



Mayor James W. McGee

**Federal Project
NORTH AND SOUTH ROAD SIDEWALK
IMPROVEMENTS – PHASE II
STP-9901(655)**

**ADDENDUM #3
Issued: October 16, 2024**

Description of Addendum:

1. **Calendar Day Completion.** The NOTICE TO CONTRACTORS, Section (3) PERIOD OF PERFORMANCE is deleted in its entirety and replaced with the following:

(3) PERIOD OF PERFORMANCE: If the bid is accepted, the bidder agrees that work shall be diligently prosecuted at such rate and in such manner as, in the judgment of the engineer, is necessary for the completion of the work within the time specified as follows in accordance with Sec 108:

Calendar Days: 180.

2. **Revised Sheet 40 of 62, REMOVAL SHEET 4 OF 13.** Removal Sheet 4 of 13 (Sheet 40 of 62) is deleted in its entirety and replaced with the Removal Sheet 4 of 13 (Sheet 40 of 62) attached to this addendum.
3. **St. Louis County Permitting.** The Contractor shall apply for and secure all appropriate permits from St. Louis County prior to commencing work. All permit fees shall be paid by the Contractor. No additional compensation will be allowed. Following this cover sheet is information to assist the Contractor in preparing his application(s). The Contractor is strongly encouraged to contact St. Louis County prior to completing the application(s).

End of Addendum #3.

The Contractor shall acknowledge this addendum on the Bid Form.

PREPARED BY



411 North 10th Street, Suite 200
St. Louis, Missouri 63101



**Procedure for Building, Mechanical, Electrical, Plumbing,
Drainlaying, and Land Disturbance Permits Applications/Approvals**
12/13/21

The St. Louis County Satellite Offices (North, South, and West) are closed to all persons except designated employees. No business may be transacted at any of these satellite offices.

Applying for a building, mechanical, electrical, plumbing, drainlaying and land disturbance permits:

A drop-off service to submit plans is located inside the east street level entrance of the St. Louis County Lawrence K. Roos Administration Building located at 41 S. Central Avenue, Clayton MO, 63105. For faster service we **strongly recommend** logging into the Citizen Permitting Portal (also known as Accela Citizen Access or ACA) found at the Department of Transportation and Public Works website page located at <https://stlouiscountymo.gov> and complete the on-line permit application. You will be given a receipt which includes the permit application number that you should print and wrap around the outside of the four (4) sets of plans. Plans shall be placed inside the rolling tote labeled "Transportation and Public Works" located past the foyer of the building. One may also use this rolling tote to resubmit revised plans for projects currently being reviewed. It is important these submissions/resubmissions are properly assembled, bound and collated into four (4) identical sets of plans. It is also important to clearly indicate the intended recipient of the plans by placing the Citizen Permitting Portal receipt on the outside of the single roll (all four (4) sets rolled together if physically possible) so it is readable without unrolling the plans. If the plans are a resubmission, please include a piece of paper with name of the plan reviewer and permit application number on the outside of the roll of plans. For new submissions, if you have not completed the on-line application before arriving, you may submit the four (4) sets of plans with a paper permit application, **filled out in its entirety**, wrapped around the outside of the plans and placed in the rolling tote labeled "Transportation and Public Works." Paper applications are not available on street level. If you are submitting with a paper permit application, you must print and complete the application prior to arrival to the drop off service per the instructions below.

For persons wanting to submit a paper permit application with their four (4) sets of plans, visit: <https://stlouiscountymo.gov> and navigate to Departments/Transportation & Public Works/Residential Building page and look for the appropriate application under Residential Permit Applications. If interested in a commercial permits requiring plan review, visit: <https://stlouiscountymo.gov> Departments/Transportation & Public Works/Commercial Building and look for the appropriate application under Commercial Permit Applications. Click on the appropriate permit application. Print and complete the permit application in its entirety. If you are unsure if your project requires plan submission, refer to the link titled "When do I need a Permit" after clicking on the Residential Building

tab or Commercial Building tab. There will be no paper applications provided at the street level submission point (rolling tote). If you make a submission without a paper permit or the receipt from the Citizens Permitting Portal, a permit processor will contact you once the plans have been opened and will provide instructions on how to email the permit application. We strongly urge our customers to use the Citizens Permitting Portal to make the permit application.

