VALLEY COUNTY ROAD & BRIDGE DEPARTMENT

Application for Permit To Perform Work Within County Right of Way

DATE:_____ROAD NAME._____

PLEASE PROVIDE ALL INFORMATION REQUESTED ON THIS FORM.
COMPLETE PERMIT APPLICATION PACKAGES WILL BE PROCESSED IN THE ORDER RECEIVED THE OMISSION OF ANY REQUESTED INFORMATION MAY RESULT IN PERMIT PROCESSING DELAY.

Property Owner Entity/Contractor (circle one)

_____/_____Phone: _____
PRINT NAME SIGNATURE(Required)

Company name:_____

ADDRESS: _____
STREET CITY ZIP CODE

FAX:_____ CELL: _____EMAIL ADDRESS: _____

Hereby makes application to perform work within the Valley County right of way at the following described locations, subject to the provision required by the Valley County Rights of Way Ordinance (Valley County Code 5-7-2) for which this permit is issued. In Consideration of the granting of this permit, it is agreed by the applicant that Valley County wherein the permit work is to be performed and any of the officers or employees, thereof, shall be saved harmless by the applicant from any liability or responsibility for any accident, loss or damage to persons or property, happening or occurring as the proximate result of any of the work undertaken under the terms of this application and the permit or permits which may be granted in response thereto, and that all of said liabilities are hereby assumed by the applicant. It is further agreed that if any part of the work, authorized by this permit, interferes with the future use of the highway by the general public, it must be removed or relocated as designated by the Road Department Administrator at the sole expense of the Permitee or its successor in interest.

SITE ADDRESS: _____ ASSESSOR'S PARCEL NO. _____

LOCATION DESCRIPTION: _____

START LOCATION:_____

STOP LOCATION:_____

SCOPE OF WORK:

NOTE: **Applicant understands and agrees that this Application is not complete and will not be processed until a valid certificate of insurance that conforms to the requirements outlined in the Permit To Perform Work In The County Right of Way is submitted to the Valley County Road Department.**

NOTE: **All permit holders will indemnify Valley County for any damages resulting from work performed under the issuance of a Permit To Perform Work In the County Right of Way.**

Valley County Road Department

55 Gold Dust Rd
Cascade, ID 83611
Phone: (208) 382-7195
roadapplications@valleycountyid.gov

Construction in Right-of-Way Permit

Permit No. _____ Date _____

Applicant:_____

Representative's Name: _____

Mailing Address:_____

Phone numbers: _____

Road Name: _____

Subdivision Name or description of location: _____
(attach map)

Purpose of Work: _____

List of Conditions

* Prior to any work being performed, a pre-work meeting is to be held with the Valley County Road Department Superintendent or designee.
* Any involvement in pavement work must be bored or pre-authorized by Valley county Road Department Superintendent or designee.

1. **Please sign and return a copy of this permit to the Valley County Road Department in person, or at P.O. Box 672, Cascade, Idaho 83611, or by fax at 208-382-7198. This permit will become effective when all criteria referenced below have been satisfied.**
2. **This Utility Installation Permit will become effective when all required documentation is received by the Valley County Road Department, and expires on _____. If additional time or construction activities warrant, this permit may be extended as necessary. It is the Contractor's responsibility to request any Utility Installation Permit extensions.**
3. **Please call 208-382-7195 to inform the Valley County Road Department when the project will begin.**
4. The Valley County Minimum Standards for Public Road Design and construction will apply to this permit.
5. The typical roadway sections are shown in the attached figures. These guidelines show the cross-section characteristics required for public roads in Valley County.
   - Figure 110 Standard Local Road
   - Figure 120 Minor Collector Road
   - Figure 130 Major Collector Road

