February 4, 2020

RE: 2020 Street Contractor License

Dear Street Contractor:

It is that time of year to renew your Street Contractor License for the 2020 construction season. In order to help you obtain your license with as little inconvenience as possible, we are enclosing an original Revised 2020 City of Cincinnati bond form. Only original, completed, City of Cincinnati signed revised 2020 bond forms or our revised 2020 bond form obtained from the City’s website at http://www.cincinnati-oh.gov/dote/manuals-permits-supplements/ (under Contractor Licensing) WILL BE ACCEPTED. All current Street Contractor Licenses expire on March 31, 2020. To obtain your Street Contractor License for 2020, you must provide the City of Cincinnati with a bond in the amount of at least $10,000.00.

We have also enclosed a company information sheet to be kept on file in our office. Please complete all the information and return it with your bond form. Your license will not be processed without it! To be notified by e-mail of your license status, special notices and having your renewal notice e-mailed next year, please provide your current e-mail address. Also, if you are interested in being on a residential listing for sidewalk replacement work only, please sign and return the enclosed "Form- Small Residential" with your license application. You will be notified by email or phone when your license renewal is processed. Allow ten (10) business days for processing of the applications. Certificates will not be sent out this year.

Please complete and sign the bond form and have it properly executed by your bonding company. Please type or print name and title under "Principal" and "Surety". Fees are $120 for a new license and $85 for a renewal (if you were licensed with us last year). Return the original completed and signed City of Cincinnati bond form with the Power of Attorney attached, your company information sheet, and a check for the license fee to: City of Cincinnati, Department of Transportation and Engineering, 801 Plum Street, Room 450, Cincinnati, OH 45202, Attention: Right-of-Way Management (ROW Mgmt).

Please note that if your bond is cancelled while you have an active City of Cincinnati Street Contractor License, you will have 30 days from the date of the cancellation notice to produce a new bond to us. After this time frame, any bond re-submittals will be charged the current renewal rate. No permits will be issued until the bond is current and any necessary fees have been paid. Also, please be advised that becoming licensed gives you the ability to obtain a DOTE permit. Individual permits still need to be applied for.

In addition, please be advised, that a separate DOTE bond and license is still a requirement for any work in the right-of-way even if you have submitted a similar bond to the City's Planning and Buildings Department (formerly Buildings and Inspection) as part of their registration process.

Effective April 1, 2018, a valid Trackway Access Authorization will be required for all permits issued by the Department of Transportation and Engineering to perform work in the public right-of-way anywhere on the Cincinnati Streetcar route. This requirement is established in the Streetcar ROW Manual which is available for download from the City's website: https://www.cincinnati-oh.gov/dote/manuals-permits-supplements/working-near-the-streetcar/streetcar-right-of-way-manual-rev-2012-11-7/.

In order to obtain a Trackway Access Authorization, all Permittees will be required to have at least one responsible person on the jobsite who possesses a valid rail safety badge from Transdev, the company contracted to operate the streetcar. At present, this requirement is only being forced for work activities that have a direct impact on streetcar operations; however, beginning April 1st it will be strictly enforced for all work activities as specified in the Streetcar ROW Manual even if they have no direct impact on streetcar operations. This includes curb lane and sidewalk areas outside the streetcar operating envelope.
The attached document contains additional details about obtaining rail safety badges for your key personnel and the City's requirements for obtaining a Trackway Access Authorization for all right-of-way permits issued on the streetcar route.

Questions about obtaining a rail safety badge should be directed to Transdev as follows:

Terece Stanford  
Transportation, Safety and Security Manager  
Transdev  
1927 Race Street  
Cincinnati, OH 45202

Phone: (513) 903-6108  
Email: terece.stanford@transdev.com

If you have any questions concerning the DOTE licensing process, please contact Elizabeth Radigan by e-mail at elizabeth.radigan@cincinnati-oh.gov.

Sincerely,

Dave Berens  
Right-of-Way Management
INSTRUCTIONS TO APPLICANTS APPLYING FOR LICENSE IN PERSON

Have a recognized surety company who is licensed to do business in Ohio, fill out and sign this form. **In all cases a notarized, dated surety and power of attorney must accompany this bond form.** After this bond form has been properly completed, signed by the surety company and the contractor, with power of attorney attached, present bond to Dept. of Transportation & Eng., ROW Management, Room 425, City Hall.

