

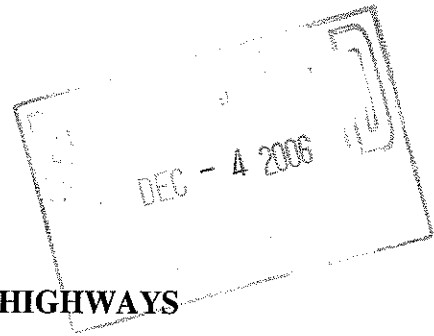


JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

KIRK T. STEUDLE
DIRECTOR

November 22, 2006



RE: ANNUAL PERMIT FOR WORK ON STATE HIGHWAYS

Enclosed you will find an annual permit application. Types of work allowed under this permit are described on the face of the permit. The department will also allow parades and placement of 4th of July flags, and Christmas decorations under the annual permit.

Please complete the enclosed annual application and permit form 2205B (05/06) and return it to this office if you intend to perform these types of work within the state right-of-way during 2007

Form No.2205B (05/06) is a fillable form located on the internet under the MDOT home page at <http://mdotwas1.mdot.state.mi.us/public/webforms/public/2205B.pdf>

Municipalities are exempt from permit fees, when working within their municipality limits.

All work performed within state right-of-way that is not covered by the annual permit requires a construction permit (Form 2205). Construction permit work includes installation of signs, planting flowers, and soil borings (in the limited access right of way).

We require an updated resolution from your municipality, designating the officer and/ or the name of the person who is authorized to sign permits beginning January 1, 2007

We have enclosed a copy of our insurance requirements, for your municipality. Either the performance and indemnification resolution form 2207B (03/04) or a valid Departmental certificate of insurance form 2021 (03/06) must be on file with our office before we can issue an annual permit to your municipality.

These forms are also on the MDOT internet site at <http://www.mdotwas1.mdot.state.mi.us/public/webforms/index.cfm> under real estate permits-construction.

If you have any additional questions, feel free to contact Johanna Schwensen at (248)451-2451.

Sincerely,

Mary Hudak-Baylis
Oakland TSC Operations Engineer

MHB:js

ANNUAL

APPLICATION AND PERMIT FOR MISCELLANEOUS OPERATIONS WITHIN STATE TRUNKLINE RIGHT OF WAY

Information required by Act 368 of P.A. 1925 and Act 51 of P.A. 1951 to authorize permitted activities.

MDOT Forms at: <http://mdotwas1.mdot.state.mi.us/public/webforms/>

This permit is incomplete without "General Conditions and Supplemental Specifications."

THIS SPACE FOR MDOT USE ONLY		
PERMIT NO.		
APPL. DATE	DATE ISSUED	
FEE AMOUNT	<input type="checkbox"/> Cash	BY
\$	<input type="checkbox"/> Exempt	Billable
DEPT. BOND NO.	BOND AMOUNT	
	\$	

APPLICANT'S NAME			CONTRACTOR'S NAME		
MAILING ADDRESS			MAILING ADDRESS		
CITY	STATE	ZIP CODE	CITY	STATE	ZIP CODE
CONTACT'S NAME		PHONE NO.	CONTACT'S NAME		PHONE NO.
		()			()
EMAIL ADDRESS		CELL PHONE NO.	EMAIL ADDRESS		CELL PHONE NO.
		()			()

REQUEST: I do hereby make application for a permit to use the right of way of state trunkline highways for the operation specified below for the following time frame and location.