Over-the-counter (permits that do not require plans) for some electrical, plumbing, mechanical permits, and almost all drainlaying permits are issued and paid for electronically with no personal interaction with employees. No walk-in applications will be accepted for over-the-counter permits. The online system is accessible through the Citizens Permitting Portal found on the Department of Transportation and Public Works website page at <https://stlouiscountymo.gov> or may be accessed directly through <https://acastlouisco.com/CitizenAccess/Default.aspx>. You may also submit your over-the-counter permit application by using the fax system (314-615-8701) for those that qualify to use it. If you choose to use our fax system, you must have money in your escrow account to cover the permit fee. All building projects require plan submission.

Residential While-You-Wait Email policy is in place for small residential building and mechanical projects that may be emailed using 8 ½” x 11” format. Plans must be drawn to a scale and should be able to be printed on 8 ½” x 11” paper without reducing the scale. Pictures of plans are not acceptable since the printed image is too dark to read. Please refer to the Residential While-You-Wait Building and Mechanical Permits Email Guide at <https://stlouiscountymo.gov/st-louis-county-departments/transportation-and-public-works/residential-building/>.

If you desire an Accelerated Plan Review, please make sure you have completed the Request for Accelerated Plan Review form found in the Accelerated Plan Review Guide found at <https://stlouiscountymo.gov/st-louis-county-departments/transportation-and-public-works/commercial-building/> or <https://stlouiscountymo.gov/st-louis-county-departments/transportation-and-public-works/residential-building/>. The Request for Accelerated Plan Review form should be wrapped around the plans on top of the receipt you printed from the Citizens Permitting Portal.

Picking up an approved building, mechanical electrical or plumbing permit and plans:

All applicants who have been notified of permit approval by a member of the Permit Processing Staff may pick up their permit and plans on the street level of St. Louis County Lawrence K. Roos Administration Building located at 41 South Central Avenue, Clayton MO 63105. We require all applicants pay for the permit in advance via credit card. To pay your permit fee online (strongly recommended), please log in to our Citizen Permitting Portal at <https://acastlouisco.com/CitizenAccess/Default.aspx>. If you choose to pay for your permit over the phone via credit card please call 314-615-5462, between the business hours of 9:00am – 3:00pm, Monday – Friday, and provide the permit application number to proceed with paying for the permit. It is important you pick up the permit at the time frame agreed upon, since the storage area on the street level is limited. Once you have been told to pick up your approved plans, enter the east entrance of 41 S. Central Avenue and go through the security checkpoint.

Additional Information/Revised Plans (original submission of plans is already in-house, and you need to amend the plans) for building, mechanical, electrical, plumbing and SUP permits.

Please print the attached “Additional Information Revised Plans” form and complete. This completed form needs to be wrapped around the single roll of plans (four (4) identical, collated, and stapled sets). It

is important that this form is wrapped around the plans in a way to easily identify the permit application number. When you are ready to make the resubmission, enter the street level east entrance of St. Louis County Lawrence K. Roos Administration Building located at 41 South Central Avenue, Clayton MO 63105. You will place the roll in a bin noted Transportation and Public Works located inside the east entry doors.

If you have any questions regarding the procedures outlined or not outlined in this document, please contact 314-615-5184.

**ADDITIONAL INFORMATION
REVISED PLANS**

DATE SUBMITTED: _____ TIME SUBMITTED: _____

APPLICATION/PERMIT NUMBER: _____

PAC NUMBER (IF APPLICABLE): _____

HAS PERMIT BEEN ISSUED: _____ YES _____ NO

DO REVISIONS REFLECT AN INCREASED SCOPE OF WORK: _____ YES _____ NO

SCOPE(S) OF REVISIONS INCLUDED IN RE-SUBMITTAL:

_____ SITE _____ ARCH _____ STRUC

_____ MECH _____ ELEC _____ PLUMB

PLAN REVIEWER(S): _____

COMMENTS: _____

SUBMITTED BY (NAME): _____

PHONE: _____

EMAIL: _____

METHOD OF SUBMISSION: _____ IN PERSON _____ MAIL _____ COURIER



APPLICATION FOR SPECIAL USE PERMIT

To the DIRECTOR of the DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS,
St. Louis County, Missouri 41 South Central Avenue, 5th Floor, Clayton, Missouri 63105
Phone: (314) 615-8517 Email: transportationpermits@stlouiscountymo.gov

