



CITY OF IRWINDALE PUBLIC WORKS/ENGINEERING DEPARTMENT

5050 N. IRWINDALE AVE IRWINDALE, CA 91706 • (626) 430-2253 phone (626) 430-2295 fax

Permit # \_\_\_\_\_ - \_\_\_\_

DH # \_\_\_\_ - \_\_\_\_

CONSTRUCTION/ENCROACHMENT PERMIT APPLICATION

COMPANY NAME: \_\_\_\_\_

JOB SITE ADDRESS: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

CONTRACTORS LICENSE No: \_\_\_\_\_

EMERGENCY TELEPHONE No: \_\_\_\_\_

APPLICANT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

TELEPHONE No: \_\_\_\_\_

NUMBER OF WORKING DAYS: \_\_\_\_\_

I (we) hereby request permission to perform the work described below, and acknowledge that I (we) have read all Rules and Regulations and will abide by them.

DESCRIPTION OF WORK TO BE DONE (BRIEF AND COMPLETE DESCRIPTION INCLUDING ALL KNOWN MATERIALS AND DIMENSIONS):

\_\_\_\_\_  
\_\_\_\_\_

PERMIT FEE: \$ \_\_\_\_\_

INSPECTION FEE: \$ \_\_\_\_\_

CHECK No: \_\_\_\_\_

INDEMNIFICATION

The Applicant here after "Indemnitor," shall indemnify, protect, defend and hold harmless the City of Irwindale (City), its officers, officials, employees, agents and volunteers ("Indemnified Parties") from and against any and all damages to property or injuries to or death of any person or persons, and shall defend, indemnify, save and hold harmless the City, its officers, officials, employees, agents and volunteers from any and all claims, demands, suits, actions or proceedings of any kind or nature, including, but not by way of limitation, all civil claims, workers' compensation claims, and all other claims resulting from or arising out of the acts, errors or omissions of Indemnitor, its officers, agents and/or employees, whether intentional or negligent, (collectively, "Claims") in the performance of this Agreement. In addition to bearing the full cost and expenses of defending the City, the Indemnitor shall indemnify, protect, defend and hold harmless the Indemnified Parties from and against any and all losses, liabilities, damages, costs and expenses, including legal counsel's fees and costs resulting or related to any such Claims.

RULES AND REGULATIONS

- 1. Street excavation permits are issued in accordance with Charter 12.08 et. Seq. of the Irwindale Municipal Code.
2. All work shall be done in accordance to the Standard Specifications for Public Works Construction, latest edition.
3. Sewer permits are issued in accordance with Chapter 13.04 et. Seq. of the Irwindale Municipal Code. Contractor shall secure all other permits required by other Agencies.
4. Driveway and sidewalk permits are issued in accordance with Chapter 12.04 of the Irwindale Municipal Code.
5. All service connection excavation, such as water, gas, and sewer, must be completed within twenty-four hours. All other excavations must be completed within six days unless otherwise specified herein.
6. Barricades, safety lights, and all other traffic control devices shall conform with traffic control plans approved by the City, and be maintained on all excavations, trenches, and obstructions at the Contractor's own expense. Traffic Control Plans shall conform with the California Manual on Uniform Traffic Control Devices, latest edition.
7. Any concrete removal shall be first saw-cut.
8. Trenches shall be backfilled per City standard SD-25.
9. FORTY-EIGHT HOUR ADVANCE NOTICE IS REQUIRED PRIOR TO START OF CONSTRUCTION. CONTRACTOR SHALL CALL AT (626) 430-2253 TO SCHEDULE A PRE-JOB MEETING AND ALL INSPECTION SERVICES.
10. All PCC pavement and sidewalks shall be removed and replaced from scoreline to scoreline.
11. Forms and subgrades must be inspected and approved by the City inspector before ordering or placing P.C. or asphalt concrete.
12. Sewers and other pipe lines must be inspected and approved before backfilled.
13. Contractor shall notify the Police Department and the Fire Department at least 48 hours prior to any road closure and/or detour.
14. Temporary "NO PARKING" signs shall be posted 48 hours prior to the start of construction.
15. Contractor shall remove all USA markings after completion of work

INSURANCE REQUIREMENTS

- General liability insurance. Permittee shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.
Automobile liability insurance. Permittee shall maintain automobile liability insurance, with a combined single limit each accident not less than \$1,000,000.
Endorsements: In addition to the certificate of insurance, the City of Irwindale requires an Additional Insured Endorsement page naming "The City of Irwindale, its elected officials, representatives, employees and agents" as additional insured. You must provide a copy of the actual endorsement. Listing the City as an additional insured on the COI is not sufficient.
Policy must be issued by an admitted insurer licensed to transact business in the State of California and by an insurer assigned an A.M. Best Rating "Excellent" or better.

SIGNATURE OF APPLICANT: \_\_\_\_\_

DATE SIGNED: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_
ISSUED DATE: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_
VALID FOR 6 MONTHS FROM ISSUE DATE
ACCEPTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_
\*FOR PUBLIC WORKS STAFF USE

THIS APPLICATION BECOMES A PERMIT WHEN ISSUED AND ALL FEES ARE PAID

IMPORTANT NOTICE: Section 4216/4217 of the Government Code requires a DIG ALERT IDENTIFICATION NUMBER be issued before a "Permit to Excavate" will be valid. For your Dig Alert I.D. Number, call TOLL FREE 1-800-422-4133 two (2) working days before you dig.

# ENCROACHMENT PERMIT WORK SCHEDULE

**PROJECT NAME & LOCATION:** \_\_\_\_\_

**COMPANY NAME:** \_\_\_\_\_

**TELEPHONE #:** \_\_\_\_\_

**COMPLETE ADDRESS:** \_\_\_\_\_

**CONTACT NAME:** \_\_\_\_\_

<u>Sunday</u> ___/___/___	<u>Monday</u> ___/___/___	<u>Tuesday</u> ___/___/___	<u>Wednesday</u> ___/___/___	<u>Thursday</u> ___/___/___	<u>Friday</u> ___/___/___	<u>Saturday</u> ___/___/___
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