

STREET & CURB WORK AND OTHER SERVICES

SCHEDULE OF FEES AND CHARGES

ADMIN: DEPT. OF TRANSPORTATION (STREETS DIVISION)

| Subject Matter or Activity | CURRENT Effective Date January 1, 2018 | PROPOSED Effective Date January 1, 2019 | Unit Of Measurement | Surety Requirements | Accept Charge Cards* |
|--|--|---|------------------------|------------------------------------|----------------------------|
| <u>PERMIT TO EXCAVATE, OPERATE, OR CONSTRUCT IN THE PUBLIC RIGHT-OF-WAY</u> | | | | Deposit/Bond | |
| (PERMIT FEE ONLY-ADDITIONAL COSTS BELOW) | 100.00 | 100.00 | Per Permit | when requested by City Engineer | No |
| (PROJECT PERMIT FEE - MULTIPLE LOCATIONS) | N/A | 500.00 | Per Permit | Proof of Insurance | No |
| WINTER PERMIT FEE ONLY (ADDL. COSTS BELOW) | 500.00 | 500.00 | Per Permit | Proof of Insurance | No |
| (WINTER PERMIT FEE APPLIES TO NON-EMERGENCY WORK INVOLVING ASPHALT OR CONCRETE) | | | | | |
| (WINTER PERMIT FEE APPLIES FROM NOV. 15 - MARCH 31) | | | | | |
| <u>ASPHALT REPAIR/RESTORATION</u> | | | | | |
| FIXED RATE | | | | | |
| - SUMMER CUTS (April 1 to October 15): | | | | | |
| > FIRST 10 YARDS | N/A | 100.00 | Per Square Yard | | No |
| > FIRST 25 YARDS | 55.00 | 55.00 | Per Square Yard | | No |
| > EACH ADDITIONAL SQUARE YARD | 35.00 | 35.00 | Per Square Yard | | No |
| - WINTER CUTS (October 16 to March 31): | | | | | |
| > FIRST 10 YARDS | 150.00 | 200.00 | Per Square Yard | | No |
| > EACH ADDITIONAL SQUARE YARD | 150.00 | 150.00 | Per Square Yard | | No |

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| <u>ASPHALT REPAIR/RESTORATION</u> | | | | | |
| ACTUAL COST < RE: Note B Below) | | | | | |
| - TOP SOIL & SEEDING (\$100 MINIMUM) | Actual Cost | Actual Cost | Recorded Time @ Applicable Rate | | No |
| - LABOR | Actual Cost | Actual Cost | Recorded Time @ Applicable Rate | | No |
| - EQUIPMENT RENTAL | Actual Cost | Actual Cost | Recorded Time @ Applicable Rate | | No |
| - MATERIALS | Actual Cost | Actual Cost | Actual Cost of Materials | | No |
| - OUTSIDE CONTRACTOR WHEN REQUIRED | Actual + 10% administrative cost | Actual + 10% administrative cost | | | No |
| <u>CONCRETE REPAIR/REPLACEMENT</u> | | | | | |
| FIXED RATE < RE: Note A Below > | | | | | |
| - CURB REPLACEMENT | | | | | |
| - FIRST 20 FEET | 40.00 | 50.00 | Per Lineal Foot | | No |
| - EACH ADDITIONAL FOOT | 40.00 | 40.00 | Per Square Foot | | No |
| - FLATWORK REPLACEMENT | | | | | |
| - 4 INCH THICK SIDEWALK | 10.00 | 10.00 | Per Square Foot | | No |
| - 6 INCH THICK SIDEWALK/DRIVE APPROACH | 12.00 | 12.00 | Per Square Foot | | No |

