

**THE BOARD OF CHOSEN FREEHOLDERS  
OF  
SOMERSET COUNTY**

**DEPARTMENT  
OF  
PUBLIC WORKS**

**SPECIFICATIONS AND FEE SCHEDULES  
FOR  
ROAD OPENINGS**

**DATE: JANUARY 2009**

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RESOLUTION ADOPTING REVISED ROAD OPENING SPECIFICATIONS  
AND FEE SCHEDULE FOR  
CONSTRUCTION IN COUNTY RIGHT OF WAY  
DATED JANUARY 2009

WHEREAS, the Board of Chosen Freeholders of the County of Somerset adopted a Resolution to regulate the excavation, maintenance, and restoration of Somerset County Roads on January 29, 1964 and a revision thereto on August 4, 1964, August 1982, January 1991, June 1991, May 2003; and

WHEREAS, the report and recommendation of the Somerset County Director of Public Works show that the provisions of said Resolution need to be revised to reflect current standards and specifications, and costs.

NOW THEREFORE BE IT RESOLVED be the Board of Chosen Freeholders of Somerset County, that said Board, on behalf of said County hereby adopts the "Road Opening Specifications and Fee Schedule for Construction in County Right of Way, dated January 2009" and all provisions a part thereof; and

BE IT FURTHER RESOLVED by the Board of Chosen Freeholders of Somerset County, that said Board, on behalf of said County hereby authorized and directs Somerset County Director of Public Works to make this Resolution a part of the aforementioned Road Opening Specifications and Fee Schedule for Construction in County Right of Way, dated January 2009 and to arrange for same to be printed in booklet form and to supply each and every applicant for a Somerset County Road Opening Permit with a copy of said booklet; and

BE IT FURTHER RESOLVED by the Board of Chosen Freeholders of Somerset County, that said Board, on behalf of said County; that a person, corporation, officer or board violating General Provision No. 2 of the aforementioned Specifications and Fee Schedule shall for each violation be subject to a fine of not more than \$500.00 or imprisonment in the county Jail for a period not exceeding ninety (90) days or both.

## GENERAL PROVISIONS

1. A Road Opening by definition includes any and all work within the Somerset County Right-of-Way.
2. No person, persons or corporation, municipal or private, nor any utility company, public or private, shall for any purpose open, tear up, excavate, bore, tunnel or drive under or in any way impair the surface or subsurface within the limits of the right-of-way of any County road without first obtaining a permit from the County Director of Public Works. The permit or copy thereof shall be available at the site during the duration of the work and shall be presented for inspection upon request of the County Director of Public Works or his authorized representative.
3. No permit shall be issued to open the pavement of any road which has been constructed or reconstructed for a period of five (5) years from the date of completion of said construction except in the event of an emergency or hardship.

No permit shall be issued to open the pavement of any road which has been overlaid for a period of three (3) years from the date of completion of said overlay work except in the event of an emergency or hardship.

An emergency or hardship shall include a water main break, gas leak, sanitary sewer break, or any situation which may result in harm to the public's health, safety, welfare or damage to public or private property.

4. Application for a permit shall be made in writing on forms as prescribed by the County Director of Public Works and filed at least two (2) weeks prior to the proposed commencement of any work. Plans, profiles, insurance certificate, application and deposit fees, and other details necessary to accurately depict the work to be performed shall be submitted with the application. When an opening is less than 100 feet long and County facilities other than road surfaces will not be affected, the County Director of Public Works or his authorized representative may waive the requirements for submission of plans. If the requirement for submission of plans is waived, a sketch on the application showing the proposed work and its exact location will suffice.

The County Director of Public Works or his authorized representative shall review the application and accompanying data. The applicant will then be notified as to any objections to the application, and any conditions to be imposed on the application.

When satisfied that the applicant has complied with all provisions governing the application, the County Director of Public Works will issue a permit. No work shall commence until a minimum of two (2) working days notice is given to the office of the County Engineer after the date set forth in the issued permit.

In the event of an emergency, the two (2) week filing period may be waived by the County Director of Public Works or his authorized representative and the permit may be issued within a shorter period of time as may be deemed appropriate. If circumstances warrant, an oral application immediately followed by a facsimile must be made within 24 hours, followed by a written application submitted within 48 hours.

5. The applicant must be a contractor, either corporate, individual, or partnership, who will be actually engaged in the performance of the work under the permit and who will be directly responsible for the performance of the work, for the adherence of the work to the specifications, and for on the behalf of the owner for whom the work will be completed.
6. The Somerset County Director of Public Works will not issue a permit unless the applicant has deposited, as security for faithful performance, a certified check made payable to the "Somerset County Treasurer," the amount thereof to be based on the Deposit Fee Schedule as contained in the Fee Schedule herein provided. When the required Deposit Fee exceeds \$4,000.00 the remainder may be in the form of a bond with Surety satisfactory to the County. The applicant shall also pay, by separate money order or certified check, a non refundable application fee as set forth in said schedule and shall submit proof of insurance as set forth in Item 19 of these General Provisions.
7. Permits will be required of persons or corporations under contract to the County of Somerset to perform work within the County Right-of-Way, however applicable fees will be waived.
8. Application fees and Performance Guarantee will not be required from any municipal entity providing all work is performed by the municipal entity. However, any person or corporation under contract to a municipality to install water lines, sanitary sewer lines, of any other facility shall comply fully with all provisions stipulated herein.
9. Performance Guarantee will not be required from any public utility, as defined in N.J.S.48:2-13, which is subject to the jurisdiction and control of the Board of Public Utilities Commissioners of the State of New Jersey providing they have executed our standing agreement referred to in Paragraph 9A.
- 9A. In order for a utility company to avoid the requirement that its contractor comply with all the provisions of these specification, the utility company may satisfy the requirements in Paragraph 9A by signing a Standing Agreement with the County of Somerset which provides the following:
  - a. In the event any monies are drawn against the cash bond, the utility company must immediately replace the sum withdrawn upon notification by the County.
  - b. Comply with the requirements to provide insurance certificates for themselves and their contractors as required in these specifications.
  - c. The utility company must have a representative on the job and/or site at all times, and have this representative serve as the liaison between the utility company and its contractor and be prepared to immediately implement and carry out the County's instructions, requirements and directives.
  - d. The utility company must have access to its contractor day and night and provide the County with the telephone numbers for its field representative so the County can contact this representative day or night, seven days a week.
  - e. Post a standing bond in the amount of \$500,000.00 to insure and guarantee restoration of the roads, compliance with the specifications and all the obligations set forth in this Specifications and Fee Schedule for Road Opening Permits.

f. The Standing Agreement will be entered into on an annual basis and may not be renewed if the utility company has not complied with the terms in these Specifications and the annual Standing Agreement.

