1st Annual Golf Tournament



**WHERE: CROOKED  
CREEK GOLF  
COURSE**  
333 S. 134th Street  
Lincoln, NE

**WHEN:**  
JULY 29, 2010  
Registration Deadline:  
July 1st

**REGISTRATION  
BEGINS AT 7:15 AM  
SHOTGUN START AT  
8:00 AM**

**COST: \$50 PER  
PLAYER -INCLUDES  
18 HOLES , CART  
AND LUNCH**

The Nebraska One Call Board of Directors and Digger's Hotline of Nebraska invite you to attend our 1st Annual "Call Before You Divot" Golf Tournament.

Tournament is open to all Stakeholders involved in Underground Damage Prevention. All Excavators, Professional Contractors, Underground Utility Operators and Underground Utility Locators are encouraged to attend this 18 hole, 2 person scramble.

**To register please complete and return the following information:**

**Name:**

**Company Name:**

**Phone Number:**

**Email:**

**Type of Industry Employed In: Excavation, Professional Contractor, Underground Utility Operator, Underground Utility Locator or Other.**

Checks payable to: Nebraska One Call Board of Directors  
C/O Digger's Hotline of Nebraska  
11620 Arbor Street, Suite 101.  
Omaha, NE 68144

For additional information please contact:

Susan Lynch, 402-334-3424 or [susan.lynch@cusinc.com](mailto:susan.lynch@cusinc.com)



**DIGGER'S HOTLINE OFFICES WILL  
BE MOVING TO A NEW LOCATION  
EFFECTIVE APRIL 2010.  
PLEASE UPDATE YOUR RECORDS  
WITH OUR NEW ADDRESS:**

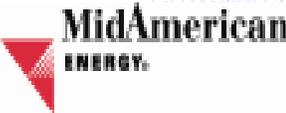
***GREAT PLAINS ONE CALL  
DIGGER'S HOTLINE OF NEBRASKA  
4141 N. 156TH STREET  
SUITE 200  
OMAHA, NE 68116***

## **DON'T FORGET TO PREMARK YOUR EXCAVATION SITE!**

Pre-marking or white lining your proposed excavation site prior to the utilities locating their underground facilities leads to more efficient and accurate utility markings. The pre-marks can be placed onsite, prior to or immediately after placing a locate request with Digger's Hotline.

When placing the locate request, please reference that the proposed excavation site will be marked. This alerts the utility locators to search for the white flags, paint or other referenced markings that designate the proposed excavation site.

Digger's Hotline has white flags available upon request for those company's or individuals needing assistance with the pre-mark process.



## Pipeline Safety!

**Pipelines - What Would We Do Without Them!** Pipelines are the safest method of transporting hydrocarbon products, including natural gas and crude oil. These products are used to produce many of the products we use everyday. Examples of these products include: Plastics, synthetic fabrics, fuel for vehicles as well as for home heating and cooking and much more.

**Damage Prevention Awareness:** A major cause of leaks from pipelines is damage caused by someone accidentally striking a pipeline when digging in the pipeline right-of-way. It's possible that the strike may only cause what appears to be minimal damage - a scratch in the pipeline coating. However, it can weaken or remove a pipeline's corrosion preventing coating and subsequently lead to a leak months or years later. Besides interruption of service and possible financial liability, hitting a gas line could injure or kill you and others.

**Awareness of Hazards and Prevention Measures:** Pipeline operators use markers to identify the approximate location of a pipeline. These markers are often located at intervals along the right-of-way and typically at road crossings, fence lines, railroad crossings and waterways.

The markers display a warning, identify the product carried and list the operator's toll-free number for reporting pipeline emergencies. The State One Call number may also be listed on the marker. Markers should never be used as a reference for the exact position of a

pipeline. Most companies require a representative on site if excavation will be in their right-of-way. It is a federal crime for any person to willfully deface, damage, remove or destroy any pipeline sign or right-of-way marker required by federal law.

To promote safe operations of their pipelines and maintain pipeline integrity, most operators also initiate the following: Hydro test, Smart Pig, 24/7 Monitoring and the use of cathodic protection.

