

**BOARD OF PUBLIC WORKS  
MEMBERS**

**AURA GARCIA**  
PRESIDENT

**M. TERESA VILLEGAS**  
VICE PRESIDENT

**DR. MICHAEL R. DAVIS**  
PRESIDENT PRO TEMPORE

**VAHID KHORSAND**  
COMMISSIONER

**SUSANA REYES**  
COMMISSIONER

**TJ KNIGHT**  
ACTING EXECUTIVE OFFICER

# CITY OF LOS ANGELES

CALIFORNIA



**KAREN BASS**  
MAYOR

**DEPARTMENT OF  
PUBLIC WORKS  
BUREAU OF  
ENGINEERING**

**TED ALLEN, PE**  
CITY ENGINEER

1149 S. BROADWAY, SUITE 700  
LOS ANGELES, CA 90015-2213

<http://eng.lacity.org>

February 28, 2024

## BOND INCREASE – BONDED SEWER CONTRACTOR LIST

Per Los Angeles Municipal Code (LAMC) Section 64.15.1.(b) (Attachment 3)

AS OF JULY 1, 2023, the current bond deposit amount was \$34,800.

EFFECTIVE JULY 1, 2024, the required bond deposit will increase to **\$35,700**



BOARD OF PUBLIC WORKS  
MEMBERS

AURA GARCIA  
PRESIDENT

M. TERESA VILLEGAS  
VICE PRESIDENT

DR. MICHAEL R. DAVIS  
PRESIDENT PRO TEMPORE

VAHID KHORSAND  
COMMISSIONER

SUSANA REYES  
COMMISSIONER

TJ KNIGHT  
ACTING EXECUTIVE OFFICER

# CITY OF LOS ANGELES

CALIFORNIA



KAREN BASS  
MAYOR

DEPARTMENT OF  
PUBLIC WORKS

BUREAU OF  
ENGINEERING

TED ALLEN, PE  
CITY ENGINEER

1149 S. BROADWAY, SUITE 700  
LOS ANGELES, CA 90015-2213

<http://eng.lacity.org>

## BONDED SEWER CONTRACTOR INFORMATION PACKAGE AND PROCEDURES

Per Los Angeles Municipal Code (LAMC) 64.15.(e), only approved Bonded Sewer Contractors (BSC) may obtain sewer permits for construction in the public right-of-way. Bonded Sewer Contractor approvals are valid for **ONE YEAR ONLY**.

**Note:** Name(s) listed on **ALL** documents must be the same name as listed on the surety bond. Any additional or omission of name(s) will be subject to review and may delay placement on the BSC List.

**ALL SIX** of the following documents are required to be approved as a Bonded Sewer Contractor:

1. Evidence of \$1 million General Liability Insurance. Please have your broker or agent submit evidence of insurance on the CAO's Insurance Submittal System **KwikComply™**, at <http://kwikcomply.org> (Attachment 1)
2. A completed Sewer/Storm Drain Connection Bond (surety bond) or bond rider for existing surety bonds, to be emailed to the Office of the CAO Risk Management at [CAO.insurance.bonds@lacity.org](mailto:CAO.insurance.bonds@lacity.org) (Attachment 2) **OR** post a cash bond (payable by Cashier's Check only) in the amount in accordance with LAMC 64.15.1.(b) (Attachment 3) at the Bureau of Engineering Central District Office.
3. A **Certified Approval number (CA#)** will be provided by email from the CAO, Risk Management division when your bond and/or insurance have been approved. Forward this information to the Central District Office at [eng.bsc@lacity.org](mailto:eng.bsc@lacity.org)
4. Submit by email, to the Bureau of Engineering Central District Office at [eng.bsc@lacity.org](mailto:eng.bsc@lacity.org) a copy of the following document:
  - Current California State Contractor Pocket License in the classification of A-1 (General Engineering), B-1 (General Building), C-36 (Plumbing), or C-42 (Sewer, Sewage Disposal, Drain, Cement Pipe Laying). **Note:** A License Board Certificate or online CSLB printout of license status will not be accepted.
5. Submit by email, to the Bureau of Engineering Central District Office at [eng.bsc@lacity.org](mailto:eng.bsc@lacity.org) a copy of the following document:
  - City of Los Angeles Business License Taxpayer's "Business Tax Registration Certificate", "Payment Receipt" or processed "Renewal Confirmation" dated for the current year **2024**. For assistance contact the Office of Finance at (844) 663-4411, or for



