

SP0004866\_RR\_PNWR (2015 Specifications: ~~12-04-1404-23-15~~)(This Section requires SP00170.)

*(Use this when Portland & Western Railroad Company is within project limits. The included agreements and exhibits are for information and reference only. Do not make any modifications to this document.)*

## **PORTLAND & WESTERN RAILROAD COMPANY**

### **Contractors Access/Occupancy on Railroad Property**

The following Portland & Western Railroad Company agreements and exhibits are included in this project for information and reference only. The actual Contractors Access/Occupancy on Railroad Property will be provided and executed by the Portland & Western Railroad Company.

The Contractor shall obtain all necessary permits and licenses and pay all fees and obtain a fully executed copy of the railway agreement according to 00170.01(e).

In addition, when railroad flagger services are required, the Agency will pay for the services according to 00170.01(e).

This section to be completed by Genesee & Wyoming Railroad Services, Inc. Real Estate Dept.

Date App Packet Received \_\_\_\_\_  
Regional Manager Approval \_\_\_\_\_  
GIS Prefix \_\_\_\_\_  
Date Approved \_\_\_\_\_

Contract Number \_\_\_\_\_  
RR Code \_\_\_\_\_  
Lessee Code \_\_\_\_\_  
Engineering Approval \_\_\_\_\_  
Date Approved \_\_\_\_\_  
Fee Paid (initial) \_\_\_\_\_

### Genesee & Wyoming Railroad Services, Inc.

Real Estate Department, 13901 Sutton Park Dr., S, Suite 160, Jacksonville, FL 32224

#### Contractors Access/Occupancy on Railroad Property

Check box if Contractor unknown at this time (this form will need to be completed with contractor information and submitted prior to any work once bid process is complete)

Incomplete or Inaccurate Information will delay application request

#### Section 1 - Applicant Data

Complete Name of Contractor to appear on Legal Document: \_\_\_\_\_

Applicant Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Applicant Overnight Address: \_\_\_\_\_  
\_\_\_\_\_

Applicant FEIN or Social Security Number: \_\_\_\_\_

Applicant Contact Name & Title: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Emergency Contact (in case of derailment or fallen/wire pole etc.): \_\_\_\_\_

Emergency Telephone Number: \_\_\_\_\_

- Applicant:
- Corporation
  - Partnership
  - Sole Proprietor
  - Individual
  - Municipality
  - Developer
  - Other\*

\*If other please explain: \_\_\_\_\_

State of Incorporation or Partnership: \_\_\_\_\_

**Section 2 - Location Data**

Proposed date of Installation: \_\_\_\_\_

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

Nearest City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_

If Crossing Nearest Railroad  
Mile Post (required):

\_\_\_\_\_ Feet from Railroad Milepost \_\_\_\_\_ N S E W

Latitude/Longitude  
(Required in Digital Format)  
(ex 12.3456789/-64.101112):

\_\_\_\_\_

Railroad Subdivision  
(Required):

US  
DOT/AAR  
Crossing  
Number  
(Required):

**Section 3 - Existing Agreement Data**

Is there an Existing Agreement at this Location which will be affected by this Request?

Yes  No If YES, List Agreement Number(s): \_\_\_\_\_

Will facility be exclusively used by Applicant?  Yes  No

If YES, List Name of Lessee: \_\_\_\_\_

Describe in detail the manner and method of installation on Railroad property (REQUIRED):

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

**Section 4 - Department of Transportation (D.O.T.)**

Is this installation associated  
with a Department of  
Transportation project?  Yes  No

If Yes, complete the following:

D.O.T. Contract Number: \_\_\_\_\_ D.O.T. Project Number: \_\_\_\_\_ D.O.T. Project Name: \_\_\_\_\_

D.O.T. Contact  
Information:

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Prior to application submittal, it is recommended that any questions concerning this application should be submitted to the Real Estate Department of Genesee & Wyoming Railroad Services, Inc. All questions or requests for information submitted by email receive a rapid response. Other requests can be made by phone (904) 900-6286, or email donna.killingsworth@gwrr.com. Questions can be answered and additional contact information obtained by visiting the website at www.gwrr.com.