1) Name of Applicant: _____

2) Address of Applicant: _____

City: _____ State: _____ Zip: _____ Phone No.: () _____ - _____ Ext: _____

Email Address: _____

Emergency Contact: _____ Emergency No.: () _____ - _____

Contractor (if applicable): _____

3) Type of Development (check boxes): New Existing Residential Commercial Industrial

4) Description of Work: _____

5) Location of Work: _____

6) Master Drainlayer/Plumber Name: _____ License Number: *D*- _____ *P*- _____

7) Proposed Starting Date: _____ 8) Days Required to Complete: _____

9) Sewer Lateral # _____ Water Lateral # _____ 10) Plumbing Permit Number: _____

11) Permit Application Center Number: _____ 12) Land Disturbance Permit Number: _____

13) **By typing or signing my name, I acknowledge that I have read and understand the above conditions and attached general provisions.**

Company Name/Applicant's Name Applicant's Signature Date

----- THE FOLLOWING IS FOR OFFICE USE ONLY -----

Arterial Road System (ARS) County Road System (CRS) ARS/CRS

Fees Collected: _____ Number of Units: _____ Date: _____ By: _____

Special Use Permit Number: _____ Map Location: _____

ST. LOUIS COUNTY
SPECIAL USE PERMIT GENERAL PROVISIONS

DEFINITIONS

For purposes of this Application, the terms are defined as follows:

- 1) **Applicant**. The person (individual or artificial entity) that controls the property or the project authorized by this SUP. If Applicant uses a Contractor, the term "Applicant" includes the term "Contractor".
- 2) **Contractor**. The person (individual or artificial entity) that performs the work authorized by this SUP.
- 3) **County**. St. Louis County, Missouri.
- 4) **Department**. The St. Louis County Department of Transportation and Public Works.
- 5) **Director**. The Director of the Department or his/her designee.
- 6) **Project**. The work performed by Applicant pursuant to this SUP.
- 7) **SUP**. This Special Use Permit.

TERMS AND CONDITIONS

By submitting this application, the Applicant agrees to comply with all obligations, requirements, terms and conditions contained in the General Conditions contained in this application. Except in those instances and to the extent that Applicant makes a good faith determination that an emergency exists, Applicant shall perform no work on a Project prior to issuance of an SUP. If Applicant fails to comply with any General Conditions contained in this application or Special Conditions of the SUP, County may suspend or revoke this SUP. If Applicant wishes to request an exemption from, or a modification of, any General Condition, Applicant shall follow the procedures specified below in General Condition No. 4, titled "Variance Procedure".

GENERAL CONDITIONS

- 1) **Notification**. Applicant shall notify County at least 48 hours in advance that work will start on the Project. In non-emergency situations, Applicant shall provide such notice by contacting the Permit Inspection Section of the Department at (314) 615-1166 or by email to the following address: transportationpermits@stlouiscountymo.gov. All emergency work situations shall be reported immediately by telephone to the Department. Emergency work occurring within normal working hours (7:30 am to 4:00 pm Monday-Friday) shall be reported to the Department's Permit Inspection Section at (314) 615- 1166. Emergency work occurring at other hours or on Saturdays, Sundays and holidays shall be reported to the St. Louis County Police Information Center at (314) 889-2341. The Department will dispatch its personnel as required by the emergency situation.
- 2) **Utility Locates**. Applicant shall be responsible to request the location of all utilities be marked, including traffic signal interconnect and facilities, prior to performing any work. Applicant shall call Missouri 811 (www.missouri-811.org) for utility locates.
- 3) **Performance**. Applicant shall perform all work in a workmanlike manner, without unreasonable delay, and in full compliance with this SUP.
- 4) **Variance Procedure**. If Applicant has a good faith belief that a General or Special Condition, in whole or in part, should not apply to the Project or to the Applicant, Applicant shall file contemporaneously with this SUP application a "Variance Application" (see Exhibit "A",

attached hereto) for an exemption or modification of such condition. The Variance Application shall contain a full explanation of the reasons in support of the request and all other relevant information requested on the Variance Application. The Director will respond to the Applicant by granting or denying the request in whole or in part, without undue delay.

