



## Requirements for Fiber System Buildout Projects

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### Right-of-Way Permitting Requirements

1. City of Ramsey utilizes ROWAY ([https://ramsey.mn.roway.net/public\\_map.php](https://ramsey.mn.roway.net/public_map.php)) for right-of-way permitting.
2. ROWAY registration is required, which includes uploading insurance and performance/restoration bonds.
3. Permit applications must include traffic control plans.
4. Work will be limited to two (2) active permits at a time.
5. Permitted work areas will be limited to the greater of 4,000 LF of fiber or 120 serviceable properties.
6. Conduct kickoff meetings in person at least two-weeks prior to submitting new ROW permit applications for new work areas.
7. Provide overview maps for each new work area at least two-weeks prior to submitting new ROW permit applications for new work areas.
8. Provide proposed start and completion dates with each new ROW permit application.
9. Draw permit plans to scale and show all known municipal utilities (sanitary sewer, water, storm, streetlights), easement and right-of-way limits, street names and addresses.
10. Provide total lineal footage of fiber installations within permitted work areas.
11. Maintain a paper or digital copy of approved permit/plans on worksite at all times.

### Construction Requirements

#### General

1. Allowed working hours:
  - a. Residential areas; Monday - Friday, 8:00 am - 8:00 pm
  - b. Commercial/Industrial areas; Monday - Friday, 7:00 am - 8:00 pm
  - c. No activity allowed on Saturdays, Sundays, or holidays without City permission
2. Conduct weekly work coordination meetings between Contractor, Provider and City staff.
3. Underground telecommunications installer certification per State Statute 326B.198, Underground Telecommunication Infrastructure, is required.
4. When fiber crosses municipal utilities, verify depths using Minnesota Office of Pipeline Safety approved methods. Contact Public Works at 763-433-9839 prior to potholing any municipal utilities.
5. Bituminous and concrete coring/potholing requires prior City approval.
6. Road tracking must be minimized and debris must be swept up as soon as practical or within 3 hours of City notice. Contractor will be billed if City must sweep streets.
7. All vehicles used for work purposes must display company name and DOT # on each side, and must utilize 360-degree amber flashing devices while in work zones adhering to the Minnesota Temporary Traffic Control Field Manual.
8. Minimize phasing of work and number of drill crews working in an area.
9. Clearly identify all work staging areas using approved signage.

10. All trunk fiber must be installed by directional drilling/boring.
11. All fiber must be installed between 30 and 42-inches deep.
12. All fiber must be installed within drainage and utility easements (where applicable) or at the outside edge of right of ways.
13. Fiber lines crossing roadways shall be limited to 1 crossing per block.
14. Water cannot be drawn from fire hydrants without prior City approval.
15. As-built plans must be provided to City for all underground ROW work within 6 months of installation.

### **Public Communications**

1. Provide door hangers at each business or residence before locates and route flags are placed. Failure to notify residents in advance may result in shut down or delay of work.
2. Door hangers must provide contact names and numbers for both the Provider and the City.
3. Gopher State One Call locates must be called in before requesting ROW permits.
4. Place sign boards in work areas at least 7 calendar days prior to beginning work.
5. Notifications must detail the work being performed and restoration expectations.
6. Neighborhood letters, project information boards and project hotline must be provided to keep businesses and residents informed.
7. When Provider is contacted by the public, Provider must respond within 24-hours and provide written documentation of their discussion to the City, including dates and times, who they spoke with, and any details regarding resolution of complaints or shared documents and/or photos, as needed. New ROW permits will not be issued until all known public concerns are addressed within all previously permitted areas.

### **Restoration Work**

1. Restore turf in right of ways and easements as soon as possible but no later than 5 days after placing topsoil using southern boulevard seed mix in commercial areas and southern turfgrass seed mix in residential areas per most current MnDOT Seeding Manual.
2. Repair all damaged landscaping and irrigation systems resulting from work as soon as possible.
3. Repair damage to streets resulting from work per applicable city standards plates available at <https://cityoframsey.com/181/Engineering>.
4. Repair or replace concrete curbs, gutters and sidewalks using concrete mix matching existing sections and meeting a minimum 28-day compressive strength of 4,000 PSI.
5. Replace sidewalk panels that are cracked, chipped, or broken with a full panel. If the city replaces panels due to safety concerns, the city reserves the right to bill the contractor.
6. Restore all hard surfaces, including curb, core holes, sidewalks and trails, that are damaged by contractor within 30 days.
7. Reinstall disturbed property corners using a surveyor licensed by the State of Minnesota.
8. All restorations shall be equal to or better than the original conditions.

### **Traffic Control**

1. Conform to current Minnesota Manual on Uniform Traffic Control Devices and Minnesota Temporary Traffic Control Field Manual.
2. Identify Contractor providing traffic control.
3. Identify Work Zone Safety Coordinator.

4. Traffic control should only be installed while actively working in the area and removed upon completion. Devices must be removed from the roadway and faced away from traffic when not in use.
5. No road closures are allowed without prior approval from City.

#### **Erosion Control**

1. Erosion control measures employed on site must conform to most current MnDOT standards.
2. Erosion control measures must remain in place while actively working in area and must be removed upon completion of work and/or upon 70-percent turf establishment following City verification.

#### **Temporary Pedestrian Access Routes**

1. When a sidewalk or trail is blocked or closed in a work area, a temporary pedestrian access route (TPAR) must be provided in accordance with MnDOT's Pedestrian Accommodations through Work Zones Design Guidance. City approval is required before placing signage.

#### **School Zones**

1. The Contractor may not block any sidewalk or trails adjacent to schools during school hours and/or 1 hour prior to and after school hours.

#### **Severe Weather**

1. Active work shall be suspended during inclement or severe weather that may impact the visibility of pedestrians and drivers.

#### **Emergency Responders**

1. Maintain access to all properties and streets during construction and maintain a minimum 11-foot drive lane for emergency vehicle access.
2. Contractor must not impede or interfere with Emergency Responders while in work areas.