

**BALTIMORE COUNTY**  
**DEPARTMENT OF PERMITS APPROVALS AND INSPECTIONS**

**RIGHT-OF-WAY IMPROVEMENT AGREEMENT**  
*for projects not requiring a public works agreement*

**Project Name:** \_\_\_\_\_ **RA No.:** \_\_\_\_\_

**PAI Number:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**Job Order No.:** \_\_\_\_\_

**Plat Reference(s):** \_\_\_\_\_

**Total Estimated Cost: \$** \_\_\_\_\_

**Security Required: \$** \_\_\_\_\_

**NAME OF APPLICANT:** \_\_\_\_\_

WHEREAS, the named Applicant desires to construct and install, at no cost to the County, all of the improvements located within the referenced project, the same being more fully outlined in Exhibit A which is attached hereto and made a part hereof,

WHEREAS, in accordance with the applicable provisions of the Baltimore County Code and Department of Permits Approvals and Inspections (PAI) Construction Policy Manual, PAI has received and approved the cost estimates and construction drawings for the improvements covered in this right-of-way agreement. PAI has also received all fees applicable to the improvements covered by this right-of-way improvement agreement.

WHEREAS, the Applicant is requesting authorization to proceed with construction of improvements covered herein.

NOW THEREFORE, in consideration of the foregoing and in order to obtain the County's approval for the Applicant to proceed with construction of the improvements, the Applicant confirms its understandings and obligations as follows:

1. With respect to the improvements covered by this right-of-way improvement agreement:

a. The Applicant shall install at its own expense all facilities in said property as shown on the approved construction drawings referenced herein.

b. The Applicant shall perform all work covered by this right-of-way improvement agreement in accordance with the provisions of the PAI Construction Policy Manual and the Department of Public Works (DPW) Standard Specifications and Details for Construction.

c. All work shown on the approved construction drawings shall be performed by a prequalified Baltimore County contractor.

d. Prior to beginning any work covered by this Agreement, the Applicant shall:

1. Schedule an on-site pre-construction meeting with DPW, the Department of Environmental Protection and Sustainability (DEPS) and the prequalified contractor. At this time the Applicant shall provide, in writing to DPW, the name, address and phone number of an authorized site representative.

2. Provide to DPW the pre-qualified contractor's certificate of insurance on a form provided by the County.

3. Obtain a written "notice to proceed" from DPW.

e. The Applicant shall deliver security to PAI as required in Baltimore County Code Section 32-4-312.

f. The County will inspect all phases of construction for which the Applicant has paid the County an inspection fee at a rate of 8% of the approved estimate. It is expressly understood, however, that any inspections performed are solely for the benefit and protection of the County, and that no duty of care is owed to the Applicant, or the Applicant's contractors, customers or purchasers.

2. Notwithstanding any other provisions of this Agreement, the Applicant acknowledges that:

a. No building permits may be issued until required security has been delivered to and approved by the County.

b. Any reductions to security will be made in accordance with the Baltimore County Code Section 32-4-313.

c. Any failure of the Applicant or its contractor to fully comply with any part of this Agreement may cause the issuance of a stop work order by DPW or PAI subject to all relevant provisions of the Baltimore County Code, including but not limited to Article 3, Title 6. The Applicant may also be cited for nonperformance under Section 32-4-309 of the County Code.

d. Any written stop work order, whether posted on the work site, hand-delivered, mailed, or sent by fax to the Applicant, Applicant's contractor, or the Applicant's designated authorized representative named in this right-of-way improvement agreement shall constitute sufficient and adequate service of such stop work order under Section 32-4-305(c) of the County Code, and the Applicant expressly agrees to the adequacy and sufficiency of such service.

e. Upon receipt of any stop work order(s) from the County, the Applicant shall stop work, and cause its independent contractors to stop work, and shall not resume any work thereafter until expressly authorized in writing by the County.

f. In the event of nonperformance, the County may utilize the security in accordance with the Baltimore County Code Section 32-4-309.