- 5) **Indemnification.** Applicant shall defend, indemnify and hold harmless the County, its officers and employees, whether based on a claim for real or personal property, or to a person, for any and all damages arising from the negligence or intentional tort of said Applicant or its subcontractors in constructing, extending, restoring or maintaining its facilities within, upon or across a County owned easement or right-of-way. Additionally, for a period of six months from the completion of such work or use, Applicant will save the County harmless from any cost or expense occasioned or required in the refilling, repairing, or restoring of said easement or right-of-way, for such period, due to or occasioned by such use, excavation or encroachment.
- 6) **Insurance Coverage.** The applicant shall provide the County with a Certificate of Insurance, evidencing insurance coverages to current County requirements for any entity that performs work in County right- of-way associated with this application. Such certificates shall name "St. Louis County" as additional insured and shall be provided prior to the issuance of any permit. Upon request, County will provide specific amounts for coverages. Applicant will require all of its contractors and subcontractors to add St. Louis County as an additional insured; and provide copies of contractors' and subcontractors' Certificates of Insurance to County, prior to the commencement of work under this Permit by the contractor and/or subcontractor.
- 7) **Signs, Barricades, Flagmen.** While work is being performed in County right-of-way, Applicant shall comply with the most recent version of the Manual of Uniform Traffic Control Devices (MUTCD).
- 8) **Vertical Clearance.** Applicant shall maintain a vertical clearance for overhead installations of not less than 16 feet, 6 inches from the road surface.
- 9) **Cover for Underground Facilities.** At the time of installation, Applicant shall provide the following minimum cover for underground facilities, unless approved through the Variance Procedure: 42 inches for waterlines, 24 inches for parallel telephone cables, 18 inches for gas service lines, 24 inches for gas mains, and 30 inches for all other underground installations.
- 10) **Covers or Guards.** Applicant shall provide covers or guards as approved by Director for cable, wire, small diameter pipe and other objects that extend above the surface.
- 11) **Mud, Debris.** Applicant shall keep pavements clear of mud and debris, and keep ditches, culverts and other areas that convey surface water, open and free from mud and debris.
- 12) **Pavement Crossings/Openings.** The Project shall not include open cut of any paved portion of the right-of-way unless such open cuts are limited to time periods designated in General Condition No. 15, "Lane Interruption/Traffic Stream". The Director may prohibit open cuts or impose additional limits if, after considering all relevant factors, the Director makes a good faith determination that such open cuts will result in an unreasonable disruption of the traffic stream.
- 13) **Restoration of Asphalt Driving Surface.** In addition to the requirements of Standard Drawing C613.00, the contractor shall mill and overlay the full width of the impacted lane(s) or shoulder(s) for trench excavations that exceed 50 feet longitudinally. When 5 feet or less of pavement remains between the excavation and the nearest joint or pavement edge, the contractor shall mill and overlay to the joint or pavement edge.

- 14) **Disturbed Paved Right-of-Way.** At the completion of the Project, Applicant shall restore the paved right-of-way and any improvements thereon, to as good condition as before the Project, and keep and maintain such paved right-of-way in such condition for a period of six months. Applicant shall replace the subgrade and surface with like kind materials. Applicant shall fill all voids and pavement openings with granular backfill, which shall be compacted to comply with Standard Specification for Road and Bridge Construction, Section 726.6.3. Applicant shall make final pavement repairs within thirty days of completed temporary pavement work. If within six months of the completion of the Project, the paved right-of-way fails to remain in as good condition as before the Project, applicant shall repair such right- of-way to effect such compliance.
- 15) **Lane Interruption/Traffic Stream.** In non-emergency situations, the Project shall not interrupt the traffic stream between the hours of 6:00 am to 9:00 am and 3:30 pm to 6:30 pm.
- 16) **Disturbed Unpaved Right-of-Way.** All disturbed unpaved areas of the right-of-way shall be re-graded, and vegetation restored to as good a condition as before the Project.
- 17) **Manholes.** Applicant shall conform utility boxes, valve boxes, manhole frame covers or any utility appurtenances to the transverse and longitudinal pavement slope, and make the top comply with the finished grade.
- 18) **Trees, Shrubs and Turf.** Applicant shall make all reasonable efforts not to cut, spray or damage trees, shrubs or turf in County right-of-way.
- 19) **Disturbed Driveways and Sidewalks.** Applicant shall repair or replace all subgrade, sidewalks, driveway approaches and associated drainage facilities that Applicant damages or removes with like kind materials. When Applicant disturbs 50% or more of a slab of a concrete driveway or sidewalk, Applicant shall replace such slab with a full slab. Applicant shall replace all paved improvements at the same depth as before the Project.
- 20) **Private Facilities.** If Applicant damages or removes privately owned facilities lawfully located within County right-of-way, Applicant shall immediately notify the owner, and repair or replace such facilities as soon as practical. Applicant shall address any dispute with owners of private facilities as a civil matter arising in the course of business.
- 21) **Storage.** Applicant shall not store construction material or equipment on County right-of-way, if Applicant owns or controls property used for such storage within 500 feet of the Project. In any case, Applicant shall not store construction material or equipment if such storage impedes traffic or property access or creates a sight distance hazard. Within thirty days after completion of the Project, Applicant shall restore all storage areas to as good a condition as before the Project.
- 22) **Costs.** Applicant shall bear all non-reimbursable costs of construction, maintenance, removal, repair and related costs associated with this SUP.
- 23) **Pedestrian Right-of-Way Obstruction.** Applicant work that closes, or impedes pedestrian traffic shall comply with the Manual of Uniform Traffic Control Devices (MUTCD). A temporary pedestrian detour shall be provided when the work closes or impedes pedestrian traffic on sidewalks.
- 24) **Trenches.** Applicant shall keep all trenches in right-of-way covered and protected during non-working hours. At the completion of the Project, all trenches within three feet of or under existing or future (programmed) pavement shall be backfilled with granular material.

