



City of Miami Gardens
Public Works Department / Engineering Division
18605 NW 27 Avenue
Miami Gardens, Florida 33056
(305) 622-8000
www.miamigardens-fl.gov

FRANCHISE UTILITY PERMIT APPLICATION

FOR WORK WITHIN THE MUNICIPAL BOUNDARIES OF THE CITY OF
MIAMI GARDENS UTILITY RIGHTS-OF-WAY USE PERMIT

APPROVED PERMIT VALID FOR ONE YEAR FROM DATE OF APPROVAL / NO EXTENSIONS

UTILITY COMPANY JOB IDENTIFICATION No.: _____

OWNER / REGISTRANT'S INFORMATION

Owner/Registrant's Agency Name: _____ Phone No.: _____

Address: _____

City: _____ State: _____ Zip: _____

Representative's Name: _____

Phone No.: _____ Emergency Phone No.: _____

CONTRACTOR'S INFORMATION

Company Name: _____

Representative's Name: _____

Phone No.: _____ Emergency Phone No.: _____

Address: _____

City: _____ State: _____ Zip: _____

State License No. and/or County Certification No.: _____

LIABILITY INSURANCE INFORMATION

Name: _____

Policy No.: _____ Phone No.: _____

BONDING COMPANY

Name: _____

Phone No.: _____

APPLICATION IS HEREBY MADE for permission to place and maintain, within the Public Right-Of-Way, easements or Public Property, the below described project in accordance with the plans and specifications herewith submitted and subject to all Codes, Ordinances and Regulations of the City of Miami Gardens, Florida, and all provisions of the Laws of the State of Florida, whether herein stated or not.

PRECONSTRUCTION MEETING REQUIRED FOR ALL APPROVED PERMITS

To schedule, call (305) 622-8044 and leave voicemail request
including permit number, company name, contact person and contact phone number

Please allow at least (2) business days to be contacted

WORK DESCRIPTION

Job/Project Name: _____
Utility Company Job Identification No.: _____
Location(s) Address and/or Description: _____

Anticipated Start Date: _____
Duration of Work: _____

ENGINEER / DESIGN INFORMATION

Company Name: _____
Engineer's Name: _____ Phone No.: _____
Address: _____
City: _____ State: _____ Zip: _____
Engineer's Registration No.: _____

SCOPES OF WORK / QUANTITIES

Please mark appropriate utility with an "X" and provide all applicable quantities below.

COMMUNICATIONS:

AT&T	_____	Comcast	_____
Telemedia	_____	Other	_____

CABLE TELEVISION:

AT&T	_____	Crown Castle	_____
T-Mobile	_____	Verizon	_____
Other	_____		

ELECTRIC:

FPL	_____	Other	_____
-----	-------	-------	-------

GAS:

FL City Gas	_____	Teco Peoples Gas	_____
Other	_____		

Poles &/or Anchor/Guy Installations:	_____ EA	Concrete Sidewalk:	_____ LF
Poles &/or Anchor/Guy Removals:	_____ EA	Concrete Curbing:	_____ LF
Underground Utilities (trenched):	_____ LF	Driveway Approaches	_____ EA
Underground Utilities (directional bore):	_____ LF	Pavement Restoration:	_____ LF
Structures/Boxes/Cabinets:	_____ EA	Pavement Milling/Resurfacing:	_____ SF
Traffic Signage (new &/or reinstall):	_____ EA		
OTHER:	_____		

ACKNOWLEDGEMENT

The undersigned agrees that all the information is correct to the best of their knowledge and that all necessary licenses, registrations, franchises and/or insurance coverages have been obtained and are valid. They agree to conform to all rules and regulations of the City of Miami Gardens and other agencies having jurisdiction, and to defend, indemnify and hold the City of Miami Gardens harmless against any and all liability, loss cost, damage or expense which may accrue because of negligence, misconduct in the performance, or lack of performance, related to the above work. We also agree to the attached permit conditions.

