



### Permits

T. 628.271.2000 | 49 South Van Ness Ave. 3rd Floor, San Francisco, CA 94103

## APPLICATION FOR GENERAL EXCAVATION

(Minimum 10 business days for approval and activation. No exceptions will be allowed.)

PUBLIC WORKS PERMIT#
For Official Use Only

DBI PERMIT# \_\_\_\_\_

### SITE INFORMATION

Site Address: \_\_\_\_\_ Owner Name: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

### APPLICANT/AUTHORIZED AGENT INFORMATION

Applicant/Authorized Agent Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

### CONTRACTOR INFORMATION

Company Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
USA#: \_\_\_\_\_ Contractor License#: \_\_\_\_\_

### PROJECT INFORMATION

Street Space required?  YES  NO If yes, how many parking spaces? \_\_\_\_\_  
Excavation Total SF: Asphalt \_\_\_\_\_ Concrete \_\_\_\_\_  
Proposed Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Days of Operation:	M <input type="checkbox"/>	T <input type="checkbox"/>	W <input type="checkbox"/>	TH <input type="checkbox"/>	F <input type="checkbox"/>	SA <input type="checkbox"/>	SU <input type="checkbox"/>
Hours:	_____ AM <input type="checkbox"/>	_____ PM <input type="checkbox"/>	to	_____ AM <input type="checkbox"/>	_____ PM <input type="checkbox"/>		

### REQUIREMENTS

- |                                                                 |                                                                          |
|-----------------------------------------------------------------|--------------------------------------------------------------------------|
| <input type="checkbox"/> \$25K Excavation Bond                  | <input type="checkbox"/> Authorization utility letter as trenching agent |
| <input type="checkbox"/> If needed, temporary shoring (>5 feet) | Liability Insurance Certificate                                          |

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SITE ADDRESS: \_\_\_\_\_

To excavate and restore the street(s) in compliance with the rules and regulations as set forth in Article 2.4 of the Public Work Code and Departmental Order No. 187,005 for the:

**Purpose of Facility:**

CTV     Data     Electric     Fire     Gas     Steam     Telephone     Video     Water

Other \_\_\_\_\_

**Excavation Reason:**

Replace     Repair     New     Cut off     K & A    and     Main     Service

Other \_\_\_\_\_

**Excavation Method:**

Open cut     Sawcut     Rockwheel     Directional Boring     Trenchless

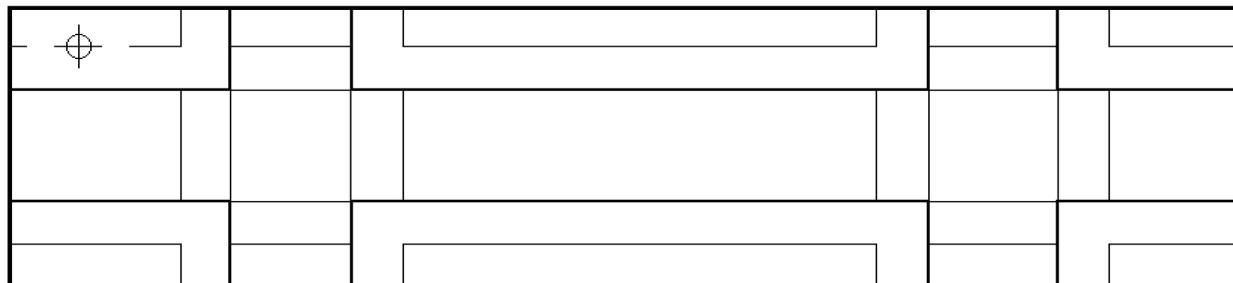
Other \_\_\_\_\_

**Trench size(s):**

Length: \_\_\_\_\_

Width: \_\_\_\_\_

Depth: \_\_\_\_\_

**At the Following Locations:**

STREET	FROM	TO	Sq. Ft	CONCRETE	AC

The permittee by acceptance of a permit agrees to comply with the liability, indemnity, insurance, tax possessory interest as set forth in Sec. 2.4.23, Article 2.4 of the PWC and to comply with special condition as may be specified on the permit. Failure to comply with the stated conditions will render the permit null and void.

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Print Name \_\_\_\_\_

Signature of Applicant/Authorized Agent \_\_\_\_\_

Date \_\_\_\_\_

SITE ADDRESS: \_\_\_\_\_

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## REQUIREMENTS FOR STREET EXCAVATION