- 25) Landscaping and Monuments.** Applicant shall not install landscaping or entrance monuments unless replacing existing landscaping or monuments as specified by this SUP.
- 26) Fill Material.** Applicant shall use fill material that consists of uncontaminated inert materials (soil, rock, concrete, asphaltic concrete, sand and similar materials). Applicant shall not allow materials such as wood, metals, plastics, textiles and hydrocarbons as fill material. Applicant shall report to appropriate federal, state or local officials the existence of any material subject to applicable reporting requirements.

Exhibit "A"
Application for
Variance

SUP No. _____

By filing this Application with County, Applicant represents that it has a good faith belief that the General Conditions (GC) and/or Special Conditions (SC) specified below should not apply, in whole or in part, to Applicant's Project. Furthermore, Applicant affirms that the information contained herein, and the reasons stated herein, are true to the best of Applicant's knowledge and belief.

GC No. _____

Reasons why GC should not apply:

- 1)

- 2)

- 3)

SC No. _____

Reasons why SC should not apply:

- 1)

- 2)

- 3)

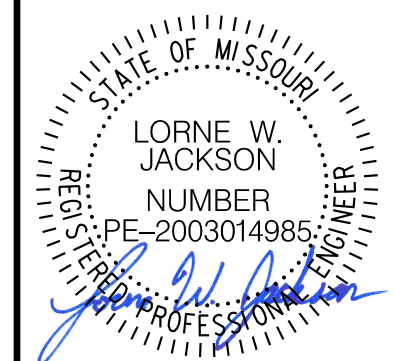
(See attached pages for requests for variances for additional GCs and SCs.)

Attached are all plans and documents that support Applicant's request for variance, including plans and documents relating to duration and extent of any adverse effect on traffic stream.

Approved:

(Applicant)

(St. Louis County Department of
Transportation and Public Works)