10. A road opening permit is required for improvements to be constructed in the County Right of Way that are part of Land Development Projects. Performance Guarantees will not be required of applicants for permits to install Land Development Project improvements by the Somerset County Planning Board.

When applying for a permit for the above purpose, the applicant must provide the County Director of Public Works with confirmation, in writing, from the County Planning Board that the subject application has been approved by the County Planning Board, along with two sets of stamped accepted plans.

Application Fees and Performance Guarantees will be required for the permits necessary for the installation of utilities that are required to serve Land Development Projects, should Performance Guarantees for same not be required by the County Planning Board.

11. Except in the event of an emergency as described in General Provision No. 3, the first day of work for which a permit is issued cannot be a Friday, Saturday, Sunday or eve of a legal holiday.
12. The applicant shall notify the County Director of Public Works and the local police department at least forty eight (48) hours in advance of the actual commencement of any work. The applicant shall also provide the local police department with the names and night phone numbers of at least two individuals authorized to make emergency repairs to the road opening.
13. The applicant shall comply with all applicable statutes pertaining to notification of any person or corporation engaged in the distribution or transmission of manufactured, mixed or natural gas or synthetic natural gas, liquified natural gas or propane gas in the area of the proposed road opening and ascertain from such person or corporation the location of all such as lines or pipe lines within 200 feet of the proposed excavation, including calling 1-800-272-1000. The applicant shall be solely responsible for ascertaining the location of all utilities and for the repair of same if damaged as a result of work for which the road opening permit is issued.
14. The applicant shall notify all property owners at least **FORTY EIGHT (48) HOURS** in advance of any work which will interfere with access to their residence or place of business.
15. The latest New Jersey State Department of Transportation Standard Specifications for Road and Bridge Construction with all amendments and supplements shall govern all of the work performed under these specifications except as supplemented herein.
16. All utilities shall be constructed with a minimum of four feet of cover to provide protection for the utilities in the event that future County road reconstruction, repair or modifications which necessitates excavation, undercutting, or installation of facilities in the area where the utility is located.
17. Construction signing will be installed 24 hours in advance of a multi day construction project

and arrangements made for the Director of Public Works or his representative to inspect same before construction commences. The signage must be property covered until the commencement of work.

18. No County Road shall be closed to traffic without the prior consent of the County Director of Public Works and the local police department. The applicant shall first obtain the written consent of the local police department to establish a detour. Plans showing the proposed detour and signing for same shall then be submitted by the applicant to the local police department and the County Director of Public Works for approval. The applicant shall also obtain all approvals/or permits required by any other jurisdiction affected by the detour or the signing for same.

Once approval to close a road has been obtained, the applicant is responsible to notify affected Municipal Entities including Police Department, Boards of Education, Fire Departments, Rescue Squads, and any others deemed necessary as to the dates the closing will be in effect.

Traffic shall not be constricted on any County Road without the prior consent of the County Director of Public Works and the local Police Department. Passage at all times must be available to emergency vehicles.

The County Director of Public Works may, upon consultation with the local Police Department, restrict the hours during which work may be performed in a County road when traffic is to be constricted or detoured as the result of said work.

Work which constricts traffic on any County road will be limited to 9:00 AM to 3:00 PM or as determined by the Director of Public Works.

19. The applicant shall indemnify and save harmless the County, its officers and employees, from all suits, actions, or claims of any character brought because of any injuries or damage received or sustained by any person, persons, or property on account of or in consequence of any neglect in safeguarding the work; or through use of unacceptable materials in constructing the work; or because of any act or omission, neglect, or misconduct of said Applicant; or because of any claims or amounts recovered from any infringements of patent, trade work, or copyright; or from any claims or amounts arising or recovered under the Workmen's Compensation Act, or any other law, ordinance, order, or decree; and so much of the money due the said applicant under and by virtue of his work under this permit as may be considered necessary by the County for such purpose may be retained for the use of the County; or in case no money is due, his Surety may be held until such suit or suits, action or actions, claim or claims for injuries or damages as aforesaid shall have been settled and suitable evidence to that effect furnished to the County; except that money due to the applicant will not be withheld when the applicant produces satisfactory evidence that he is adequately protected by Public Liability and Property Damage insurance.

The applicant shall also notify its insurance company that it has entered into an indemnification agreement with the County and that the terms of the indemnification should be covered by the applicant's insurance.

Workmen's Compensation and Liability Insurance shall be maintained in force during the life of the work under the permit by the applicant covering all employees engaged in performance of the work under this permit in accordance with applicable statute.

As a minimum, the applicant shall carry the following kinds and amounts of insurance in addition to any other forms of insurance or bonds required under the terms of these Specifications. When applying for a permit, the applicant shall file with the Director of Public Works a certificate from his insurers, showing the amounts of insurance carried and the risks covered thereby, or a copy of the required insurance policies. All insurance policies described herein shall contain a provision that the same shall remain in full force and effect for a period not to exceed two (2) years after the last work under any permit has been completed and accepted by the County and shall name the County of Somerset, its Officers and employees as additional insureds.

- a. Public Liability Insurance of not less than \$500,000.00 for all damages arising out of bodily injury or death of one person, and subject to that limit for each person, a total limit of \$1,000,000.00, arising out of bodily injury or death of two or more persons in any one accident or occurrence.

Property Damage Liability Insurance providing for a limit of not less than \$500,000.00 for all damages arising out of injury or destruction of property in any one accident or occurrence and subject to that limit per accident, a total or aggregate limit of \$1,000,000.00 for all damages arising out of injury to our destruction of property during the policy period.

Automobile Liability Insurance covering the applicant for claims arising from owned, hired, and non-owned vehicles with limits of not less than \$1,000,000.00 one person and \$3,000,000.00 any one accident for bodily injury and \$1,000,000.00 each accident for property damage shall be maintained in force during the life of the work under this permit.

