
RIGHT-OF-WAY / UTILITY WORK PERMIT APPLICATION

CONTRACTOR TO COMPLETE / READ THE FOLLOWING:

Working Hours:

All construction activity in the public rights-of-way shall take place between 7:00 AM and 5:00 PM, Monday through Thursday, unless the city manager, or his/her designee, approves an exception twentyfour (24) hours in advance. No authorized work will be done, except for emergencies, on city holidays, Fridays, Saturdays and Sundays.

Is lane closure required for proposed work? _____ Yes _____ No

If yes, the contractor shall submit to the Department of Public Works, 940.393.0260 or publicworks@decaturtx.org a site-specific traffic control plan. Approval must be obtained prior to lane closure.

- 1. Contractor must obtain locates prior to construction through both 811 and the City of Decatur.**
- 2. Two sets of construction plans must include the following:**
 - a. The proposed location and route of all facilities within public rights-of-way to be constructed, installed, expanded, replaced, removed, or maintained.
 - b. The location of all public rights-of-way boundaries at the proposed facilities.
 - c. A description of all existing city utilities that could potentially conflict with the applicant's proposed route, including city profiles, if available, when crossing any city utility.
 - d. A description of the type and size of facilities the applicant proposes to install.
 - e. A description of any bores or trenches the applicant proposes to dig, and any handholes, manholes, switchgear, transformers, pedestals, etc., the applicant proposes to install, showing the approximate depth of such construction and installations along with any variance from standard city trenching details.
 - f. A description of plans to remove and replace pavement if such plans differ from the city construction requirements.

3. Permits are required for all major construction projects of new, replacement or upgrades of the facilities in the public rights-of-way, whether aerial or underground.

a. Major Construction Projects:

- i. Projects greater than 2,000 linear feet above grade or 500 linear feet below grade
- ii. Projects involving street closures;
- iii. Projects requiring the cutting or breaking of pavement or curb;
- iv. Projects within a roadway that is scheduled to be widened; or
- v. Projects that will take more than five (5) consecutive days to complete.

4. Certificate of Insurance:

- a. A user shall obtain and maintain insurance in the amounts reasonably prescribed by the city with an insurance company eligible to do business in the state and acceptable to the city throughout the term of occupancy of public rights-of-way. At the time of registration, a permittee shall furnish the city with proof of insurance. The city reserves the right to review the insurance requirements and to reasonably adjust insurance and limits when the city determines that changes in statutory law, court decisions, or the claims history of the industry or the permittee require adjustment of the coverage. For purposes of this section, the city will accept certificates of self-insurance issued by the state or letters written by the permittee in those instances where the state does not issue such letters, which provide the same coverage as required herein. However, for the city to accept such letters the permittee must demonstrate by written information that it has adequate financial resources to be a self-insured entity as reasonably determined by the city, based on financial information requested by and furnished by the city.

5. Insurance Requirements:

- a. Umbrella Liability Insurance:
 - i. Combined single limit: \$5,000,000.00
- b. Worker's Compensation and Employer's Liability:
 - i. Each accident: \$1,000,000.00
 - ii. Disease, policy limit: \$1,000,000.00
 - iii. Disease, each employee: \$1,000,000.00
- c. Comprehensive Automobile Liability:
 - i. Personal Injury, each person: \$500,000.00
 - ii. Property damage, each occurrence: \$500,000.00
- d. Commercial General Liability:
 - i. Property damage: \$1,000,000.00
 - ii. Personal Injury: \$1,000,000.00
 - iii. Products-comp/op agg: \$2,000,000.00
 - iv. Aggregate: \$2,000,000.00

Applicant Signature

Date

Director of Public Works Approval Signature

Date