FROM:	TO:	<input type="checkbox"/> Statewide	<input type="checkbox"/> Region/TSC - Specify Region/TSC: _____
Dec. 31, _____		<input type="checkbox"/> City	<input type="checkbox"/> Counties - Specify Counties: _____

THIS PERMIT IS VALID ONLY FOR THE FOLLOWING PROPOSED OPERATIONS IN THE TYPE OF RIGHT OF WAY AS NOTED:

<input type="checkbox"/>	FREE	<input type="checkbox"/>	LIMITED (Check appropriate items covered by this permit.)
<input type="checkbox"/>	N/A	<input type="checkbox"/>	1. TREE TRIMMING AND TREE REMOVAL - See Form 2205-1, Item 8.
<input type="checkbox"/>		<input type="checkbox"/>	2. UNDERGROUND UTILITY OPERATIONS - PRIOR APPROVAL SHALL BE OBTAINED FROM THE UTILITIES/PERMITS ENGINEER FOR ANY MAINTENANCE OR CONSTRUCTION OPERATIONS WHICH REQUIRE CUTTING PAVEMENT OR BORING OPERATIONS. a. Installation of individual services from an existing facility to either side of the right of way. Services to the far right of way (crossing under the pavement) shall not exceed (3") diameter with this permit. b. Installation of cathodic protection devices. c. Installation of additional cable (electric or communication) in existing conduits. d. Installation of carrier pipes in an existing casing or tunnel. e. Adjustment/reconstruction of manholes. f. Routine maintenance of all existing underground facilities.
<input type="checkbox"/>		<input type="checkbox"/>	3. AERIAL UTILITY OPERATIONS - These are limited to: a. Adding/removing poles, conductors, guys and anchors within an existing lead. Installation of additional aerial crossing and service drops that do not require a new pole outside of the existing lead. b. Construction of new aerial crossing and service drops that do not require a new pole outside of the existing lead. c. Routine maintenance of all existing aerial facilities.
<input type="checkbox"/>		<input type="checkbox"/>	4. GEOPHYSICAL EXPLORATION - Geophysical exploration permits require that the Advance Notice be accompanied by a certificate of the fee owner consent when conducting operations upon the easement right of way.
<input type="checkbox"/>		<input type="checkbox"/>	5. LAND SURVEYS
<input type="checkbox"/>		<input type="checkbox"/>	6. BANNERS - Legends will be specified on the advanced notice form.
<input type="checkbox"/>		<input type="checkbox"/>	7. EMERGENCY OPERATIONS - See Form 2205 -1, Item 15.
<input type="checkbox"/>		<input type="checkbox"/>	8. EMERGENCY HAZARDOUS SPILL / MATERIAL CLEANUP.
<input type="checkbox"/>		<input type="checkbox"/>	9. SOIL BORINGS (Note: Monitoring wells require an Individual Permit from the appropriate Region/TSC office and are NOT covered by an Annual Permit.)
<input type="checkbox"/>		<input type="checkbox"/>	10. ROUTE CLOSURES - Attach event name, date, time and detour route.
<input type="checkbox"/>		<input type="checkbox"/>	11. SIDE WALK CAFE'S (Renewal Only).
<input type="checkbox"/>		<input type="checkbox"/>	N/A 12. OTHER (Specify):

I certify that I accept the following:

- All permit and application fee are NONREFUNDABLE, based on Act No. 561. of Public Acts 2002.
- Commencement of work set forth in the permit application constitutes acceptance of the permit as issued.
- Failure to object, within ten (10) days to the permit as issued, constitutes acceptance of the permit as issued.
- If this permit is accepted by either of the above methods, I will comply with the provisions of the permit.

APPLICANT/AUTHORIZED AGENT (If Authorized Agent - I hereby certify that I am acting as an authorized agent on behalf of the named applicant. Certificate of agency attached.)	NAME and TITLE (Please Print)	DATE
	SIGNATURE	FEDERAL TAX I.D.