In addition, with respect to the operations the Applicants subcontractors perform, the applicant shall carry for them and in the name of the County, regular protective liability insurance in the amount of \$500,000.00/\$1,000,000.00, and regular protective property damage liability insurance in the amount of \$500,000.00/\$1,000,000.00.

It is specifically agreed between the parties executing this permit that it is not intended by any of the provisions of any part of these specifications to create for the public or any member thereof a third party beneficiary hereunder, or to authorize anyone not a party to the requirements of this permit to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this permit.

20. The County Department of Public Works shall periodically inspect all road openings and the repair and resurfacing thereof for the purpose of determining compliance with any conditions imposed on the issuance of the permit and compliance with the specifications. The County Department of Public Works may, upon the recommendation of its inspector:
  - a. Order a temporary stop to any road opening and order that the applicant perform or correct specified work in accordance with the directions of the County Department of Public Works.
  - b. Order a stop to any work and revoke permit in which event the County Department of Public Works shall complete, or cause to be completed, any work necessary to restore the road (See General Fee Schedule Provisions, Paragraph B).
  - c. Correct, or cause to be corrected, any work after notification to the applicant by the local police or the County Department of Public Works and the neglect or refusal of the applicant to make corrections as indicated, at the sole cost and expense of the applicant.

(See General Fee Schedule Provisions, Paragraph B).

- d. Correct, or cause to be corrected, any work should the local police or the County Department of Public Works be unable to contact the Applicant or any of the Applicant's representatives whose phone numbers appear on the permit application at the sole cost and expense of the applicant. (See General Fee Schedule Provisions, Paragraph B).
  - e. Take any other action deemed reasonable under the circumstances.
21. Upon satisfactory completion and acceptance of all restoration work required under the permit the applicant shall post with the County a two year Maintenance Guaranty. The Maintenance Guaranty shall be twenty (20) percent of the Deposit Fee. Should the amount of required Maintenance Guaranty be \$4,000.00 or less, said amount will be retained from the Deposit Fee. Should the amount of the required Maintenance Guaranty exceed \$4,000.00, the remainder of the amount may be in the form of a bond with surety satisfactory to the County. All Maintenance Bonds shall contain a provision that the same shall remain in effect for a period not to exceed two (2) years after the last restoration work under any permit has been completed and accepted by the County. In the event any maintenance is required due to any action taken on a road permit (such as potholes or the like) that the County may be authorized not only to forfeit any funds referred to in Paragraph 21, but also to withhold any future permits until the work has been satisfactorily completed. At the end of the two (2) year period, it is the applicant's responsibility to notify the office of the County Department of Public Works requesting a final inspection and release of the maintenance guaranty.
22. The provisions herein set forth are designed as minimum requirements for the safety and welfare of the general public. However, if an applicant can demonstrate that, with reference his application, the ideal enforcement of one or more of said provisions will exact an undue hardship, the Board of Chosen Freeholders may permit such waiver or waivers as may be reasonable and within said general purposes.
23. **CALL BEFORE YOU DIG FOR UTILITY LOCATIONS: 1-800-272-1000.**

## **GENERAL FEE SCHEDULE PROVISIONS**

- A. The trench widths to be used to compute Deposit Fees for pipe sizes and/or depths not shown in the Trench Width Chart shall be as determined by the County Director of Public Works or his authorized representative. When it is not possible to use the Trench Width Chart and/or the Fee Schedules to compute the application fees and/or the deposit fees due to the nature of the proposed work, said fees shall be as determined by the County Director of Public Works.
  
- B. In the event the County Department of Public Works is required to make repairs to a road opening or is required to make arrangements for such work, the County is authorized to utilize the cash bond to pay for such work and the applicant shall reimburse the County for any cost in excess of the cash bond prior to further disturbance of the road. Should the need for County repairs to a road opening occur after normal working hours, minimum charges per the Fee Schedule will be in effect.

In the event the County finds it necessary to file a claim against the applicant's Surety, said claim must also be satisfied prior to the further disturbance of the County road by the applicant.

**FEE SCHEDULE**

**APPLICATION FEE (non-refundable)**

ROAD OPENING (Any and All Work Within Right of Way)

- 1. Minimum Fee up to 50 Lineal Feet.....\$200.00
- 2. Each Additional Lineal Foot of Opening work within right of way in excess of first 50 Lineal Feet, including tunneling, cleaning, and lining.....\$0.75

**REFUNDABLE PERFORMANCE GUARANTEE**

ALL ROAD OPENINGS

- 1. Fee for first 30 square yards opened or any part thereof including shoulders, lawn, or parking areas.....\$1,200.00
- 2. Fee for each additional square yard opened.....\$30.00
- 3. Fee for disturbance of County facilities other than those mentioned above, as determined by the County Director of Public Works.

Note: No performance guarantee required for residential driveway overlay.

**MINIMUM CHARGE**  
**Repairs by County of Somerset**

Minimum Charge.....\$2,500.00

## TECHNICAL PROVISIONS

1. Paved roadway surfaces shall be cut vertically to the full depth of the existing pavement with a sharp tool on a straight line before excavating. The surfaces shall be cut in such a manner that lifting of pavement adjacent to the trench will not occur during excavating. Any concrete encountered shall be saw cut and all bars cut flush with the edges of the concrete. Roadway surfaces beyond the limits of the trench cuts shall not be disturbed. All trench excavation must be in accordance with O.S.H.A.

For all trenches greater than 6 foot in width, the minimum final restoration process will be as follows: A 2" depth milling and paving the entire width of existing roadway or at the discretion of the County Director of Public Works. Backfill material shall meet the requirements of Soil Aggregate Type I-3 or Dense Graded Aggregate Base Course or approved equivalent. Backfill materials shall be deposited in layers and compacted in such a manner and by such methods as to achieve 95 percent standard proctor density throughout the entire backfill. At no time shall the thickness of each layer exceed twelve (12) inches. The material excavated from the trench opening shall not be used as backfill unless specifically permitted by the County Director of Public Works or his authorized representatives.