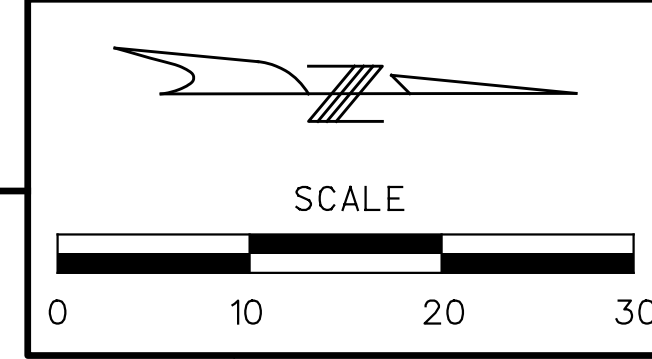
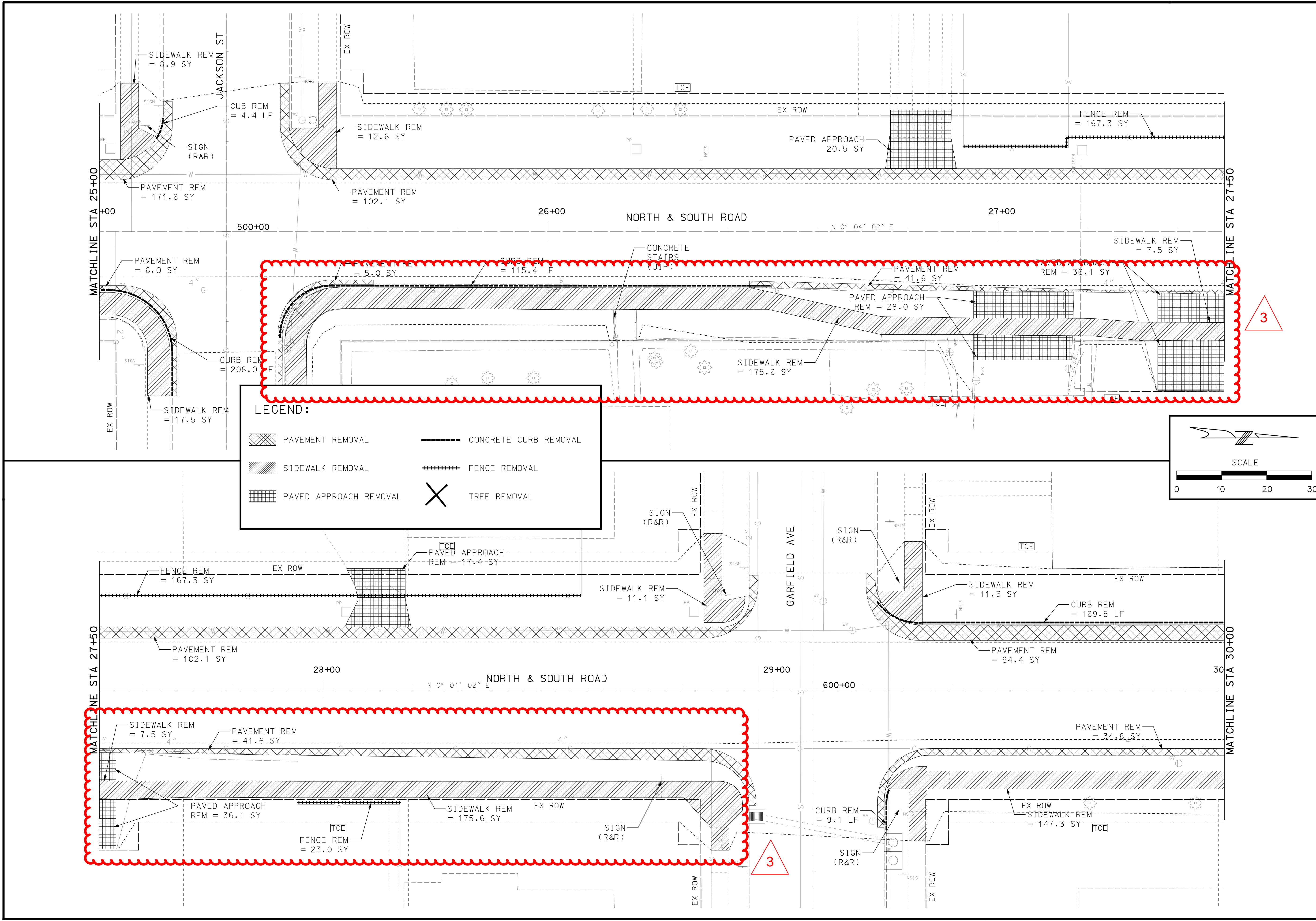
DISCLAIMER
 I hereby specify that the documents intended to be authorized by my seal are limited to this sheet, and I hereby disclaim any responsibility for all other drawings, specifications, estimates, reports or other documents or instruments relating to or intended to be used for any part of the engineering project or survey.

REV	DATE	BY	DESCRIPTION
#3	10-16-24		REVISED SIDEWALK REMOVAL

LOCHMUELLER GROUP
 411 N 10TH STREET, SUITE 200
 SAINT LOUIS, MISSOURI 63101
 P (314) 621-3395 F (314) 621-3288
 WWW.LOCHMUELLERGROUP.COM
 MISSOURI STATE ENGINEERING CORPORATION
 CERTIFICATE/LICENSE NO. 2002011852

NORTH AND SOUTH SIDEWALK IMPROVEMENTS PHASE 2
REMOVALS SHEET
 4 OF 13

PROJECT/JOB NO.
STP-9901(655)
 MSD PROJECT NO.
24TMP-000387
 MSD BASE MAP
15K3, 16K2
 DATE PREPARED
10/16/2024
 SHEET
40 OF 62



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