### How to Respond to a Possible Leak:

- Turn off and abandon any motorized equipment.
- Leave area quickly in an upwind or crosswind direction.
- Warn others to stay away.
- From a safe distance, call 911, the pipeline company and Digger's Hotline at 811 or 800-331-5666.

**NEVER:** Smoke or light matches, create sparks, use open flames or any other ignition sources such as electrical switches or an engine start. Never attempt to repair damages or operate a pipeline valve. Do not drive into or go near the area of the gas leak.

### Emergency Preparedness and Response

**Public Safety Officials:** Secure the area around the leak to a safe distance. Take steps to prevent ignition sources if the leak is not burning. If the pipeline leak is burning, prevent the spread of fire but do not attempt to extinguish the pipeline fire. Contact the pipeline company as quickly as possible.

**Pipeline Operators:** Immediately dispatch personnel to the site to

help handle the emergency and provide information to public safety officials. Take the necessary operating actions to minimize the impact of the leak.

**Citizens:** Contact the pipeline company and local authorities if you see suspicious activity or other non-routine excavation around a pipeline facility or right of way.

### ROW Encroachment:

Encroachments upon the pipeline right-of-way (ROW) inhibit the operator's ability to reduce the chance of third-party damage, provide ROW surveillance, perform routine maintenance and required federal or state inspections. Maintaining a pipeline ROW free of encroachments is an essential element of maintaining pipeline integrity and safety.

**Requesting a locate through Digger's Hotline:** The One Call Notification System Act; Revised Statutes of Nebraska Sections: 76-2301 through 76-2330 states that everyone, everywhere must contact Digger's Hotline 2 business days prior to excavating or disturbing the soil anywhere in the state of Nebraska. The service is FREE and it helps to save lives by minimizing damages to underground utilities. Upon contacting Digger's Hotline either via phone or internet, you will be asked all the necessary information regarding your planned "dig". Digger's Hotline will notify the affected utility companies, who will then mark the underground lines for free. **Dial 811 and Call Before You Dig. It's the LAW!**

### WARNING SIGNS OF A POSSIBLE LEAK

**LOOK:** Dirt blowing into the air. Water bubbling in a pond, creek or river or a rainbow sheen on top of the water. Fire coming from the ground or appearing to burn above ground. Unexplained spots of dying or dead vegetation. A moist spot or a pool of liquid in a dry field.

**LISTEN:** Sounds of roaring, blowing or hissing.

**SMELL:** Gas or petroleum odor, the smell of rotten eggs.

#### FOR MORE INFORMATION :

- The National Pipeline Mapping System [www.npms.phmsa.dot.gov](http://www.npms.phmsa.dot.gov)
- Local phone listings for area operators. Contact numbers are also listed on company pipeline markers
- The Nebraska Pipeline Association - [www.nebraskapipeline.com](http://www.nebraskapipeline.com)
- Common Ground of Nebraska - [www.nebraskacga.com](http://www.nebraskacga.com)
- Common Ground Alliance [www.commongroundalliance.com](http://www.commongroundalliance.com)

Digger's Hotline of Nebraska  
11620 Arbor Street, Suite 101  
Omaha, NE 68144  
www.ne-diggers.com

**Nebraska State One Call Board of Directors**

Lance Loschen, Chairman - Lincoln Wastewater Systems  
Val Snyder, Vice Chairman - Kinder Morgan Pipelines  
Mark Ottemann, Treasurer - Department of Roads  
Jim McKeon, Secretary - Nebraska Public Power District  
Dan Maschka - Northern Natural Gas  
Jim Cadwallader - Qwest Communications  
Al Meyer - Hastings Utilities  
Al Schroeder - Windstream Communications  
Bill Hartman - Excavating Contractor  
Bruce Hoehne - Stanton County Public Power District  
Chris Jacobsen - Custer County Highway Superintendent  
Chuck Pattavina - Metropolitan Utilities District  
Clark Conklin - State Fire Marshal's Office  
Lanna Machmuller - SourceGas  
Lyle Juracek - City of Neligh  
Randy Evans - Norris Public Power District  
Tim Proksel - Black Hills Energy  
Rick Melcher - City of Aurora  
Jim Smith - Omaha Public Power District  
Stan Waterman - Embarq  
Mark McFarland - Great Plains Communications  
Ed Cole - Consolidated Companies

