



Application for a Permit to Occupy City of Auburn Right-of-Way

Owner/Company Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Name: _____

Phone Number: _____ Email: _____

Work done by Contractor Yes No

Contractor Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Name: _____

Phone Number: _____ Email: _____

Location of Work: _____

Description of Work to be completed: _____

Start Date: _____

Note:

- 1) All applicants to occupy public right-of-way understand and agree that if, for any reason, the City Or its agents require access; the obstruction shall be moved and or relocated at the applicant's expense.
- 2) This Permit is required for any new or replacement installations.
- 3) Utility Owner's must be registered with Nebraska One Call System.
- 4) Any items approved for placement in the right-of-way shall be held to the building or property line(s) as Closely as possible.
- 5) If this is a 3rd party utility type project, all affected property owners shall be notified prior to the beginning Of project by the project owner, or the project's contractor.
- 6) all request to occupy right-of-way must include a detailed sketch, print, or drawing with dimensions with respect To property lines, depths, paving, curbs etc.....
- 7) All street crossing will be cased and installations depth shall not exceed 5ft unless additional approval is granted In writing on this permit. Alley crossings can be direct buried.

- 8) All installations shall be installed by the Regulating Agency Requirements or at a minimum have 24 inches Of buried depth in the Right-of-Way.
- 9) Installer will confirm all other utility locations and if needs to core drill street to get a utility location. Installer with repair the core drill using the original core and approved bonding agent per the City Street Department requirements.
- 10) If this application is for underground sprinkler systems, a print or drawing of the system including location Of lines and heads with measurements listed must accompany the application, Additionally, the applicant May be required to provide proof of proper permits to install, plumb, and provide backflow protection for Said underground sprinkler systems.
- 11) Application for a permanent structure deemed to be a traffic or public safety hazard or which limit visibility Will be denied.
- 12) Owner will provide As-Built Drawings if installation is different that present on Application. This would Include such items as bury depth or location.
- 13) If contractor needs to remove street concrete to perform this work a "Street Cut Permit" will also be needed.
- 14) Application shall return the work area back to as near as original condition as possible upon completion Of work.
- 15) All utility pedestals, junction cabinets, and vaults shall be label with the company/owner name and Contact information.
- 16) Application shall be approved before any construction or installation can begin.
- 17) A copy of Proof of Insurance shall be included with the application for both the Applicant and Contractor With the following minimum coverage.

INSURANCE REQUIRMENT

Certificate of Insurance:

- Contractor should furnish an original Certification of Insurance as evidence of required. Coverage to the Owner representative before work commences.
- A Person authorized by the insurer to bind coverage should sign the Certificate.
- The Certificate should include a minimum 60-day written notice of intent to cancel, suspend or reduce coverage.
- The Certificate should identify the Member as an Additional Insured for relevant coverage, except workers' compensations.
- Insurance shall be placed with insurers with a current A.M. Best rating of no less than A.
- The Owner should be listed as an Additional Insured.

Commercial General Liability Coverage:

- The minimum limits of liability should be:
 - \$1,000,000 Aggregate
 - \$1,000,000 Products and Completed Operations Aggregate
 - \$1,000,000 Personal Injury & Advertising Injury

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- The minimum limits of liability should be:
 - \$1,000,000 Aggregate
 - \$1,000,000 Products and Completed Operations Aggregate
 - \$1,000,000 Personal Injury & Advertising Injury
 - \$1,000,000 Each Occurrence
 - \$100,000 Fire Damage Liability
 - \$ 5,000 Medical Expense
- The Policy should be written on an occurrence basis, not a claims-made basis.

Auto Liability Coverage:

- The minimum limits of liability should be:
 - Bodily Injury: \$1,000,000 per Person/\$1,000,000 per Occurrence
 - Property Damage: \$1,000,000 each Occurrence, Or a Combined Single Limit: \$1,000,000
- Auto coverage should include: Any Auto, including Hired and Non-Owned

Umbrella Liability Coverage

- An umbrella liability policy may be used in conjunction with primary coverage limits to meet the minimum limits requirement for each line of coverage.
- Owner should be listed as an Additional Insured.

Workers' Compensation and Employer's Liability Coverage:

- Workers Compensation limits are to be statutory per applicable state and federal laws
- Employers Liability Coverage—Minimum Limits of:
 - Bodily Injury By Accident \$100,000 each Accident
 - Bodily Injury By Disease: \$100,000 each Employee
 - Bodily Injury By Disease: \$500,000 Policy Limit

Signature of Applicant

Date of Application

City Official

Date of Approval

BPW official

Date of Approval