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|---|--|---|---------------------------------|------------------------|----------------------------|
| <u>CONCRETE REPAIR/REPLACEMENT CONT.</u> | | | | | |
| ACTUAL COST < RE: Note B Below > | | | | | |
| - LABOR | Actual Cost | Actual Cost | Recorded Time @ Applicable Rate | | No |
| - EQUIPMENT RENTAL | Actual Cost | Actual Cost | Recorded Time @ Applicable Rate | | No |
| - MATERIALS (INCLUDING ADA RAMPS) | Actual Cost | Actual Cost | Actual Cost of Materials | | No |
| - OUTSIDE CONTRACTOR WHEN REQUIRED | Actual + 10% administrative cost | Actual + 10% administrative cost | | | No |
| <u>SAW-CUTTING FEE (CONCRETE/ASPHALT)</u> | 3.00 | 3.00 | Per Lineal Foot | | No |
| <u>STREET SPECIAL ASSESSMENT</u> | | | | | |
| PER FRONT FT FOR CURBS, GUTTERS, STREETS | CPI Adjust after 12/1 | CPI Adjust after 12/1 | Per Front Foot and Per Street | | No |
| <u>PERMIT TO PLACE CONSTRUCTION</u> | | | | | |
| <u>MATERIALS IN THE RIGHT-OF-WAY</u> | | | | | |
| BASE FEE | 100.00 | 100.00 | Per Permit | | No |
| IF PERMIT NOT PULLED BY CONTRACTOR OR RESPONSIBLE PARTY, A FINE SHALL BE IMPOSED PER MUN. ORDINANCE SEC. 32-4.2 | | | | | |
| <u>STORM WATER REVIEWS</u> | | | | | |
| PERMIT FEE | N/A | 200.00 | Per Permit | | No |
| DEPOSIT REQUIRED (REF. NOTE C BELOW) | 2,000 DEPOSIT | 2,000 DEPOSIT | Per Review | | No |
| <u>OTHER MISCELLANEOUS SERVICES</u> | | | | | |
| PHOTOCOPIES | 0.50 | 0.50 | Per Copy | | No |
| PLAN SHEETS / AERIAL PHOTOS | 5.00 | 5.00 | Per Copy | | No |

* Credit cards will not be accepted for payment of a City of Holland invoice.

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SCHEDULE OF FEES AND CHARGES

ADMIN: DEPT. OF TRANSPORTATION (STREETS DIVISION)

ADDITIONAL COMMENTS AND REFERENCES

COMMENTS :

- All Street Cut Restoration Work Is Performed by the City's Streets Division Unless Approval Has Been Granted by the City Engineer, Street Superintendent or Designated Representative, Prior to Issuance of a Street Cut Permit for Restoration by a Private Contractor. Private contractors must be MDOT pre-qualified for all work on major streets and for street cuts greater than 100 square yards unless otherwise approved by the City Engineer, Street Superintendent or Designee.
- At any time, but particularly during winter months, the Streets Division may direct the permittee to arrange for restoration work (i.e. concrete and/or asphalt work) by a private contractor. Specific arrangements shall be made by the permit holder and confirmation (i.e. subcontract or other written communication) shall be submitted as part of the permit application.
- Density testing is REQUIRED as a condition of the Right-ofWay Permit and will be the responsibility of the Permit holder.
- The permit holder shall submit density test results to the transportation department for approval prior to placing asphalt or concrete. Failure to provide this information will result in a fine to the permit holder per Municipal Ordinance Section 32-4.2. Repeated failures may result in the department prohibiting issuance of future permits to the permit holder.
- At the request of the Street Department, permittees performing open cut excavation work within a public street shall provide a bond or deposit. The amount and duration of the bond or deposit shall be determined by the Street Department.
- At the request of the Street Department, permittees performing directional boring work within a public street shall conduct a televised inspection of existing infrastructure, including but not limited to storm sewers, prior to the start of directional boring and after all direction boring work is complete. The video data shall be electronically submitted to the Street Department for review to verify no damage has occurred to existing infrastructure.
- All directional drill contractors shall comply with the 2007 MDOT Special Conditions for Horizontal Directional Drilling. (HDD)

REFERENCE NOTE A - CONCRETE CURB, FLATWORK AND ASPHALT RESTORATION :

The Curb Replacement Rate (per lineal foot), the Flat Surface Replacement Rate (per sq ft), and the Asphalt Repair/Restoration Rate (per sq yrd) are routinely examined and Modified Each Year (as necessary). The Pre-Established Rates are intended to reasonably reflect composit costs incurred by the City of Holland Street Dept To Perform Routine Curb Work, Flat Surface Work and Asphalt Work (Assuming Normal Conditions), To Include The Following:

- Estimated Minimum Time Requirement Per Lineal Foot, Square Foot or Square Yard
- Estimated Staff Requirement (Foreman and Laborers) and Respective Labor Wage / Benefit Rates
- Estimate Of Vehicle & Equipment Requirements and Respective Rental Rates
- Estimate Of Materials Required (Especially Cement, Redi-Mix Concrete, and Asphalt)
- Application Of An Overhead Factor

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ADDITIONAL COMMENTS AND REFERENCES

REFERENCE NOTE B - ASSESSMENT OF ACTUAL COSTS :

Under Some Situations, Due To The Size of The Work, Nature of The Work, Availability of Street Department Crews, Etc., The City of Holland May Elect to Perform Restoration Work on a Force Account Basis (T,E & M) or With The Use of a Private Contractor. These Situations Include But Are Not Limited To The Following.

- Special Services Performed or Materials Provided by the City of Holland Streets Division
- Unusual Circumstances For Restoration Work, Requiring Additional Time and/or Materials, Over And Above What Is Described In Note A Above.
(The above Costs Incurred Are Billed At Actual Time (@ Applicable Rates) and Materials Consumed (@ Actual Cost of Materials).
- Work performed by an outside contractor instead of City staff when required in the judgement of the City will be billed at actual cost plus an additional 10% admin fee.

** Due To Cement, Redi-Mix Concrete and Asphalt Market Price Volatility, The Pre-Established Fixed Rate Shall Be Subject To A 'Surcharge' That Offsets Any Sudden Price Increases For Materials. The Director of Transportation Is authorized To Add An Adjustable Surcharge (Floating Rate).

REFERENCE NOTE C - STORM WATER REVIEW FEES:

For large and/or complex reviews of storm water impacts associated with developments, the Transportation Department requires an initial deposit of \$2,000. The final fee charged will be based on actual time and materials required for the review and payment shall be required prior to site plan approval. If a consulting firm conducts the storm water review on behalf of the City, the applicant shall be charged for the consulting fees plus a 10% administration fee.

REFERENCE NOTE D - FAILURE TO OBTAIN A PERMIT TO WORK IN THE PUBLIC RIGHT-OF-WAY:

Failure to obtain a permit to perform work in the public right-of-way shall result in a civil infraction and fine according to Municipal Ordinance Section 32-4.2.

REFERENCE NOTE E - DAMAGE TO INTRASTRUCTURE BY PERMITEE:

Permittees who damage City infrastructure shall be required to repair or replace the infrastructure as directed by the City and shall be responsible for all repair or replacement costs including fines. Permittees she not undermine infrastructure such as sidewalk and directional bore contractors shall have sufficient cover to avoid heaving.

Public ROW - Topics of Discussion

- Density testing of backfill material
 - Utilize MDOT approved tester
 - Test backfill material in trench as well as aggregate base
 - Provide testing paperwork to City
- Contacts
 - Driesenga & Associates, Jim Henning, 616-396-0255
 - Soils & Structures, Jon Veeneman, 231-760-6841
 - Soil & Mat'l Eng., Lou Northouse, 616-406-1756
 - Mat'l Testing Consult., Tim Lautenbach, 616-456-5469

This is the link to the application to request a Working in the Right-of-way permit.

<https://www.cityofholland.com/streets/working-city-right-way>

Please thoroughly read the application, submit completed application along with your current liability insurance, if not already on file with the city, as well as any sketches or traffic control required.

t.glover@cityofholland.com

See highlighted text below for insurance requirements.

Your certificate may be emailed to me by responding to this e-mail t.glover@cityofholland.com

You may not begin any work in the right-of-way until you've secured a right-of-way permit.

Please note all insurance documents must show City of Holland as the Certificate Holder:

City of Holland

270 S. River Avenue

Holland, MI 49423 (no person's name or department).

Also, where there are notes at the bottom, the following must be included:

The City of Holland, its officers, agents and employees are named as Additional Insureds for general and automobile liability insurance.

Waiver of Subrogation is Applicable.

If the certificate says **Per Written Contract**, It will be rejected.

The City of Holland does not have written contracts with individual contractor's.

We simply issue right-of-way permits.

Thank You,

Tami Glover

City of Holland, Transportation Services

333 Wyngarden Way (Mapquest to 1070 Industrial)

Holland, MI 49423

616.928.2430