CITY OF ALLEN

CONTRACTOR GUIDELINES FOR WORKING IN RIGHT-OF-WAY

Working hours permitted are 7AM to 7PM Residential. **No Boring after 3:30 Monday thru Thursday. No Boring Fridays / day before Holiday after 12 Noon.** Saturday work requires prior approval contact the City of Allen (214-509-4583) for requests.

Resident Notification via flyer or door hanger must be distributed before work may proceed.
Traffic closures are permitted with prior approval ONLY, **9:00am to 3:30pm**. Contact the City of Allen (214-509-4583) for request. An approved traffic control plan is required for traffic closures.
LOCATES: Email Locates@cityofallen.org to schedule City of Allen Utility Locates at least 48 Hours prior to construction. Please include the ROW permit # map for traffic and 811 ticket . You will also need to call:

- Texas811 (811 will **NOT** contact the City of Allen)
- NTMWD 972.442.5405 (City of Allen will **NOT** locate NTMWD lines)

Hand dig and verify all City of Allen Utilities prior to using heavy equipment. Crossing 12" Water Lines and larger requires City Staff on site, contractor must pothole.

If Coring: Plating the core is required with approved traffic rated plate immediately if not planned to pour concrete back the same day.

Before removing any trees, you must obtain a tree removal permit. Contact the City Forester at 214-509-3330 for more information.

Avoid chemical use when boring in residential areas

If you will be connecting to a Fire Hydrant for water use, a City issued meter MUST be obtained thru the City of Allen Utility Billing Department located on the first floor of City Hall. Failure to do so could result in a fine of up to $2,000.

- Deposit for a Fire Hydrant Meter is $1,029
- Set up Fee of $20 will be charged
- Failure to make meter available to be read each month will result in a $50 Penalty
- Meters will be set within two (2) business days
- Any damage to the meter will be paid by the customer
- Meters cannot be moved without notifying the City
- All fire hydrant meters must have a RPZ Backflow Assembly installed
- RPZ Assembly must be certified within the last twelve (12) months
- Proof of RPZ Assembly certification must be submitted before meter can be set

WORK BEING DONE ON TRASH PICK UP DAYS - Contractors and/or their equipment must not block or prohibit access to trash polycarts. A re-service fee of **$45 PER POLYCART** will be assessed if access is blocked. Trash and recycling collections schedules can be found on the City website through the Community Service department pages at www.CityofAllen.org.

RESTORATION

Restoration must be made within ten (10) working days of completion and must be approved by the City of Allen's Utility Inspector.

Areas within the construction site that have been disturbed are to be **restored to a condition that is equal to or better than the condition** of the property prior to the performance of the work.

Paint Markings shall be removed on all projects. Sidewalks Trails and Lead walks need to be power washed from Panel to Panel. All locate flags shall be removed at the completion of work

Irrigation repairs MUST BE PERFORMED BY A LICENSED IRRIGATOR.

Slurry Water from boring operations shall be vacuumed and not allowed to enter storm system

City of Allen **backfill compaction** standards must be met. Lab reports shall be submitted to the City of Allen for excavations greater than three (3) feet, confirming the following characteristics:

- Where existing/future paving will occur, compaction effort (density) shall be measured and proven to be 95% of maximum density and +/- 4% of optimum moisture content as determined by standard proctor testing.
- In all other areas in the ROW, compaction effort (density) shall be measured and proven to be 90% of maximum density and +/- 4% of optimum moisture content as determined by standard proctor testing.
- Compaction testing shall be done for each lift of backfill (i.e. a 9-ft excavation will require 9 separate densities for each foot of backfill).
- Test reports shall be signed by a registered professional engineer in the State of Texas.

City of Allen - Engineering
305 Century Parkway
Allen, Texas 75013