



COUNTY OF BERGEN
DEPARTMENT OF PUBLIC WORKS
OPERATIONS DIVISION
220 E. RIDGEWOOD AVENUE
PARAMUS, NEW JERSEY 07652

201-336-7678 FAX 201-336-7683

Road Opening Permit Policy Requirements

Any applicant applying for a road-opening permit shall comply with the following conditions as well as any existing conditions, which are made a part of this permit:

1. Submit a completed permit application with sketch, plans or detailed drawing showing location and dimensions of proposed work site, along with a certified or bank check made out to the County of Bergen, amount to be determined as per Permit Office. Minimum escrow amount \$2,500.00. An application fee of \$350.00 will be charged along with an inspection fee of \$300.00 covering a **minimum** of 4 inspections, (\$75.00 per hour will be charged for any additional inspections). A permanent maintenance fee as set forth in our resolution #09-15, dated 5/20/09, will be charged when permit is closed out.

In the event of an emergency opening, the person, company, or utility shall apply for a permit no later than the next business day. Any opening that is found by the Operations Division without a permit issued will be subject to a \$1,000.00 application fee and a \$75.00 inspection fee. No exceptions.

Applicant must provide certificate of insurance with the County of Bergen named as certificate holder. Endorsement/special provisions must also list "County of Bergen" as additional insured. The minimum policy limit of such insurance shall be as follows:

- a) Bodily injury liability coverage with limits of not less than one million (\$1,000,000) dollars for bodily injury, including accidental death, to any one person, and subject to that limit for each person, in an amount not less than one million (\$1,000,000) dollars for each accident; and property damage coverage in the amount of not less than five hundred thousand (\$500,000) dollars for each accident.
 - b) One person in any one accident – amount of one million (\$1,000,000) dollars
 - c) Two or more persons in any one accident - amount of three million dollars (\$3,000,000)
 - d) Property damage in any one accident - amount of five hundred thousand dollars (\$500,000) with aggregate property damage limit of one million dollars (\$1,000,000)
2. Applicant must fax construction notice to this office at least forty-eight (48) hours before digging to (201) 646-3111 during our normal working hours: Monday thru Friday 7:00 a.m. to 3:30 p.m.
 3. Maintenance and protection of pedestrian and traffic control is the responsibility of the applicant and must conform to NJDOT and MUTCD standards along with the requirements of the local municipality.
 4. The existing pavement must be cut with a compressor, wet saw, or an approved mechanical cutting device, in a straight line and to the full depth of pavement before excavation. All county storm drains and catch basins will be protected at all times. Any damage will be repaired by the applicant at his expense.

5. All fill removed from trench is to be discarded by applicant. The trench must be of suitable width to obtain proper mechanical compaction. All backfill is to be done with quarry process stone Type 1-5 or DGA for the full depth of the trench. First lift of fill, twelve (12) inches above pipe, shall be compacted using a Jumping Jack Tamper. Successive lifts shall be compacted by mechanical means such as tamping, vibrating or rolling. A vibra plate tamper is not acceptable.
6. Upon completion of the proper backfill compaction, a ten (10) inch layer of Bituminous Stabilized Base mix 1-2 shall be utilized in two lifts of five (5) inches each compacted in all trench areas. The top surface shall be flush with the adjacent pavement and be uniformly contoured to conform to the existing surrounding surface.
7. Applicant must install and maintain temporary line striping and pavement markings.
8. The applicant further agrees to keep the trench filled to the level of surrounding pavement until settlement has ceased. Bergen County shall be held harmless in any and all accidents arising out of trench defects.
9. After a reasonable settlement period, final restoration will require infrared application or a two (2) inch compacted surface course of Bituminous Surface Course Mix 1-5 to be placed over the entire area of stabilized base, as determined by this office.
 - a. Prior to the application of the surface course, the entire area of stabilized base, including twelve (12) inches surrounding the edge of the opening, shall be milled by a milling machine (self propelled, power operated planing, grinding or cutting machine) to a minimum depth of two (2) inches from the outside edge of trench to the curb line in a uniform width, a minimum of ten (10) foot wide
 - b. The resulting milled surface shall then be swept and tack coat material applied before the two (2) inch compacted surface course is laid. This course shall be thoroughly compacted flush with the surrounding surface by vibratory rolling and be uniformly contoured to the adjacent pavement.
 - c. When using infrared resurfacing application, all stabilized base material in the road opening plus a minimum of twelve (12) inches surrounding the edge of the opening require heating and raking to a depth of one (1) inch. All raked material to be discarded and replaced by fresh hot FABC top mix.
 - d. All manhole frames and covers installed within the pavement area shall be set to finished grade. Any scaring or road damage to any other part of a county roadway caused by this permit shall be repaired as per the above conditions.
10. Final line striping and pavement markings must be restored immediately to original or better condition. The standard for the County of Bergen for line striping and traffic markings is the application of 6" min. width hot extruded thermoplastic.
11. When necessary to cross over, or under existing bridges or culverts under the jurisdiction of the county, no work whatsoever shall be performed until the county engineer has approved filed plans. There shall be a minimum of 24 inches separation between the County drainage system and the utility line.
12. This division requires an extended maintenance period of up to two years after permanent restoration and an additional maintenance bond depending upon the nature of the work involved. This additional obligation will be released upon completion and acceptance of the work by this division. The maintenance bond shall be executed by the permittee as principle and Surety Company licensed to do business in the State of New Jersey as surety.

13. No road opening permit will be issued between November 15th and March 15th unless an emergency exists. In the event an emergency exists and a permit is issued during this period the applicant by accepting this permit assumes all responsibility for the safe maintenance of said opening and further assumes all liability for damages resulting from or any way connected to this project.
14. The use of steel plates on county roadways between November 15th and March 15th is prohibited. All steel plates that are installed on county roadways are to be countersunk, pinned, and ramped.
15. Applicant is responsible for complete and total restoration of opening and surrounding roadway for a period of up to two years after permanent paving. There are no exceptions. All escrow monies and bonds will be released at that time when all workmanship connected with this project is deemed acceptable.
16. Contractor and Owner jointly and separately agree to defend, indemnify, and hold harmless the County of Bergen, its officers and employees, from and against any claims for property damage or personal injury, including death, arising in any way from Contractor or Owner's opening, maintaining, or restoring the roadway, or any activities conducted by the Owner or Contractor in connection therewith, regardless of whether negligence on the part of the County or any of its officers or employees contributed thereto.
17. **No opening is to be made on Saturdays, Sundays or Holidays**

The above terms are hereby accepted by the Applicant and shall be deemed to be included in the Applicant's Permit Agreement with the County of Bergen.

APPLICANT

DATED

**NEW JERSEY ONE CALL CONCEPTS
CALL BEFORE YOU DIG – 1-800-272-1000 OR DIAL 811**