**Digger's Hotline of Nebraska**

**Susan Lynch, Director**  
402-334-3424, susan.lynch@cusinc.com

**Lisa English, One Call Supervisor**  
402-330-1866, lisa.english@cusinc.com

**Billing/Invoicing and Promotional Items**  
Jill Geyer: 402-738-2170, jill.geyer@cusinc.com

**NITES Inquiries**  
Brian Power 402-738-2171 or nites@ne-diggers.com

**Online Requests (via Email)**  
Grace Wilgus 402-738-2171, info@ne-diggers.com

**Spanish Speaking Callers**  
Christina Ramos 402-738-2173

**TO PLACE A LOCATE REQUEST:**

**Dial:** 811 Nationwide, 800-331-5666 Statewide or  
344-3565 Metro Omaha

**Online:** www.ne-diggers.com

*Place your request at least 2 business days in advance!*

***WE WANT TO HEAR FROM YOU!***

*Your thoughts and ideas about the one call process are important to the Board Members of the One Call notification center. Please direct your comments to Digger's Hotline by calling the center at 402-330-1866 or by submitting your comments via the homepage of our website at www.ne-diggers.com. You may also contact any of the State One Call Board Members listed above. Their individual contact information is available on the website under the "About Us" link. If you have concerns or ideas and would like to address the Board at a meeting, requests must be sent in writing to the Chairman or directed through Diggers Hotline. Arrangements will be made to add the topic to the next available Board meeting agenda.*

# RAMADA®

W O R L D W I D E

Ramada Inn - Kearney

Common Ground of Nebraska  
 Accounts Payable - Lanna Machmuller  
 610 Central Ave.  
 Kearney NE 68847  
 US

Date : 08-07-10

A/R Account Number : CGN001

Amount Paid : \$ \_\_\_\_\_

Date	Inv. No.	Bill No.	Description	Debit	Credit	Balance
08-06-10	8197	48525	Common Ground of Nebraska	4,720.69		4,720.69
Balance Due						4,720.69

Aging Summary :

Up to 30	31 - 60	61 - 90	91 - 120	121 - 150	151 and Over
4,720.69	0.00	0.00	0.00	0.00	0.00

Please send payments to:

Ramada Inn  
 301 2nd Avenue  
 Kearney, NE 68847  
 (308) 237-3141

# RAMADA®

W O R L D W I D E

**Common Ground of  
Nebraska  
610 Central Ave.  
Kearney NE 68847**

Room No. : 9018  
 Arrival : 08-05-10  
 Departure : 08-06-10  
 Page No. : 1 of 2  
 Folio /Inv. No. : 48525 / 392995  
 Wyndham Rewards :

Group Code :  
 Company Name : A/R# CGN001

Date	Item Description	Charges	Credits
08-05-10	Banquet Food 150@16.15	2,422.50	
08-05-10	Banquet Food 60@6.95	417.00	
08-05-10	Banquet Food 6@21.00	126.00	
08-05-10	Banquet Food 6@21.00	126.00	
08-05-10	Banquet Food 81@1.75	141.75	
08-05-10	Banquet Service Charge grat	711.32	
08-05-10	Banquet Tax tax	276.12	
08-05-10	Banquet Room Rental rr	500.00	

# RAMADA®

W O R L D W I D E

Common Ground of  
Nebraska  
610 Central Ave.  
Kearney NE 68847

Room No. : 9018  
Arrival : 08-05-10  
Departure : 08-06-10  
Page No. : 2 of 2  
Folio /Inv. No. : 48525 / 392995  
Wyndham Rewards :

Group Code :  
Company Name : A/R# CGN001

Date	Item Description	Charges	Credits	
		<b>Total</b>	<b>4,720.69</b>	<b>0.00</b>
		<b>Balance</b>	<b>4,720.69 USD</b>	

**Guest Signature:** \_\_\_\_\_

Please contact the Manager about and issues with your stay. Ramada or affiliates may contact you about goods and services unless you call 800-272-6232 or write to Wyndham Worldwide Hotels, Inc. 1 Sylvan Way, Parsippany, NJ 07054 to opt out. View our Ramada website about privacy.

