



BNSF Utility Inspector Coordinator Process

What to expect after your permit for utility installation is executed

CONSTRUCTION **CLOSEOUT INFORMATION** INVOICE **SCHEDULING** (MINIMUM 15 DAYS FROM **Typical Time** (1-3 BUSINESS DAYS FROM (1-3 BUSINESS DAYS) **VARIES VARIES** CONFIRMATION OF PAYMENT) Frames*: **EXECUTION OF PERMIT)** efund / Reconciliation Payment Due

Upon receipt of your executed permit, you will receive an email from Wilson and Company (BNSF's Scheduling Agent) with important information about how to schedule required inspector and flagger resources and a link to an online form which requests an estimated number of construction days requiring access to BNSF ROW and relevant licensee, contractor, and payment information.

Upon submittal, this information will be sent to Wilson & Company directly, and a copy will be sent to the email address listed as the payee.

The information collected from the online form is used to generate an invoice for prepayment of Inspector and Flagger services.

The Wilson & Company Inspector Coordinator will work with you to schedule inspection and flagging services for the period that construction will occur on, over, or under BNSF ROW.

A minimum lead time of 15 days from confirmation of payment and/or scheduled start date is required to give sufficient notice to BNSF Division personnel.

The Wilson & Company Inspector Coordinator will schedule inspection and flagging services as required under your agreement, provide required notification to BNSF division personnel and coordinate BNSF signal and telecom location services prior to construction. A project start notification will be sent to BNSF, contractor, and licensee contacts as applicable documenting the completion of notification of all BNSF and project stakeholders.

Inspectors and Flaggers are required for the entire duration of construction in which access is required on, over, or under BNSF ROW. This includes bores underneath BNSF tracks in which bore pits are located outside BNSF ROW limits, until the point at which permitted casing is fully installed underneath the entire BNSF ROW (as applicable).

A full day of inspection and flagging services plus mobilizations will be charged if the initial scheduled construction start is canceled with less than 48 hours notice.

A full day of inspection and flagging services plus applicable mobilizations will be charged if 24 hours notice is not given to inspector and flagger personnel of installation completion.

After construction is complete, submit as-built plans and records to WilsonCompany_Utility_IC@wilsonco.com

Wilson and Company will review Inspector records after project completion and determine if the amount that you have prepaid is correct

If you have exceeded your estimated or paid days, an invoice will be generated to reconcile the difference.

If Inspector or Flagger overtime hours (>10 hours/day) were recorded, an invoice will be generated to reconcile the difference.

If the number of days paid exceeds the number of days worked, Wilson & Company will request a purchase order from BNSF to receive a refund, receive payment from BNSF (minimum 45 days after BNSF approval), and issue a refund directly back to you (up to 30 days after payment received from BNSF). The complete refund process typically takes a minimum of 90 days.

Combined daily rates for IC and flagging are \$2500 per inspection day, with overtime billed at \$125 per man-hour for hours in excess of 10 hours per day. Mobilizations are \$300 for the initial mobilization, \$600 for additional mobilizations. These rates are effective as of 10/17/2019 and are subject to change based upon negotiated agreements, annual escalations, changes to contracts, etc. and are provided only for general estimating purposes.

^{*} Typical time frames are estimates only and are provided strictly for informational purposes. No quarantees of minimum or maximum times are expressed or implied.