UTILITY AND SPECIAL PERMITS
Identify responsibility for obtaining special permits.

When a project requires various utility and other special permits, the bid documents should indicate who is expected to obtain them. Early in the design phase the Owner and/or Design Professional should discuss the requirements for permitting with the authorities having jurisdiction.

The Owner’s representative – i.e., Design Professional or Construction Manager – should develop and include a checklist within the construction documents, noting:

- Which permits are required
- Who obtains them
- Which items require fees
- Who is responsible for payment
- How these items are to be addressed in the bid.

  o Accurate and complete information is not always available. Whenever exact charges by utility companies cannot be determined before construction, Owner shall pay all such fees, or provide an allowance to be included by the Contractor and later adjusted when exact costs are known.

  o Among the many controlling authorities are: Fire District; Building Department; Health Department; Traffic Department; Plumbing, Electrical, and Mechanical Departments; Highway Department; electric, gas, water, sewer and telephone companies; Public Works; Department of Natural Resources and others.

REFERENCES:
Municipality in which the project is located

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