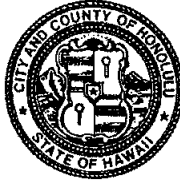


OFFICE OF THE MANAGING DIRECTOR  
**CITY AND COUNTY OF HONOLULU**  
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JEREMY HARRIS  
MAYOR



BENJAMIN B. LEE, FAIA  
MANAGING DIRECTOR

MALCOLM J. TOM  
DEPUTY MANAGING DIRECTOR

September 30, 2004

TO: ERIC CRISPIN, DIRECTOR  
DEPARTMENT OF PLANNING AND PERMITTING

CLIFF JAMILE, P.E., CHIEF ENGINEER  
BOARD OF WATER SUPPLY

TIMOTHY STEINBERGER, P.E., DIRECTOR  
DEPARTMENT OF DESIGN AND CONSTRUCTION

LARRY LEOPARDI, P.E., DIRECTOR AND CHIEF ENGINEER  
DEPARTMENT OF FACILITY MAINTENANCE

FRANK DOYLE, P.E., DIRECTOR  
DEPARTMENT OF ENVIRONMENTAL SERVICES

KEOKI MIYAMOTO, ACTING DIRECTOR  
DEPARTMENT OF TRANSPORTATION SERVICES

BILL BALFOUR, JR., DIRECTOR  
DEPARTMENT OF PARKS AND RECREATION

DAVID ARAKAWA, CORPORATION COUNSEL  
DEPARTMENT OF THE CORPORATION COUNSEL

FROM: BENJAMIN B. LEE, FAIA  
MANAGING DIRECTOR

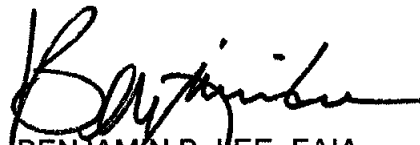
SUBJECT: **TRENCHING PERMITS AND REPAVING OF STREETS**

The policy for all trenching work on all City and County of Honolulu (City) owned or maintained roadways shall be as follows:

- Owner (HECO, VERIZON, GASCO, BWS, City agencies, and Others) shall **SELF CERTIFY** that trenching activities, which include all construction/emergency repairs, have been constructed as per City standards and/or specifications. Implicit to this certification is increased effort by the owners to take compaction tests (mechanical, nuclear gage, or other means) to ensure contract and specification compliance. The owners shall self-inspect their own or their contractors' work to ensure quality control and acceptable levels of compliance.
- The City shall work with the Hawaii Local Technical Assistance Program and others to provide an ongoing training program, which addresses the needs of inspectors to effectuate good quality trench restoration and pavement repair.
- The warranty period for all aspects of the trench restoration shall be increased to two years. Owners shall be responsible to correct any trench failures within that two-year period.
- All trenching in City roadways shall be designed to minimize trench alignment wandering with consideration given to the probable vehicles' wheel tracking within the travel way. This should help to provide improved pavement smoothness by keeping the trench locations outside of the vehicles' wheel tracking whenever possible.
- Flowable Fill or Controlled Low Strength Material (CLSM) shall be permitted for use as backfill as per the specifications. The CLSM shall be specified at a 28-day compressive strength between 50 and 100 psi to permit ease of subsequent mechanical excavation through the CLSM. The CLSM shall not be permitted higher than the bottom level of the permeable base layer so as to permit drainage flow through the pavement.
- Native soil or better material shall be permitted as long as the material conforms to City standards and specifications.
- The permanent pavement restoration shall be accomplished as soon as practicable but not to exceed two months after trench is backfilled. This applies to emergency repairs and designed/contracted construction.
- Trenches running longitudinally to the travel way on roadways where the paved travel way is greater than 36 feet shall be cold planed a minimum of two inches and repaved to the original grade. The paving shall be a minimum width of one lane not exceeding 15 feet in width with a minimum of two feet in added length to each end of the longitudinal trench. The replaced pavement within the trench limits, plus an additional one foot on each side of the trench (T-section), shall have a minimum thickness of four inches of asphalt concrete or match the existing pavement thickness, whichever is greater.

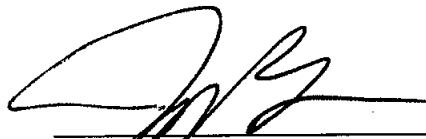
- Trenches running longitudinally to the travel way on roadways where the paved travel way is 36 feet or less shall be repaved to the trench width plus an additional one foot on each side of the trench (T- section) with a recommended two feet in added length to each end of the longitudinal trench. The replaced pavement shall have a minimum thickness of four inches of asphalt concrete or match the existing pavement thickness, whichever is greater.
- Trenches running perpendicular or skew to the travel way and/or longitudinal trenches less than ten feet in length shall be repaved a minimum of four feet wide with the trench centered within the paved width (T-section) or the paved area shall be the trench width plus an additional one foot on each side of the trench (T-section), whichever is greater. The length of the repaved trench shall be repaved a recommended two feet in added length to each end of the trench. The replaced pavement shall have a minimum thickness of four inches of asphalt concrete or match the existing pavement thickness, whichever is greater.
- Rectangular excavations (manholes or pits) shall be a minimum of three feet by four feet or two feet larger in each dimension than the excavated area, whichever is greater. The replaced pavement shall have a minimum thickness of four inches of asphalt concrete or match the existing pavement thickness, whichever is greater.

This policy is effective immediately. Please inform all applicable utility companies and governmental agencies and develop procedures to enforce this policy.

  
BENJAMIN B. LEE, FAIA  
Managing Director

BBL:aa

CONCUR:

  
MAYOR JEREMY HARRIS