MDOT USE ONLY -- DO NOT WRITE BELOW THIS LINE

DEPARTMENT DATA			RECOMMENDED FOR ISSUANCE		
LIABILITY INSURANCE:	<input type="checkbox"/> Exempt	<input type="checkbox"/> Required	<input type="checkbox"/> Self-Insured	NAME and TITLE	DATE
SURETY TYPE:	<input type="checkbox"/> Cash	<input type="checkbox"/> Resolution	<input type="checkbox"/> Exempt	APPROVED FOR MICHIGAN DEPARTMENT OF TRANSPORTATION BY:	
	<input type="checkbox"/> Bond	<input type="checkbox"/> Self-Insured	<input type="checkbox"/> Retainer Letter		
ATTACHMENTS (Describe):			UTILITIES/PERMITS ENGINEER OR REGION/TSC U/P ENGR.	DATE	

Michigan Department
Of Transportation
2207B (03/04)

PERFORMANCE

RESOLUTION FOR GOVERNMENTAL BODIES

This Performance Resolution is required by the Michigan Department of Transportation for purposes of issuing to a municipal utility an "Individual Permit for Use of State Trunkline Right of Way" (form 2205), or an "Annual Application and Permit for Miscellaneous Operations Within State Trunkline Right of Way" (form 2205B).

RESOLVED WHEREAS, the _____

(city, village, township, etc.)

hereinafter referred to as the "GOVERNMENTAL BODY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utility or other facilities, or to conduct other activities, on, over, and under state trunkline right of way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the GOVERNMENTAL BODY agrees that:

Each party to this Agreement shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this Agreement, as provided by law.

This Agreement is not intended to increase either party's liability for, or immunity from, tort claims.

This Agreement is not intended nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.

1. Any work performed for the GOVERNMENTAL BODY by a contractor or subcontractor will be solely as a contractor for the GOVERNMENTAL BODY and not as a contractor or agent of the DEPARTMENT. Any claims by any contractor or subcontractor will be the sole responsibility of the GOVERNMENTAL BODY. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the GOVERNMENTAL BODY, or their subcontractors or any other person not a party to the PERMIT without its specific prior written consent and notwithstanding the issuance of the PERMIT.
2. The GOVERNMENTAL BODY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
3. It will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State trunkline right of way resulting from the installation construction, operation and/or maintenance of the GOVERNMENTAL BODY'S facilities according to a PERMIT issued by the DEPARTMENT.

4. With respect to any activities authorized by PERMIT, when the GOVERNMENTAL BODY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.

5. The incorporation by the DEPARTMENT of this resolution as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.

6. This resolution shall continue in force from this date until cancelled by the GOVERNMENTAL BODY or the DEPARTMENT with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the GOVERNMENTAL BODY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED, that the following position(s) are authorized to apply to the Michigan Department of Transportation for the necessary permit to work within state trunkline right of way on behalf of the GOVERNMENTAL BODY.

Name	And/or	Title

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the _____
(Name of Board, etc)
of the _____ of _____
(Name of GOVERNMENTAL BODY) (County)
at a _____ meeting held on the _____ day of
_____ A.D. _____.

Signed _____ Title _____

Michigan Department
of Transportation
2021 (03/06)

CERTIFICATE OF INSURANCE FOR PERMITTED ACTIVITIES IN MICHIGAN DEPARTMENT OF TRANSPORTATION RIGHT OF WAY

ALL INSURANCE INFORMATION MUST BE SUBMITTED ON FORM 2021. ANY OTHER FORM IS INVALID.

The subscribing insurance company certifies that insurance of the types and limits of liability listed below have been issued to the insured named below for the policy period indicated.

Such insurance, here certified, is written in accordance with the company's regular policies and endorsements subject to the company's applicable manuals of rules and rate, except that the insurance shall include, but not be limited to, coverage for: (a) underground damage to facilities due to drilling and excavating with mechanical equipment; and (b) collapse or structural injury to structures due to blasting or explosion, excavation, tunneling, pile driving, cofferdam work, or building moving or demolition.

- (1) The subscribing company agrees to give 30 days prior written notice to the Michigan Department of Transportation in the event of cancellation or reduction in coverage by the Insurance Company for reasons other than nonpayment of premium.
- (2) The subscribing company agrees to give 10 days prior written notice to the Michigan Department of Transportation in the event of cancellation by the Insurance Company for nonpayment of premium.
- (3) The subscribing company agrees to give immediate written notice to the Michigan Department of Transportation in the event the contractor cancels or reduces the coverage of any insurance certified below.

