

## **Middle Mile Broadband Network (MMBN) - Hub Shelters – Annual Maintenance Special Provisions**

MMBN - 0455 (New 08/25)

Typical facilities: Maintenance Stations; Rest Areas; Park & Ride Lots; Commercial Vehicle Enforcement Facilities (CVEF), etc.

In addition to the “Operations and Maintenance Interagency Agreement” for the Middle Mile Broadband Network (MMBN), latest Caltrans Standard Specifications and Standard Plans available at:

<https://dot.ca.gov/programs/design/ccs-standard-plans-and-standard-specifications>

the attached “Encroachment Permit General Provisions” (TR-0045) available at <https://dot.ca.gov/-/media/dot-media/programs/traffic-operations/documents/encroachment-permits/ep-general-provisions-all.pdf>

“Stormwater Special Provisions for Minimal or No Impact” (TR-0400) available at <https://dot.ca.gov/programs/traffic-operations/ep/ep-manual/>

and all other applicable special provisions, laws, guidelines, and/or requirements, all work permitted also must comply with the following provisions:

### **Provisions Applicable to All Facilities:**

1. The Permittee shall keep Caltrans' facilities secure, including but not limited to ensuring that gates, doors, and other access points are secured.
2. The Permittee must schedule a meeting with the Caltrans Maintenance Manager for the area, or the Maintenance Manager's designee, within seven (7) days after permit issuance, to review obligations and establish access logistics (ex. keys, timings, communication protocols, etc.) as applicable to each facility.
3. For each Caltrans facility that will be accessed, the Permittee or the Permittee's agent/contractor must contact the Caltrans Maintenance Manager, or the Maintenance Manager's designee, as follows:
  - a. At least seven (7) days before accessing a Caltrans facility, to coordinate the access.
  - b. Between 24 – 48 hours before accessing a Caltrans facility, to discuss any changes, limitations, conflicts, or other pertinent information regarding the access.
4. The Permittee is also responsible to coordinate access with any other agencies and/or tenants operating within Caltrans facilities, such as the

**ENCROACHMENT PERMIT SPECIAL PROVISIONS**

---

California Highway Patrol at a Commercial Vehicle Enforcement Facility (CVEF). The Permittee shall notify the local California Highway Patrol Area Commander at least 72 hours prior to performing any non-emergency maintenance work at a CVEF.

5. For each MMBN hub/installation/infrastructure, the Permittee must provide an emergency point of contact to the respective area Caltrans Maintenance Manager, or the Maintenance Manager's designee, and keep the contact information updated constantly. If the Permittee's emergency point of contact changes, the new name and contact information shall be immediately provided to the respective area Caltrans Maintenance Manager, or the Maintenance Manager's designee. Caltrans personnel may try to contact those listed in case of an emergency or issue that needs immediate attention from the Permittee.
6. The Permittee is solely and fully responsible for all repairs and maintenance of the MMBN hub/installation/infrastructure. All activities allowed under this permit must be performed with minimal or no impact to Caltrans operations, including, but not limited to, on-site parking, movement of vehicles and people.
7. All repairs/damages associated with the MMBN hub/installation/infrastructure that impede Caltrans facility and/or operations must be addressed immediately by the Permittee, to avoid any disruptions to Caltrans facilities and/or operations.
8. In case of emergency or unplanned maintenance need regarding the MMBN hub/installation/infrastructure, the Permittee must notify the area Caltrans Maintenance Manager, or the Maintenance Manager's designee, as soon as possible, so that Caltrans personnel can facilitate the needed access.
9. Access to Caltrans facilities may sometimes be impacted by adverse weather, snow, storms, flooding, etc. The Permittee is responsible to ensure the Permittee has needed access to their facilities during such instances.
10. If the Permittee identifies any issue with an MMBN hub/installation/infrastructure that could impact Caltrans facilities and/or operations, the Permittee must immediately notify the respective Caltrans Maintenance Manager, or the Maintenance Manager's designee, so that Caltrans can take applicable actions to manage the operations.
11. The Permittee is solely responsible for providing all tools, materials, equipment, personnel, and resources associated with maintaining and operating the MMBN hub/installation/infrastructure, including, but not limited to, water, restrooms, machinery, housing, food, and safety equipment.

**ENCROACHMENT PERMIT SPECIAL PROVISIONS**

---

12. The Permittee must adhere to noise standards consistent with the California Residential Noise regulations.
13. The Permittee must comply with all State Fire Marshal requirements, including emergency access accommodations. Any violation by the Permittee, any adverse impact resulting from the violation, and any fines/penalties for the violation are the Permittee's responsibility. If these result in any impacts to Caltrans facilities or operations, Caltrans may take any action Caltrans deems appropriate, including, but not limited to, preventing Permittee's access to the facility, closure of the permitted facility/operations etc. until impacts to Caltrans facilities/operations are resolved and adequate measures are implemented to avoid repetition of such violations and/or impacts.
14. The Permittee must not remove, plant, trim, or manage existing vegetation in Caltrans facilities without prior notification, review, and approval from the applicable Caltrans Maintenance Manager or other Caltrans representative in charge of the facility.
15. The Permittee must have a California licensed and registered Environmental Cleanup Contractor, capable of spill mitigation and contaminant disposal, on call to enable a timely response for any incident related to the MMBN hub/installation/infrastructure. When requested by Caltrans, the Permittee must provide contract documents showing an appropriate vendor is on call.
16. Storage of equipment and materials: The storage of equipment or materials is not allowed within Caltrans right-of-way or other Caltrans facilities beyond the confines of the hub/installation/infrastructure. The Permittee must implement spill and leak prevention procedures for chemicals and hazardous substances stored within Caltrans right-of-way (including secondary containment requirements) in accordance with section 13-4.03B *Spill Prevention and Control*, and section 14-11 *Hazardous Waste and Contamination* of the Water Pollution Control portions of Caltrans' Standard Specifications.

**Additional Provisions Applicable to Caltrans Maintenance Facilities:**

17. The Permittee must complete and submit a "MMBN HUB Facility Safety Inspection" form on an annual basis to the Caltrans Maintenance Manager, or the Maintenance Manager's designee, for each maintenance yard, and the form must cover all facilities located within the jurisdiction of that maintenance yard. The form can be obtained from the local maintenance yard and should be submitted immediately upon obtaining the permit and before commencing any operations within the jurisdiction of that yard.

## **ENCROACHMENT PERMIT SPECIAL PROVISIONS**

---

### **Additional Provisions Applicable to Caltrans Safety Roadside Rest Areas (SRRA):**

18. Rest Area Point of Contact: The Permittee must notify the Caltrans District Safety Roadside Rest Area Coordinator (SRRA) if any impacts to the SRRA operations are anticipated from the MMBN hub/installation/infrastructure operations.
19. Rest Areas may experience temporary closures that are emergency (unanticipated) or intermittent (planned and regularly scheduled). Intermittent closures include a temporary suspension of services at a Rest Area in response to seasonal issues (such as snow), an expected or documented reduction in demand during a specific period of time, or due to extraordinary budget issues. The Permittee is responsible to ensure they have the needed access to their facilities during such instances.

### **Additional Provisions Applicable to Caltrans Park and Ride Lots:**

20. If Permittee activities impact access and/or available parking spaces within the Park and Ride Lot, the Permittee must notify the Caltrans District Park and Ride Coordinator and obtain approval prior to the start of work.
21. The Caltrans Park and Ride Coordinators Contact List can be accessed here:  
<https://dot.ca.gov/programs/traffic-operations/park-ride/park-ride-coordinators>