

**To get started:**

**What we need from you:**

- Approved plans from Bureau of Street Lighting (BSL) with the following information:
  - Stamped and signed by licensed Civil Engineer
  - A-permit number
  - Bond amount determined by BSL
  - Inspection hours determined by BSL
- Permittee must have \$1,000,000 general liability insurance on file with the City Administrative Office. Please submit your certificate of insurance electronically via the City’s Track4LA compliance system at <http://track4la.lacity.org>. For any questions call the Risk Management Office at 213-978-7475.
- A refundable Cash Bond to be posted with the Bureau of Engineering. *For miscellaneous cash bond (MCB), please provide money order or cashier check payable to “City of Los Angeles”*
- Bond processing fee: **\$566.50** (LAMC 61.13)
- A payment for fees:
  - Excavation Permit Fee: **\$481.80** (LAMC 62.05)
  - Inspection Fees:

6 hours	<b>\$627.00</b>
8 hours	<b>\$836.00</b>
10 hours	<b>\$1045.00</b>

**What we will provide to you:**

- Issuance of Public Works Excavation Permit
- Note: Contractor to keep a hard copy of BSL plan and E-permit on site for inspection.

**IMPORTANT:**

**SECTION 4216/4217 OF THE GOVERNMENT CODE REQUIRES A DIGALERT IDENTIFICATION NUMBER BE ISSUED BEFORE A "PERMIT TO EXCAVATE" WILL BE VALID. FOR YOUR DIGALERT I.D. NUMBER CALL UNDERGROUND SERVICE ALERT TOLL FREE 1-800-227-2600TWO WORKING DAYS BEFORE YOU DIG.**

**BEFORE THE START OF WORK, CALL BUREAU OF CONTRACT ADMINISTRATION FOR INSPECTION AT 213-485-5080.** Failure to schedule inspection with Department of Public Works – Bureau of Contract Administration will delay BOND release.

**Public Works Bond release:**

Street Light Relocation bond will be released after final inspection of both Excavation permit and A-permit.