

**1.0 GENERAL**

**1.1 Description**

- .1 This section specifies the requirements for an External Corporation or Contractor (hereafter called “Company”) to conduct a cut in City of Prince Albert surface infrastructure for the purpose of installing, maintaining or exposing a shallow buried utility, and the requirements to restore the surface infrastructure there after (hereafter called the “Work”).

**1.2 Request to Cut City Surface Infrastructure**

- .1 Seventy-two (72) hours prior to cuts being made in the City of Prince Albert Right of Way, 00-04-20 “Contractor Utility Locate/Cut Request” Form must be submitted either by email or by City Website at:

[publicworks@citypa.com](mailto:publicworks@citypa.com) or

<https://forms.citypa.ca/Public-Works/Contractor-Utility-Locate-or-Cut-Request>

- .2 Information that is required includes, but limited to:

- .1 City Locate Request
- .2 Traffic Closure Request
- .3 Construction Drawing Permit Number
- .4 Requested Start Date
- .5 Locations of Requested Utility Cuts
- .6 Surface Type and Cut Surface Area
- .7 Contact Information of the Owner of the Utility or Infrastructure
- .8 Contact Information of the Contractor Conducting the Work

**1.3 Restoration Completion Notice**

- .1 Companies are required to give notice to the City of Prince Albert upon completing the restoration of a cut. Notices will be given as per 00-04-20 “Contractor Utility/Cut Request” form, submitted at:

[publicworks@citypa.com](mailto:publicworks@citypa.com) or

<https://forms.citypa.ca/Public-Works/Contractor-Utility-Locate-or-Cut-Request>

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- .2 Information that is required includes, but limited to:
  - .1 Actual Start Date of the Cut
  - .2 Restoration Completion Date
  - .3 Mark-up Drawing of the Utility Cuts Repaired

**1.4 City Inspection**

- .1 Upon notice of restoration completion from the Company, the City of Prince Albert will inspect the utility cut restoration for compliance with section 6100, and will either:
  - .1 Provide receipt of the City's acceptance of the restoration, or
  - .2 Provide the Company with a deficiency list that are required to be repaired prior to acceptance.

**1.5 Cost for Work Performed by City Forces**

- .1 Traffic Devices and Barricading

If the Company requires lane closure or traffic accommodation, indicate the request for services on the "Contractor Utility Locate/Cut Request" Form. The City may provide a cost estimate to complete the work if able.
- .2 Encroachment Permit

If the Company will be encroaching within the legal right of way an Encroachment Permit must be applied for. Permits forms can be found at:

<https://forms.citypa.ca/Public-Works/Contractor-Utility-Locate-or-Cut-Request>

or by contacting Public Works (contact 306-953-4900).
- .3 Restoration

The Company may request that City complete the restoration work. The City may elect to restore the work at its sole discretion. The cost to Company for the city to complete the work will be at the City's charge out rates plus 15%.

**1.6 Work Performed by the Company**

- .1 All costs to complete the Work and remediate the infrastructure is solely the responsibility of the Company unless otherwise explicitly stated.
- .2 The Company is solely responsible and liable for the site used for purpose of completing the Work including, but limited to:

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- .1 Any interim maintenance of utility cuts.
- .2 Any interim maintenance of the restorations not yet accepted by the City.
- .3 Any conflicts or claims from the general public arising from the Work.
- .4 Damages to City or Private Infrastructure.

**1.7 Failure to Complete the Work**

- .1 Should the Company fail to maintain the Work as defined in section 1.6, the City may elect to restore the site at the cost of the Company, charging at the City's charge out rates plus 15%.

**1.8 Warranty**

- .1 Once a Company receives restoration acceptance as per 1.5.3, the Company's responsibility under 1.6 is ceded. Any Damages to City Infrastructure will remain the responsibility of the Company to repair.
- .2 Subject to 1.8.1, the company will warrant latent defects for 1 year that result from the Work including:
  - .1 Premature failure of the restoration that have been determined to not comply with 2.0.
  - .2 Claims from the public or private that result from the Work.

**1.9 Asphalt Degradation Fees**

- .1 For utility cuts performed in asphalt roads and pathways, the Company will pay an asphalt degradation fee to City based on the area of each utility cut, the age of the asphalt pavement and classification of the roadway, as calculated as follows:

Asphalt Degradation Fees = [Area] x [Road Designation Charge + Asphalt Surface Age Charge]

Area [m2] = (cut width + 2) [m] x (cut length + 2) [m]

Road Designation	Cut Charge
Arterial	\$ 50 per m2
Collector	\$ 45 per m2
Local/Lane/Path	\$ 40 per m2

Asphalt Surface Age	Cut Charge
Less than 5 years	\$ 50 per m2
5 to 10 years	\$ 25 per m2
10 years and older	\$ 0 per m2

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- .2 Asphalt Area will be determined by the City upon receiving notice of restoration completion from the Company and completing the inspection.
- .3 Road Age will be determined based on the last surface treatment to the section of roadway as determined by the City.

**2.0 EXECUTION**

- .1 Specifications for Summer Work Conditions will be followed by the Company between and including April 15 to November 15.
- .2 Specifications for Winter Work Conditions will be followed by the Company outside of Summer Work Conditions.
- .3 The City may extend or alter the dates of when Summer/Winter Work can be performed based on the weather.
- .4 The Company will perform utility cuts and restorations to meet the City's Master Specifications and the Standard Detail Drawings:

Utility Cut Width (mm)	Surface Infrastructure Type / Drawing Number				
	Asphalt Pavement	Concrete Pavement	Gravel	Curb/Walk	Boulevard
Less than 300	00-04-15	PW*	00-04-18	00-04-19	00-04-21
300 to 1200	00-04-16 00-04-17				
over 1200	PW*		PW*		

- .5 \*PW – The Company will obtain a repair procedure from Public Works for Utility Cuts in, but limited to;
  - .1 Asphalt pavement with cut width greater than 1200mm.
  - .2 Concrete Pavement.
  - .3 Gravel Lanes or Roads with cut width greater than 1200mm or cut length greater than 20 meters.

**END OF SECTION**