DATE 20\_\_

Primary Contact

Utility Company

Mailing Address

City, State, Zip

Re: Final Notification Letter – No Conflicts

 Project Name

 WBS No. Z-000000-0000-3

Dear NAME:

Pursuant to Section 40-395 of the City of Houston (City) Utility Relocation Ordinance Program (URO), this letter shall serve as written notice to UTILITY NAME of the planned Public Works Project referenced above. Based on information provided by your company, our Design Consultant,NAME, has determined that there are no perceivable conflicts with your facilities.

The City requests that UTILITY COMPANY review and confirm that this information is correct with your records and notify the City of any potential discrepancies or specific concerns**.** The most current (60%, 90%, or final) design project plans and specifications are available to download and review from the City web site at: <https://www.publicworks.houstontx.gov/contracting-services> The anticipated construction award date for this project will be DATE\_\_\_\_, 20\_\_, at which time all required utility relocation work is expected to be completed.

If you would like to discuss with the City the specific conflicts identified and possible design alternatives that may resolve these conflicts, please contact PROJECT MANAGER at 832-395-000 or CIP Utility Coordinator at email utilitycoordinator2@houstontx.gov within 15 calendar days from the date of this notice to schedule a coordination meeting.

Sincerely,

NAME.

Assistant Director

Capital Projects

AD:TL:SE:PM:abc

Enclosure:

ec: Director Capital Projects

Final Notification Letter – No Conflicts

Project Name

WBS No. Z-000000-0000-3

Distribution List: (internal document only, separate page)

 CIP Utility Coordinator (UC \_\_\_\_\_\_)

 Design Consultant

 File No. WBS Z-000000-0000-3 (1.8)