online payments <https://finance.lacity.org/online-taxpayer-services> or general information <http://finance.lacity.org> or email: [Finance.CustomerService@lacity.org](mailto:Finance.CustomerService@lacity.org). **Note:** Unprocessed payment renewal forms, cancelled checks, bank statements, or certificates with issue dates prior to 2024 will not be accepted.

6. Submit by email, to the Bureau of Engineering Central District Office at [eng.bsc@lacity.org](mailto:eng.bsc@lacity.org) a completed and notarized Sewer Permit Authorization Form (Attachment 4), listing all authorized personnel to pull sewer permits on behalf of the Principal Owner.

The minimum processing time for placement on the Bonded Sewer Contractor list is **TWO WEEKS**. Time frame begins with your submittal of properly completed items #1-6. Any incomplete or missing documents will delay the processing time and placement on the BSC list.

## **Important Information & Reminders**

**Bond Renewal Period:** Increase in bond amount (surety/rider or cash) will occur every year on July 1<sup>st</sup>, per LAMC 64.15.1.(b), Ordinance No. 180158 (Attachment 3)

For assistance regarding submittal of a surety bond/rider (or insurance), contact the Office of the CAO, Risk Management at (213) 978-7475 or online at <http://cao.lacity.org/risk/>

**General Liability Insurance Renewal:** Evidence of \$1 million general liability insurance must be submitted by your broker/agent through <http://kwikcomply.org> prior to the expiration date to avoid removal or suspension from the BSC list.

**\*Note:** The CAO Risk Management division will notify you by email and provide you with a Certified Approval # (CA#) once your bond and/or insurance have been approved. Forward the approval # to the Central District Office by email at [eng.bsc@lacity.org](mailto:eng.bsc@lacity.org) to avoid removal from BSC List, as the CAO will not notify us directly.

**City of Los Angeles Business License:** City business tax is due January 1<sup>st</sup> of each year and is delinquent if not paid on or before the last day of February of each year. Once payment has been made, please make sure to email us a copy of your payment receipt to avoid removal or suspension from the BSC list.

**Contractor's Pocket License:** Submit, by email, a copy of Contractor's Pocket License to the Central District Office prior to the expiration date. License must be "Active" on the California Department of Consumer Affairs Contractor State License Board to avoid removal or suspension from the BSC list.

**Cash Bond (MCB) Refund:** Request for refund must be in written form on company letterhead and submitted by USPS or by email to PW/BOE, Central District Office. **ALL** Sewer/Storm Drain Permits issued under the cash bond must be closed by Contract Administration before the process can be initiated by our department. Any open permits still pending final inspection will delay the refund process.

**NSF Checks:** Any returned check will automatically suspend the BSC account until repayment of fees plus a returned check fee of \$35 is received by a Cashier's Check only. Repeat offenders will be placed on Cashier's Check only form of payment.

**Online Information:** Visit <http://engpermits.lacity.org/spermits/> and select the Approved Bonded Sewer Contractor List or Bonded Sewer Contractor Information for the most current information.

For questions or additional information not covered in this package, please contact us by email at: [eng.bsc@lacity.org](mailto:eng.bsc@lacity.org)

(Rev. 05/18)

**CITY OF LOS ANGELES**

**INSTRUCTIONS AND INFORMATION**  
**ON COMPLYING WITH CITY INSURANCE REQUIREMENTS**

(Share this information with your insurance agent or broker)

1. **Agreement/Reference** All evidence of insurance should identify the nature of your business with the CITY. Clearly show any assigned number of a bid, contract, lease, permit, etc. or give the project name and the job site or street address to ensure that your submission will be properly credited. Provide the **types of coverage and minimum dollar amounts** specified on the Required Insurance and Minimum Limits sheet (Form Gen. 146) included in your CITY documents.