**The trench opening shall be backfilled and paved prescribed herein by the end of the working day.** Exceptions to this provision will not be permitted except in the following instances:

- a. The applicant submits detailed plans with the application for a permit showing how the trench and surrounding area will be protected for approval by the County Director of Public Works or his authorized representatives.
- b. When a trench must be excavated and left open due to an emergency. The trench and surrounding area is to be protected so as to allow for the safe passage of vehicular and pedestrian traffic. The County Director of Public Works must be notified as soon as possible so that a determination as to the need for additional safety measures can be made.

Prior to paving, the applicant shall be responsible for the adjusting or for arranging for the adjustment of all facilities such as manholes, inlets, utility boxes, etc. so that they will conform to the cross slope of the restored surface of the roadway.

Compaction of pavements and stone shoulders shall be by use of rollers having a minimum weight of ten (10) tons or the equivalent thereof.

The County Director of Public Works or his authorized representative may require that any portion of a trench by re-excavated and restored in accordance with provisions contained herein until the expiration of the period of maintenance.

2. For openings in pavements where concrete pavements do not exist the trench backfill shall be compacted to a level three (3) inches below the level of the adjacent paved surface. All adjacent paved surfaces of the trench shall be tack coated. A three (3) inch compacted thickness of Bituminous Stabilized Base Course shall then be constructed. After a minimum of six (6)

months, or at the discretion of the County Director of Public Works, a saw shall be used to cut the pavement to its full depth in neat straight lines a minimum of six (6) inches beyond the perimeter of the existing trench, unless limits of excavation fall within two (2) feet of existing edge of pavement, than restoration shall extend to edge of pavement. The trench shall then be excavated to a depth of eight (8) inches and all adjacent surfaces of said trench shall be tack coated. A six (6) inch (two lifts) compacted thickness of Bituminous Stabilized Base Course two (2) inch compacted thickness of surface paving material as specified by the County Director of Public Works shall then be constructed level with adjacent paved surfaces.

3. For openings in concrete pavements or in concrete pavements overlaid with bituminous concrete, the trench backfill shall be compacted to a level three (3) inches below the level of the adjacent paved surfaces. All adjacent surfaces of the trench shall be tack coated. A three (3) inch compacted depth of Bituminous Stabilized Base Course shall be constructed. After a minimum of six (6) months, or at the discretion of the County Director of Public Works, a saw shall be used to cut the bituminous pavement in neat straight lines a minimum of six (6) inches beyond the perimeter of the existing trench. In the case of a concrete road that has not been overlaid, recutting the concrete will not be required if the original cut is satisfactory and remains undamaged during the course of the work. The trench shall then be excavated to a depth of nine (9) inches and all adjacent surfaces of said trench shall be tack coated. A seven (7) inch (two lifts) compacted thickness of Bituminous Stabilized Base Course and a two (2) inch compacted thickness of surface paving material as specified by the County Director of Public Works shall then be constructed level with the adjacent paved surfaces.

4. Where openings are made in unpaved shoulder areas, the trench backfill shall be compacted to a level six (6) inches below the top of the adjacent shoulder surfaces. A six (6) inch compacted depth of Dense Graded Aggregate Base Course shall then be constructed. After a minimum of six months the shoulder area shall again be compacted and redressed with a compacted layer of Dense Graded Aggregate Base Course.

Where existing or proposed manholes are located in disturbed shoulder areas, a minimum of two (2) inches of Pavement Type I-5 shall be placed eight (8) feet on both sides of the manhole casting on six (6) inches of Dense Graded Aggregate Base Course. The width of the pavement shall vary to the dimensions of the existing shoulder.

5. All openings beyond the shoulder areas shall be brought to grade with compacted backfill. After a minimum of six months a minimum thickness of four (4) inches of topsoil shall be constructed in the trench area and seeded, fertilized, and mulched or sodded. Should a proper growth not be achieved, the area shall be refertilized, reseeded and remulched or resodded as necessary.
6. Tunneling may be permitted along or crossing County road. All voids created by tunneling shall be filled with concrete by an approved method.
7. Repair of County facilities other than pavements, shoulders, or lawn areas, which are disturbed as a result of work performed under the permit, shall be required by the County Director of Public Works or his authorized representative. When work is to be completed on a County Roadway or intersection that impacts the existing signing, striping, raised pavement markers or traffic signal system, it is the applicant's responsibility to contact the Somerset County Traffic

Safety Division for mark out of existing facility in the roadway. Any damage to these facilities must be repaired to the satisfaction of the Somerset County Director of Public Works or his authorized representative. In the event that the one or both of the centerline markings of the roadway are disturbed or damaged, both centerline markings shall be replaced. All restoration required by this section shall be done in conformance to the current County standards. Any excavations or openings within the County Right-of-Way must be restored to as good or better condition as existed prior to the commencement of work.

8. In accordance with the general provisions, section 3, in the event of an emergency or hardship, the roadway shall be restored in accordance with the Technical Provisions herein and including a full curb to curb 2” depth milling and overlay at a minimum of 100 feet beyond the opening, or by using the infrared pavement restoration process, or as specified by the County Director of Public Works.

**APPENDIX**

**TRENCH WIDTH CHART**

**CHART FOR TRENCH WIDTHS (IN  
FEET) TO BE USED  
TO COMPUTE DEPOSIT FEES**

<u>Depth (In Feet)</u>	<u>4" Pipe</u>	<u>8" Pipe</u>	<u>10" Pipe</u>	<u>16" Pipe</u>	<u>24" Pipe</u>	<u>36" Pipe</u>	<u>48" Pipe</u>	<u>60" Pipe</u>
0-6	4.0	4.0	4.5	5.0	6.0	7.5	9.0	10.5
6-8	4.0	4.5	5.0	5.5	6.5	8.0	9.5	11.0
8-10	4.5	5.0	5.5	6.0	7.0	8.5	10.0	11.5
10-12	5.0	5.5	5.5	6.0	7.0	8.5	10.0	12.00
12-14	5.5	6.0	6.0	6.5	7.5	9.0	10.5	12.00
14-18	6.0	6.5	7.0	7.5	8.5	10.0	11.5	12.5
18-20	6.5	7.0	7.5	8.0	9.0	10.5	12.0	13.0
20-22	7.0	7.5	8.0	8.5	9.5	11.0	12.5	13.5



