

## **REQUIREMENTS REGARDING FLAGGING AND CABLE LOCATION FOR CONSTRUCTION ON E&LS**

**(Hereinafter called "Railroad")  
(Revised: Effective October 13<sup>st</sup> 2016)**

NOTE: Flagging and/or Cable Locate fees may apply

A utility or contractor shall not commence, or carry on, any work for installation, maintenance, repair, changing or renewal of any FACILITY, under, over or on RAILROAD property at any location without giving notice to the RAILROAD authorized representative at the RAILROAD's office located at Wells, Michigan, Phone (906) 786-0693; and if, in the opinion of the RAILROAD the presence of an authorized representative of the RAILROAD is required to supervise the same, the RAILROAD shall render bills to the utility or contractor for all expenses incurred by it for such supervision. This includes all labor costs for flagmen or cable locate supplied by the RAILROAD to protect RAILROAD operation, and for the full cost of furnishing, installation and later removal of any temporary supports for said tracks, as the RAILROAD's Chief Dispatcher may deem necessary.

A flagman is required anytime a utility or contractor does any work on or near RAILROAD property within twenty-five (25) feet horizontally of the centerline or any work over any railroad track. The RAILROAD, however, also reserves the right to require a flagman for work on RAILROAD property, which is more than twenty-five (25) feet from the centerline of a railroad track when there are other conditions, or considerations that would dictate the need for a flagman to safeguard the RAILROAD's operations, property and safety of working personnel.

A cable locate of RAILROAD owned facilities may be required to identify and protect Signal & Communication cables that have been installed to provide power, signal control, and wayside communications. These cables are vital to a safe and reliable railway operation. The cable locate will be performed by a qualified RAILROAD employee.

**Cost for a cable locate is \$250.00, which is to be prepaid by check before installation is to begin.**

Outside contractors are prohibited from driving on, along, or across any track that does not have a crossing. They may utilize an existing public crossing. The practice of allowing rubber tired equipment to operate over track with no crossing has been banned.

Exceptions to this rule will require the express approval from the E&LS.

**Prior to any project being started, the RAILROAD requires a "Request for Flagging Services" form to be completed and submitted; including check for prepayment based on the number of days and hours flagman protection will be required.**

# Request for Flagging Services and Cable Location

Inquiries may be directed to:

Escanaba & Lake Superior  
Railroad Company  
One Larkin Plaza  
PO Box 217  
Wells, Michigan 49894  
(906) 786-0693  
elswells@elsrr.com

Date submitted: \_\_\_\_\_

I : \_\_\_\_\_ with : \_\_\_\_\_, am requesting that flagging  
(Name) (Company Name)

protection be provided for \_\_\_\_\_ . Is this a continuation of an existing project? Yes  No

(Project Name)

All blanks below must be completely filled in before any flagman request will be honored.

Project Location: \_\_\_\_\_

RR milepost \_\_\_\_\_ Street/Intersection: \_\_\_\_\_

Right of Entry/License/Permit No.: \_\_\_\_\_ Dated: \_\_\_\_\_ Railroad: \_\_\_\_\_

**\*\* You must have an agreement with E&LS, such as a Right of Entry, Permit or Formal Agreement and proof of insurance. You must have flagman protection before you can enter the property.**

Contractor's Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Anticipated # of Days Protection is needed : \_\_\_\_\_ Specific Dates Flagging needed: \_\_\_\_\_, \_\_\_\_\_,

Project Starting time: \_\_\_\_\_ Anticipated Ending Time: \_\_\_\_\_ Anticipated # Hours per Day: \_\_\_\_\_ hrs.\*

\* Flagmen start and end time may vary based on type of protection required.

Location for flagman to report: \_\_\_\_\_

Description of work to be performed \_\_\_\_\_

Railroad Cable Locate Required? Yes  No

A prepayment check MUST be sent and received at the address shown at the top of this page before flagman protection will be scheduled. The amount of prepayment is based on the number of days and hours flagman protection is required. The base rate per day for flagman protection is \$1,100.00 for 8 hours. Additional overtime hours will be billed at the rate of \$150.00 per hour. Weekend and Holidays should be prepaid at the rate of \$150.00 per hour with 8 hour minimum or \$1,500.00 for 8 hours. Any Prepayment for overtime hours not used will be refunded. Cost for cable locate is \$250.00, and must be prepaid as well before installation begins. Separate checks should be sent for cable locate and flagging protection. Checks should be made payable to the E&LS Railroad.

A Prepayment check and Proof of Insurance MUST accompany this form and be received prior to the beginning of this project. Flagman will be provided at your cost, depending on availability, within five (5) business days.

If the project runs longer than originally anticipated, Tyler Delvaux must be contacted by email and an additional check must be submitted before work can resume. Rates are Effective October 1<sup>st</sup> 2014.

**\*\*ALL blanks must be completely filled\*\***

## Billing Information:

Company Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Company Phone: \_\_\_\_\_ Company Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

(REQUIRED)

I agree to pay for flagging services as requested: \_\_\_\_\_

(SIGN AND PRINT NAME)

Attach a map and location information and mail this form with cover letter on your company's letterhead, prepayment and proof of insurance to E&LS Railroad at the above address.