NAME OF INSURED	TELEPHONE NUMBER
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ADDRESS	Street	City	State	Zip Code
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CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY DATES (MM/DD/YY)		CATEGORY	MIN. LIMITS	POLICY AMOUNTS
			EFFECTIVE	EXPIRATION			
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL <input type="checkbox"/> OCCURRENCE AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> <input type="checkbox"/> EXCESS LIABILITY <input type="checkbox"/> UMBRELLA FORM <input type="checkbox"/> <input type="checkbox"/>						
			AND		GENERAL AGGREGATE	\$ 2,000,000	
					PRODUCTS - COMP/OP AGG.		
					PERSONAL AND ADV. INJURY		A
					EACH OCCURRENCE	\$ 1,000,000	
					FIRE DAMAGE (Any one fire)		
					MEDICAL EXP(Any one person)		
					COMBINED SINGLE LIMIT	\$ 1,000,000	B
					OR		
					BODILY INJURY (Per person)	\$ 500,000	
					BODILY INJURY (Per accident)	\$ 1,000,000	C
					PROPERTY DAMAGE	\$ 1,000,000	
			OR		EACH OCCURRENCE	\$ 1,000,000	D
					AGGREGATE	\$ 1,000,000	

ADDITIONAL INSURED:
Oakland County (County), the Board of County Road Commissions, County Road Commission, State of Michigan, Michigan Department of Transportation, and governmental bodies performing permit activities under a maintenance contract, and all officers, agents and employees of all the above, for claims arising out of, under, or by reason of operations covered by the permit issued to the permittee.

NAME OF INSURANCE COMPANIES AFFORDING COVERAGE	NAME OF AGENCY
COMPANY LETTER	ADDRESS
COMPANY LETTER	
COMPANY LETTER	

BY: (Authorized Representative Signature)	TITLE	DATE	TELEPHONE NUMBER
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INSURANCE REQUIREMENTS FOR ACTIVITIES PERFORMED
PURSUANT TO A PERMIT ISSUED BY THE
MICHIGAN DEPARTMENT OF TRANSPORTATION

The permittee shall have as a minimum an insurance policy as described below, and the insurance company shall be licensed by the State of Michigan.

1. The insurance shall include, but not be limited to, coverage for:
 - Underground damage to facilities due to drilling and excavating with mechanical equipment, and
 - Collapse or structural injury to structures due to blasting or explosion, excavation, tunneling, pile driving, cofferdam work, or building moving or demolition, and
 - According to the following formula: **A+B or A+C or D**
 - A. Commercial general liability: The minimum limits shall be \$1,000,000 each occurrence and \$2,000,000 aggregate.
 - B. Combined single limit for bodily injury and property damage liability: \$1,000,000 each occurrence
 - C. Automobile Liability (Minimum Limits):
 - Bodily injury: \$500,000 per person
 - \$1,000,000 each occurrence
 - Property damage: \$1,000,000 each occurrence
 - D. The insurance limits, above, may be attained through an umbrella policy.
2. NO WORK IS TO BE PERFORMED WITHOUT THE ABOVE POLICIES BEING CURRENTLY IN EFFECT.
3. Should the policy be canceled or expire, all activities authorized by the permit shall cease and the authority to continue operating within the right of way is deemed of no effect pending reinstatement of such policy in conformity with the above.
4. Proof of insurance shall be the Michigan Department of Transportation (MDOT) Certificate of Insurance for Permitted Activities in MDOT Right of Way form (form #2020 or 2021), or should the department elect, a copy of the policy or both.
5. All certificates of insurance will be received by the permit issuing offices unless otherwise arranged with the Lansing Utilities and Permits Section.
6. When using FORM 2021, the "Additional Insured" field (County) shall indicate the specific County where the work is proposed.