Ramada Inn - Kearney  
301 2nd Ave  
Kearney, NE 68847  
Tel: (308) 237-3141 Fax: (308) 234-4675



Making it easier for



[Help](#) | [Logout](#)

[Home](#) [Office Supplies](#) [Technology](#) [Furniture](#) [Featured Items](#) [Special Order](#) [Print Services](#)

[Administration](#) [Order Management](#) [Customer Service](#)

[My Order Status](#) [Returns](#) [Search for Orders](#)

[My Order Status](#) > Order Status Details: 7065057024

**Order Status Details: Order No. 7065057024**

[Returns](#) [Duplicate this Order](#) [Back](#)

- Your order status and details for items ordered in the past 90 days are listed below.
- To add these items to your current order, click '**Duplicate this Order.**'
- Please note that any customizable items on the order will not be added to the new order.
- To place a return for an item, click '**Returns.**'
- You may Print this page for your records.

[View Printable Version](#)

Package Tracking information is available. To view details, click on the Truck Icon.

Order Status:	<b>Shipped</b>	Ship To:	<b>Susan Lynch</b>
Order No:	<b>7065057024</b>		<b>CONSOLIDATED UTILITY SERVICES INC</b>
Order Date:	<b>08/06/2010</b>		<b>4141 N 156TH ST</b>
Ordered By:	<b>Susan Lynch</b>		<b>OMAHA, NE 68116</b>
Order Placed By::	<b>JILL GEYER</b>		<b>USA</b>

[Track packages in this order](#)

[Click here to see order status definitions](#)

Item Status	Expected Delivery Date	Customer's Item Number	MFR Item No.	UOM/Qty	Your Price	Qty	Packing Slip Note	Item Total
<b>Staples® Mailing Tubes, White, 1 1/2" x 18", 12/Bx</b>								
Staples Item No. 558424								
<b>CUS Inc. Contract</b>								
	08/10/2010	558424	11631	<u>BX/12</u>	\$12.14	2		\$24.28
Item Status	Expected Delivery Date	Customer's Item Number	MFR Item No.	UOM/Qty	Your Price	Qty	Packing Slip Note	Item Total

[Click here to see order status definitions](#)

**Subtotal: \$24.28**  
**Handling Fee: \$5.00**  
**Tax: \$2.05**  
**Total: \$31.33**

[Returns](#) [Duplicate this Order](#) [Back](#)

[Home](#) | [Office Supplies](#) | [Technology](#) | [Furniture](#) | [Featured Items](#) | [Special Order](#) | [Print Services](#)  
[Administration](#) | [Order Management](#) | [Customer Service](#) | [Help](#) | [Logout](#)  
[Policies, Terms & Conditions](#), [Privacy & Security](#) | Copyright 1999 - 2010 Staples, Inc. All rights reserved.  
[links@staples.com](mailto:links@staples.com) | Tech Help: 1-800-633-6080

ORD  
KNLV REGIONAL RADIO  
205 S 16TH  
ORD, NE 68862  
Phone: 308-728-3263  
Fax: 308-728-3264

Invoice# KNLV242110074852

Statement dated: 8/2/2010  
Calendar Broadcast Period: 7/1/2010 - 7/31/2010  
Account# 2421

DIGGERS HOTLINE  
CONSOLIDATED UTILITY SERVICES, INC.  
11620 ARBOR ST. SUITE 101  
Address  
Omaha, NE 68144  
|||||

Balance Forward:		\$0.00
Order#37204 DIGGERS HOTLINE- JEFF RICHARDSON 050508 MP3 [7/26/2010-7/30/2010]	\$0.00	
Order#37204 DIGGERS HOTLINE- JEFF RICHARDSON 050508 MP3 [7/26/2010-7/30/2010]	\$289.00	
Order#37204 DIGGERS HOTLINE- JEFF RICHARDSON 050508 MP3 [7/26/2010-7/30/2010]	\$0.00	
Total Spot Sales This Month:	\$289.00	
Total Recurrent Sales This Month:	\$0.00	
Total Sales This Month:	\$289.00	
Total Payments This Month:	\$0.00	
Total Adjustments This Month:	\$0.00	
Total Finance Charge This Month:	\$0.00	
Current Net Balance (Pay this amount):		\$289.00