2. **When to Submit** Normally, no work may begin until a CITY insurance certificate approval number ("CA number") has been obtained, so insurance documents should be submitted as early as practicable. For **As-needed Contracts**, insurance need not be submitted until a specific job has been awarded. **Design Professionals** coverage for new construction work may be submitted simultaneously with final plans and drawings, but before construction commences.

3. **Acceptable Evidence and Approval** Electronic submission is the required method of submitting your documents. **KwikComply** is the CITY's online insurance compliance system and is designed to make the experience of submitting and retrieving insurance information quick and easy. The system is designed to be used by insurance brokers and agents as they submit client insurance certificates directly to the City. It uses the standard insurance industry form known as the **ACORD 25 Certificate of Liability Insurance** in electronic format. **KwikComply** advantages include standardized, universally accepted forms, paperless approval transactions (24 hours, 7 days per week), and security checks and balances. The easiest and quickest way to obtain approval of your insurance is to have your insurance broker or agent access **KwikComply** at <https://kwikcomply.org/> and follow the instructions to register and submit the appropriate proof of insurance on your behalf.

**Contractor must provide City** a thirty (30) day notice of cancellation (ten (10) days for non-payment of premium) AND an Additional Insured Endorsement naming the CITY an additional insured completed by your insurance company or its designee. If the policy includes an automatic or blanket additional insured endorsement, the Certificate must state the CITY is an automatic or blanket additional insured. An endorsement naming the CITY an Additional Named Insured and Loss Payee as Its Interests May Appear is required on property policies. All evidence of insurance must be authorized by a person with authority to bind coverage, whether that is the authorized agent/broker or insurance underwriter.

Additional Insured Endorsements DO NOT apply to the following:

- Indication of compliance with statute, such as Workers' Compensation Law.
- Professional Liability insurance.

Verification of approved insurance and bonds may be obtained by checking **KwikComply**, the CITY's online insurance compliance system, at <https://kwikcomply.org/>.

4. **Renewal** When an existing policy is renewed, have your insurance broker or agent submit a new Acord 25 Certificate or edit the existing Acord 25 Certificate through **KwikComply** at <https://kwikcomply.org/>.

5. **Alternative Programs/Self-Insurance** Risk financing mechanisms such as Risk Retention Groups, Risk Purchasing Groups, off-shore carriers, captive insurance programs and self-insurance programs are subject to separate approval after the CITY has reviewed the relevant audited financial statements. To initiate a review of your program, you should complete the

Applicant's Declaration of Self Insurance form (<http://cao.lacity.org/risk/InsuranceForms.htm>) to the Office of the City Administrative Officer, Risk Management for consideration.

6. **General Liability** insurance covering your operations (and products, where applicable) is required whenever the CITY is at risk of third-party claims which may arise out of your work or your presence or special event on City premises. **Sexual Misconduct** coverage is a required coverage when the work performed involves minors. **Fire Legal Liability** is required for persons occupying a portion of CITY premises. Information on two CITY insurance programs, the SPARTA program, an optional source of low-cost insurance which meets the most minimum requirements, and the Special Events Liability Insurance Program, which provides liability coverage for short-term special events on CITY premises or streets, is available at ([www.2sparta.com](http://www.2sparta.com)), or by calling (800) 420-0555.

7. **Automobile Liability** insurance is required only when vehicles are used in performing the work of your Contract or when they are driven off-road on CITY premises; it is not required for simple commuting unless CITY is paying mileage. However, compliance with California law requiring auto liability insurance is a contractual requirement.

8. **Errors and Omissions** coverage will be specified on a project-by-project basis if you are working as a licensed or other professional. The length of the claims discovery period required will vary with the circumstances of the individual job.

