

San Diego Metropolitan Transit System

Right of Entry (ROE) Permitting Options

REVISION: 1

DATE: June 26, 2019

Case 1: *(Contractor/Owner submitting construction plans requiring supportive documents)*

An ROE Permit can be granted for the construction of a project if the engineering plans and all supporting documents required for construction are submitted and approved by MTS. The required supporting documents include, as applicable, Shoring Plans, Structural Plans and Calculations, Geotechnical Report, Traffic Control Plans, and any other documents deemed necessary. For example, a project utilizing jack and bore methods to perform the proposed work.

Case 2: *(Contractor/Owner submitting construction plans not requiring supportive documents)*

For smaller projects with plans that do not require additional supporting documents such as those listed in Case 1, an ROE Permit can be granted for the construction of the project once the engineering plans are approved by MTS. For example, a project that has a small conduit installed in a shallow trench going under an MTS elevated crossing.

Case 3: *(Design Consultant submitting design plans requiring supportive documents*)*

A Plan Review Acceptance Letter (PRA) may be granted if the design plans, but not the required supporting documents listed in Case 1, are submitted and approved. This permit will not grant approval for the construction of the project, but it is an interim process in obtaining an ROE permit. The consultant would be required to add a note to the general MTS Construction Notes directing the owner to resubmit plans with supporting documents after construction contract is awarded.

Once the plans are resubmitted by the owner or contractor as construction plans with the required supporting documents, MTS will continue the review process. Once MTS approves the required supporting documents, an ROE Permit will be granted.

**Design consultants cannot indicate means and methods for construction, such as type of equipment to use, shoring methods, dimensioning of jack and bore pits, etc., and is therefore the responsibility of the contractor. The contractor will provide this supportive documentation following award of contract by the owner.*