**Plans for proposed installations shall be submitted to and approved by the Railroad, on behalf of itself, its subsidiaries, and affiliates, and designated engineer before work can begin! Applications submitted not meeting current specifications as outlined in the General Specifications for Sub-grade and Above grade Utility Crossings of Railway's Right-of-Way will be returned and may incur additional engineering review fees. For your convenience a copy of these specifications can be found on the website along with a checklist to ensure plans meet all requirements.**

Materials and installations are to be in strict accordance with specifications of National Electrical Safety Code, AREMA, current edition, and requirements of the Railroad.

Upon application approval, applicant agrees to reimburse Railroad for any cost incurred by Railroad incident to the installation, maintenance and/or supervision necessitated by the installation. Applicant further agrees to assume all liability for accidents or injuries that arise as a result of this installation.

**Insurance Requirements prior to any construction project**

**Facility Owner and/or their Contractor:**

**U.S. Roads**

Current certificate of Commercial General Liability Insurance naming the Railroad and Genesee & Wyoming Inc. as additional insured in limits no less than \$2 million dollars per occurrence and \$6 million dollars in the aggregate. The policy or policies, where applicable and available, shall contain Insurance Services Office Standard Endorsement CG 2417 or its equivalent. A waiver of subrogation in favor of the railroad must also be shown as an endorsement to the policy.

A policy of Railroad Protective Liability Insurance, with minimum limits of liability of \$2 million dollars per occurrence and \$6 million aggregate shall be in place through either the applicant or their contractor. The Railroad and Genesee & Wyoming Inc. must be shown as named insured. This coverage may be purchased through the railroad for an additional fee and for your convenience an application can be found on the website at www.gwrr.com

**Canadian Roads**

**Facility Owner and/or their Contractor:**

A policy of public liability insurance in the amount no less than \$5 million dollars per occurrence and naming Railroad and Genesee & Wyoming Inc. as additional insured.

The policy or policies, where applicable and available, shall contain Insurance Services Office Standard Endorsement CG 2417. A waiver of subrogation in favor of the railroad must also be an endorsement on the policy.

**This section must be completed in full, signed and dated prior to submittal to the Real Estate Department for processing, incomplete or inaccurate information will delay application request and may incur additional fees. Unsigned applications will be returned to the applicant for signature.**

Date:	_____	Signature:	_____
Phone Number:	_____	Printed Name:	_____
Fax Number:	_____	Title:	_____
Contact Email Address:	_____		

**Please make check payable to the Railroad in question. W-9 Information available upon request.**

**Mail the application for proposed project, in duplicate along with the applicable non-refundable fee(s) in U.S. Funds (Canadian Applicants please pay in Canadian Funds plus HST) to:**

Genesee & Wyoming Railroad Services, Inc.  
Real Estate Department  
13901 Sutton Park Dr., S., Suite 160  
Jacksonville, FL 32224

In order for the application to be complete ALL required details pertinent to the proposed installation must be completed in full and submitted along with the following fees:

	# of Copies	Amount Due	Description
<input type="checkbox"/>	2	\$1,500	Engineer review fee, plans/drawings, no larger than 11 x 17. Larger drawings may incur additional engineering fees.
<input type="checkbox"/>	2	\$1,500	Completed Contractor's Access/Occupancy Application and Fee required will ALL application submittals.

**\$3,000**  
**All applicable fees must be submitted with application.**  
**Applications submitted not signed, dated and without proper fees will be returned.**

**Standard Application processing takes approximately 6-8 weeks. "Expedited processing" is available and will reduce the processing time to between 1-2 weeks at an additional cost of \$1,750, plans must meet engineering specifications. Incomplete application and plans not meeting engineering specifications will cause a delay in the processing of expedited applications. Current utility specifications and checklist can be found in the Real Estate section of the website at [www.gwrr.com](http://www.gwrr.com)**

**Entering or working on the railroad right of way or any other railroad property without the permission of the railroad is trespassing and illegal. Violators risk the possibility of serious, even fatal injury and will be prosecuted.**



