



Department of Planning & Development
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EXCAVATOR LICENSE APPLICATION

For Office Use:

Date: _____ Fee Paid: _____

Reference #: _____

Company Information

Company name: _____

Company business address: _____

Company office phone number: (____) _____ Cell phone number: (____) _____

Company Email address: _____

Contact information of Individuals to contact in case of emergency (primary/secondary)

Name: _____ Phone/cell phone: _____

E-mail _____

Name: _____ Phone/cell phone: _____

Email _____

Individuals authorized to sign street opening permits

Name: _____ Title: _____

Name: _____ Title: _____

Experience

How many years has your company been excavating? _____

Have you ever excavated in this city? _____

If so, under what name(s) _____

Traffic Control

- I understand as a licensed excavator that it is **my responsibility** to make sure that I maintain **a minimum of one lane of traffic for the general public and emergency vehicles in the area where I am excavating.** I must contact the Police Department (207-874-8575) and ask for the South Portland Shift Commander regardless of location as required on the excavation permit.
- I understand that on arterial streets defined as collector streets to include: Broadway, Cottage Road, Evans Street, Gorham Road, Highland Avenue, Lincoln Street, Main Street, Maine Turnpike and Exit 7 Spur, Maine Mall Road, Ocean Street, Rumery Street, Running Hill Road, Sawyer Street, Waterman Drive, Westbrook Street, Western Avenue, etc. require special consideration for traffic control that will be discussed prior to the excavation and scheduled 48 hours in advance. If there is a change of plans where the scheduled officer is not needed, cancellation must be made 1.5 hours prior to the beginning of the shift (i.e. if the officer is scheduled to be there at 7 AM please contact the PD by 5 AM). Please note that you will be billed for the Police detail separately at the current rate as established by the department. Please visit the website for more information on the Police Department's policy on hiring detail officers including pricing. <https://www.southportland.org/departments/police-department/hiring-detail-police-officers/>
- I understand that it is my responsibility that if the excavation requires me to utilize the entire width of the paved street to accomplish the work that I will make arrangements prior to the excavation date and then call **Dispatch (207-874-8575)** on the morning of the excavation operation to alert Dispatch to my location and develop an acceptable reroute system for the duration of the excavation. I will notify dispatch ASAP at the conclusion of the work or when I am able to meet the requirement where I can allow at last one lane of traffic to the general public/emergency vehicles.
- I have a copy of the "Manual On Uniform Traffic Control Devices" (latest edition) and I will use it as a guide to develop a traffic control plan for my excavation. I have available to me the following: wood barricades, cones, warning light barricades, applicable warning signs, and can obtain lights, and trailer mounted warning devices

Do you have a copy of the O.S.H.A. safety regulations that pertain to this type work? Yes No

- I understand that the City of South Portland is a MS4 Community and as such I understand that for any excavations in the City I must possess adequate Erosion Control Devices or be able to obtain such devices to protect the drainage system.

Note: The Traffic Engineer (Police Chief) may require a detailed traffic control plan for certain areas.

LIABILITY INSURANCE:

The permittee shall maintain during the life of this permit the following insurances which shall be made a part of the permit application:

Bodily injury liability and property damage liability insurance. The contractor shall take out and maintain during the life of this permit such bodily injury liability and property damage liability insurance and automobile bodily injury liability and property damage liability insurance as shall protect him and any subcontractor performing work covered by this permit from claims for damages for personal injury, including accidental death, as well as from claims for property damage which may arise from operations under this permit, whether such operations be by himself or by any subcontractor, or by anyone directly or indirectly employed by either of them, and the amounts of such insurances shall not be less than

Bodily injury liability insurance, in an amount not less than one million dollars (\$1,000,000.00) for injuries, including wrongful death to any one person, and subject to the same limit for each person in an amount not less than two million dollars (\$2,000,000.00) on account of one accident.

Property damage insurance, in an amount not less than one million dollars (\$1,000,000.00) for damages on account of any one accident, and in an amount not less than two million dollars (\$2,000,000.00) for damages on account of all accidents.

PAVEMENT BOND:

The Pavement Bond acts as a performance bond where if the applicant fails to perform any portion of this chapter, that the City, at its option, can exercise its right as the obligee and call the bond to complete the necessary work to bring the applicant into the compliance.

The amount of the Pavement Bond is \$10,000.00 (USD)

Please note: The Liability Insurance and Pavement Bond must be automatically renewed and the City of South Portland shall be noted as the benefactor.

I have read and understand my responsibilities as a licensed excavator, as described in the Street Excavator Ordinance, Chapter 23, Article IV, of the Code of Ordinances?

Applicant's signature _____ Date _____

For Staff Use Only:

Approved by: _____
Administrator Date

Denied by: _____
Administrator Date

Reasons for denial: _____

Submitted Attachments:

Liability Insurance Carrier:
Policy Number: _____
Policy Scanned: _____

Pavement Performance Bond (\$10,000):
Bond Number: _____
Bonding Company: _____