



## COUNTY OF ORLEANS

### Department of Public Works

225 West Academy Street | Albion, New York 14411-1591

Phone: (585) 589-6145 | Fax: (585) 589-1620

www.orleanscountyny.gov

PERMIT No. \_\_\_\_\_

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### ORLEANS COUNTY DEPARTMENT OF PUBLIC WORKS PERMIT CONDITIONS FOR WORKING WITHIN HIGHWAY RIGHT-OF-WAY

1. All work completed within the Department of Public Works right-of-way must be done in accordance with the most current NYS Department of Transportation Standard Specifications for Construction and Materials and the requirements of the Orleans County Department of Public Works as they apply.
2. No materials or equipment will be brought on the job site before signs are in place and a work permit is issued by the Orleans County Department of Public Works.
3. Maintenance and protection of traffic shall conform to the National Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD) and 17 NYCRR Chapter V (New York Supplement).
4. All existing highway signs must be inventoried prior to start of construction. During, and upon completion of, the project signs must be properly maintained in accordance with MUTCD and 17 NYCRR Chapter V (New York Supplement) as to lateral offset, height, plumbness, etc.
5. No blasting will be allowed within or near the highway right-of-way without prior approval of the Orleans County Department of Public Works.
6. No stockpiling or storage of any materials, and no parking of equipment will be allowed on pavement or shoulders during nonworking hours.
7. Shoulders, pavement, ditch slopes and other areas disturbed during construction shall be restored to its original condition prior to final approval, and acceptance, by the Orleans County Department of Public Works.
8. Where utilities are placed under paved areas or shoulders, backfill utility trenches per the attached Road Cut Detail.
9. Compaction of all material placed within the highway right-of-way shall be in accordance with the NYS Department of Transportation Standard Specifications for Construction and Materials.
10. Contractor will be responsible for both sides of the highway. If damage is done to either side by heavy loaded trucks, equipment or through maintenance of traffic, the Contractor will restore the area to the satisfaction of the Orleans County Department of Public Works.
11. All drop inlets, catch basins and culverts will be flushed and cleaned before final acceptance.

**ORLEANS COUNTY DEPARTMENT OF PUBLIC WORKS WORK PERMIT**

**Applicant:** \_\_\_\_\_

**Address:** \_\_\_\_\_

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

Requests a Work Permit from Orleans County Department of Public Works for completion of the following work:

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

As per sketch, plans, or other attached documents at the following location(s):

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

Permission is hereby granted to perform work under the following conditions:

1. This permit shall not be transferred or assigned without the written consent of the Orleans County Commissioner of Public Works.
2. The work authorized by this permit shall be performed under the supervision and to the satisfaction of the, Orleans County Commissioner of Public Works or his representative.
3. The Orleans County Commissioner of Public Works shall be given a minimum of one week's notice by said applicant of the date when work authorized by this permit is to begin, and prompt notice of its completion.
4. The said applicant hereby agrees to hold the State, County and Town harmless on account of damages of any kind due to the work being performed as authorized by this permit. The work shall be adequately barricaded and suitably lighted by yellow lights at night.
5. The Orleans County Commissioner of Public Works reserves the right to, at any time, revoke this permit should the applicant fail to comply with the terms and conditions upon which it is granted.
6. Work under this permit shall commence within 90 days from the issuance date of the permit and continue in an expeditious manner.
7. If required, the applicant shall submit a detailed plan of the work to be completed within the highway right-of-way, with a description of the proposed method of construction.
8. If approved, any cut in the pavement shall be restored per the attached Road Cut Detail.
9. Unwarranted interruption of traffic is not permitted. Applicant shall maintain, at a minimum, alternating one-way traffic unless prior approval is obtained by the Orleans County Commissioner of Public Works.
10. The applicant shall remove all accumulated mud and debris from pavement surfaces prior to leaving the site for the day.
11. No County sign or traffic control device shall be disturbed.
12. Prior to commencing any work, the applicant shall contact Dig Safely New York (811 or 800-962-7662).
13. This permit shall be kept on the job site at all times.

**ORLEANS COUNTY DEPARTMENT OF PUBLIC WORKS WORK PERMIT**

- 14. Applicant shall comply in all respects with the permit conditions attached.
- 15. Upon final completion of all work, the applicant shall notify the Orleans County Commissioner of Public Works for a Final Inspection.
- 16. Applicant shall be required to provide to the County a performance bond or certified check in an amount as determined by the Orleans County Commissioner of Public Works to secure full compliance with the permit conditions. The minimum amount of such bond or check shall be \$500. Such bond shall be written so as to continue in effect for at least 12 months from the date of project completion.
- 17. **Insurance:** The contractor shall procure at their own expense and maintain for the life of this agreement, insurance for injury, damages, costs or claims in the kind and amounts as specified in "Attachment A". Such policies shall embrace all operations to be performed under the contract. All insurance, with the exception of Workers' Compensation and Employer Liability shall name Orleans County as additional insured.

**Special Permit Conditions:**

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In consideration of granting this permit, the undersigned accepts it, subject to conditions described.

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Applicant Signature

Date

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Orleans County Commissioner of Public Works  
#671 (Permit.Cond)

Date

## ATTACHMENT A

### COUNTY OF ORLEANS STANDARD INSURANCE REQUIREMENTS

#### CONSTRUCTION, MAINTENANCE AND INSTALLATION

##### Contracts Involving Construction, Maintenance and Installation

- A. **Comprehensive General Liability** – with a minimum combined single limit of liability for Bodily Injury and Property Damage of \$1,000,000 per occurrence and annual aggregate. The coverage shall include:
- Premises and Operations
  - Products and Completed Operations
  - Independent Contractors
  - Contractual Liability (sufficient to cover all liability assumed under contracts with the County of Orleans)
  - Personal Injury Liability (Coverages A, B and C)
  - Owner Protective Liability
  - Explosion, Collapse and Underground Hazard (X, C, U)
  - Broad Form Property Damage
- B. **Automobile Liability** – with a minimum combined single limit of liability for Bodily Injury and Property Damage of \$1,000,000 each occurrence. The coverage shall include Owned, Hired and Non Owned Autos (symbol “1” should be designated for liability coverage on the Business Auto Policy).
- C. **Optional Excess “Umbrella” Liability** – if excess umbrella liability is provided with a minimum limit of \$1,000,000 underlying coverages can be reduced to \$500,000.
- D. **Worker’s Compensation and Employer’s Liability** – providing statutory coverage in compliance with the Worker’s Compensation Law of the State of New York.
- E. **Disability Benefits** – providing statutory coverage in compliance with the New York State Disability Benefits Law.

Comprehensive General Liability, Automobile Liability and Excess “Umbrella” Liability shall name the County of Orleans and any Board, Commission or Agency thereof as additional insureds.