1. The permittee shall call Underground Service Alert (U.S.A.), telephone number 1-800-227-2600, minimum 72 hours prior to any excavation.
2. All work including sidewalk and pavement cutting and removal, lagging, excavation, backfill, and sidewalk and pavement restoration shall be done by a licensed paving contractor and in accordance with the requirements of the Standard Specifications of the Bureau of Engineering, San Francisco Public Works, July 1986 Edition and Department of Public Works Order Nos. 135,595 or 135,596.
3. Sidewalk and pavement restoration shall include the replacement of traffic lane and crosswalk stripes, parking stall markings, and curb painting that might have been obliterated during street excavation. The permittee shall contact the San Francisco Municipal Transportation Agency (SFMTA) at <https://www.sfmta.com/pavement-restorationrestriping-request-utility-excavation>, for striping and painting restoration.
4. The permittee shall submit a non-refundable fee to San Francisco Public Works to pay for City Inspection of backfill and pavement restoration. At least 48 hours in advance, the permittee shall make arrangements with the Street Improvement Section, (628) 271-2000 or by email at [dpw-bsminspects@sfdpw.org](mailto:dpw-bsminspects@sfdpw.org) for inspection schedule.
5. The permittee shall file and maintain an excavation bond in the sum of \$25,000.00 with the San Francisco Public Works, to guarantee the maintenance of the pavement in the side sewer trench area for a period of 3 years following the completion of the backfill and pavement restoration pursuant to Article 8 of the Public Works Code.
6. The permittee shall conduct construction operations in accordance with the requirements of Article 11 of the Traffic Code. The permittee shall contact the San Francisco Municipal Transportation Agency (SFMTA), 1 South Van Ness Avenue, 7th Floor, telephone 701-4673 or by email at [trafficpermits@sfmta.com](mailto:trafficpermits@sfmta.com) for specific restrictions before starting work.
7. The permittee shall obtain the required permits, if any, from regulating agencies of the State of California.
8. The permittee shall verify the locations of any City or public service utility company facilities that may be affected by the work authorized by this permit and shall assume all responsibility for any damage to such facilities. The permittee shall make satisfactory arrangements and payments for any necessary temporary relocation of City or public utility company facilities.
9. The permittee shall pay the required fee for sewer installation permit at the Permit Center, 49 South Van Ness Avenue, 2nd floor. For additional information please visit [Apply for a plumbing and mechanical permit | SF.gov](#).
10. In consideration of this Permit being issued for the work described in the application, Permittee on its behalf and that of any successor or assign, and on behalf of any lessee, promises and agrees to perform all the terms of this Permit and to comply with all applicable laws, ordinances and regulations.
11. Permittee agrees on its behalf and that of any successor or assign to hold harmless, defend, and indemnify the City and County of San Francisco, including, without limitation, each of its commissions, departments, officers, agents and employees (hereinafter collectively referred to as the "City") from and against any and all losses, liabilities, expenses, claims, demands, injuries, damages, fines, penalties, costs or judgments including, without limitation, attorneys' fees and costs (collectively, "claims") of any kind allegedly arising directly or indirectly from (i) any act by, omission by, or negligence of, Permittee or its subcontractors, or the officers, agents, or employees of either, while engaged in the performance of the work authorized by this Permit, or while in or about the property subject to this Permit for any reason connected in any way whatsoever with the performance of the work authorized by this Permit, or allegedly resulting directly or indirectly from the maintenance or installation of any equipment, facilities or structures authorized

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under this Permit, (ii) any accident or injury to any contractor or subcontractor, or any officer, agent, or employee of either of them, while engaged in the performance of the work authorized by this Permit, or while in or about the property, for any reason connected with the performance of the work authorized by this Permit, or arising from liens or claims for services rendered or labor or materials furnished in or for the performance of the work authorized by this Permit, (iii) injuries or damages to real or personal property, good will, and persons in, upon or in any way allegedly connected with the work authorized by this Permit from any cause or claims arising at any time, and (iv) any release or discharge, or threatened release or discharge, of any hazardous material caused or allowed by Permittee in, under, on or about the property subject to this Permit or into the environment. As used herein, "hazardous material" means any substance, waste or material which, because of its quantity, concentration of physical or chemical characteristics is deemed by any federal, state, or local governmental authority to pose a present or potential hazard to human health or safety or to the environment.

12. Permittee must hold harmless, indemnify and defend the City regardless of the alleged negligence of the City or any other party, except only for claims resulting directly from the sole negligence or willful misconduct of the City. Permittee specifically acknowledges and agrees that it has an immediate and independent obligation to defend the City from any claim which actually or potentially falls within this indemnity provision, even if the allegations are or may be groundless, false or fraudulent, which obligation arises at the time such claim is tendered to Permittee by the City and continues at all times thereafter. Permittee agrees that the indemnification obligations assumed under this Permit shall survive expiration of the Permit or completion of work.
13. Permittee shall obtain and maintain through the terms of this Permit general liability, automobile liability or workers' compensation insurance as the City deems necessary to protect the City against claims for damages for personal injury, accidental death and property damage allegedly arising from any work done under this Permit. Such insurance shall in no way limit Permittee's indemnity hereunder. Certificates of insurance, in form and with insurers satisfactory to the City, evidencing all coverages above shall be furnished to the City before commencing any operations under this Permit, with complete copies of policies furnished promptly upon City request.



**EMAIL**

Electronic copies (PDF) of the application materials may be sent to: [BSMPermitDivision@sfdpw.org](mailto:BSMPermitDivision@sfdpw.org)