Central Nebraska finds out whats happening on KNLV  
Tell them about your business advertise on KNLV

ORD  
 KNLV REGIONAL RADIO  
 205 S 16TH  
 ORD, NE 68862  
 Phone: 308-728-3263  
 Fax: 308-728-3264

Statement dated: 8/2/2010  
 Calendar Broadcast Period: 7/1/2010 - 7/31/2010  
 Account# 2421

DIGGERS HOTLINE  
 CONSOLIDATED UTILITY SERVICES, INC.  
 11620 ARBOR ST. SUITE 101  
 Address  
 Omaha, NE 68144  


Balance Forward:	\$0.00
Order#37204 DIGGERS HOTLINE- JEFF RICHARDSON 050508 MP3 [7/26/2010-7/30/2010]	\$0.00
Order#37204 DIGGERS HOTLINE- JEFF RICHARDSON 050508 MP3 [7/26/2010-7/30/2010]	\$289.00
Order#37204 DIGGERS HOTLINE- JEFF RICHARDSON 050508 MP3 [7/26/2010-7/30/2010]	\$0.00
Total Spot Sales This Month:	\$289.00
Total Recurrent Sales This Month:	\$0.00
Total Sales This Month:	\$289.00
Total Payments This Month:	\$0.00
Total Adjustments This Month:	\$0.00
Total Finance Charge This Month:	\$0.00
Current Net Balance (Pay this amount):	\$289.00

Central Nebraska finds out whats happening on KNLV  
 Tell them about your business advertise on KNLV

**BRAND'S**

★ Promotional Products ★ Wearables ★

3122 W. Old Potash Hwy.  
PO Box 127  
Grand Island, NE 68802-0127  
Phone: 308-384-4022  
Fax: 308-381-6397

★ ★ Web Site: brandspromotionalproducts.com ★ ★

# Invoice

DATE	INVOICE #
8/3/2010	28612

**BILL TO**(03-00420) COMMON GROUND of NEBRASKA  
ATTN: LANNA MACHMULLER  
610 CENTRAL AVENUE  
KEARNEY, NE 68847**SHIP TO**(03-00420) SOURCE GAS  
% COMMON GROUND of NEBRASKA  
ATTN: LANNA MACHMULLER  
610 CENTRAL AVENUE  
KEARNEY, NE 68847

P.O. NO.	TERMS	REP	SHIP DATE	SHIP VIA	FOB	PROJECT
LANNA	NET 30		8/3/2010		UPS GROUND	

QTY	ITEM	DESCRIPTION	PRICE EACH	AMOUNT
60	SA PURCH	GILDAN SAFETY GREEN T-SHIRTS 5-M, 20-L & 35-XL	7.00	420.00T
25	SA PURCH	JERZEE SAFETY GREEN T-SHIRTS 2X	8.00	200.00T
25	SA PURCH	GILDAN SAFETY GREEN T-SHIRTS 3X	8.00	200.00T
150	SA PURCH	SAFETY GREEN MESH BACK T-SHIRTS 25-L & 125-XL	13.75	2,062.50T
75	SA PURCH	SAFETY GREEN MESH BACK T-SHIRTS 2X	15.00	1,125.00T
25	SA PURCH	SAFETY GREEN MESH BACK T-SHIRTS 3X	16.00	400.00T
IMPRINT COLOR: BLACK CGN LOGO on FRONT LEFT CHEST ABOVE POCKET ON T-SHIRTS CGN LOGO ON LEFT SIDE ABOVE POCKET ON T-SHIRTS 811 LOGO APPROXIMATELY 11" x 11" ON BACK OF T-SHIRTS 811 LOGO APPROXIMATELY 6" x 6' ON BACK OF T-SHIRTS IN BETWEEN PIPING				
1	FREIGHT	SHIPPING & HANDLING Sales Tax	125.21	125.21T 317.29
<b>THANK YOU FOR THE ORDER!</b>				

Invoices not paid within 30 days will accrue a finance charge of 1.5% per month with a minimum charge of \$1. Customer is also responsible for all collection fees.

