

SUBSURFACE WORK AUTHORIZATION FORM / DIGGING AND EXCAVATION PERMIT

NJCU West Campus – Chromium Remedy

Prior to Performing Work (Completed by Contractor)				Permit ID #:	
Project Name:					
Request Date:		Est. Start Date:		Est. Duration:	
General Work Description:					
Depth of Digging/Excavation:			Developer:		
Contractor Performing Work:					
Contractor Contact:			Phone No.:		
NJCU Project Contact:			Phone No.:		
Location of Work: <input type="checkbox"/> Commercial Area <input type="checkbox"/> Residential Area					
<input type="checkbox"/> Contractor Contact acknowledges that, before performing work in the Commercial Area (if applicable), they have received a copy of the Worker Training Manual (WTM), have distributed the WTM to workers performing the work, and that personnel either supervising or performing the work in the Commercial Area have received and reviewed the contents of the WTM, and have appropriate training as indicated in the WTM.					
Prior to Performing Work (Completed by NJCU and Honeywell)					
Commercial Area Work¹ Yes <input type="checkbox"/> No <input type="checkbox"/>					
<input type="checkbox"/> Contact Honeywell to review proposed work activity.					
<input type="checkbox"/> Provide drawings showing proposed subsurface work or design drawings (if applicable).					
<input type="checkbox"/> Schedule project meeting to review proposed work and coordination with Honeywell.					
Yes <input type="checkbox"/> No <input type="checkbox"/> Does proposed work involve disturbance to engineering controls? If yes, review deed notice requirements for disturbances, restoration, notification, reporting.					
Yes <input type="checkbox"/> No <input type="checkbox"/> NJDEP to be notified per Deed Notice. Estimated date of notification: _____					
Yes <input type="checkbox"/> No <input type="checkbox"/> Plaintiffs and Owner/Tenants to be notified if applicable per Consent Decree requirements. Estimated date of notification: _____					
Residential Area Work² Yes <input type="checkbox"/> No <input type="checkbox"/>					
Does the proposed work extend deeper than 4 ft below the site elevations on Figure 1 (Dig Permit Guidance Drawing, 3/7/2016)					
Yes <input type="checkbox"/> Contact Honeywell to review proposed work activity.					
<input type="checkbox"/> Schedule project meeting to review proposed work, appropriate level of supervision, coordination with Honeywell.					
<input type="checkbox"/> Determine if proposed work will require soils to be segregated/managed to prevent commingling or will require offsite disposal.					
No <input type="checkbox"/> Proceed with work with no further input from Honeywell.					
Field Work Phase (Prior to Digging) (Completed by NJCU and Honeywell)					
1. Honeywell field oversight or contractor coordination required?		Yes <input type="checkbox"/> - coordinate with Honeywell representative. No <input type="checkbox"/> - proceed with work/no further input from Honeywell.			
2. Will the project involve excavation and offsite disposal of chromium soils?		Yes <input type="checkbox"/> - coordinate with Honeywell representative. No <input type="checkbox"/> - proceed with work/no further input from Honeywell.			

HONEYWELL AND OWNER (NJCU) APPROVAL REQUIRED TO PROCEED WITH WORK.

Comments (Completed by Contractor, NJCU and Honeywell)			
Contractor Signature:		Date:	
Owner (NJCU) Signature:		Date:	
Honeywell Signature:		Date:	

COMPLETE PAGE 1 BEFORE FIELD WORK COMMENCES

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COMPLETE THIS SECTION ONLY IF THERE ARE DESIGN OR FIELD CHANGES

Field Work Changes (Completed by Contractor, NJCU and Honeywell)			
IN THE EVENT OF ANY DESIGN OR FIELD CHANGES DURING WORK IMPLEMENTATION, PROVIDE A BRIEF DESCRIPTION OF DESIGN AND/OR FIELD CHANGE AND OBTAIN HONEYWELL AND OWNER (NJCU) APPROVAL TO PROCEED WITH WORK.			
Describe Changed Conditions (Completed by Contractor, NJCU and Honeywell)			
Contractor Signature:		Date:	
Owner (NJCU) Signature:		Date:	
Honeywell Signature:		Date:	

COMPLETE THE SECTION BELOW AFTER WORK IS COMPLETE

Post-Work Phase/Closeout Requirements – Commercial Area (Completed by Contractor, NJCU and Honeywell)			
Actual Start Date:		Actual Finish Date:	
Actual NJDEP Notification Date:		Actual Plaintiff Notification Date:	
<input type="checkbox"/> 1. Compile representative photographs showing work progress, restoration of engineering controls.			
<input type="checkbox"/> 2. Prepare as-built figure or other appropriate drawing(s) showing work area, relevant site features.			
<input type="checkbox"/> 3. Prepare and submit deed notice disturbance report.			
Post-Work Phase/Closeout Requirements – Residential Area (Completed by NJCU and Honeywell)			
<input type="checkbox"/> Prepare follow-up report and/or figure if needed to document work activities.			
HONEYWELL AND OWNER (NJCU) SIGN-OFF REQUIRED AT COMPLETION OF WORK.			
Comments (Completed by Contractor, NJCU and Honeywell)			
Contractor Signature:		Date:	
Owner (NJCU) Signature:		Date:	
Honeywell Signature:		Date:	

Notes:**(1) Commercial Area Work:**

- Field verification of the exact location of permanent remedy components including the warning layer and liner is required in all intrusive activities within the commercial area.
- Mechanical digging is restricted within the commercial area. Excavation greater than 12 inches below existing grade or within 12 inches of cap materials (i.e., at or below warning layer) must be performed using soft dig techniques or other method approved by Honeywell.
- Driving of fence posts or use of drilling/Geoprobe is also restricted within the commercial area and shall not be initiated unless the approach is approved by Honeywell.

(2) Residential Area Work:

The attached Figure 1 (Dig Permit Guidance Drawing, dated 3/7/2016) is intended for guidance purposes only. Actual requirements for soil management will be determined prior to field work mobilization. Finished grade elevations shown on Figure 1 are based on drawing entitled "New Jersey City University – West Campus Redevelopment – Overall Grading Plan," Drawing Number 21.00, dated 16 September 2010, by Langan Engineering & Environmental Services, 619 River Drive, Elmwood Park, NJ 07407.