



***PUBLIC NOTICE AND INFORMATION
CITY OF HOUSTON***

DEPARTMENT OF PUBLIC WORKS AND ENGINEERING

I. GENERAL INFORMATION

The Standards Review Committee (SRC), Department of Public Works and Engineering (PWE) has been established to review, revise, and update PWE's Standards and Documents. Public input and participation is requested by the submittal of proposals for suggested changes, comments, recommendations and other information.

II. STANDARD DOCUMENTS TO BE REVIEWED

Standards and Documents that will be considered include design standards and criteria, associated technical specifications, and associated standard details and drawings. Exhibit 1 provides the type of document that will be reviewed, including existing standards that have been identified by PWE for review and potential revision. PWE's design standards can be referenced at

<http://edocs.publicworks.houstontx.gov/engineering-and-construction.html>

Other Standards and Documents will be reviewed at later times under separate notices.

**III. PROCESS DESCRIPTION AND SCHEDULE FOR THE REVIEW OF INFRASTRUCTURE
DESIGN MANUAL CHAPTERS 1, 2, 3, 4, & 5:**

Public notice shall be published and sent out to all interested parties in the month of July, 2016 requesting proposals for changes to the Chapters 1, 2, 3, 4, & 5.

1. Receive Proposed Changes:

The SRC will receive requests for changes submitted by public participants, categorize suggested changes and prepare the proposals for reviewing (information will be accessible through electronic media). (Please see public notification for proposal format). Proposals may be submitted beginning September 1st through October 30th, 2016.

2. Screen Proposed Changes/Formulate Agenda:

The SRC will review input received and prioritize issues according to PWE's mission; develop a short list of issues to be considered in a formal discussion; publish an agenda for public review and input. This process will occur from November 1st to December 15th, 2016.

3. Convene/Conduct Discussions:

The SRC will provide the opportunity for stakeholders of interest to address and provide input on proposals. This process will occur from December 16th 2016, to January 31st, 2017.

4. Evaluate Proposal/ Develop Recommendations:

The SRC will consider all input and post a draft of revisions for comment. This process will occur from February 1st to March 30th, 2017.

5. Receive Comments:

The SRC will receive and review all comments. Comments may be submitted from April 1st through April 30th, 2017.

6. Finalize Revisions:

The SRC will process the information for final approval and publish the final update. Final revisions will be processed for final approval beginning April 30th through June 30th, 2017 and published on July 1, 2017.

IV. FORMAT FOR REQUESTED CHANGES/REVISIONS

- Submittals should be made by e-mail to standardsreviewcommittee@houstontx.gov or by mail to:
Standards Review Committee
Office of the City Engineer
1002 Washington Ave., 2nd Floor
Houston, TX 77002
- Identify the specific design parameter, specification, standard drawing, or other document that is proposed for change;
- State the deficiency in the existing standard;
- State the suggested or revised standard;
- State the benefit to the City and public achieved by implementing the proposed change;
- State the consequence of “no change” to the current standard.

Exhibit 1

Documents for Review

I. INFRASTRUCTURE DESIGN MANUAL

- Chapter 1 General Requirements
- Chapter 2 Survey Requirements
- Chapter 3 Graphic Requirements
- Chapter 4 Platting Requirements
- Chapter 5 Easement Requirements

II. SPECIFICATIONS

DIVISION 1-GENERAL REQUIREMENTS

- 01330 Submittal Procedures
- 01340 Shop Drawings, Product Data, and Samples
- 01422 Reference Standards
- 01580 Project Identification Signs
- 01581 Excavation in Public Way Permit Signs
- 01725 Field Surveying
- 01785 Project Record Documents