**Total \$4,850.00**

**BRAND'S**

★ Promotional Products ★ Wearables ★

★★ Web Site: brandspromotionalproducts.com★★

3122 W. Old Potash Hwy.  
PO Box 127  
Grand Island, NE 68802-0127  
Phone: 308-384-4022  
Fax: 308-381-6397

# Invoice

DATE	INVOICE #
7/22/2010	28568

BILL TO
(03-00420) COMMON GROUND of NEBRASKA ATTN: LANNA MACHMULLER 610 CENTRAL AVENUE KEARNEY, NE 68847

SHIP TO
(03-00420) SOURCE GAS % COMMON GROUND of NEBRASKA ATTN: LANNA MACHMULLER 610 CENTRAL AVENUE KEARNEY, NE 68847

P.O. NO.	TERMS	REP	SHIP DATE	SHIP VIA	FOB	PROJECT
LANNA MACHMU...	NET 30		7/22/2010		UPS GROUND	
QTY	ITEM	DESCRIPTION			PRICE EACH	AMOUNT
1,000	SA PURCH	3 3/8" x 2 1/8" PETITE WALLET CARDS			0.22	220.00T
1	FREIGHT	FULL COLOR IMPRINT ON BOTH SIDES SHIPPING & HANDLING Sales Tax			9.29	9.29T 16.05
<b>THANK YOU FOR THE ORDER!</b>						
Invoices not paid within 30 days will accrue a finance charge of 1.5% per month with a minimum charge of \$1. Customer is also responsible for all collection fees.					<b>Total</b>	<b>\$245.34</b>

## Susan Lynch

---

**From:** Brenda Ross [bross@di-order.com]  
**Sent:** Wednesday, August 25, 2010 2:20 PM  
**To:** Susan Lynch  
**Subject:** Re: 1CALL flag work

Sure, 50,000 of 17 inch wire shafted marking flags  
White flag material with black ink  
\$29.78 per thousand

freight charge is included.

Susan, we do have your profile in line to be created. I will let you know when it is complete.

Thank You,  
Brenda

----- Original Message -----

**From:** [Susan Lynch](#)  
**To:** ['Brenda Ross'](#)  
**Sent:** Wednesday, August 25, 2010 2:22 PM  
**Subject:** RE: 1CALL flag work

Brenda – I need to submit a grant for some promotional funding – as I am unable to log on to your site to find pricing, can you send via email a price quote for 50,000 of the white marking flags to include all associated shipping costs. Thanks in advance for your help with this...

Thank you,

Susan Lynch  
Director, Digger's Hotline of NE  
Office: 402-738-2171  
Cell: 402-547-1964

---

**From:** Brenda Ross [mailto:bross@di-order.com]  
**Sent:** Friday, August 20, 2010 12:45 PM  
**To:** susan.lynch@cusinc.com  
**Cc:** Chris Peck  
**Subject:** 1CALL flag work

Good Afternoon Susan,

I will check the status of your login for our system. I have attached a proof of the flag. Please take a look and advise.

I will be in touch,  
Brenda Ross  
DATA Integration, Inc.  
600 Houze Way, Suite D7  
Roswell, GA 30076  
phone 770-552-5212  
fax 770-552-5253

**Call Digger's Hotline: 811 or 800.331-5666**

**Place flag in location of planned digging**

**Wait 48 hours**

**Dig Safely!**

**[www.ne-diggers.com](http://www.ne-diggers.com)**



**Know what's below.  
Call before you dig.**

**Application for Federal Assistance SF-424**

Version 02

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify) <input type="text"/>
--	--	---

* 3. Date Received: <input type="text" value="09/08/2010"/>	4. Applicant Identifier: <input type="text"/>
--	--

5a. Federal Entity Identifier: <input type="text"/>	* 5b. Federal Award Identifier: <input type="text"/>
--	---

**State Use Only:**

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
---	---

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="47-0491233"/>	* c. Organizational DUNS: <input type="text" value="878046150"/>
--	---

**d. Address:**

* Street1:	<input type="text" value="246 South 14th"/>
Street2:	<input type="text"/>
* City:	<input type="text" value="Lincoln"/>
County:	<input type="text"/>
* State:	<input type="text" value="NE: Nebraska"/>
Province:	<input type="text"/>
* Country:	<input type="text" value="USA: UNITED STATES"/>
* Zip / Postal Code:	<input type="text" value="68508-0000"/>