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
Month/Date/Year

<b>PRODUCER</b>  Insurnce Agent/Broker Name Insurnce Agent/Broker Street Address or P.O. Box Insurnce Agent/Broker City, State & Zip Code Contact & Phone Number	<b>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.</b>												
<b>INSURED</b>  Vendor Name Vendor Street Address or P.O. Box Vendor City, State & Zip Code	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:80%;">INSURERS AFFORDING COVERAGE</th> <th style="width:20%;">NAIC #</th> </tr> <tr> <td>INSURER A: Name of Insurance Company</td> <td>Enter NAIC#</td> </tr> <tr> <td>INSURER B: Name of Insurance Company (if applicable)</td> <td>Enter NAIC#</td> </tr> <tr> <td>INSURER C: Name of Insurance Company (if applicable)</td> <td>Enter NAIC#</td> </tr> <tr> <td>INSURER D: Name of Insurance Company (if applicable)</td> <td>Enter NAIC#</td> </tr> <tr> <td>INSURER E: Name of Insurance Company (if applicable)</td> <td>Enter NAIC#</td> </tr> </table>	INSURERS AFFORDING COVERAGE	NAIC #	INSURER A: Name of Insurance Company	Enter NAIC#	INSURER B: Name of Insurance Company (if applicable)	Enter NAIC#	INSURER C: Name of Insurance Company (if applicable)	Enter NAIC#	INSURER D: Name of Insurance Company (if applicable)	Enter NAIC#	INSURER E: Name of Insurance Company (if applicable)	Enter NAIC#
INSURERS AFFORDING COVERAGE	NAIC #												
INSURER A: Name of Insurance Company	Enter NAIC#												
INSURER B: Name of Insurance Company (if applicable)	Enter NAIC#												
INSURER C: Name of Insurance Company (if applicable)	Enter NAIC#												
INSURER D: Name of Insurance Company (if applicable)	Enter NAIC#												
INSURER E: Name of Insurance Company (if applicable)	Enter NAIC#												

### COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	<input checked="" type="checkbox"/>	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> _____ <input type="checkbox"/> _____ GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	Enter Policy #	Enter Effective Date	Enter Expiration Date	EACH OCCURENCE	\$1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000
						MED EXP (Any one person)	\$5,000
						PERSONAL & ADV INJURY	\$1,000,000
						GENERAL AGGREGATE	\$2,000,000
						PRODUCTS - COMP/OP AGG	\$1,000,000
							\$
A	<input checked="" type="checkbox"/>	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> _____ <input type="checkbox"/> _____	Enter Policy #	Enter Effective Date	Enter Expiration Date	COMBINED SINGLE LIMIT (Each Occurrence)	\$1,000,000
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
A	<input type="checkbox"/>	<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> _____	Enter Policy # (if required)	Enter Effective Date	Enter Expiration Date	AUTO ONLY - EA ACCIDENT	\$
						OTHER THAN EA ACC	\$
						AUTO ONLY: AGG	\$
A	<input checked="" type="checkbox"/>	<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$Enter Amount	Enter Policy # (if required)	Enter Effective Date	Enter Expiration Date	EACH OCCURENCE	\$2,000,000
						AGGREGATE	\$2,000,000
							\$
							\$
							\$
A	<input checked="" type="checkbox"/>	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	Enter Policy #	Enter Effective Date	Enter Expiration Date	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
						E.L. EACH ACCIDENT	\$1,000,000
						E.L. DISEASE - EA EMPLOYEE	\$1,000,000
						E.L. DISEASE - POLICY LIMIT	\$1,000,000
	<input type="checkbox"/>	<b>OTHER</b>					

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS**

The County of Somerset, its officers, employees, and agents are included as Additional Insured with respect to referenced project only.

<b>CERTIFICATE HOLDER</b>  County of Somerset 20 Grove Street P.O. Box 3000 Somerville, NJ 08876	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE INSURER AFFORDING COVERAGE WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.  AUTHORIZED REPRESENTATIVE
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**BOARD OF CHOSEN FREEHOLDERS OF SOMERSET COUNTY, NEW JERSEY**  
**SOMERSET COUNTY ENGINEERING DEPARTMENT**  
**P.O. BOX 3000, SOMERVILLE, NJ 08876**  
**APPLICATION FOR ROAD OPENING PERMIT**  
**WORK MAY NOT COMMENCE UNTIL PERMIT IS ISSUED**

Date \_\_\_\_\_

Applicant: \_\_\_\_\_  
Name Address

Phone Numbers: \_\_\_\_\_  
Applicant Owner 24 Hour Emergency

Supervisor in Charge: \_\_\_\_\_ On-Site Phone/Cell Number: \_\_\_\_\_

**UTILITY/DRIVEWAY/OTHER:** (Note: Separate Permit Required for Each Opening)

Purpose of Opening: \_\_\_\_\_

Requirements:

- Application Fee \$200.00 for first 50 Linear Feet + \$0.75 per Linear Foot thereafter.
- Refundable Deposit/Bond: \$1200 for the first 30 sq. yds. plus \$30 for each additional sq. yd.
- Insurance Certificate prepared in accordance "Somerset County Road Opening Specification Booklet"
- Plan/Sketch of work to be done including nearest cross Road
- Sanitary Sewer Openings must include approval letter from the local municipality

**IMPROVEMENTS BONDED THROUGH COUNTY PLANNING BOARD**

Somerset County Planning Board File Number \_\_\_\_\_

Requirements:

- Approval letter from the Somerset County Planning Board dated within 2 years of the date of this application
- One copy of the construction plan showing proposed improvements. The plan must be stamped "Accepted as Submitted" by the County Engineer's Office with the stamped date within 2 years of the date of this application
- Insurance Certificate prepared in accordance with "Somerset County Road Opening Specification Booklet"
- \$200.00 Application Fee

**All checks/money orders made payable to "Somerset County Treasurer"**  
**All of the Above Requirements must be submitted at time of Application**

**OPENING LOCATION:**

Street Name & House Number: \_\_\_\_\_ County Route Number: \_\_\_\_\_ Municipality: \_\_\_\_\_

At a point \_\_\_\_\_ N/S/E/W of \_\_\_\_\_  
Distance "feet" Nearest Intersecting Roadway

Size of opening \_\_\_\_\_ Location: Roadway/Shoulder/R.O.W. Proposed Start Date for opening \_\_\_\_\_  
Length/Width/Depth (Circle One or More)

Temporary repair to be completed the same day of opening. Steel plates or other methods of maintaining a road opening overnight shall NOT be permitted unless previously authorized by the Director of Public Works or his duly authorized representative.

