

**BITUMINOUS INSURANCE COMPANIES  
STREET, ROAD & BRIDGE CONTRACTORS SUPPLEMENTAL QUESTIONNAIRE**

Insured's Name \_\_\_\_\_ Date \_\_\_\_\_

**YES**    **NO**

**SELECTION AND TRAINING OF EMPLOYEES**

How are prospective employees initially urged to apply with this company? (newspaper ads, referral by a personnel service business, etc.)

Are employees leased?

If yes, what types of workers (equipment operators, clerical, etc.)?

Is there a drug and alcohol testing program for employees?

If yes, when are employees tested?

How are new employees trained? Please describe. \_\_\_\_\_

Is there a formal driver selection and training program for equipment and motor vehicle operators?

Describe the qualifications for heavy equipment operators. \_\_\_\_\_

Are driver's license/MVRs checked?

If yes, when and how often are these checks performed? \_\_\_\_\_

Are there enforced minimum driving records standards?

Are any employees hired at the job site?

**SAFETY**

Is there a written safety program?

Has it been distributed to and reviewed with all employees?

Are utility companies consulted with prior to beginning any subsurface or overhead work?

What documentation of utility markings is obtained?  
(signed statement from utility company, photographs, etc.)

When performing overhead operations or using tall equipment, is the power company consulted as to de-energizing overhead lines?

Is there a formal job site traffic control program with instruction for proper use of signs, signals, barricades, lighting, flaggers and worker protection?

How is this program presented to employees? \_\_\_\_\_

**YES**      **NO**

Is personal protective equipment required to be worn by all employees on the job site?  YES  NO  
How is this enforced? \_\_\_\_\_  
\_\_\_\_\_

Is there a safety incentive program? If yes, please describe or attach.  YES  NO  
\_\_\_\_\_  
\_\_\_\_\_

**EQUIPMENT**

Please describe the maintenance of heavy equipment. \_\_\_\_\_  
\_\_\_\_\_

Is equipment regularly washed to remove oil and debris?  YES  NO

Is there any customized computer software for the plant operations?  YES  NO

How is equipment secured and protected from theft and vandalism when not in use?  
\_\_\_\_\_  
\_\_\_\_\_

Are all backing alarms in place and operating on mobile equipment?  YES  NO

**VEHICLE/USAGE**

Please describe vehicle maintenance program.  
\_\_\_\_\_  
\_\_\_\_\_

Is there any personal or family use of vehicles allowed by employees or company officers?  YES  NO

If yes, please describe. \_\_\_\_\_  
\_\_\_\_\_

Are any vehicles left at the job site overnight?  YES  NO

If yes, how are they secured and protected from theft? \_\_\_\_\_  
\_\_\_\_\_

**SUBCONTRACTOR EXPOSURE**

What type of work is subcontracted? Please provide annual estimated cost of each type of work and description. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are certificates of insurance obtained from all subcontractors?  YES  NO

What limits are subcontractors required to carry?  
\_\_\_\_\_

Is there a standardized written contract or agreement used?  YES  NO

If yes, please forward a copy.

Does the subcontractor agreement contain a hold harmless clause?  YES  NO

**YES**      **NO**

Are the subcontractors required to name you as an additional insured?

How is subcontractor supervision handled? Does the subcontractor provide their own supervisors?  
How are the job site operations coordinated? \_\_\_\_\_

**OPERATIONS**

Is there any explosion, collapse or underground exposure?

If so, how is this controlled? \_\_\_\_\_

Do you perform any design or engineering work?

If yes, please describe. \_\_\_\_\_

**Indicate % of revenue which falls into each category:**

Interstate highway % \_\_\_\_\_ Local Roads % \_\_\_\_\_ State Highway % \_\_\_\_\_

Interstate bridges % \_\_\_\_\_ Local Bridges % \_\_\_\_\_ State bridges % \_\_\_\_\_

Parking lots, driveways, bike paths % \_\_\_\_\_

**Have you ever performed work of the following types? If yes, please describe and attach.**

- Airport runway or tarmac paving
- Asphalt sales to others
- Blasting
- Dam, levee, dike or other related construction
- Hauling of equipment/material for others
- Landfill work
- Leasing or rental of equipment to others
- Railroad track construction/repair

**COMPLETED JOB LIST**

Please list the **eight largest jobs** completed by you in the last three years and give location.

The description should state type of work and location.  
(i.e., Replaced bridge one mile north of I-80 on U.S. 67 in Scott County, IA)

	<b>Job Description</b>	<b>*AADT</b>	<b>Cost</b>	<b>Duration</b>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____

**CURRENT JOB LIST**

Please list current jobs (or attach a list of these projects with description of job).

	<b>Job Description</b>	<b>*AADT</b>	<b>Cost</b>	<b>Estimated Date of Completion</b>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____

Please attach an additional sheet of paper if more space is needed.

\* Average annual daily traffic

**BRIDGE-RELATED OPERATIONS**

The following additional questions pertain to contractors who perform bridge work.

**SAFETY**

Is fall protection required of all employees?

Please describe. \_\_\_\_\_  
\_\_\_\_\_

How is this enforced? \_\_\_\_\_

**EQUIPMENT**

Do you own any barges or tugboats?

If yes, how many of each and how are they used? \_\_\_\_\_  
\_\_\_\_\_

Who provides P & I coverage for the tugs? \_\_\_\_\_

**OPERATIONS**

Is any bridge demolition work performed?

If yes, what is done to control lead exposure? \_\_\_\_\_  
\_\_\_\_\_

Is any bridge painting done or subcontracted by your company?

If yes, what is done to control lead exposure and paint overspray? \_\_\_\_\_  
\_\_\_\_\_

Is any pile driving, caisson or cofferdam work done?

If yes, please describe? \_\_\_\_\_  
\_\_\_\_\_

Are any oversize loads, such as structural members, transported by your company?

If yes, how is this exposure controlled? \_\_\_\_\_  
\_\_\_\_\_

Completed By: \_\_\_\_\_ Date \_\_\_\_\_