As used in this Bond, the following terms have the following meanings:

“Principal” means:

(Name of Street Contractor Licensee)

(Street Address)

(City, State, Postal Code)

(Additional Contact Information for Notices, if applicable)

(Name and title of person authorized to apply for license-required)

“Surety” means:

(Name of Surety)

(Street Address)

(City, State, Postal Code)

(Additional Contact Information for Notices, if applicable)

“City” means the City of Cincinnati, Ohio, the obligee.

“Work” means work by Principal requiring a City permit to dig, excavate, build, erect, place in jeopardy and/or repair street infrastructure including without limitation the correction of defective work.

WHEREAS, the Principal is an applicant for a license permitting him or her to obtain permits to perform Work on City owned property within the City for the term of one year from April 1, 2020, to March 31, 2021 (the “License Term”), inclusive, and

WHEREAS, Principal is required by Section 721-87 of the Cincinnati Municipal Code to file a sufficient bond in the amount of at least $10,000 (Ten Thousand Dollars) for the faithful performance of all Work; and

WHEREAS, Principal is required to complete Work in compliance with all specifications, ordinances, laws, rules and requirements of the City;

NOW THEREFORE, we the Principal and Surety, jointly and severally bind ourselves, our heirs, executors, successors, and assigns, for payment to the City in the amount of $10,000 (Ten Thousand Dollars) for the complete and proper performance of any and all Work authorized by City permit during the License Term. Upon expiration of the warranty period described herein, the obligation is void if Principal has satisfied all of the following conditions for Work authorized by City permit issued during the License Term:
(i) performs the Work according to the specifications, ordinances, laws, rules and requirements of the City;

(ii) within 30 days of notice from the City Engineer or the City Engineer’s designee, or within such other time period as authorized by the City Engineer, properly corrects all Work that, in the opinion of the City Engineer, is not satisfactory due to damage, defects in workmanship or materials, or otherwise.

If any of the above conditions are not met, Principal shall be in default of the obligation. Concurrent with any notice of default sent to Principal, the City Engineer shall send a copy of such notice to Surety. In case of default by Principal, Surety shall have the option to either:

(i) hire a City Licensed Street Contractor, within 15 days after notice of default, to complete the Work or otherwise cure the default; or

(ii) pay the City, within 15 days after notice of default, the full amount, as determined by the City Engineer, necessary to complete the Work or otherwise cure the default. If City Engineer’s cost determination under this section is less than the amount required to complete the Work, Surety shall pay such additional amount as is necessary to complete the Work or otherwise cure the default up to the limit of the surety obligation.

The full obligation for the Principal and Surety under this bond shall extend for a period of one year from the date of final Inspection by the City Inspector, of any Work performed during the license period. In the event the Principal performs additional, corrective or repair work on any project covered by this bond after final inspection by the City Inspector due to problems with that work, the full obligation for the Principal and Surety under this bond shall extend for an additional period of one year from the date of final inspection by the City Inspector of the additional, corrective or repair work.

Surety hereby waives notice of the terms of the permit(s) pursuant to which Principal is performing the Work. Any proceeding, legal or equitable, pertaining to this bond shall be instituted only in the Hamilton County Court of Common Pleas, or at the City’s option, in the county in which the property is located if other than Hamilton County. The obligations and liability of Principal and Surety hereunder shall be binding upon Principal and Surety and their respective heirs, representatives, executors, administrators, successors and assigns. Surety represents to Principal and the City that it is licensed to do business in Ohio. If the person signing this bond on behalf of Surety is signing in his/her capacity as an attorney-in-fact, a current and properly-executed Power of Attorney evidencing such person’s authority, in a form acceptable to the City, must be attached to this bond.

Signatures of those executing for the Surety must be properly acknowledged.

Signed by each of the undersigned this ______ day of ____________________, 20______.

