

BPDA CAPITAL CONSTRUCTION DEPARTMENT

Roadway Lane Closure Request Form

Permit No. _____

For official use only

Date Submitted: _____

Job Name: _____

Contractor Performing Work: _____ Representative: _____

On-Site Contact: _____ Phone/Radio/Cell/Pager: _____

Location and Description of Work, and Requested Closure (Attach Traffic Control Plan of Closure)

Authorized Representative Signature: _____ (Not valid without Signature)

EMERGENCY VEHICLE ACCESS IS REQUIRED AT ALL TIMES.

Provide an emergency vehicle detour plan; notify all appropriate agencies, i.e. EDIC, Boston Fire Department, State Police, Boston Police and Municipal Protective Services.

Traffic Control Plans, signs, control devices, etc. must conform to the Manual on Uniform Traffic Control Devices (MTUCD) regulations. Control devices left overnight shall have flashing warning lights or better.

Notes:

1. Submit Plan showing area of work, traffic management, Certificate of Insurance, Company Check and these forms to: marla.cumming@boston.gov or bring all documents to Marla Cumming, 22 Drydock Avenue, Suite 201, Raymond L. Flynn Marine Park, Boston, MA 02210. Allow 96 hours in advance of construction. Permits may be picked up on Wednesdays only 7AM to 12 Noon. Permits must be visible and on site.
2. To request a Municipal Protective Services Detail, email sgtbmps@gmail.com, & marla.cumming@boston.gov, 48 hour in advance of work. Include all billing information, specific location of the project work, and Traffic Management Plan. Failure of a Municipal Detail will result in the project being shut down.
3. Checks shall be made payable to EDIC of Boston for all work in the Raymond L Flynn Marine Park.
4. Checks shall be made payable to the Boston Redevelopment Authority for all work on Streets at Charlestown Navy Yard and Long Wharf areas.
5. The cost for Roadway Lane Closure Permits is a nonrefundable, onetime fee per project/street of \$50.00 cash or company check.
6. The fee for Excavation Permit is a non-refundable, \$150.00 cash or company check based on minimum trenching.
7. Submit a Certificate of Insurance naming the Boston Redevelopment Authority/EDIC of Boston as additionally insured.
8. No roadway closure can be extended beyond the authorized date or time without prior written approval or renewal.
9. Approvals are subject to clear weather and current traffic conditions and location of work area. The BPDA reserves the right to reject dates submitted due to other events or operations that may occur in the project area.
10. Penalties and/or Fines will apply for those who do not follow Permit/Notification Requirements. Fines start at \$3000 and can be up to \$10,000 at the BPDA's discretion.

*Contractors/Utilities/Tenants shall be responsible for all costs associated with the roadway lane closure & MPS Detail.
 All work regarding the Boston Water and Sewer Commission shall submit a copy of BWSC stamped & approved drawings.
 All Pavement Restoration shall be in accordance with the BPDA Pavement Policy*

Day	Date	Time	Type of Closure
Monday		Fr: To:	_____
Tuesday		Fr: To:	_____
Wednesday		Fr: To:	_____
Thursday		Fr: To:	_____
Friday		Fr: To:	_____
Saturday		Fr: To:	_____
Sunday		Fr: To:	_____

Reviewed By: _____ Date: _____

For Official Use:	
BRA PROPERTY	<input type="checkbox"/>
EDIC PROPERTY	<input type="checkbox"/>

BPDA Roadway Lane Closure Request Form Street and Excavation Permits Policy

This Permit is for all Boston Planning & Development Agency (BPDA) Roadways and Sites located at the Raymond L. Flynn Marine Park, Charlestown Navy Yard and Long Wharf. All Tenants, Utility Companies and Contractors, and Developers who are operating, deliveries, staging, Cranes Lifts, Construction Management Plans, Utility installations, etc. on BPDA Property or Roadways must submit a BPDA Roadway Lane Closure Request Form (RLCRF) with all supporting documentation and have a valid Lease, License, or Easement Agreement in order to obtain a Street Closure Permit or an Excavation Permit. The Cover Sheets of the RLC Request Form may be filled out for multiple weeks. All Utility/Construction Companies are held to the same requirements. All Permits must be on site and visible.

All Permits are available for pick up at 22 Drydock Avenue, Suite 201, Boston, MA 02210.

