



The City Of

San Angelo, Texas

Engineering Services Department

301 W. Beauregard Avenue, San Angelo, TX 76903

Phone: 325-657-4201

Utility Right-of-Way Cut or Bore Permit Procedures

City Ordinance 4.08.111: APPLICATION: Any Person, association, corporation, or city department desiring to excavate within the city's right-of-way and any easements contiguous thereto, or to bore under the surface of the same, shall first make written application to the city to do so. The application shall be made on a form supplied by the city and shall state the dimensions of the cut or bore requested, the exact location thereof, and any other information which the city may require. The person, association, corporation or city department shall be prequalified to perform such work by the department of public works. A bond, written by a company licensed to do business in the state, shall be provided to the city in the amount of the work to be performed (said amount to be determined by the public works department) by the person, association, or corporation to whom the permit is issued. The bond shall remain in effect until the expiration of the warranty period as defined in section 4.08.116. (1996 Code, section 4.907; Ordinances adopted 3/20/01)

City Ordinance 4.08.112: ISSUANCE OR REJECTION: Upon receipt of the application, the department of public works (department) will evaluate the request and determine whether to issue the permit requested. The department may reject an application if in the department's determination it would not be in the best interest of the city. (1996 Code, section 4.908; Ordinance adopted 3/20/01)

Once a contractor is qualified and certifies that he/she has read and understands the procedures and penalties, he/she may commence to acquire permits as limited by the agreement between Contractor and City.

DO NOT CLOSE STREET TRAFFIC UNLESS 48 HOUR PRIOR APPROVAL BY CITY INSPECTOR ASSIGNED TO YOUR PROJECT HAS BEEN RECEIVED

City Ordinance 4.08.51: CLOSING OF STREET BY CITY: The department is hereby empowered to close from traffic any right-of-way or portion thereof wherever in its judgment such closing is deemed necessary or expedient to protect the health and safety of the public. Whenever the department closes any street, suitable barriers shall be placed across all right-of-way entrances by the party doing the cut, bore, repairs or other work on the said street. At each of said entrances a suitable sign shall be placed containing the words "STREET CLOSED," and at night suitable lights shall be maintained at said barriers. (1996 Code, section 4.917; Ordinance adopted 3/20/01)

PROCEDURES:

STEP 1: Application for Permit.

STEP 2: Application Denied. (May be appealed to Director of Public Works),
Or Application Approved / Permit Issued.

STEP 3: Starting Work: Contractor must call the City Department 24 hours before the start of project work and each day work will be performed on this permit.

STEP 4: Work Complete: Contractor must contact the City Department to confirm work completion.



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Utility Trench Repair Pre-Qualification

Print or Type:

Company: _____

Applicant: _____

Street / P.O. Box: _____

City: _____ State: _____ Zip: _____

Phone (Daytime): _____ - _____ - _____ (Hours: _____)

Phone (Weekends / Holidays): _____ - _____ - _____ / _____

Phone (Emergency): _____ - _____ - _____ / _____

I, _____ hereby agree that if cause arises where my company of which I represent is unable to be contacted of which requires attention to any permit, cut, bore, ect... permission is hereby granted to the City to hire at will in order to correct the complaint and/or attention required and charge any and all applicable charges as necessary. I hereby agree to pay any and all such charges without legal recourse.

The following information is required to be on file prior to review:

- Company background and work history.
- Approved Subcontractor list.
- Insurance to work in Public Right-of-Way.
- Emergency contact name and numbers.
- Equipment list in order to perform repair work.
- Barricade list or Company to perform such work.
- Copy of TCEQ Water License.
- List of Superintendents & contact information.

I hereby certify that I have read and fully understand and agree to abide by the following information, manuals, guidelines, laws, and ordinances:

- A) City of San Angelo Code of Ordinances
- B) Public Works Specifications for Street Repair Standards
- C) Texas Manual on Uniform Traffic Control Devices

Applicant Signature

Return completed forms to: Engineering Services
301 W. Beauregard Avenue
San Angelo, TX. 76903

Approved

Approved, with special requirements - _____

Denied, see attached comment

Reviewed by: _____ Date: _____

Reviewed by: _____ Date: _____

FOR CITY PERSONNEL ONLY



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Overtime Inspection Charges

Date: _____

I, _____, do hereby agree to pay \$25.00 per hour (two hour minimum) for inspection services received beyond regular work hours of 8:00 am to 5:00 pm, Monday through Friday or a four hour minimum on weekends and holidays observed by the City of San Angelo. Contractor shall limit work on weekends and holidays to cases of extreme emergencies and only with the written permission of the City of San Angelo. Contractor shall provide a minimum of 48 hours notice for any work proposed on weekends or holidays.

The statement for Inspection Services shall be mailed to:

Contractor/Owner: _____

Title: _____

City Approval: _____

Signature

_____ Date



The City Of
San Angelo, Texas

72 W. College Avenue, Suite 201
San Angelo, TX 76903

Risk Management Department

Phone: 325-657-4359 / Fax: 325-657-4530

Insurance Requirements for Contractors Doing Business with the City of San Angelo

The City of San Angelo requires contractors doing business with the City to provide the Risk Management Department with a Certificate of Insurance to confirm that they have insurance coverage in compliance with the City's minimum requirements. Please provide the following on ACORD 25 form.

The minimum liability and workers compensation coverage required by the City are as follows:

Commercial General Liability: Minimum Limits: \$1,000,000 Each Occurrence
\$1,000,000 Personal and Advertising Injury
\$2,000,000 General Aggregate
\$1,000,000 Products/Completed Operations
Aggregate
\$100,000 Fire Damage

Business Auto Liability for any auto: Minimum Limits: \$1,000,000 Combined Single Limits

Workers Compensation: Minimum Limits: WC EL Statutory Limits
Disease \$500,000 each accident
Disease \$500,000 each employee
\$500,000 policy limit

The certificate of insurance shall indicate that the City of San Angelo is provided by endorsement a Waiver of Subrogation in favor of the City on all policies.

All insurance policies required herein shall be drawn in the name of Contractor with the City of San Angelo as an additional insured to include its employees, agents, and Council persons by endorsement on all policies except workers compensation.

Certificate Holder:

City of San Angelo
72 W. College Ave
San Angelo, Texas 76903

Bonds are required for contracts that meet the following guidelines:

Contract in excess of \$100,000 requires a Performance Bond
Contract in excess of \$50,000 requires a Payment Bond

The Bond must be executed by a corporate surety IAW Section 1, Chapter 87, Acts of the 56th Legislature and must be payable to the City of San Angelo, Texas 76903

Please provide your agent or broker with a copy of these requirements.

If you have any questions concerning compliance with the City's minimum insurance requirements, please call the Risk Management Department at 325-657-4359.