

MAINE TURNPIKE AUTHORITY

WORK PERMIT RULES AND GUIDELINES

Prior to any work or installation of any facility on **Maine Turnpike Authority** land, a **Municipality, Contractor, or other Person requesting access (Permittee)** is required to file application with the **Authority** for a work permit. Said permit will be issued under the following terms and conditions;

Permittee indemnifies and holds harmless the **Maine Turnpike Authority** from any and all responsibility related to work on the aforesaid property or the presence thereon of **Permittee's** employees and agents. This includes, but is not limited to, any claims, losses damages and expenses (including attorney's fees and litigation costs) that arise from or are related to the presence of **Permittee's** employees or agents on the property. Nothing contained herein is intended to waive the defenses and immunities available to the **Authority** with respect to third parties under the provisions of State or Federal Law including, but not limited to, the defenses and immunities provided under the Maine Tort Claims Act.

Insurance

Prior to any entrance onto the **Authority's** land, **Permittee** will file with the **Authority** certificates of insurance evidencing public liability insurance and workers compensation insurance with such limits as the **Authority** shall require, which in all cases shall be a minimum of one million dollars (\$1,000,000), and the "**Maine Turnpike Authority**" shall be named as an additional insured.

Permittee shall maintain the insurance required by this paragraph with the **Authority** named as an additional insured, for so long as **Permittee's** employees or agents will be accessing **Authority** property whether the access is for construction or for routine maintenance and operation of this or any other installation.

Schedule

Permittee shall notify the **Authority** in advance of its work schedule. The **Authority** must approve of the schedule, including traffic control plan, and may decide to have an Inspector present while the work is being completed. Time of day restrictions may be enforced based on time of year and peak travel flow.

Costs

The **Permittee** shall be responsible for all costs incurred by the **Authority** acting in connection with the review, assessment, and negotiation of, and any necessary investigation into, any matters associated with this permit, including, but not limited to costs of reviewing any materials or documents submitted; any field work done in connection therewith, any dig safe, engineering, survey, personnel costs, or legal fees associated therewith, whether or not the project is ever carried to a successful conclusion. Prepayment of costs may be required at **Authority's** discretion.



Safety

The **Permittee** must abide by all applicable local, state, and federal regulations pertaining to workplace safety, including but not limited to high visibility clothing, signage, and warning lights. Median openings and toll plaza U-turns will not be permitted. Any traffic stoppages will be done with the **Authority's** approval and with State Police participation.

Revocation

The **Authority** further reserves the right to revoke the work permit in the event of a breach of its conditions as well as for any reason whatsoever that, in the sole judgment of the **Authority**, warrants such a revocation.

Contact

The **Permittee** shall make application to the **Authority** in writing. Said application will include, but is not limited to applicable plan sheets showing scope of work, traffic control plans, schedule, and insurance certificate. Applications may be submitted to:

Maine Turnpike Authority
Right of Way Department
2360 Congress Street
Portland, ME 04102

*For questions or additional information
contact the Right of Way Department at
(207) 871-7771 Ext. 355 or 350
jroberts@maineturnpike.com*

At such time a work permit is issued by the Right of Way Department, the **Permittee** will be directed to the appropriate contact person for the duration of the project.

Dig Safe requests will be made to **Dig Safe** (1-888-DIG-SAFE or 811) and to **DigSmart of Maine** for private utility identification. Proof of utility location must be received prior to the issuance of any work permit that involves earthwork. The dig safe job number is to be provided to:

John D. Roberts, PLS
Maine Turnpike Authority
2360 Congress Street
Portland, ME 04102
(207) 482-8350
jroberts@maineturnpike.com

DigSmart of Maine
114 Sawyer Road
Scarborough, ME 04074
(207) 749-7231
www.digsmartofmaine.com

On the Website, go to the *Schedule Work* button to complete DigSmart's electronic request form.