Approximate date of applying final patch will be six months after applying temporary repair.

The undersigned agree to conform with all the requirements of the specifications and fee schedule adopted by the Board of Chosen Freeholders of Somerset County, the text of which has been read by the applicant.

\_\_\_\_\_  
Signature of Applicant

Approved: \_\_\_\_\_  
Director of Public Works or Authorized Representative

\_\_\_\_\_  
Signature of Owner

Somerset County Permit No. \_\_\_\_\_

The owner agrees as a condition of the issuance of a permit that any facilities, pipes, poles etc. to be installed within the County right-of-way pursuant to the permit shall be promptly relocated at the owner's expense as required by the Somerset County Engineering Department to accommodate the installation of County facilities.

**PERMIT EXPIRATION DATE ONE YEAR AFTER ISSUANCE.**

## **Specifications- Infrared Pavement Restoration**

### **Compaction and Settlement Time of Original Repair**

The contractor opens up the road, performs the repair on the service and then backfills and compacts the hole according to the Specifications. The fill should be placed to a grade 8” below the road surface. The contractor must be sure to properly compact the fill material.

The inside edge of the existing pavement must be swept clean of dirt and tack coated. The opening is then filled to grade with 8” of Bituminous Stabilized Base Course, again being sure to properly compact the asphalt.

The repair shall then be left for a period of 6 months or at the discretion of the County Director of Public Works to allow weather, traffic and time to thoroughly compact the repair. The time allowed for settlement will depend on the size of the cut and the traffic characteristics of the road. Any settlement during the 6 month period shall be immediately attended to. In the event of settlement resulting in an unsafe condition, the contractor will re-excavate the entire trench and repeat the process.

### **Methods of Construction**

**General:** Before the Infrared Restoration is begun, the Contractor will have marked the areas to be repaired and notified the County Director of Public Works for County inspection and approval.

**Safety:** Proper safety precautions shall be taken including traffic cones, signage, and flagmen (if necessary) to insure a safe workplace for workers, pedestrians and automobile traffic pursuant to the Manual of Uniform Traffic Control.

### **Defining and Preparing the Work Area:**

1. The area shall be swept clean of dirt, loose aggregate, or standing water.
2. A chalk line shall be drawn 6-12 inches back from of the seam of the original opening to use as a guide when raking.

## **COUNTY OF SOMERSET**

### **Specifications-**

### **Infrared Pavement Restoration**

#### **Heating the Repair Area:**

1. The infrared chamber is lowered over the repair being sure to allow at least 12-18 inches of heated area beyond the perimeter of the original opening.
2. To insure the proper heating time, the contractor shall check the surface temperature of the asphalt at seven minutes and every minute thereafter using an infrared thermometer so as not to allow the surface temperature to exceed 350 degrees Fahrenheit. The heating time is influenced by the ambient temperature, the color of the pavement, the size of the aggregate, and the moisture content.
3. After the appropriate heating time (typically 8-10 minutes), the asphalt surface will be softened to a depth of 2-2.5 inches.
4. The infrared chamber is then removed from the heated area.

#### **Raking the Heated Area:**

1. The backside of a steel rake is used to neatly square off the repair, cutting 6-12 inches back from the original excavation along the chalk line.
2. The area inside the repair is then deeply scarified, taking special care to eliminate the original seam between the repair and the road.
3. Approximately ½"-1" of existing ¾" stones are raked out and removed from the patch.
4. The maltenes rejuvenator shall be applied to the repair and the surrounding heated asphalt surface.

#### **Adding Plant Mix Asphalt:**

1. Pavement Type I-5 (1/4-3/8 aggregate) is then added to the area to bring it up to proper grade.
2. The repair is luted smooth.

#### **Compaction:**

1. The area is properly compacted being sure to roll the edges first to fuse the hot repair to the heated but untouched surrounding pavement.
2. A light coating of stone dust can then be spread over the repair to remove the tackiness. The road can then be opened to traffic.

Note: The total time for a typical single heat restoration should be no more than 20-25 minutes. This timeframe shall be strictly adhered to so as to insure that both the heated pavement and added asphalt have not been allowed to cool significantly. This guarantees the proper fusion between the repair and the existing road surface.

## ACCESS REQUIREMENTS

Every effort is to be made to minimize the number of access points to the County Road. This includes utilizing secondary or local roads for access on corner lots, creating cross-access easements, common driveways and other Planning techniques to minimize access points on the County Road system. The planning phase of a development is to include careful consideration to the issue of access points for the subject property and for adjoining properties to encourage the use of shared access. All new access points to a County Road are subject to review and acceptance by Somerset County. New access points shall be located to maximize sight distance. The criteria presented in the County's *Traffic, Road and Bridge Handbook* shall be utilized to determine the line of sight from the access point.

The following factors must be considered when determining the location of new access points to the County Road

- Sight distance-refer to the County's *Traffic, Road and Bridge Handbook*
- Location of existing access points in close proximity to the proposed access point
- Anticipated location of future access points
- Horizontal alignment and vertical profile of the County Road and the proposed access drive / roadway
- Proposed use and site layout for the property to be serviced by the proposed access point

### A. Driveway Design Standards

Driveways shall be designed to:

- Safely accommodate the number and types of vehicles expected to use the facility.
- To consider the nature of traffic on the adjacent street and the design of street improvements.
- To provide adequate sight distance.
- To be compatible with the nature of improvements, including driveways, on nearby properties.

B. Number of driveways to and from street. Access shall be provided by the minimum number of driveways necessary, considering the characteristics of the adjacent street traffic and street improvements, anticipated traffic volumes using the site driveway(s), the need for emergency access, site visibility and other factors related to traffic safety. There shall be no more than one driveway on any site providing access to and from a Borough arterial roadway, unless determined by the Board that additional driveways are necessary for traffic safety and convenience.

C. Driveway location. Access driveways shall be located as indicated below. Distances shall be measured to the edge of pavement of the driveway, exclusive of curb returns, flaring or other widening of the driveway within the street right-of-way.

No driveway shall be located in a rotary, ramp, interchange or point of tangency of an existing or proposed curb return for any street intersection.