6. Cut and fill slopes shall be a maximum 2:1 slope without a geotechnical engineering report approved by the Valley County Engineer.
7. All borrow ditch flowlines shall be a minimum of 0.5 feet below the road subgrade.
8. An adequate base and surface thickness is required for all roads. The standard road sections shown in Figures 110, 120, and 130 for each road classification are minimums and shall be used unless a geotechnical soil analysis is performed for the project site by a geotechnical engineer licensed in the State of Idaho. The geotechnical report including all structural calculations and recommendations for a revised road section must be submitted to the Valley County Engineer for review and approval.
9. All utility designs shall meet the requirements of the jurisdictional district or company and must be approved prior to Valley County grading plan approval. All approvals from utility districts or companies shall be provided to Valley County as an attachment to the grading plan submitted.
10. The traffic control devices and their application shall conform to the Manual on Uniform Traffic Control Devices (MUTCD), current edition. Traffic control signs, roadway signs, and private signs shall comply sign standards detailed in the Valley County Code. All temporary and construction traffic control shall conform to the MUTCD, current edition.
11. All plans, calculations, reports, and materials shall be in English Standard Units.
12. All submittal documents shall be submitted to both the Valley County Road Department and the Valley County Engineer.
13. Road construction and development must meet all local, state, and federal requirements for water quality and sediment and erosion control.
14. The Idaho Standards for Public Works Construction (ISPWC), as amended or modified herein, shall control road construction work in Valley County.
15. The Contractor is required to contact the Valley County Road Department a minimum of five (5) business days prior to beginning any construction activities. Construction activities will not be permitted prior to approval of the construction documents by the Valley County Engineer. The County will review the project to determine whether a preconstruction meeting is required. If required, the Contractor and the Valley County Road Department will determine the time and location for the preconstruction meeting.
16. All testing required in these standards or required by Valley County shall be done by an accredited or approved testing laboratory at the expense of the applicant or contractor. Copies of all tests shall be submitted to the Valley County Engineer for review.
17. Changes to any materials, quality control, or workmanship on public improvement projects shall be approved by the Valley County Road Department in writing.
18. The Contractor shall notify the Valley County Road Department a minimum of two (2) business days before beginning the following operations:

    - construction signing and traffic control items
    - rough grading
    - finish grading
    - pipe installation
    - subgrade modifications
    - asphalt paving
    - concrete pouring

    The Contractor shall not proceed beyond any of these stages without written approval from the Valley County Road Department.

19. **Base Grade and Finish Grade** - Sub-grade shall be compacted to a density no less than ninety-five percent (95%) of the AASHTO T-99 Proctor Density.

20. **Trench Backfill** - A minimum of one compaction test per backfill layer is required for any trench backfill including "Bell Holes". All other trench backfill compaction testing must be performed at the following frequency:

    1. Two tests at different locations for every trench less than 500 feet in length but not less than once per day.
    2. One test per every 500 feet of additional trench and at locations where materials or construction procedures change, but not less than once per day.
    3. At every location for 1 and 2 above, obtain a test at ½ of the total trench depth and one test at the top of the trench backfill (test set).

21. **Street Cut and Surface Repair** - Any Utility crossing an asphalt surface in Valley County ROW shall be done via boring. If boring is not an option or it fails, an open trench street cut may be allowed with approval of the Valley County Road Superintendent. Perpendicular street crossing shall be patched back with a minimum of 10 foot patch back. Parallel Street trenches will require the asphalt to be patched back half the road width from center line to outer edge of asphalt.

    - A minimum of one compaction test of the base course and one compaction test of the pavement for surface repairs less than 50 feet in length including "bell holes".
    - Compaction testing shall be performed on the base course at the following minimum frequencies:
        - Two tests at different locations for every surface repair less than 500 feet in length but not less than once per day.
        - One test per every 500 feet of additional surface repair and at locations where materials or construction methods change, but not less than once per day.

22. **Performance Bond**, or other acceptable surety as determined by the Valley County Road Department, in the amount of 110% of the estimated cost to complete the proposed work, including the costs of applicable permits and easements. The Valley County Road Department shall have final approval of costs to be used for bond/surety requirements.

23. **Insurance**:

    - Worker's Compensation: Certificates of Insurance showing statutory Worker's Compensation coverage and Employer's Liability coverage. Contractor shall provide Valley County 30 days prior written notice of cancellation of either coverage.