Original signature or digital signatures only (typed name will not be accepted)

OWNER REGISTRANT / REPRESENTATIVE:

Print Name

Title

Owner Registrant/Representative Signature

Date

CONTRACTOR (QUALIFIER):

Print Name

Title

Owner Registrant/Representative Signature

Date

GENERAL INSTRUCTIONS

1. Applicant must submit/upload one (1) original application form (all sections must be completed, signed and dated)
2. Application to include copy of state license and/or local certification
3. Application to include proof of liability insurance (certificate of insurance must name the City of Miami Gardens as additional insured against third party losses or claims)
4. Submittal to include one (1) detailed plan showing the location and layout of the proposed work (maintenance of traffic plans required to be included)
5. Work not proposed within the Right Of Way to include copy of easement documents (show easements on plan) or provide written permission from property owner
6. Preconstruction meeting is required for all approved permits prior to mobilization and start of work; if the project is not scheduled to begin immediately after the preconstruction meeting, then the contractor must notify the City of Miami Gardens Engineering Division at least 48 hours prior to mobilization and start of work
7. Commencing of work without preconstruction meeting, working with expired permit and/or completing project without final inspection are subject to penalties being assessed
8. The approved plans (with approved application and permit card attached) MUST be on the job site at all times

UNDERGROUND UTILITY INSTALLATIONS IN RIGHT OF WAY

1. PLANS AND SPECIFICATIONS

- 1.1. All plan shall be submitted on sheets no larger than 24" x 36" and be drawn to Engineer's scale
- 1.2. For all new installations, replacement or maintenance work, a drawing indicating location, Right Of Way layout, proposed work and nature of work must be submitted to the Public Works Department/Engineering Division for approval and permitting
- 1.3. Plans shall show and locate by dimension the proposed project and all existing utilities and drainage to permit assessment of the proposed work in relation to existing facilities
- 1.4. Existing pavement widths shall be indicated on drawing with relevant dimensions (sidewalks, swales, et cetera)
- 1.5. The identity of the operating and maintaining utility/agency shall be clearly shown on the plans
- 1.6. For emergency work, an application with plans and as-builts must be submitted to the Public Works Department/Engineering Division within ten (10) days after the work is complete (excluding restoration)
- 1.7. For emergency work to commence, the Public Works Department/Engineering Division must be notified prior to start of work; an Engineering Division Inspector will immediately schedule a Pre-Construction Meeting

2. INSTALLATION

2.1. COVER

- 2.1.1. The minimum cover in the public Right Of Way shall be as follows (unless installed in approved sleeves at a depth approved by the Public Works Department/Engineering Division):
 - 2.1.1.1. GAS MAIN LINES AND SERVICES – 36" cover
 - 2.1.1.2. TELEPHONE, CATV OR OTHER SIGNAL SYSTEM – 30" cover
 - 2.1.1.3. ELECTRICAL POWER INSTALLATION – 36" cover (carried within approved steel conduit/sleeve, plastic conduit/sleeve or concrete encasement)

2.2. LOCATION

- 2.2.1. New utilities shall be installed in the Right Of Way at a minimum of the following:
 - 2.2.1.1. Five (5) horizontal feet from any existing water or sewer utility;
 - 2.2.1.2. If closer than five (5) horizontal feet or when crossing any existing water or sewer main, then a one (1) vertical foot clearance under any existing water or sewer main is required;
 - 2.2.1.3. Eighteen (18) vertical inches under any water service or sewer lateral required and shall be encased in approved sleeve;
- 2.2.2. Special requirements for cases where the above criteria cannot be met shall be based on the recommendation of the Public Works/Engineering Division

3. GENERAL PROVISIONS

3.1. MAINTENANCE OF TRAFFIC

- 3.1.1. The contractor will be responsible for Maintenance of Traffic in accordance with the provisions of the FDOT "Roadway and Traffic Design Standards" Index 600 Series and the USDOT "Manual on Uniform Traffic Control Devices"
- 3.1.2. Contractor must provide for one lane of traffic in each direction at all times, unless otherwise approved by the Public Works Department/Engineering Division
- 3.1.3. Contractor must maintain suitable vehicular access to each residence and/or business
- 3.1.4. Contractor's Maintenance of Traffic must include pedestrian and/or sidewalk protections

