

# Exhibit 5.9: Excavation Pre-field Checklist

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The list below works in tandem with the discussion on pre-field preparations found in [Chapter 5](#) Section 5-6.6, is intended to identify common pre-excavation tasks, and to provide an approximate schedule of the order in which they should be accomplished. Most projects will not require all of these tasks, but some projects may require additional tasks. Also, the order of events may be substantially different than that shown below.

Action	Minimum Lead Time (weeks)
___ Obtain Assessor's parcel maps of the site vicinity.	12
___ Determine the ownership of the parcel(s) that site lies on.	12
___ Initiate the federal or state permit process, if the site is on public land.	12
___ If the site is in coastal zone, contact the Regional Office of the California Coastal Commission to obtain a permit, if necessary.	12
___ Obtain a right of entry permit for the excavation, if the site is on private land.	12
___ If wet screening, develop a strategy to ensure that sediments do not enter a live stream Identify the water source. Consult with a biologist, and request the biologist to coordinate the proposed work with the Department of Fish and Game area biologist, if necessary.	12
___ Obtain a biological review of site area to ensure that excavation will not affect rare or endangered species.	12
___ Request any necessary assistance from Surveys (e.g., datum placement, site mapping, staking)	10
___ Request a Native American Monitor.	8
___ Negotiate a monitoring agreement.	8
___ Arrange for curation of the materials recovered.	6
___ Prepare any necessary contracts for special studies (e.g. curation, obsidian hydration, obsidian sourcing).	6
___ Acquire encroachment permit from Caltrans for excavations within Caltrans right-of-way.	5
___ Obtain commitments for the field crew, including an individual qualified in first aid.	4
___ Field check the site for conditions which may require correction prior to field-work (e.g., vegetation, waterlogged site soils). More than one visit may be necessary.	4
___ Schedule the use of any necessary heavy equipment from Maintenance, or contract with a private operator.	4
___ Check the availability of lodging, and arrange for it if necessary.	4

Action	Minimum Lead Time (weeks)
___ Arrange for evening/weekend guards at the site, if necessary.	3
___ Coordinate with the District Public Information Officer. If requested, prepare a press statement.	3
___ Arrange for backfill material, should wet screening result in insufficient material to fill units.	3
___ Check the condition of field equipment. Repair, replace, or obtain what is needed. Organize forms, materials, and supplies.	2
___ Determine the need for any particular safety measures. Confer with the District Safety Officer, if necessary.	2
___ Prepare a study fact sheet for field crew discussing the study schedule, logistics, and work expectations.	2
___ Arrange for vehicles, including one with a radio, if available.	2
___ Arrange for any necessary toilet facilities.	2
___ Arrange Underground Service Alert (“USA”, or “DigAlert”) a few days prior to excavation to locate any existing utilities in excavation area.	1
___ Obtain “men working” signs and orange cones if working near road.	1
___ Obtain safety covers for all open units and safety covers or effective barriers for all open trenches.	1
___ Arrange for shoring material to be available if needed.	1
___ Identify a secure location for equipment storage.	1
___ Arrange lodging for the crew, if necessary.	1
___ Arrange a report-in schedule with your Supervisor.	1