All Supporting Documents are as listed below:

- Emergency and Standard Contact list – Fill out Contractors/Subcontractors Section
- Traffic Management Plan
- Municipal Protective Services Detail – Ordering information listed on the RLCRF. Failure to request a Municipal Detail may result in being shut down.
- Certificate of Insurance naming Boston Redevelopment Authority/EDIC of Boston as additionally insured.
- Company Check in the amount noted (see below), made out to EDIC of Boston for Raymond L. Flynn Marine Park Properties and Roadways.
- Company Checks in the amount noted (see below), made out to Boston Redevelopment Authority for Charlestown Navy Yard and Long Wharf Properties and Roadways.
- No Roadway Lane Closure Permit can be extended without prior written approval or renewal. Renewals require the RLC Request Form sent with new dates. Multiple weeks can be submitted with multiple Cover Sheets.
- Approvals of Permits are subject clear weather and current traffic conditions and location of work area. The BPDA reserves the right to reject dates submitted or cancel Permits via email Notifications for a day(s) due to other events or operations that may occur in the project area. Operations such as but not limited to Cruise Ship Loading, Special Events, Blizzards Hurricanes, etc.
- Penalties and/or Fines will apply to those who do not follow Permit/Notification Requirements.

Renewals

Submit a RLCRF Cover Sheet with revised dates in order to renew any Permit. No additional Fees are required.

Penalties and/or Fines:

Failure to obtain Permits or failure to abide by the terms of the Permit will result in Fines from \$3000 up to \$10,000 depending on the BPDA determination of the severity of the violation. The minimum Fine for any violation is \$3000.00.

Street Closure Permits Requirements:

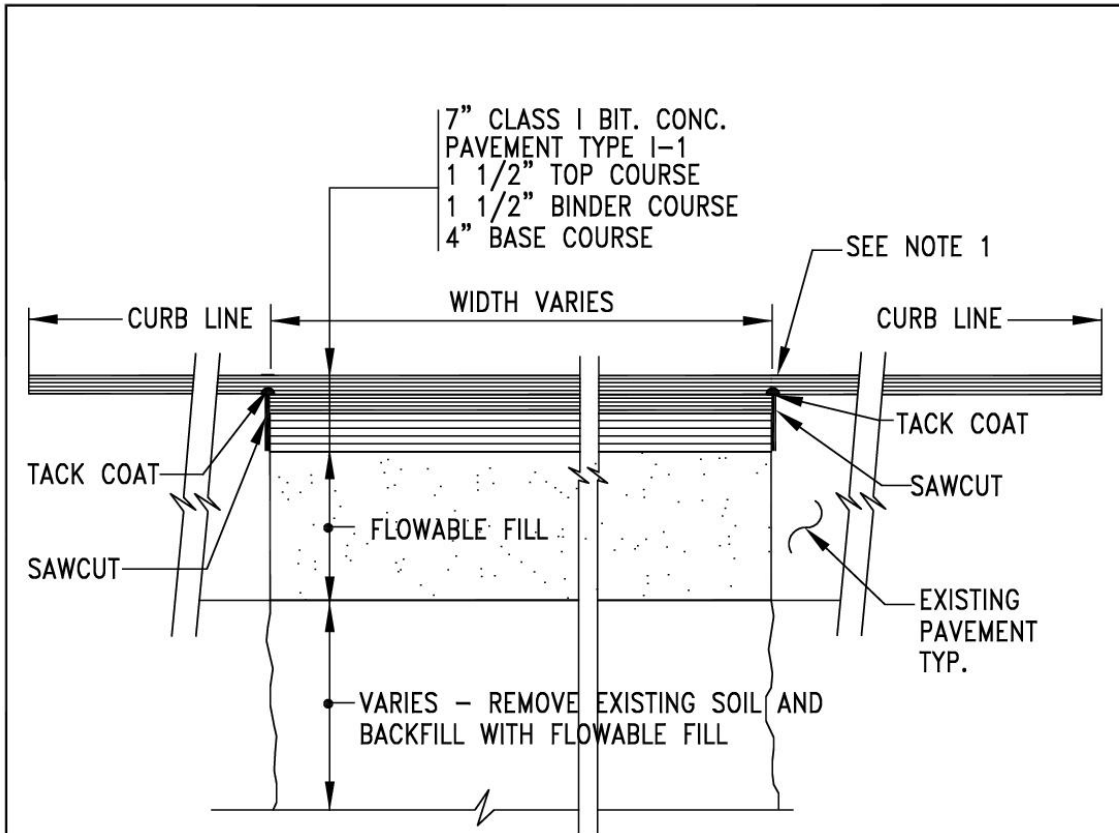
Street Closure Permits have a Fee of \$50.00 per Street. All Street Closure Permits are required to keep one lane open at all times for Emergency Vehicles. Permit Fee may increase by the BPDA upon notice.

Excavations Closure Requirements:

Excavations Permits have a fee of \$150.00 per Street. All BPDA Roadways which have not been paved within the last 5 years of the date of excavation, the Utility/Contractor is required to provide the Standard Construction Detail: Typical Permanent Pavement Patch. See Detail SK-3.