3.2. PROTECTION OF EXISTING FACILITIES

- 3.2.1. Prior to commencement of any work, the Permittee shall contact Sunshine State One Call of Florida (Sunshine 811) for underground facility locations, as set forth in the "Underground Facility Damage Prevention and Safety Act" of the State of Florida
- 3.2.2. Location of existing utilities (and storm drainage) and location of proposed new utilities relative to existing utilities (and storm drainage) must be marked on the plans submitted for permit
- 3.2.3. The Contractor will be responsible for locating and safeguarding any existing irrigation lines within the swale areas

3.3. NOTICE REQUIRED

- 3.3.1. All issued Engineering permits require a Pre-Construction Meeting. Contact the Engineering Division at (305) 622-8044 (voicemail) to schedule at least forty-eight (48) hours in advance
- 3.3.2. If commencement of work is not immediate upon completion of the Pre-Construction Meeting, then the permittee must notify the Engineering Division forty-eight (48) hours in advance of scheduled start
- 3.3.3. Inspections must be requested at least twenty-four (24) hours in advance, unless otherwise notated at the Pre-construction Meeting

3.4. EMERGENCY WORK

- 3.4.1. In the event of an emergency, repair work may be started without a permit upon verbal notification to the Public Works Department/Engineering Division
- 3.4.2. If the Public Works Department/Engineering Division is closed, then notification must be requested as early as possible (on the next business day)

3.5. INSPECTIONS

- 3.5.1. It is the contractor's responsibility to request all required inspections as determined at the Pre-Construction Meeting
- 3.5.2. Closing the permit will require final inspection and furnishing copies of all required documentation (such as density reports and as-built drawings)

3.6. UNDERGROUND FACILITIES

- 3.6.1. Underground facility crossings of paved roadways and/or sidewalks shall be made by "jack & bore" method or "directional drilling/boring" method; alternate methods must be approved by the Public Works Department/Engineering Division
- 3.6.2. Proposed open cuts/trenches shall be shown on the plans for consideration and approval

3.7. EXPLORATORY EXCAVATIONS AND/OR TEST HOLES

- 3.7.1. All exploratory excavations and/or test holes require a permit if not associated with existing permitted work
- 3.7.2. All proposed locations must be clearly identified on plan (with depth/dimensions)

4. OPEN CUT CONSTRUCTION

4.1. REMOVAL OF PAVEMENT, DRIVES, SIDEWALKS, CURBS AND GUTTERS

- 4.1.1. Edges of pavement shall be pre-cut straight and square beyond any damaged base area including well point locations
- 4.1.2. Sidewalks and curbs (gutters) shall be removed in full sections or a minimum of five (5) feet in length

4.2. EXCAVATION

- 4.2.1. Safety procedures shall be followed and adequate protection shall be provided as required by OSHA and State statutes
- 4.2.2. Sheet piling, bracing, et cetera shall be used as required to support the sides of the excavations
- 4.2.3. Any open trench and/or hole must be properly and securely barricaded to protect public safety (barricades and other safety measures must be inspected twice daily)
- 4.2.4. No open trench/ditches in the Right Of Way are to be unattended or left overnight (all work must be backfilled daily)
- 4.2.5. All broken pavement, debris and excess material shall be removed from the work site daily
- 4.2.6. Excavated material shall not be stockpiled in the public Right Of Way during construction without specific approval from the Public Works Department/Engineering Division
- 4.2.7. Areas disturbed by construction shall be completely restored by the Utilities contractor as soon as possible and no later than one week after the original work is completed
- 4.2.8. All storm drainage inlets in the vicinity of the construction site shall be securely protected with filter fabric beneath the inlet grates to prevent loose debris and sediment from entering the drainage structures. Sediment trapped by the filter fabric must be removed periodically to avoid clogging the inlet grate. Upon completion of the utility work, it will be the responsibility of the contractor to clean the catch basins.