9. **Workers' Compensation and Employer's Liability** insurance are not required for single-person contractors. However, under state law these coverages (or a copy of the state's Consent To Self Insure) must be provided if you have any employees at any time during the period of this contract. Contractors with no employees must complete a Request for Waiver of Workers' Compensation Insurance Requirement (<http://cao.lacity.org/risk/InsuranceForms.htm>). **A Waiver of Subrogation** on the coverage is required only for jobs where your employees are working on CITY premises under hazardous conditions, e.g., uneven terrain, scaffolding, caustic chemicals, toxic materials, power tools, etc. The Waiver of Subrogation waives the insurer's right to recover (from the CITY) any workers' compensation paid to an injured employee of the contractor.

10. **Property** Insurance is required for persons having exclusive use of premises or equipment owned or controlled by the CITY. **Builder's Risk/Course of Construction** is required during construction projects and should include building materials in transit and stored at the project site.

11. **Surety** coverage may be required to guarantee performance of work and payment to vendors and suppliers. A **Crime Policy** may be required to handle CITY funds or securities, and under certain other conditions. **Specialty coverages** may be needed for certain operations. For assistance in obtaining the CITY required bid, performance and payment surety bonds, please see the City of Los Angeles Contractor Development and Bond Assistance Program website address at <http://cao.lacity.org/risk/BondAssistanceProgram.pdf> or call (213) 258-3000 for more information.

12. **Cyber Liability & Privacy** coverage may be required to cover technology services or products for both liability and property losses that may result when a CITY contractor engages in various electronic activities, such as selling on the Internet or collecting data within its internal electronic network. Contractor's policies shall cover liability for a data breach in which the CITY employees' and/or CITY customers' confidential or personal information, such as but not limited to, Social Security or credit card information are exposed or stolen by a hacker or other criminal who has gained access to the CITY's or contractor's electronic network. The policies shall cover a variety of expenses associated with data breaches, including: notification costs, credit monitoring, costs to defend claims by state regulators, fines and penalties, and loss resulting from identity theft. The policies are required to cover liability arising from website media content, as well as property exposures from: (a) business interruption, (b) data loss/destruction, (c) computer fraud, (d) funds transfer loss, and (e) cyber extortion.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
	PHONE (A/C, No. Ext):	FAX (A/C, No):
INSURED	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE:	
	INSURER A:	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

**COVERAGES**

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY ENDORSEMENTS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	EFF (MM/YY)	EXP (MM/YY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED <input type="checkbox"/> HIRED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

City of Los Angeles and all of its Agencies, Boards and Departments 200 North Main Street City Hall East, Suite 1240 Los Angeles CA 90012	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE
--	---

© 1988-2016 ACORD CORPORATION. All rights reserved.

Rev. 10/20

**CITY OF LOS ANGELES**  
**INSTRUCTIONS AND INFORMATION**  
**ON SUBMITTING BONDS TO THE CITY OF LOS ANGELES**

(Share this information with your agent or broker)

1. **Agreement/Reference** - All bonds must identify the nature of your business with the City. To ensure that your submission will be properly credited, clearly show: a) number assigned to a contract, lease, permit, etc., b) the project name and c) the job site or street address.
2. **When to submit** - Normally, no work may begin until the bond Certificate Approval Number (CA Number) has been obtained. Bond documents should be submitted as early as practicable.
3. **Acceptable Evidence** – Bond forms are available directly from the City department requiring the bond, or you may obtain bond forms (interactive) from <http://cao.lacity.org/risk/BondForms.htm>

Instructions for executing bond documents for the City are available at:

<http://cao.lacity.org/risk/BondDocExecutionInstructions.pdf>

4. **Bond Document Approval** – Electronic submission is the preferred method of submitting bond documents for approval.

Bonds required for contracts must be submitted directly to the appropriate City Contract Administrator for verification of agreement/reference. Their preliminary approval must be obtained prior to submission of the bond document to CAO Risk Management.

