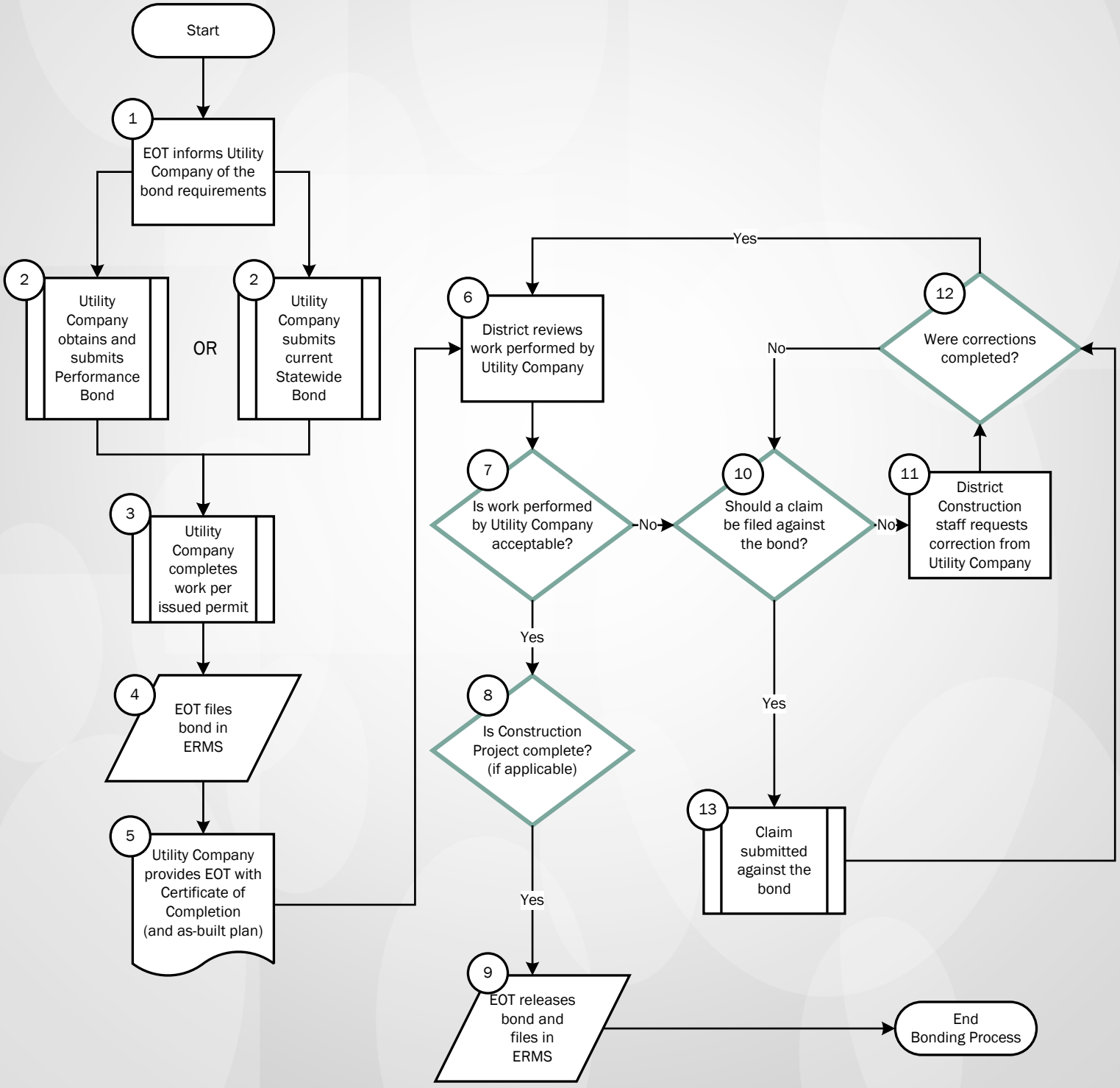
# Performance Bond | Bonding Process

Utility Permits for 761 IAC 115

January 2026

Use this flowchart when bonding is required for utility installation.



