DATE , 20\_\_

Primary Contact

CenterPoint Energy, Street Lighting

4700 S. Shaver, Bldg. I

Houston, TX 77034

Re: Preliminary Notification Letter

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 CenterPoint Energy Street Lighting of the planned Public Works Project referenced above and the potential conflicts with your facilities.

Based on information provided by your company to our Consultant,NAME, the potential number of streetlight relocations required for this project is (TOTAL). The following is a description of the existing streetlights identified to be in conflict with the proposed project improvements:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No,** | **STREET, & STATION** | **OFFSET** | **EXISTING**  **FACILITY** | **PROPOSED**  **FACILITY** | **DESCRIPTION** | **COMMENT** |
| 1 | ABC Street,  44+05 | 32’ RT | Electric Cable | Water Line | Potential Conflict | Conflict with Proposed Water Line  . |
| 2 | ABC Street  1+27 | 7' LT | U/G Street Light Cable | Storm Sewer and Pavement | Potential Conflict | Conflict with Proposed Storm Sewer and Top of Pavement |
| 3 | ABC Street  5+55 | 7' RT | U/G Street Light Cable | Storm Sewer and Pavement | Potential Conflict | Conflict with Proposed Storm Sewer and Top of Pavement |
| 4 | ABC Street  11+95 to 13+60 | 28' RT | U/G Street Light Cable | Pavement | Potential Conflict | Buried line may not have enough cover due to roadway excavation. |

Preliminary Notification Letter – Centerpoint Street Lighting

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Please be aware that the Final Conflict Notifications for this project are expected to be mailed within 120days, at which time the City will request that CenterPoint Energy Street Lighting submit a proposal and cost estimate for all costs associated with removal and relocation of the street light facilities outlined therein, and plan for all street lighting relocation activities to be completed concurrently with this project, with an anticipated construction award date of DATE\_\_\_\_\_, 20\_\_.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.org/contracting-services>

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 email [utilitycoordinator2@houstontx.gov](mailto: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

Preliminary Notification Letter – Centerpoint Street Lighting

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Distribution List: (internal document only, separate page)

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

Design Consultant

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