Completed and verified bond documents should be sent electronically to the Office of the City Administrative Officer, Risk Management ([cao.insurance.bonds@lacity.org](mailto:cao.insurance.bonds@lacity.org)) copy furnished the City Contract Administrator or the Permit Office. **Submissions other than via email will delay the approval process, as bond documents will have to be manually processed.**

Certain original bond documents, such as **Department of Building and Safety Grading Bonds**, must be submitted directly to the plan check engineer for verification. Building and Safety staff shall scan all bond documents, including any supporting documentation presented to CAO Risk Management Office via email to: [cao.insurance.bonds@lacity.org](mailto:cao.insurance.bonds@lacity.org)

**Public Works/Bureau of Engineering (BOE)** Bonds required for Permits, with the exception of Sewer Bonds, are prepared by their Bond Control Section. Completed bonds are sent by BOE to CAO Risk Management electronically for approval.

Verification of all approved bonds may be obtained by checking KwikComply™, the City's online insurance and bond compliance system at <https://kwikcomply.org>



## **EXECUTION INSTRUCTIONS FOR BOND SUBMITTALS**

Note: All signatures (principal and surety) are required to be notarized (preferably on separate acknowledgement form if in California).

Incomplete or incorrect execution will result in delay of processing your documents. For quick reference, the City of Los Angeles has outlined the following instructions on what we are looking for when reviewing your documents. According to the type of entity of the business, please see what signature(s) and paperwork will be required to process your bond.

### **INDIVIDUALS**

Example:       (Name of Individual dba (Name of Company))  
                  John Doe dba John Doe Construction

Signature(s) are required to be notarized. (Preferably on separate acknowledgement form if in California).

### **LLC (Limited Liability Company), TRUST AGREEMENTS, POWER-OF-ATTORNEY'S AND NON-PROFITS**

Please provide a copy of the above documents, showing that the person(s) listed on the bond are authorized to sign on behalf of the company or individual. All persons listed and signing bond must have signatures acknowledged by a Notary Public (preferably on separate acknowledgement form if in California).

### **PARTNERSHIPS/LIMITED PARTNERSHIPS**

At least one general partner **must** sign the bond. All persons listed and signing bond must have signatures acknowledged by a Notary Public (preferably on separate acknowledgement form if in California).

### **JOINT VENTURES**

All persons in the Joint Venture agreement **must** sign the bond. All persons listed and signing bond must have signatures acknowledged by a Notary Public (preferably on separate acknowledgement form if in California).

### **CORPORATIONS**

Must have signatures from at least two officers listed on bond, or one person may hold more than one office (two offices).

Example of acceptable corporate signatures include: Chairman of the Board, President, Vice President, Secretary or Assistant Secretary, Chief Financial Officer or Assistant Chief Financial Officer, Treasurer or Assistant Treasurer, et al.

An authorized agent may also sign for corporation, provided that a certified copy of the Board Resolution for the company is furnished, authorizing such person to execute the document on behalf of the corporation or sign alone.



City of Los Angeles  
DEPARTMENT OF PUBLIC WORKS  
Bureau of Engineering

### SEWER/STORM DRAIN CONNECTION BOND

#### KNOW ALL MEN BY THESE PRESENTS

That we, \_\_\_\_\_  
Company Name

\_\_\_\_\_ Address Phone Number  
as PRINCIPAL (herein after called PRINCIPAL), and

\_\_\_\_\_ as surety, are held and firmly bound unto the City of Los Angeles, a municipal corporation, in the sum of \$35,700 (thirty-five thousand seven hundred dollars), for the payment of which well and truly to be made, we bind ourselves, our and each of our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the above bounden PRINCIPAL has applied or will apply for permits for the purpose of making sanitary sewer house connections or storm drain connections, and pursuant to Municipal Code Section 64.15.1 (b) is required to furnish bond as therein provided.

NOW THEREFORE, the condition of this obligation is such that if the above bounden PRINCIPAL shall pay all charges required by Sections 64.12 to 64.22, inclusive, of the Los Angeles Municipal code, and shall faithfully and properly perform the work of making such connections under all permits issued to said PRINCIPAL, to the satisfaction of said Board of Public Works, and shall pay any and all damages sustained by the City of Los Angeles by reason of faulty or defective work under such permits, then this obligation shall be null and void, otherwise to remain in full force and effect.