# Performance Bond Decision

## Utility Permits for 761 IAC 115

## Flowchart Narrative – PERFORMANCE BOND PROCESS

This narrative explains each of the steps displayed on the Bonding Decision Flowchart. The paragraphs are numbered to correspond to the numbers shown in each process or decision step in the chart.

| Number | Title | Narrative | CC List |
|---|---|---|---|
| 1 | Is the permitted work being done as part of a DOT project? | If yes, proceed to box 2. If no, proceed to box 8. | |
| 2 | Will DOT require a performance bond for the project related work? | The EOT consults with the DUC (and the Project Manager) to determine if DOT will require a performance bond for the permitted work. If yes, proceed to box 3. If no, proceed to box 14. | |
| 3 | Are there any extraordinary circumstances? | The EOT consults with the DUC (and the Project Manager) to determine if there are any extraordinary circumstances involved that would suggest higher bond amounts may be needed. If yes, proceed to box 4. If no, proceed to box 6. | |
| 4 | Higher bond amounts may be requested | Due to extraordinary circumstances higher bond amounts may be necessary. The EOT determines the amount of the bond in consultation with DUC (and the Project Manager) as necessary to establish the higher bond amounts required. Proceed to box 5. | |
| 5 | Proceed to Bonding Process flowchart | Proceed to Bonding Process flowchart. | |
| 6 | Is there a statewide bond already in effect? | EOT reviews the permit request/information from applicant to determine if there is already a statewide performance bond in effect. If yes, no additional bond is needed. Proceed to box 14. If no, proceed to box 7. | |
| 7 | Minimum bond amount $10K per permit or $100K statewide | EOT confirms the minimum bond amount is sufficient. Proceed to box 5. | |
| 8 | Is the installation unusual? | EOT reviews the permit request to determine if the installation is unusual and may require a performance bond. If yes, proceed to box 12. If no, proceed to box 9. | |
| 9 | Are there abnormal site conditions? | EOT reviews the permit request to determine if there are abnormal site conditions that may require a performance bond. If yes, proceed to box 12. If no, proceed to box 10. | |

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|---|---|---|---|
| 10 | Is there a history of performance problems? | EOT consults with DUC (and Project Manager) to determine if there is a history of performance problems with the utility company (or it's contractor) that may require a performance bond. *(EOT consults with other EOTs as appropriate.)* If yes, proceed to box 12. If no, proceed to box 14. | |
| 11 | Is the installation longitudinal within freeway rights-of-way? | EOT reviews the permit request to determine if the installation includes any longitudinal occupancy within freeway rights-of-way requiring a performance bond. If yes, proceed to box 13. If no, proceed to box 14. | |
| 12 | Bond may be requested | A performance bond may be requested but is not required. Go to box 2. | |
| 13 | A bond is required | In accordance with Chapter 115.15(9) a performance bond is required for longitudinal occupancy of freeway rights of way. Proceed to box 5. | |
| 14 | Process ends | EOT documents decision in permit record accordingly. | |

# CC Lists

February 11, 2026

This table provides a list of the people to CC (Carbon Copy).

| List | People to Include |
|---|---|
| A | RCE, DUC, inspectors, affected contractor, utility, EOT on permit |
| B | Area Engineer, DE, ADE, DCE |
| C | Utility Program Director, Chief Engineer, Transportation Development Division Deputy Director |
| D | All DCEs, ADEs, DUCs, and EOTs Statewide |

DOT means Iowa Department of Transportation
RCE means DOT Resident Construction Engineer
DUC means DOT District Utility Coordinator
DE means DOT District Engineer
ADE means DOT Assistant District Engineer
EOT means DOT Engineering Operations Technician