All BPDA Roadways and Sites that have been paved within the last 5 years of the date of excavation, the Utility/Contractor is required to provide the Standard Construction Detail: Typical Street Moratorium Permanent Pavement Patch. See SK-2. This requires the Utility Company to provide a Permanent Pavement Patch and then, when weather permits to come back and mill/pave 1 1/2" pavement in the area described by the Construction Detail or approved by the BPDA Capital Construction Department, Real Estate Division.

Last revised: April 17, 2020





TYPICAL STREET MORATORIUM PERMANENT PAVEMENT PATCH

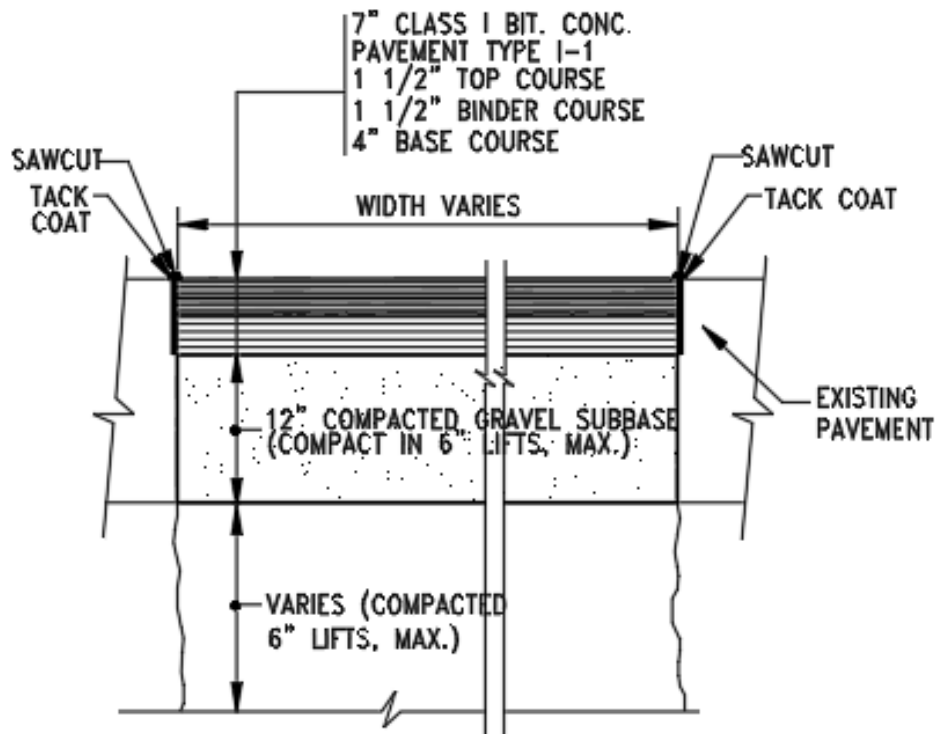
NOT TO SCALE

NOTES:

1. REMOVE 1 1/2" EXISTING TOP COURSE AND INSTALL NEW 1 1/2" TOP COURSE FROM CURB TO CURB LINE. LENGTH ALONG STREET TO BE DETERMINED BY THE BPDA DIRECTOR OF ENGINEERING & FACILITY MANAGEMENT DEPT.

CONSTRUCTION STANDARDS

 <p>boston planning & development agency ECONOMIC DEVELOPMENT & INDUSTRIAL CORPORATION OF BOSTON</p>		CAPITAL CONSTRUCTION DEPARTMENT 22 DRYDOCK AVENUE, SUITE 201 BOSTON, MASSACHUSETTS 02210 (617) 722-4300	DWG. NO. <h2 style="font-size: 2em;">SK-2</h2>
		DATE: APRIL 2015 NOT TO SCALE CK: SJH APPRVD: P. OSBORN DRN: M. CUMMING	SHEET 2 OF



TYPICAL PERMANENT PAVEMENT PATCH

NOT TO SCALE

NOTE:
SUBMIT COMPACTION REPORT TO
BPDA, MARLA CUMMING,
22 DRYDOCK AVE, SUITE 201
BOSTON, MA 02210

CONSTRUCTION STANDARDS

 <p>boston planning & development agency</p> <p>ECONOMIC DEVELOPMENT & INDUSTRIAL CORPORATION OF BOSTON</p>		CAPITAL CONSTRUCTION DEPARTMENT 22 DRYDOCK AVENUE, SUITE 201 BOSTON, MASSACHUSETTS 02210 (617) 722-4300	SK-3
		DATE: APRIL 2013 NOT TO SCALE CK: JHJ APPROVED: P. COGEM DRN: M. CUMMING	SHEET 3 OF