3. This right-of-way improvement agreement is not intended to waive or supersede any of the Applicant's obligations under any plat of record, or under applicable law and policies of the County. This right-of-way improvement agreement is not intended to create or impose any new obligations upon the County.

4. In the event Applicant seeks to construct improvements within any County-owned easement, based upon construction drawings approved by the Department of Public Works, County hereby authorizes and approves a right of entry to Applicant and its agents to perform said improvements thereon.

5. The Applicant shall protect, hold free and harmless, defend and indemnify Baltimore County (including its officers, agents and employees) from all liability, losses, damage, expenses, causes of action, claims or judgments resulting from injury to, or death of, any person or damage to property of any kind, which injury, death or damage arises out of, or is in any way connected with the performance of work under this agreement or the County's grant of the right of entry herein; except that this agreement shall not be applicable to injury, death or damage to property arising from the sole negligence of Baltimore County, its officers, agents and employees.

6. The pre-printed form of this right-of-way improvement agreement is intended to repeat, verbatim, the language contained in the master right-of-way improvement agreement form, revision dated 10/1/2004, maintained by the Director of PAI for the County. Any inconsistencies between this form and the master form shall be resolved in favor of the master form.

**FOR APPLICANT:**

WITNESS the signatures of:

*I AFFIRM THAT I HAVE REVIEWED THIS AGREEMENT AND THE ATTACHED EXHIBIT A AND UNDERSTAND THAT SECURITY IS REQUIRED IN ACCORDANCE WITH THE BALTIMORE COUNTY CODE SECTIONS 32-4-305, 32-4-312 AND 32-4-313.*

**\*\*\*All fields required to be filled out.\*\*\***

Applicant: \_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_ Authorized Signature: \_\_\_\_\_

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

Witness Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Address: \_\_\_\_\_

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

Phone #: \_\_\_\_\_

**RECOMMENDED FOR SCHEDULING OF PRE-CONSTRUCTION MEETING AND NOTICE TO PROCEED UPON APPROVAL OF DPW AND DEPS**

By \_\_\_\_\_  
Director of Permits Approvals and Inspections

\_\_\_\_\_  
DATE

# RIGHT-OF-WAY IMPROVEMENT AGREEMENT

## EXHIBIT A

PROJECT NAME: \_\_\_\_\_

RIGHT-OF-WAY IMPROVEMENT AGREEMENT NUMBER: \_\_\_\_\_

### **ESTIMATES**

#### **IMPROVEMENTS**

#### **DRAWING NUMBERS**

#### **ESTIMATED COSTS**

*Please check off below the improvements covered in this agreement*

Sewer Mains  Connections \_\_\_\_\_ \$ \_\_\_\_\_

number of sewer connections \_\_\_\_\_

Water Mains  Services \_\_\_\_\_ \$ \_\_\_\_\_

number of water connections \_\_\_\_\_ size \_\_\_\_\_

number of water connections \_\_\_\_\_ size \_\_\_\_\_

number of water connections \_\_\_\_\_ size \_\_\_\_\_

Storm Drains \_\_\_\_\_ \$ \_\_\_\_\_

Roads \_\_\_\_\_ \$ \_\_\_\_\_

**Subtotal (Estimated costs subject to inspection fees) \$ \_\_\_\_\_**

Required Inspection Fees (8% of subtotal) \$ \_\_\_\_\_

Sidewalks \$ \_\_\_\_\_

Mobilization, Maint. Of Traffic, Stakeout \$ \_\_\_\_\_

Landscaping \$ \_\_\_\_\_

Streetlights \$ \_\_\_\_\_

Other (list) \_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL - ESTIMATED COSTS SUBJECT TO SECURITY \$ \_\_\_\_\_**

Required Security (110% of Total) \$ \_\_\_\_\_

Pre-qualification work classification(s): \_\_\_\_\_

**Construction Drawings and Cost Estimates are Approved as Shown on this Exhibit**

\_\_\_\_\_  
Supervisor, PAI Developers Plans Review

**Names of Streets and Addresses of Lots Covered by this Agreement:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_