4.3. DISPOSAL OF WATER EXCAVATION

- 4.3.1. Adequate provision shall be made for the disposal of water resulting from dewatering and/or pumping operations in accordance with State and County requirements

4.4. DETECTION DEVICES

- 4.4.1. All underground utilities shall be marked with a detection device (such as "Detecto" tape); Detection devices shall be installed according to manufacturer's recommendations. All devices shall be color coded to APWA standards. New devices shall be compatible with existing detection devices and locators; unless otherwise called for in the plans

4.5. RESTORATION OF PAVEMENT

4.5.1. GENERAL

- 4.5.1.1. Paved sections shall conform in type, shape, elevation and texture with adjacent paved areas and shall be at least equal quality. All areas of new or existing pavement (damaged or undermined) in the course of contractor operations, shall be removed and restored in an approved manner. Where pavement is removed for the installation, removal or maintenance of any underground facility, restoration shall be in accordance with the specifications of Section 4.5

- 4.5.1.2. Swales, medians, sidewalks, curbing, driveways and all other Right Of Way facilities shall be restored to equal or better quality
- 4.5.1.3. All benchmarks and permanent reference survey markers disturbed or covered during course of contractor operations shall be replaced or raised at an equal or better level of precision (at the Permittee's expense) by a professional Land Surveyor registered in the State of Florida
- 4.5.1.4. All signs, pavement markings, traffic loop detectors and signalization shall be restored or replaced to original condition and shall be inspected and approved by Miami-Dade Traffic Engineering Division
- 4.5.1.5. All restoration shall be done in conformance with FDOT Standard for Road and Bridge Construction
- 4.5.1.6. Flowable Fill is not permitted

4.5.2. SUBGRADES

- 4.5.2.1. The entire width of excavation shall be de-mucked if necessary. All materials supporting the roadway and shoulder shall have a minimum LBR of 40. The top 12" of undisturbed soil shall be compacted to 100% of maximum dry density as per AASTO-99-C

4.5.3. BASES

- 4.5.3.1. The replaced base material over the opened trench shall be 12" thick installed in (2) 6" lifts (each lift compacted to 98% of maximum density per AASHTO-T180)
- 4.5.3.2. The width of the replacement for the base shall be the width of the trench plus 1.5 feet on each side of the excavation
- 4.5.3.3. Base material (limerock) shall have a minimum LBR of 100 and minimum carbonate content of 70%
- 4.5.3.4. If the trench/ditch is filled temporarily, it shall be covered with a 2" thick asphaltic concrete patch to keep the fill material from un-raveling; until replaced with permanent limerock and asphalt

4.5.4. WEARING SURFACE COURSES

- 4.5.4.1. A prime coat shall be used over finished rock base and tack coat shall be used between paving courses
- 4.5.4.2. Surface courses shall be minimum 2" thick type SP-9.5 or as specified by the Public Works Department/Engineering Division
- 4.5.4.3. Wearing course shall not be placed until all density tests and inspections have been completed and accepted by the Public Works Department/Engineering Division
- 4.5.4.4. All pavement restoration requires milling/resurfacing the locations per Miami-Dade County detail R21.1 Sheets 2 and 3. Limits of milling/resurfacing may be increased at the discretion of the Public Works Department/Engineering Division if the roadway has existing/excessive restoration

4.5.5. TESTING

- 4.5.5.1. Density tests shall be performed on the subgrade every 100 linear feet
- 4.5.5.2. Density tests shall be taken for each 6" lift of rock base every 100 linear feet with test locations staggered 25 feet each lift
- 4.5.5.3. Actual test locations to be determined by the Engineering Division Inspector and all testing must be witnessed by the Engineering Division Inspector
- 4.5.5.4. A copy of all proctor and field density tests shall be furnished to the Engineering Division Inspector

4.5.6. WARRANTY

- 4.5.6.1. The owner of the new facilities shall be responsible for any settlement in trenches that may occur after the date of installation and acceptance by the City of Miami Gardens
- 4.5.6.2. The owner of the new facilities shall be responsible for watering any sodded areas for a period of three (3) weeks after completion of the project

5. ACCEPTANCE OF PROJECT

- 5.1. The Permittee shall submit a request for Final Inspection to the Public Works Department/Engineering Division. Following the inspection, any noted defects will be corrected by the Permittee, after which the Public Works Department/Engineering Division will issue a notice of approval