

Private Dredge Contractor Submittal Checklist Guidance  
Ocean City, New Jersey  
**Using City Dredge Permit No. 0508-10-0032.1 WFD16004**

☐ SIGNED PERMIT APPLICATION

*The Contractor and/or the subcontractor shall be responsible to secure a City Contractor's License or present a valid New Jersey State License to the City's Licensing Officer, located in the Henry S. Knight Building, 115 East 12th Street, 1st Floor, Ocean City, NJ 08226, Telephone # (609) 525-9413 & Business Fax # (609) 525-9418. If applicable, failure to obtain said licenses will cause the permit application to be deemed incomplete.*

*The Contractor shall comply with all Federal, State, County and local laws, regulations, resolutions and ordinances affecting the work; shall give the proper public authorities all requisite notice in connection with the work and, when applicable shall obtain said permits from the City's Code Compliance Office, located in the Henry S. Knight Building, 115 East 12th Street, 2nd Floor, Ocean City, NJ 08226. The Contractor shall be solely responsible for any damages resulting from their neglect to obey all laws, regulations, rules and ordinances.*

☐ PERMIT FEE (\$200 PER PROPERTY + INSPECTION FEE)

☐ PROPOSED PROJECT SCHEDULE

*Document to be developed by the Contractor establishing the procedures, equipment, personnel, quality control (QC), submittals, documentation, compliance Project Permits, and all other regulatory mandates by which the Work is to be performed.*

☐ PROPOSED DREDGE MATERIAL DISPOSAL/REUSE LOCATION

*Identification of material disposal location(s) and associated quantities for each individual City dredge permit and facility-specific total to date*

- *Include Location Map and Letter of Acceptance*
- *Trucking Route (if required)*

☐ CERTIFICATE OF INSURANCE

- *\$1 Million*
- *Name Property Owner and Ocean City as Additionally Insured*

☐ STATEMENT OF PRIOR EXPERIENCE/QUALIFICATIONS

- *Include Number of Years Dredging Business as Prime Contractor*
- *Complete Equipment List (Owned/Leased/Rented)*

☐ PROJECT LIST (LAST 3 YEARS)

- *Include Project References*

*Bidders shall provide a summary of **THREE (3)** similar projects performed within the past **THREE (3)** years, including a description of the project, work performed, and details of the Owner.*

- ☐ PERMIT COMPLIANCE STATEMENT (3 YEARS)
  - *List any violations on contracted projects*
  - *Safety Record, OSHA 300 Log, EMR for past 3 years*

**USING CITY FACILITIES\*\* (RT 52 BULKHEAD, CDF 83, STREET END, ETC.)  
INCLUDE ABOVE PLUS**

- ☐ Proposed City Facility to be utilized
  - Name (if applicable)
  - Address
  - Site Layout/Dimensions required
    - Elevations and locations of bulkhead and storm structures (0.05'+/-)
    - Bathymetry at Street End (available on City Website)
    - Pavement Elevations
    - Locations of above ground and underground utilities (based on utility mark-out)
    - Right of Way location
    - Equipment location
    - Method/Detail of bulkhead protection
    - Method of road, curb sidewalk, storm inlet/outfall protection (as needed)
- ☐ Performance Bond (covers City infrastructure utilized)
- ☐ Engineers Estimate for bulkhead, drainage, pavement, sidewalk, and any other utilities in the area that could be damaged. (to be calculated by the City)
- ☐ Dated Video Inspection before (provided prior to work activities) and after work activities

Notes:

1. Work at Street ends limited to the hours of 8 am to 4 pm Monday through Friday.
2. Consideration for the use of City property is independent of any decisions mad at any and all other locations and any and all other times. Each Circumstance is unique and the factors which the City considered are as determined necessary by the City.
3. As-built drawing requirement for City owned facilities
  - a. Elevation and location of bulkhead and storm sewer structures
  - b. Pavement Elevations
  - c. Bathymetry at Street End
4. \*\*Contractor assumes responsibility to assure requested facility meets Contractor project requirements.