The term of this bond is continuous until cancelled by giving 60 days advance notice by registered mail to the City of Los Angeles, Office of the City Administrative Officer - Risk Management 200 N. Main Street, Room 1240 CHE Los Angeles, CA 90012

THIS BOND SHALL BE EFFECTIVE FROM AND AFTER \_\_\_\_\_, 20\_\_\_\_

SIGNED, SEALED AND DATED THIS \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Surety

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Surety

**INSTRUCTIONS:** All signatures must be acknowledged before a Notary Public.  
If a corporation, two officers must sign and impress corporate seal.  
If a partnership, one general partner must sign.  
**USE APPROPRIATE NOTARY FORM ON BACK OF THIS BOND FORM.**

## ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of \_\_\_\_\_)

On \_\_\_\_\_ before me, \_\_\_\_\_  
(insert name and title of the officer)

personally appeared \_\_\_\_\_  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_ {Seal}

ORDINANCE NO. 180158

An Ordinance amending Article 4 of Chapter VI of the Los Angeles Municipal Code to allow Bonded Sewer Contractors to install City approved sewer saddles on sewer house connections fifteen (15) inches in diameter or less and increase the deposit and or bond amount required of sewer contractors who work in the public way.

**THE PEOPLE OF THE CITY OF LOS ANGELES  
DO ORDAIN AS FOLLOWS:**

Section 1. Subsection (b) of Section 64.15.1 of the Los Angeles Municipal Code is hereby amended to read as follows:

**(b) Deposits.**

1. **Required.** Except as otherwise provided in this article, a permit required by Section 64.12 under which an excavation, tunnel or the laying of sewer or storm drain pipe in any public street or public easement is contemplated, will not be issued until the applicant has deposited with the Board not less than \$10,000 in cash which shall remain on deposit with the Board for not less than six months from the date of the last permit issued to the depositor thereof. Such deposit will be held to insure the faithful and proper performance of the work and the payment of all charges required by Sections 64.12 to 64.22 inclusive, and the Board is hereby empowered to deduct from the cash deposit all sums due for charges hereunder and for any and all damages accruing to this City by reason of faulty, defective or incomplete work by the permittee.

2. **Surety Bond in Lieu of Deposit.** Whenever in this section a cash bond in the amount of \$10,000 or over is required, the applicant may provide in lieu of such cash deposit, a good and sufficient bond in an amount equal to the amount of such cash deposit, payable to this City, executed by the applicant as the principal and by a reliable surety company qualified to do business in California and the City of Los Angeles, which bond is satisfactory to this City. Such bond shall be deposited with and held by the City to insure the faithful and proper performance of the work and the payment of all charges required by Sections 64.12 to 64.22 inclusive, upon the same terms as those required by the cash deposit, in lieu of which, the bond is executed. The Board is hereby empowered to demand and receive payment from the bond for all sums due for charges hereunder and for any and all damages accruing to this City by reason of faulty, defective or incomplete work by the permittee.

**3. Increase in Bond Amount.** On July 1, 2009, the amount set forth in subsections 64.15.1(b)1 and 64.15.1(b)2 for both the required cash deposit and surety bond shall increase from \$10,000 to \$20,000. On July 1, 2011, the amounts for both the required cash deposit and surety bond shall increase from \$20,000 to \$25,000 and on each July 1 starting in 2012, the amount of both the required cash deposit and surety bond shall increase annually by the percentage amount of the increase in the consumer price index for the previous calendar year rounded up to the nearest \$100. Starting in 2012, all current Bonded Sewer Contractors shall be notified each year by April 1 of the new bonding requirements and the need to have a new bond in the correct amount in place by July 1.