No driveway shall be located within 50 feet of the point of beginning of any rotary, ramp, interchange, point of tangency of an existing or proposed curb radius for any street intersection.

No driveway shall be located within 25 feet of a pedestrian crosswalk.

No driveway shall be located within 15 feet of any side lot line.

No driveway shall be located within 15 feet of any property line.

Where access for any site is provided by more than one driveway from the same County Road, the driveways shall be located at least 200 feet apart measured along the edge of traveled way.

Where access for any site is provided by more than one driveway from the same street other than an arterial street, the driveways shall be located at least 100 feet apart.

- D. Driveway Width. The width of driveways shall be designed to adequately accommodate the volume and character of vehicles anticipated, and shall not be more or less than necessary. The width shall be measured between the pavement edges of the driveway, perpendicular to the direction of travel, exclusive of curb returns, flaring or other widening of the driveway within the street right-of-way. The following provisions shall apply:
- (1) One-way driveways shall not be less than 10 feet in width, nor more than 15 feet in width, if only one travel lane is proposed. If two lanes are proposed, driveways shall not be less than 20 feet in width, nor more than 25 feet in width.
  - (2) Two-way driveways shall not be less than 20 feet in width, nor more than 30 feet in width, if only two travel lanes are proposed.
  - (3) Driveways serving low traffic volumes and which are intended for use primarily by passenger vehicles and light trucks shall be designed using minimum widths.
  - (4) Driveways serving high traffic volumes and/or which are intended for use by single-unit trucks, buses, trailer trucks and similar larger vehicles shall be designed using moderate to maximum widths, as appropriate.
- E. Angle of driveway with street. Driveways shall intersect the street at a 90-degree angle when practicable and in no event at less than a 70-degree angle.
- F. Profile of Driveway Driveways shall have a profile grade no steeper than 5% within the portion of the driveway located in the County right-of-way.
- H. Common access driveways. In appropriate circumstances, common access driveways may be permitted or shall be required by the County Engineer. Appropriate circumstances shall include instances when such driveways may: 1) serve common parking areas, 2) reduce the number of access driveways that would otherwise be necessary, 3) improve the location of access driveways from what would otherwise be possible, or 4) otherwise provide for improved traffic safety and convenience. In the event that construction of a common access driveway is desirable but not feasible at the time a development application is made, the County Engineer may condition the issuance of a road opening permit upon the construction of such driveway in the future, and may require the creation of reasonable and necessary access easements to implement such common access driveway.



## SOMERSET COUNTY DEPARTMENT OF PUBLIC WORKS

### *Policy for Driveway Pipes and Bituminous Aprons along County Roads*

The County will no longer install driveway pipes or bituminous aprons for new driveway cuts along County roads. Public Works Divisions should amend current practices as necessary. The County will however continue to be responsible for the maintenance and replacement of existing driveway pipes. Consistent with current policy, the County is not responsible for the maintenance or replacement of bituminous aprons.

Individuals proposing new driveways along County roads are to be directed to obtain a Road Opening Permit from the County Engineering Division. The specifications for new driveway pipes and aprons along County roads are as follows:

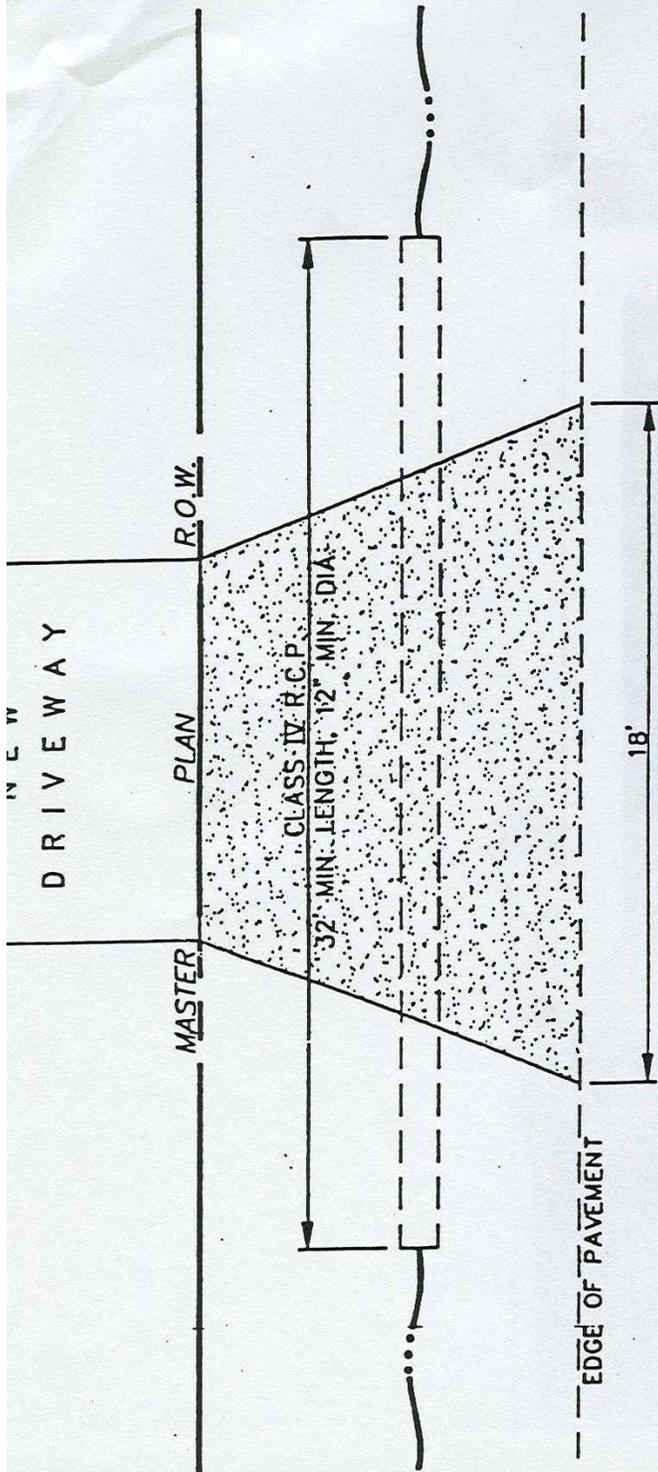
#### Driveway Pipes

1. Use new Class IV reinforced concrete pipe.
2. The length of pipe installed shall be a minimum of 32 feet.
3. The pipe shall be a minimum of 12 inches in diameter.
4. The existing ditch along the County road must be cleaned across the frontage of the property or as needed to maintain proper ditch flow.

