



DEMOLITION CONTRACTOR

LICENSE

CLASS A AND CLASS B

Visit our website at www.phila.gov/li

EFFECTIVE **NOVEMBER 1, 2015**, A LICENSED DEMOLITION CONTRACTOR MUST BE IDENTIFIED ON ALL DEMOLITION PERMIT APPLICATIONS.

THE DEPARTMENT WILL BEGIN ACCEPTING LICENSE APPLICATIONS ON **SEPTEMBER 14, 2015**.

APPLICATION REQUIREMENTS

- A completed demolition contractor license application.
- A check made payable to the City of Philadelphia in the amount of \$200.
- A Philadelphia Business Income and Receipts Tax Number and Commercial Activity License.
 - The identification of at least one demolition supervisor with proof of successful completion of the Demolition Examination. The submittal of this information may be deferred until **January 1, 2016**.
 - The identification of at least one site safety manager with proof of completion of OSHA 30 training (or equivalent).
- A License Bond.
- A Certificate of Insurance reflecting required insurance coverage.

LICENSE STRUCTURE

- License Categories:
 - Class A: License class allows for the complete demolition of any building.
 - Class B: License class allows for the complete demolition of a building not exceeding 3 stories, a maximum height of 40 feet or with a footprint exceeding 10,000 square feet
- \$200 fee for initial licensure and annual renewal.

DEMOLITION SUPERVISOR AND SITE SAFETY MANAGER

General:

- The demolition supervisor and site safety manager must be employed by the Demolition Contractor.
- The role of demolition supervisor (responsible to develop the site safety plan) and site safety manager (field supervisor) may be filled by the same person.
- A contractor may identify multiple individuals who may fill the roles of site safety manager and demolition supervisor.
- Neither the site safety manager nor the demolition supervisor may be employed by more than one demolition contractor.
- The contractor may submit changes to the named site safety manager(s) and demolition supervisor(s) at any time during the license period.

Demolition Supervisor:

- The demolition supervisor must be a competent person who has successfully completed a demolition examination and is responsible to prepare the site safety plan.
- The identification of a demolition supervisor may be deferred until **January 1, 2016**. A site-safety plan for the demolition of building more than 3 stories, 40 feet in height, or utilizing mechanical means must be endorsed by a professional engineer until a qualified, demolition supervisor is identified.

Demolition Supervisor (Continued):

- Requires the successful completion of the Philadelphia Demolition Class A or Class B examination:
 - The examination is administered by the International Code Council and includes content from publications noted below. Examinations are open book and bound copies of reference materials may be brought to the test site.
 - 2009 International Building Code
 - Philadelphia Code*
 - OSHA 29 CFR 1904
 - OSHA 29 CFR 1926
 - OSHA 29 CFR 1910

*A study guide containing relevant sections is available free of charge. Please submit request to license.issuance@phila.gov.

- Computer-based -testing is available at numerous testing sites located throughout the region.
- The examination fee is \$100.
- There is no limitation on the number of times the examination may be taken. One must wait 10 days to retake a failed examination.
- Test results must be submitted within one year of successful completion.

For detailed information on the Philadelphia Demolition Examinations, visit www.iccsafe.org/contractor.

Site Safety Manager:

- The site safety manager is a competent person who has completed extended safety training and will supervise on-site operations.
- Proof of completion of an OSHA 30 safety training course (or equivalent certified by the Department) within 5 years of application date must be submitted for each named site safety manager.
For a complete listing of equivalent training courses certified by the Department, please visit www.phila.gov/li.
- Continuous monitoring by the site safety manager is required for the demolition of all buildings more than three stories, greater than 40 feet in height, or with a footprint exceeding 10,000 square feet.

BONDING

A License bond in the amount of **\$25,000** for a Class A License or **\$10,000** for a Class B License is required:

- The bond must be issued by a surety company holding a certificate of authority to transact business in Pennsylvania, having a minimum surety underwriting limitation of \$1,000,000.
- Proof of bond must be submitted on City of Philadelphia Form # 81-1010 A (Class A) or Form # 81-1010 B (Class B) and bear an original seal.

INSURANCE

A Certificate of Insurance, issued no more than 30 days prior to license application date, must be supplied demonstrating compliance with minimum insurance requirements:

Worker's Compensation and Employer's Liability

- Worker's Compensation: Statutory Limits
- Employer's Liability minimum limits: \$100,000 each accident; \$100,000 each employee; \$500,000 policy limit

Comprehensive General Liability (Including products and completed operations)

- Minimum limit of \$2,000,000 per Occurrence

The City of Philadelphia must be named as the Certificate Holder and as additional insured without the need for a written contract.

Automobile Liability Insurance

- Minimum limit of \$300,000

If this is a corporation and the employees utilize their own vehicles for work then the corporation must have automobile liability for hired and non-owned autos in the amount of \$300,000.

The Certificate of Insurance must note the scope of operations for which the Insured is approved.

Failure to maintain proper insurance, and to provide proof of continued coverage by submitting renewal certificates to the Department, will result in the revocation or non-renewal of your license.