    - Automobile: Certificates of Insurance showing the Contractor maintains Comprehensive Automobile Liability Insurance for all owned, non-owned, and hired vehicles. Such coverage must name Valley County as co-insured and Contractor must provide a certificate showing such coverage and showing that such coverage will not be canceled by the insuring company without 30 days prior written notice to Valley County.

    - General Liability: Contractor shall procure and maintain until the work has been completed and accepted by the Valley County Road Department, Commercial General Liability coverage. Contractor shall provide Certificates of Insurance which show broad form property damage coverage. The Policy must include Contractor's Protective Liability Insurance and completed operations coverage. Coverage should be extended to include Contractor, Subcontractor(s) and any independent contractors directly or indirectly employed by either of them. The General Liability policy shall be endorsed to include personal injury, libel, slander, and false arrest. All policies shall be written on an occurrence basis rather than claims made. Such coverage may be provided by a separate policy for Contractor and for Valley County, or by naming Valley County as an Additional Named Insured. If coverage is obtained by naming Valley County as an Additional Named Insured, the policy must

contain a Separation of Insured Clause and the Certificate must so indicate. If the required coverage is obtained through a Commercial General Liability policy backed with Umbrella Coverage, the certificate for Umbrella Coverage must show that Valley County will be given 30 days prior written notice of cancellation.

24. **Schedule**: Prior to beginning construction, the Contractor shall submit a project schedule for approval by the Valley County Road Department. The project schedule shall identify all significant milestones including, but not limited to, start of construction, start and end of any road closures or detours, and substantial completion. Failure to complete the project or road closures that extend beyond the scheduled duration shall entitle Valley County to liquidated damages. The cost basis for liquidated damages will be identified by the Valley County Road Department prior to the start of construction.
25. Acceptance of new roadways as public roads is at the sole discretion of the Valley County Board of Commissioners.
26. **Warranty:**

- The Contractor shall warrant that work conforms to the design documents and is free of any defect in equipment, material, or design furnished, or workmanship performed by the Contractor or any Subcontractor or supplier at any tier.
- The Contractor shall remedy at the Contractor's expense any failure to conform, or any defect. If the Contractor fails to remedy any failure, defect or damage within a reasonable time after receipt of notice, Valley County shall have the right to replace, repair, or otherwise remedy the failure, defect, or damage at the Contractor's expense.
- The Contractor shall provide a two-year warranty period, commencing on the date of Valley County's written notification of acceptance of work. It is the Developer's responsibility to set up a final warranty inspection prior to the warranty expiration date to confirm all warranty obligations have been satisfied. Final warranty acceptance will be documented in writing by Valley County.
- The Contractor's warranty with respect to work repaired or replaced will be two years commencing from the date of Valley County's written notification of acceptance of the repair or replacement.
- The Contractor shall provide Valley County with a warranty bond, or other acceptable surety as determined by the Valley County Road Department, in the amount of 10% of the construction performance bond (see Section V, Item A). The warranty bond will not be released until final warranty acceptance by Valley County.

_____ _____

Staff Member & Title
Valley County Road Department

Date

Accepted By:

_____ _____

Company

Contact Number

_____ _____

Contractor

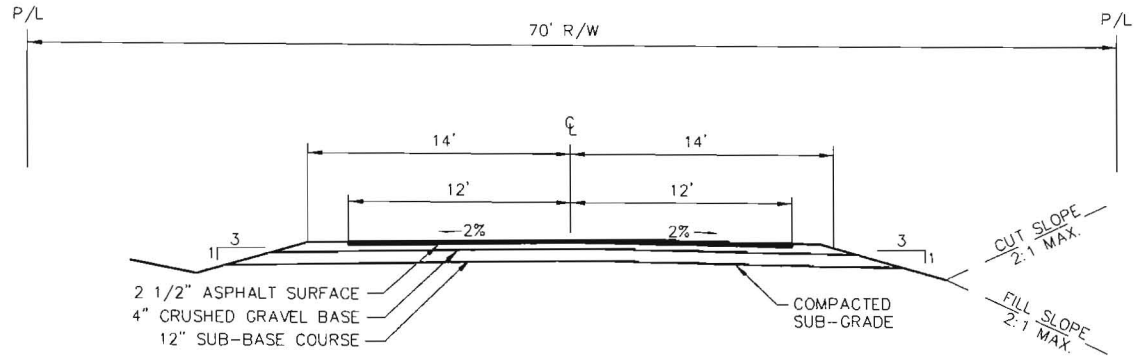
Date

_____ _____

Signature

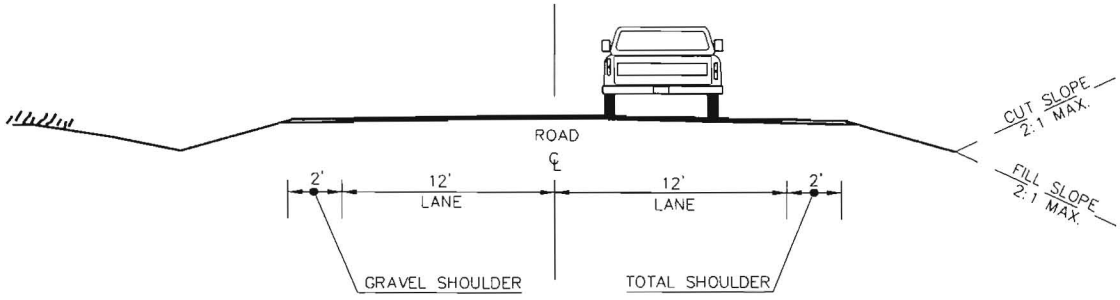
Contractor Phone #

NOTE:
SECTION THICKNESS BASED ON VALLEY COUNTY MINIMUM REQUIREMENTS AND
TRAFFIC INDEX=4
SUBGRADE R=5



MINIMUM STRUCTURAL SECTION

NTS

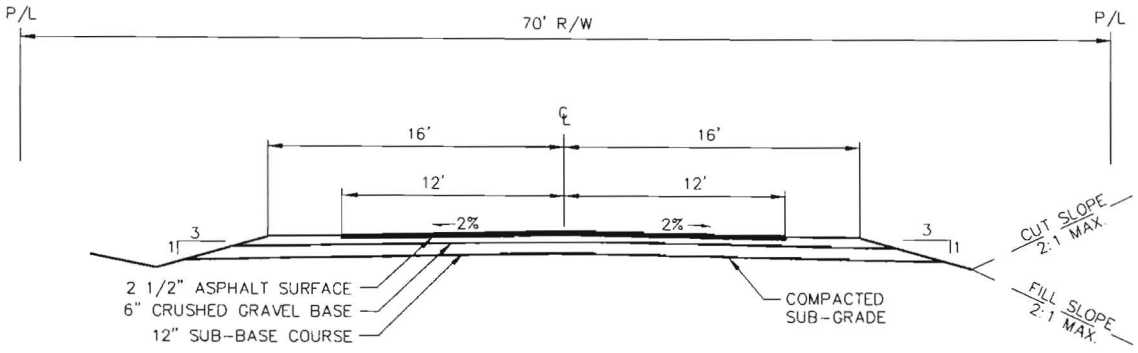


LOCAL ROAD DIMENSIONS

NTS

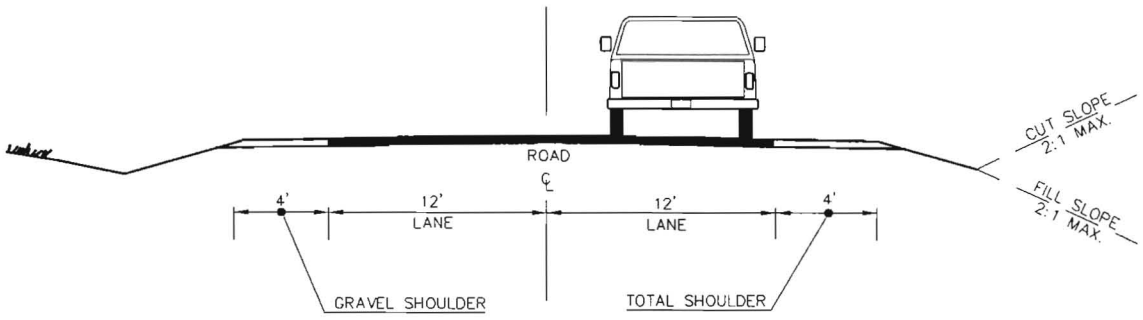
VALLEY COUNTY ROAD DEPARTMENT	STANDARD LOCAL ROAD	FIGURE 110

NOTE:
SECTION THICKNESS BASED ON VALLEY COUNTY MINIMUM REQUIREMENTS AND
TRAFFIC INDEX=6
SUBGRADE R=5



MINIMUM STRUCTURAL SECTION

NTS

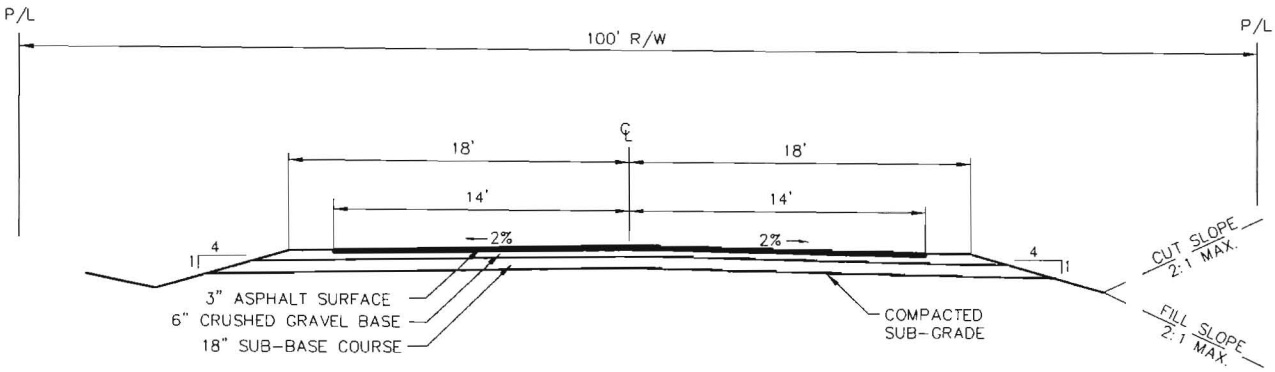


MINOR COLLECTOR DIMENSIONS

NTS

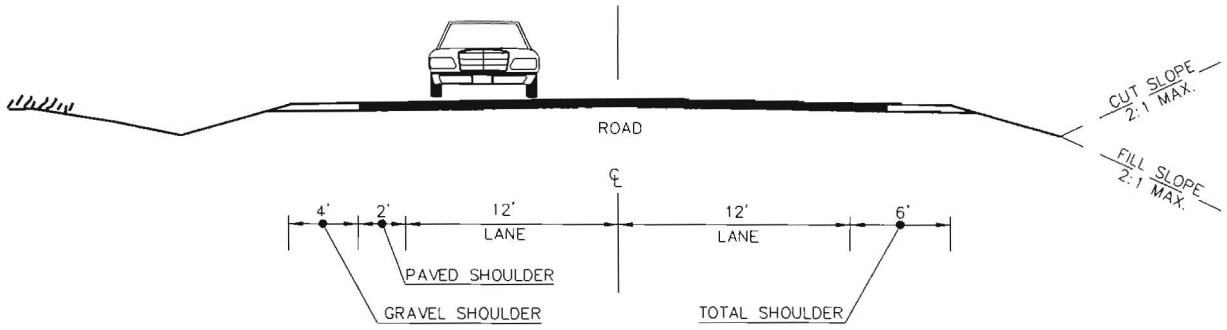
VALLEY COUNTY ROAD DEPARTMENT	MINOR COLLECTOR ROAD	FIGURE 120

NOTE:
SECTION THICKNESS BASED ON VALLEY COUNTY MINIMUM REQUIREMENTS AND
TRAFFIC INDEX=8
SUBGRADE R=5



MINIMUM STRUCTURAL SECTION

NTS



MAJOR COLLECTOR ROAD DIMENSIONS

NTS

VALLEY COUNTY ROAD DEPARTMENT	MAJOR COLLECTOR ROAD	FIGURE 130