(Note: In cases where there is insufficient cover over the pipe, the Office of the County Engineer may consider a waiver for items 1 & 3. However, the only acceptable alternative is galvanized pipe with a diameter of no less than 10 inches.)

#### Driveway Aprons

1. Driveway aprons shall be constructed of 3 inches of stabilized base course and 1-1/2 inches of FA-BC. The bituminous apron shall extend a minimum of 10 feet from the edge of the County road.
2. New driveways are to be located so as to provide sufficient sight distance. All sight obstructions along the property frontage or within the County right-of-way are to be cleared.
3. Driveway aprons are to be constructed so as not to impede flow along the County road. County personnel are authorized to require contractors working in the County right-of-way to show the issued Road Opening Permit. If a permit has not been issued, the contractor is to be advised to cease work within the right-of-way and obtain a Road Opening Permit. The County Engineering Division is to be notified of any unauthorized driveway construction.

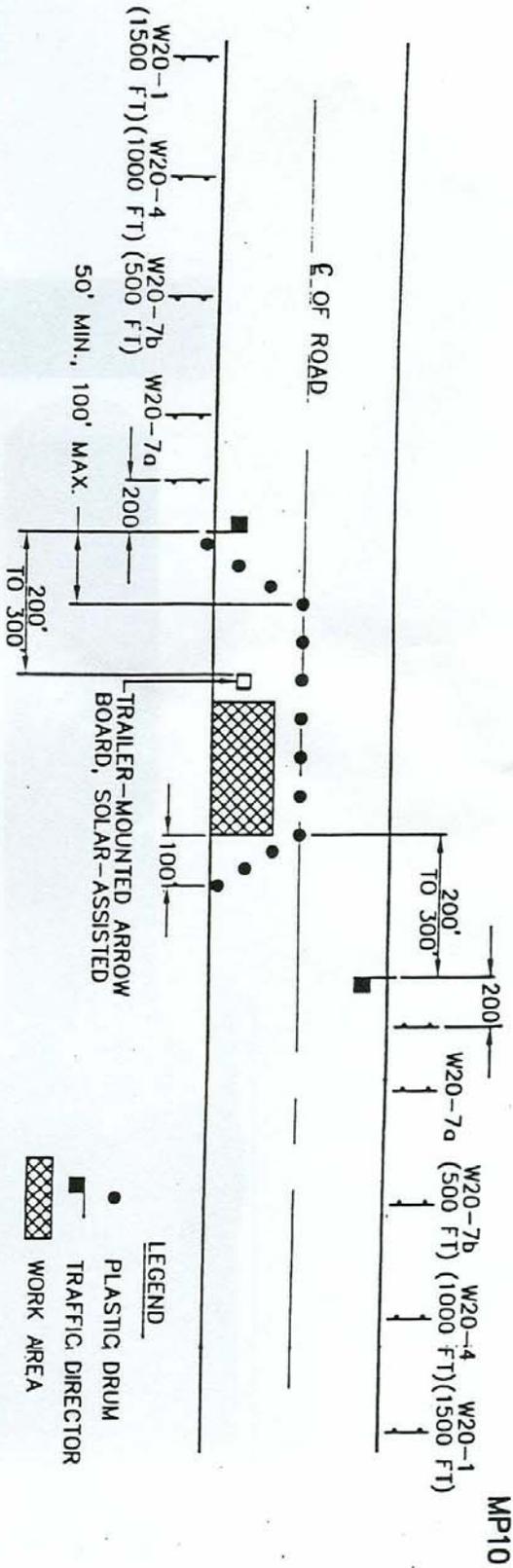


**COUNTY ROAD**

**NOTES**

1. THE PAVED DRIVEWAY APRON (SHADED AREA ABOVE) SHALL BE COMPOSED OF BITUMINOUS CONCRETE SURFACE COURSE, 1 1/2" THICK, AND BITUMINOUS STABILIZED BASE COURSE, 3" THICK. THE APRON SHALL BE A MINIMUM OF 10' FROM THE EDGE OF THE PAVEMENT, OR TO THE MASTER PLAN R.O.W.
2. A ROAD-OPENING PERMIT IS REQUIRED BEFORE CONSTRUCTION COMMENCES IN THE COUNTY R.O.W.
3. THE COMPLETED DRIVEWAY MUST NOT IMPEDE THE FLOW OF STORMWATER ALONG THE COUNTY ROAD. IF NECESSARY, A PIPE IS TO BE INSTALLED AS ILLUSTRATED ABOVE. IF A PIPE IS NOT NECESSARY, THE APRON SHALL BE CONSTRUCTED TO CONVEY FLOWS OVER IT.
4. ALL NEW DRIVEWAY OPENINGS MUST MEET COUNTY STANDARDS FOR SIGHT DISTANCE TRIANGLE.

**DRIVEWAY APRON**  
N.T.C



**NOTES**

1. ALL SIGNS AND OTHER TRAFFIC CONTROL DEVICES ARE TO CONFORM TO THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS, WHEREIN THE SIGNS IN THIS FIGURE ARE IDENTIFIED.
2. FLASHING WARNING LIGHTS ARE NOT TO BE MOUNTED ON ANY SIGNS.
3. FOR DAYTIME OPERATIONS OF A SHORT DURATION, AND ON ROADS THAT ARE NOT MAJOR ARTERIES, THE W20-1 (AHEAD), W20-7a AND W20-7b SIGNS WILL SUFFICE FOR EACH APPROACH. THE TRAFFIC DIRECTOR AND ALL OTHER DEVICES REMAIN THE SAME.
4. DRUMS ARE TO BE PLACED AT 30' INTERVALS THROUGHOUT THE WORK ZONE.
5. TRAFFIC DIRECTORS SHALL USE STOP/SLOW PADDLES (R1-1) AND, WHERE SIGHT IS OBSTRUCTED, WALKIE-TALKIES.

**TYPICAL ONE-LANE-CLOSURE OPERATION**

N.T.S.

