TO: All engineers, architects, contractors and developers.

FROM: Engineering Department

DATE: February 16, 2016

RE: Requirements for construction and acceptance of public improvements.

The City of Midwest City requires the following documentation and fees prior to authorizing the construction and inspection of all public facilities to be dedicated to the City for maintenance.

1. One (1) copy of the executed contract specifically stating the contract price for that work being dedicated to the City for maintenance.

2. Three (3) executed copies of the maintenance bond(s) in the amount of ten percent (10%) of the contract price. The required maintenance period for water and sanitary sewer lines and appurtenances is one (1) year from the date of City Council acceptance of the improvements. The required maintenance period for roadway construction and related storm water drainage improvements and appurtenances is five (5) years from the date of City Council acceptance of the improvements. **Midwest City standard maintenance bond form must be used.**

3. One (1) copy of the construction contractor’s insurance verification letter.

4. Inspection fee. The inspection fee assessed is for two percent (2%) of the contract price for that work being dedicated to the City for maintenance, as shown on the contract (item 1).

Upon completion of the construction and all required testing, the project is subject to final inspection by the City. After completion of the final inspection punch list items, receipt of the lien waver(s), and “As Built” drawings on mylar reproducible along with a CD containing the information in an AutoCAD format, the project is recommended for acceptance by the City Council. **Midwest City standard lien waver form must be used.**

Should you have any questions regarding these requirements, please contact Tom Clark (405) 739-1222 or tclark@midwestcityok.org, Michael Howard (405) 739-1214 or mhoward@midwestcityok.org, Glenn Presley (405) 739-1267 or gpresley@midwestcityok.org, or Patrick Menefee (405) 739-1215 or pmenefee@midwestcityok.org.