Principal: ____________________________  ____________________________
   (Signature)                         (Printed Name and Title)

Surety: ____________________________  ____________________________
   (Signature)                         (Printed Name)

Surety’s Bond Number: ________________

APPROVED AS TO FORM:

__________________________________
Assistant City Solicitor
COMPANY INFORMATION

* MUST BE COMPLETED AND RETURNED WITH NEW BOND FORM *

Please submit updated street address and email address

* Completed by Company or Contractor *

Date __________

Company Name: _______________________________________________________________

Street Address: _______________________________________________________________

City, State, Zip: _______________________________________________________________

Telephone No: __________________ Fax No: __________________

REPRESENTATIVE AUTHORIZED BY COMPANY TO APPLY FOR LICENSE:

Name: _______________________________________________________________

Title: _______________________________________________________________

Telephone No: __________________ Fax No: __________________

Cell No: __________________ E-Mail: __________________________

Provide e-mail address

LOCAL INSURANCE COMPANY:

Agent: _______________________________________________________________

Company: _______________________________________________________________

Address: _______________________________________________________________

City, State, Zip: _______________________________________________________________

Telephone No: __________________ Fax No: __________________

PERSONS AUTHORIZED TO OBTAIN PERMITS:

Name: __________________________________ Signature __________________________

Name: __________________________________ Signature __________________________

Name: __________________________________ Signature __________________________

Name: __________________________________ Signature __________________________

□ Check here if everyone from your company is authorized to obtain permits. Otherwise, if box is not checked, only people above can get permits.

City of Cincinnati – Department of Transportation & Engineering

{00306891-2}
Check List for Street Contractor License

☐ 2020-2021 City of Cincinnati bond form
   - Make sure form is signed by both the principal and the surety as well as printing the names next to the signatures.

☐ Power of Attorney
   - Name on Power of Attorney must match the signature on the bond form.

☐ Company Information Sheet

☐ Payment
   - Checks should be made payable to City of Cincinnati Treasurer. Please make sure checks are signed.

**Failure to submit all of the above will result in a delay of license issuance.

Please submit to:

City of Cincinnati
Department of Transportation & Engineering
801 Plum St., Rm. 450
Cincinnati, OH 45202
Attn: ROW Mgmt

License Fees for 2020-2021:

New: $120
Renewal: $85
Mid-Year: (October 1, 2020 through March 31, 2021) $60
The DOTE Sidewalk Safety Program periodically sends to property owners a list of Licensed contractors that are willing to perform **small residential sidewalk replacement** work. Below is a sample of that list. If you are interested in being included in this list, please sign and return this page with your license application.

Company _____________________________________   Phone __________________

Signature ______________________________________

---

**Contractors that have indicated they are available for residential sidewalk work.**

This list is not intended to be an endorsement of these contractors or the quality of their work. It is recommended that you have a signed contract with the contractor you choose, and reserve final payment until the work has been inspected and accepted. A permit will not be closed until all forms have been removed, concrete has been sealed, and restoration is complete. Please contact the Better Business Bureau for additional information on any contractor.

All work requires a permit from the Department of Transportation & Engineering Permit and License office in City Hall Room 425, 801 Plum Street or at the Business Development and Permit Center, 3300 Central Parkway. Please call 513-352-4503 if you have any questions.

<table>
<thead>
<tr>
<th>NAME</th>
<th>PHONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>City Concrete, Inc.</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>City Enterprises, Co</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>City Company, LLC</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>Sally Sue Pavement</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>John Doe Concrete</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>ABCDE Construction Co</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>FGHIIJ Contracting Services</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>City Residential Co</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>Amazing Inc.</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>Concrete Construction</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>Local Pavement LLC</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>Jane Jane Cement</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>City Construction, Inc</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>City Cement Company</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>City Pavement Construction</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>City Cement &amp; Blacktop</td>
<td>513-555-5555</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NAME</th>
<th>PHONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>January Concrete Co.</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>February Construction, LLC</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>March Management Cement, LLC</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>April Cement Finishers</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>May Construction</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>June Concrete Construction, Inc.</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>July Cement Maintenance</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>August Construction Contractor Company</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>September Pavers</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>October Construction, Inc.</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>November Concrete LLC</td>
<td>513-555-5555</td>
</tr>
<tr>
<td>December Blacktop</td>
<td>513-555-5555</td>
</tr>
</tbody>
</table>