

R. G. MILLER ENGINEERS, INC. 12121 Wickchester Lane, Suite 200, Houston, Texas 77079

E-MAIL NOTIFICATION

NUMBER OF PAGES 4

This transmission notifies prospective bidders that an addendum has been issued on the project named below. If you received this fax in error, immediately call R. G. Miller Engineers, Inc. If you are a prospective bidder but did not receive all pages or found pages illegible, contact R. G. Miller Engineers, Inc. by telephone. If the transmission is received in order, **please confirm receipt by return email.**

Obtain the Addendum from the R. G. Miller Engineers, Inc., 12121 Wickchester Lane, Suite 200, Houston, TX 77079, **telephone: 713.461.9600; fax: 713.461.8455**

Document 00900

ADDENDUM NO. 1

Date of Addendum: June 19, 2010

PROJECT NAME: Detention Basin Phase III to Serve Lake Shore Harbour Section Four
Within City of Missouri City

BID DATE: Monday, June 21, 2010; 2:00 p.m.

FROM: R. G. Miller Engineers, Inc.
12121 Wickchester Lane, Suite 200
Houston, Texas 77079

TO: **Prospective Bidders**

This Addendum forms a part of the Bidding Documents and will be incorporated into Contract Documents, as applicable. Insofar as the original Technical Specifications and Drawings are inconsistent, this Addendum governs. Acknowledge receipt of the Addendum by inserting its number in Document 00310 - Form of Proposal. **FAILURE TO DO SO MAY SUBJECT BIDDER TO DISQUALIFICATION.**

CLARIFICATIONS

1) Missouri City Permits and Fee Schedule

END OF ADDENDUM NO. 1



PUBLIC WORKS

1522 TEXAS PARKWAY MISSOURI CITY, TEXAS 77459 • 281-403-8500

TO: ALL CONTRACTORS WORKING WITHIN THE CITY OF MISSOURI CITY

**SUBJECT: MAJOR CONSTRUCTION IMPROVEMENT FEE, INSPECTION FEES,
AND NOTIFICATION OF CONSTRUCTION ACTIVITY**

All public infrastructure projects under construction within the city limits and extraterritorial jurisdiction area of Missouri City are subject to review, approval, and inspection by the Public Works Department. A one-time infrastructure inspection fee is charged at the beginning of the construction project. The fee is **1%** of the contract amount for the **first \$500,000** valuation and **.75%** for all valuation exceeding **\$500,000**. This fee amount may exclude miscellaneous alternative bid items at the discretion of the City. Any variation from the construction cost in the contract will require a letter from the design engineer certifying the award amount as it relates to the cost of the construction.

It is required that contractors give adequate notice to the City of Missouri City for any construction activity. The contractor must notify the City twenty-four (24) hours **prior** to any construction activity requiring inspection. Forty-eight (48) hours **written** notice is required prior to any construction activity that would occur on a Saturday. Construction activity on Sunday and City Holidays is allowed subject to City approval of **written** notification seventy-two (72) hours in advance. Normal office hours for notification of activity are from 8:00 a.m. to 5:00 p.m., Monday through Friday. Notification can also be faxed to (281) 403-8988. **A fee will be charged for inspections performed by city staff on weekends, on holidays, and beyond the hours of 7:00 a.m. and 5:00 p.m. during the week.** The City of Missouri City's Department of Public Works has been very accommodating in the past to all construction activity and will make every effort to work with every contractor on each project.

If an emergency occurs which requires immediate construction activity, please call 281-403-8500 to arrange for an inspection. If a designated City representative is not on location at the time the construction activity is being performed, the work performed may be rejected.

I hope this is a clear explanation of the procedures. If there are any questions, do not hesitate to contact me at 281-403-8500.

Yours truly,

Scott R. Elmer, P.E.
Director of Public Works

SUMMARY

Major Construction Improvement (MCI) Fee is required for any construction occurring within the public right-of-way and for all public infrastructure, including, but not limited to:

Streets	Sewage Treatment Plants
Storm Sewer	Water Treatment Plants.
Sanitary Sewer Lines	Clearing and Grading
<All related appurtenances and facilities>	

The MCI Fee is a one-time fee payable at the beginning of the construction project.

DOUBLE FEES

With respect to the construction, major construction, and electrical permits enumerated above where work is started or proceeded with prior to obtaining the applicable permit, the specified fees shall be doubled. Such doubled fee shall not relieve any person from fully complying with the requirements in the execution of the work nor from other penalties prescribed in the code.

INSPECTION FEES

- Advance **written** notice of 48 hours is required for all Saturday work requiring inspection.
- On Sundays and days designated as City holidays, no work will be allowed that requires inspection by city staff unless **the City** deems the work necessary to facilitate the timely completion of the project. Advance **written** notice of 72 hours is required.
- There is a sixty-five dollars (\$65.00) per hour fee required for inspections on Saturdays. There is a one hundred thirty dollar (\$130.00) per hour fee required for inspections on Sundays and holidays. Actual inspection time by city staff will be a minimum of two hours and will be billed to the contractor. All inspections fees must be paid in full prior to final acceptance of the project. The fees are payable at the Cashier's desk at City Hall or can be paid by mail. Evidence of payment is required to be provided as a standard punchlist item.
- To aid in scheduling and fee calculation, the following is a list of the City of Missouri City's holidays:

New Year's Day	Labor Day
Martin Luther King Day	Thanksgiving Day
Good Friday	Friday after Thanksgiving Day
Memorial Day	Christmas Eve
Independence Day	Christmas Day

These holidays are subject to change without notice.

**CITY OF MISSOURI CITY
1522 TEXAS PARKWAY
MISSOURI CITY, TEXAS 77459
Phone: 281 403-8500
Fax: 281-403-8988**

APPLICATION FOR MAJOR CONSTRUCTION IMPROVEMENT

DATE: _____

CONTRACTOR: _____ PHONE: _____

CONTRACTOR'S ADDRESS: _____

OWNER: _____ PHONE: _____

OWNER'S ADDRESS: _____

ENGINEER: _____ PHONE: _____

ENGINEER'S ADDRESS: _____

LOCATION: SUBDIVISION _____

ADDRESS _____

TYPE OF CONSTRUCTION: _____

CONSTRUCTION BID AMOUNT: \$ _____

FEE: \$ _____ DATE PAID: _____

CONTRACTOR

This is to certify that I, the Contractor being issued the permit will comply with the Regulations and Ordinances of Missouri City, Texas.

PROJECT NAME: _____

PERMIT NUMBER: _____