**e. Organizational Unit:**

Department Name: <input type="text"/>	Division Name: <input type="text"/>
--	--

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix: <input type="text" value="Mr ."/>	* First Name: <input type="text" value="Clark"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Conklin"/>	
Suffix: <input type="text"/>	

Title:

Organizational Affiliation:

* Telephone Number: <input type="text" value="402-471-9467"/>	Fax Number: <input type="text"/>
---	----------------------------------

\* Email:

**Application for Federal Assistance SF-424**

Version 02

**9. Type of Applicant 1: Select Applicant Type:**

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Pipeline & Hazardous Material Safety Administration

**11. Catalog of Federal Domestic Assistance Number:**

20.720

CFDA Title:

State Damage Prevention Program Grants

**\* 12. Funding Opportunity Number:**

DTPH56-11-SN-0001

\* Title:

State Damage Prevention Grants

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

**\* 15. Descriptive Title of Applicant's Project:**

NEBRASKA PIPELINE SAFETY DIVISION State Damage Prevention

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

Version 02

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="65,757.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="65,757.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)**

- Yes  No

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

**Application for Federal Assistance SF-424**

Version 02

**\* Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

**BUDGET INFORMATION - Non-Construction Programs**

OMB Approval No. 4040-0006  
Expiration Date 07/30/2010

**SECTION A - BUDGET SUMMARY**

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. State Damage Prevention Program		\$	\$	\$ 65,757.00	\$ 0.00	\$ 65,757.00
2.						
3.						
4.						
5. <b>Totals</b>		\$	\$	\$ 65,757.00	\$	\$ 65,757.00

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	SDP				
a. Personnel	\$ 0.00	\$	\$	\$	\$
b. Fringe Benefits	0.00				
c. Travel	0.00				
d. Equipment	0.00				
e. Supplies	30,407.00				30,407.00
f. Contractual	35,350.00				35,350.00
g. Construction	0.00				
h. Other	0.00				
i. Total Direct Charges (sum of 6a-6h)	65,757.00				\$ 65,757.00
j. Indirect Charges	0.00				\$
k. TOTALS (sum of 6i and 6j)	\$ 65,757.00	\$	\$	\$	\$ 65,757.00
7. Program Income	\$	\$	\$	\$	\$

Authorized for Local Reproduction

Standard Form 424A (Rev. 7- 97)  
Prescribed by OMB (Circular A -102) Page 1A

**SECTION C - NON-FEDERAL RESOURCES**

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8. <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
9. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
11. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>12. TOTAL (sum of lines 8-11)</b>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

**SECTION D - FORECASTED CASH NEEDS**

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ <input type="text"/>				
14. Non-Federal	\$ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>15. TOTAL (sum of lines 13 and 14)</b>	\$ <input type="text"/>				

**SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT**

(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b)First	(c) Second	(d) Third	(e) Fourth
16. <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
17. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
18. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
19. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>20. TOTAL (sum of lines 16 - 19)</b>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

**SECTION F - OTHER BUDGET INFORMATION**

21. Direct Charges: <input type="text"/>	22. Indirect Charges: <input type="text"/>
23. Remarks: <input type="text"/>	

---

## CERTIFICATION REGARDING LOBBYING

### Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

<b>* APPLICANT'S ORGANIZATION</b>	
<input style="width: 100%;" type="text" value="NEBRASKA PIPELINE SAFETY DIVISION"/>	
<b>* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE</b>	
Prefix: <input style="width: 100px;" type="text" value="Ms."/>	* First Name: <input style="width: 200px;" type="text" value="Rosemary"/> Middle Name: <input style="width: 150px;" type="text"/>
* Last Name: <input style="width: 300px;" type="text" value="Hatton"/>	Suffix: <input style="width: 80px;" type="text"/>
* Title: <input style="width: 250px;" type="text" value="Administrative Assistant"/>	
<b>* SIGNATURE:</b> <input style="width: 300px;" type="text" value="Rosemary Hatton"/>	<b>* DATE:</b> <input style="width: 150px;" type="text" value="09/08/2010"/>