COUNTY OF ESSEX
DEPARTMENT OF PUBLIC WORKS

DIVISION OF ENGINEERING
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ESSEX COUNTY ROAD OPENING PERMIT
PERFORMANCE AGREEMENT PAYMENT OPTIONS

A Performance Agreement must be established prior to approval of an Essex County Road Opening Permit. The following options are the "only" acceptable forms of establishing a Performance Agreement:

CASH

A Money Order or a Certified Check by your Bank in the amount of the requested sum can be posted payable to the "County of Essex".

LETTER OF CREDIT

All Letter of Credit applications are subject to review by our County Counsel Section and must incorporate the following:

- A minimum **three (3) year date of expiration.**
- Letter of Credit must specify that ninety (90) days prior to expiration, correspondence will be submitted to the County Engineer, requesting final inspection of all indicated construction.
- The issuing Bank must reside within the State of New Jersey or clearly indicate their Bank accepts all litigation conforming to State of New Jersey Banking Regulations.

All Performance Agreement's will be held **one (1) full calendar year** after final completion of all restoration work performed under the corresponding Road Opening Permit.

At that years end a final inspection will be performed to determine if the Performance Agreement can be released. If further restoration is deemed necessary the Performance Agreement amount will be held an additional year upon completion of prescribed restoration.

Putting Essex County First
ESSEX COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

ESSEX COUNTY ROAD OPENING PERMIT
PERFORMANCE AGREEMENT PAYMENT OPTIONS (Continued)

Should the applicant fail to comply with any prescribed restoration requests the County of Essex shall perform the necessary repairs and deduct the costs from the applicant's Performance Agreement. Additionally incurred costs upon restoration will be billed to the applicant.

PERMIT REQUIREMENT CHECK LIST

Explanation of all backfill and concrete specifications **(see reverse side of permit).**

Applicant must obtaining underground utility markout reference number(s) (1-800-272-1000).

Work being done inside signalized intersections require that the Traffic Section be notified by the Contractor so print of intersection can be obtained (Traffic Maintenance Section (983) 293-3366, extension 233).

Local Police should be contacted for traffic control (if road is to be closed a traffic control print showing detour is to be submitted for approval by the County Engineer).

Inspection Section is to be **notified twenty-four (24) hours in advance of working the County right-of-way. Jobs are NOT to start on FRIDAYS or HOLIDAYS unless a emergency situation.**

Certificate of Insurance naming "County of Essex" as additional insured, coverage to be at least One Million Dollars in Liability.

Emergency phone numbers **(pagers, home, mobil & office numbers)** of at least two separate people to be obtained.

Planning Board approval letter to be obtained prior to issuance of permit **(parking lots and Commercial Developments require Essex County Planning Board Approval).**

Roads resurfaced within the **"PAST FIVE (5) YEARS"** require a letter of approval from the County Engineer prior to issuance of permit.

Explanation of all inspection fees $100.00 inspection fee and inspection fees for Site Plans and Sub-Divisions).

Applicants mailing address.

ESSEX COUNTY ROAD OPENING PERMIT
PERFORMANCE AGREEMENT PAYMENT OPTIONS (Continued)

Checks are to be Certified or Money Orders and Payable to the "County of Essex" (permit fee and bond are to be include in one check).

Explanation of Letter of Credit to be approved by County Counsel prior to issuance of permit.

Explanation of how long bond money will be held. **(All bonds to be held one year after total completion of work in the Essex County right-of-way).**

Driveway Information

Driveway widening needs to be looked at in the field by the Inspector for approval prior to issuance of permit.

Brand new driveways to access Essex County roads need plans submitted for review prior to issuance of any permits.

Winter Information

No permits issued for private work between the dates of **NOVEMBER 15th and APRIL 15th** unless it is for a hardship or emergency. Letter to be written to the County Engineer for approval.

All plates in roadway are to be countersunk between the dates of **NOVEMBER 15th and APRIL 15th.**

Monitoring Well Information

All monitoring well applicants are to adhere to the **Monitoring Well and Geo-Probe Addendum.**

BACKFILL SPECIFICATIONS

See Utility Trench Restoration Details attached.

ESSEX COUNTY ROAD OPENING PERMIT
PERFORMANCE AGREEMENT PAYMENT OPTIONS (Continued)

TRENCHES TO BE SAW CUT ON FINAL RESTORATION.

EXCAVATIONS BEHIND CURB REQUIRE QUARRY PROCESS BACKFILL AND 4" TOPSOIL AND SEED WHERE NECESSARY, CONCRETE SIDEWALKS TO BE REPLACED AT EXPANSION JOINTS.

CONCRETE CURB

No White Concrete to be used.

4000 p.s.i. concrete Class B to be used.

Curbing is to be removed from expansion joint to expansion joint.

New curbing is to match existing dimensions of abutting curb. If there is no existing curb in area applicant is to follow in strict accordance to the Essex County Concrete Curb Detail.

Curb is to be poured separate from driveway aprons, an extension joint is to separate the two. **No monolithic apron/curb pours accepted**. **Same applies to handicapped ramps.**

Expansion joints ½" thick to be installed in the curb 20' apart.18" in dept 6" thick w/ a 6" reveal and or match existing.

Permit Section is to be notified **24 hours** prior to concrete curb pour (973-226-8500, extension 248).

ALL BREAKOUTS IN ASPHALT FROM REMOVAL OF CURBING MUST BE SAW CUT TO FURTHEST POINT OF BREAKOUT FOR THE TOTAL LENGTH OF NEW CURBING POURED.

CATCHBASIN TAP

Drainage pipe to protrude 1" past wall of basin.

Mortar to be placed completely around drainage pipe.

ROAD PLATES

ESSEX COUNTY ROAD OPENING PERMIT
PERFORMANCE AGREEMENT PAYMENT OPTIONS (Continued)

Plates must be 1" thick steel and able to span 1' on each side of trench.

Plates must be ramped with asphalt.

Plates to be pinned with spikes only when deemed necessary and as requested by the County Engineer.

All plates in roadway are to be countersunk between the dated of **NOVEMBER 15th to APRIL 15th.**

ROLL-OFF DUMPSTERS

Dumpsters must be sufficiently supplied with diamond shaped reflectors with a size of at least 18" x 18" placed on dumpster to be seen by on coming traffic.

Dumpster must be at a distance greater than 25' from all intersections.

Dumpsters are not to be placed between the curb and sidewalk.

Storage Fee, first fifteen days or portion thereof:	$100.00
For each Additional month or portion thereof: $90.00	
Permit Fee :	$100.00
Prepaid Inspection Fee:	$100.00
Total =	$300.00
Refundable Deposit (after inspection is satisfactory)	$500.00 P.G.
Insurance indemnifying "County of Essex" for	$500,000.00

Dumpster must be reflectorized (per N.J.D.O.T. Standards).

Permit must be displayed either on the Dumpster in a protective covering or in the window of the address the permit was applied under.

Essex County prefers that Dumpster be placed **off County right-of-way. A permit may still be needed for transport of hazardous or toxic material even when off the County right-of-way.**