



To perform construction in the City's right-of-way, contractors must be licensed and bonded. The following documents and fee are required by the City of Fort Worth for licensing and bonding:

- Original \$25,000 Street and Storm Drain Contractors Bond with Power-of-Attorney.**
- Application for License (*for new contractor's only*)**
- License fee of \$500, payable to the City of Fort Worth**
- (*For Commercial Work only*) Certificate of Liability Insurance in the amount of \$10 million general commercial liability coverage. The certificate must name the City of Fort Worth as certificate holder and additional insured. It also must include a 30-day cancellation notice.**

**\*\* Please read attached instructions for detailed information \*\***

City of Fort Worth Planning & Development Department  
Parkway Services Division  
1000 Throckmorton St. Fort Worth, TX. 76102  
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Office 817.392.6594 Fax 817.392.8941  
We are located in the lower level of City Hall



**\$25,000 BOND**

**Instructions for completing the Street and Storm Drain Contractors Bond**

The bond forms provided must be completed by the bonding company's insurance agency and signed by the bonding company's principal and Attorney-in-Fact.

**The Power-of-Attorney for the Attorney-in-Fact must be the same name and have the same date on the bond.** Submit the original bond with seal and Power-of-Attorney with original signatures to the Street Permit Center.

If you are a new contractor, the license application must be completed in full, signed and dated by the applicant (principal).

Names must be written and printed in the space provided. **(Please attach a sheet with insurance and bonding company's name, full address, and phone and fax numbers).**

**New contractors:** A pre-construction meeting may be required at the inspector's discretion.

**Annual license fee for all contractors**

A check/credit card/cash/money order/cashier's check in the amount of **\$500 (annual license fee)**, payable to the City of Fort Worth, must accompany the application when it is returned to the Street Permit Center office. This fee is for one year from the date of the bond and is renewed annually.

**Existing Contractors:** If you are continuing your bond from one year to the next, with **no lapse in coverage**, a continuation certificate and the license fee of \$500 is *all that is required*. The continuation certificate must have a coverage term of 12 months. The license renewal with the Street Permit Center is valid **one year** from the bonds effective date.

**CITY OF FORT WORTH, TEXAS**  
**STREET AND STORM DRAIN CONTRACTORS BOND**

THE STATE OF TEXAS    )

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF TARRANT     )

That We \_\_\_\_\_,As,  
principal, and \_\_\_\_\_,As  
surety, are held and firmly bound unto the City of Fort Worth, Texas, in the penal  
sum of twenty-five thousand Dollars (\$25,000.00) good and lawful money of the  
United States of America, well and truly to be paid for the payment of which we,  
and each of us, hereby bind ourselves, our heirs, executors, administrators and  
successors, jointly and severally, firmly by these presents

**THE CONDITIONS OF THIS OBLIGATION ARE SUCH THAT**

**WHEREAS**, the above principal desires to engage in the business of  
laying, constructing, building, repairing, rebuilding, grading, graveling, paving,  
surfacing, resurfacing and doing work in and upon the public streets, alley or  
thoroughfares within the corporate limits of the City of Fort Worth and has  
complied with all the terms and conditions of ordinance No. 3449 of the City of  
Fort Worth, Texas, and has applied to the Director of Transportation and Public  
Works as provided in said ordinance

**NOW, THEREFORE**, if said principal shall fully indemnify and save whole  
and harmless the said City of Fort Worth, its agents and employees, as well as  
indemnify and save harmless any person, firm or corporation with whom the  
Principal has contracted, from any and all damages of any character arising from  
or caused directly or indirectly by any negligence in the performance of such  
work as above set forth under the terms of said ordinance and said license or for  
any imperfect or inadequate work done by said principal under the terms of said  
ordinance and said license, and shall maintain said work in good and  
workmanlike state of repair for a period of two (2) years from and after its  
completion and acceptance by the City of Fort Worth, then this obligation shall be  
null and void, otherwise to remain in full force and effect: provided, however, this  
bond is executed by the surety on the condition that its liability shall be limited by  
and subject to the conditions and provisions herein under contained:

Successive actions may be brought on this bond for successive breaches  
of its conditions or any of them; provided, however, that the total sum of all  
liability of the surety on any one or all of such actions shall not exceed a total  
sum of Twenty-five Thousand Dollars (\$25,000.00).

The liability of the Surety under this bond, if not canceled as hereinafter provided, shall cease and terminate of its own force and effect one (1) year from the date hereon, saving and excepting for the maintenance of the work performed previous to the date of termination, for which work the liability of the Surety for maintenance shall continue for two years from and after the date of the completion and acceptance of said work by the City, but no longer.

The Surety may terminate its liability under this bond at any time by giving the City Council of the City of Fort Worth, Texas, five (5) days notice in writing of the Surety's intention to do so, and from and after said date the Surety will no longer be liable for any subsequent act, save and except as to maintenance as herein above provided.

IN WITNESS WHEREOF, the said Principal and the said Surety have set their hand and seal this the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Surety

\_\_\_\_\_  
Attorney-in-Fact



Owner, partners, or officers and construction experience:

<u>Name</u>	<u>Title</u>	<u>Years</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Applicant is familiar with City of Fort Worth Ordinance #3449; will furnish the required bond satisfactory to the City of Fort Worth, Texas; and agrees to complete all work in compliance with the requirements established by the City of Fort Worth through its City Engineer.

City Engineer Approval: \_\_\_\_\_

**AUTHORIZATION TO SIGN FOR PERMITS:**

Name of authorized individuals to receive permits:

Phone number or email for Emergencies:

\_\_\_\_\_  
Name

\_\_\_\_\_

Licensee/Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Planning & Development/ Parkway Services Division

### **BASIC INSURANCE REQUIREMENTS**

The following are basic insurance requirements required to obtain a permit. Exceptions to the insurance requirements may be reviewed and approved by our Risk Management Department. However, item number 3, Statutory Limits of Workers' Compensation, is required for all public projects.

1. Commercial General Liability (CGL) Insurance Policy

\$10,000,000 Each occurrence, no exception

**Please note:** to meet the requirement of \$10,000,000 coverage, a combination of an underlying Commercial General Liability policy with an Excess/Umbrella Liability policy is acceptable as long as the excess policy follows form and provides the required limit of coverage.

2) **Automobile** Liability Insurance Policy

\$1,000,000 Each accident on a combined single limit basis

A commercial business policy shall provide coverage on "Any Auto"

3) **Worker's Compensation** Insurance Policy

☆ Statutory Limits

☆ Employer's liability

\$100,000 Each accident/occurrence

\$100,000 Disease-per each employee

\$500,000 Disease-policy limit

4) Policy Endorsements should be stated as follows:

☆ **The City of Fort Worth, its Officers and Employees named as an Additional Insured as Required by City Ordinance.**

☆ Thirty (30) days notice of cancellation or non-renewal. It would be advantageous to the City to require the following clause:

☆ "This insurance shall not be cancelled, limited in scope or coverage, cancelled or non-renewed, until after thirty (30) days prior written notice has been given to the City of Fort Worth".

☆ Waiver of rights of recovery (subrogation) in favor of the City of Fort Worth.

5) The insurers for all policies must be licensed/approved to do business in the State of Texas and have minimum rating of A:VII in the current A. M. Best Key Rating Guide or have reasonably equivalent financial strength and solvency to the satisfaction of the Risk Manager.

6) The deductible or self-insured retention (SIR) affecting required insurance coverage shall be acceptable to the Risk Manager of the City of Fort Worth in regards to asset value and stockholders' equity. In lieu of traditional insurance, alternative coverage maintained through insurance pools or risk retention groups must also be approved.