Section 2. Subsection (c) of Section 64.20 of the Los Angeles Municipal Code is hereby amended to read as follows:

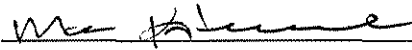
(c) Whenever the Board finds that it is necessary for any such person to construct a connection to any sewer greater than fifteen (15) inches in diameter where no "Wye" or "Tee" spur branch or other structural opening exists, the contractor or person doing such work shall excavate to the sewer at the point where the connection is to be made, and sewer maintenance forces from the City shall then cut the required hole in the top of the sewer and install an approved sewer saddle provided by the contractor for the connection.

Whenever the Board finds that it is necessary for any such person to construct a connection to any sewer fifteen (15) inches or less in diameter where no "Wye" or "Tee" spur branch or other structural opening exists, the Bureau of Engineering in consultation with the Bureau of Sanitation may authorize the contractor or person doing such work to cut the hole in the top of the sewer and furnish and install an approved saddle after paying for Special Inspection by the Inspector of Public Works as part of the required permit.

Sec. 3. The City Clerk shall certify to the passage of this ordinance and have it published in accordance with Council policy, either in a daily newspaper circulated in the City of Los Angeles or by posting for ten days in three public places in the City of Los Angeles: one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall; one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall East; and one copy on the bulletin board located at the Temple Street entrance to the Los Angeles County Hall of Records.

I hereby certify that this ordinance was passed by the Council of the City of Los Angeles, at its meeting of AUG 13 2008.

KAREN E. KALFAYAN, City Clerk


By   
Deputy

Approved AUG 21 2008

  
Mayor

Approved as to Form and Legality

ROCKARD J. DELGADILLO, City Attorney

By   
CHRISTOPHER M. WESTHOFF  
Assistant City Attorney

Date 7/14/08

File No. 08-0647

## DECLARATION OF POSTING ORDINANCE

I, MARIA C. RICO, state as follows: I am, and was at all times hereinafter mentioned, a resident of the State of California, over the age of eighteen years, and a Deputy City Clerk of the City of Los Angeles, California.

**Ordinance No. 180158 – Amending Subsection (b) of Section 64.15.1 and Subsection (c) of Section 64.20 of the Los Angeles Municipal Code to allow Bonded Sewer Contractors to install City approved sewer saddles on sewer house connections, etc.** - a copy of which is hereto attached, was finally adopted by the Los Angeles City Council on **August 13, 2008**, and under the direction of said City Council and the City Clerk, pursuant to Section 251 of the Charter of the City of Los Angeles and Ordinance No. 172959, on **August 25, 2008** I posted a true copy of said ordinance at each of three public places located in the City of Los Angeles, California, as follows: 1) one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall; 2) one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall East; 3) one copy on the bulletin board located at the Temple Street entrance to the Hall of Records of the County of Los Angeles.

Copies of said ordinance were posted conspicuously beginning on **August 25, 2008** and will be continuously posted for ten or more days.

I declare under penalty of perjury that the foregoing is true and correct.

Signed this **25th** day of **August 2008** at Los Angeles, California.

  
\_\_\_\_\_  
Maria C. Rico, Deputy City Clerk

Ordinance Effective Date: **October 4, 2008**

Council File No. **08-0647**

# BONDED SEWER CONTRACTOR

## Sewer Permit Authorization Form

(This form replaces the Bonded Sewer Contractor Signature Card.)

Only authorized personnel of a company that is considered active on the City of Los Angeles, Bonded Sewer Contractor (BSC) List may obtain an S-Permit for work within the public right-of-way. This information is required to be updated annually by July 1<sup>st</sup> of each year as part of the BSC renewal process.

CONTRACTOR INFORMATION			
Principal (Owner) Name on Bond			
Company Name			
DBA Name (if applicable)			
Street Address			
City		State	
Zip Code		Telephone	
Email			
<b>INFORMATION BELOW TO BE COMPLETED BY CITY STAFF</b>			
Date of Bond		Bond No.	
CA #			
Surety			
Amount of Bond			

I, \_\_\_\_\_ (Principal Name on Bond) authorize the following personnel to obtain S-Permits for \_\_\_\_\_ (Company Name):

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Signature of Owner: \_\_\_\_\_

Date: \_\_\_\_\_

(See Notary Document Attached)



Notary Page