CITY OF WALTHAM
MASSACHUSETTS

Consolidated Public Works Department Phone: 781-314-3800 Fax No. 781-314-3808

REQUIREMENTS TO BE PLACED ON THE APPROVED CONTRACTORS LIST

The contractor must submit a letter to the Director of Consolidated Public Works requesting to be placed on our list of Approved Contractors. A statement of qualifications for installation of water, sewer, and drain services, including a list of **three (3) locations where work has been done as well as references (please include name or contact person plus telephone numbers)** should be submitted. Only contractors who have written approval of the Director of Consolidated Public Works will be placed on the Contractors list.

1. A street opening permit must be obtained from the Consolidated Public Works Department for every installation before the works begins. This change is $25.00 per week (or any portion of a week). Please note that there will be up to a 48-hour waiting period prior to a street opening permit being issued. Applicants will be required to fill out a permit request with relevant information which will give the Consolidated Public Works Department ample time to review the circumstances prior to the permit being issued.

2. A valid DigSafe number must be presented when requesting a street opening permit.

3. A street permit bond for $5,000 must be filed at the Consolidated Public Works Department, 165 Lexington Street, Waltham, MA 02452.

4. The Contractor must show evidence that they are insured for $50,000 Property Damage and $300,000 Public Liability.

5. All Inspections on the installation of any water and sewer pipeline or on-site storm water drainage must be coordinated by you with an inspector from the Public Works Department. No back filing or any utility pipe work is permitted until approved by a City inspector. All requests for inspection require a (2) two day advance notice. Please call the Public Works Department at (781) 314-3800.

6. All workmanship and quality of materials must comply with the Engineering Department's specifications and testing procedures.

7. The City of Waltham Engineering Department requires plans of all installations.

8. Your company accepts full responsibility for all trench repair and re-paving due to settlement or deterioration for a period of one year after the permit date.

Michael L. J. Chiasson, Director
Consolidated Public Works Department 7/7/21