

STEPS TO SUBMITTING PROPOSED REVISIONS

DEADLINE TO SUBMIT FORM IS 11/30/2025

- Fill in Required Information Below. Submit a revision form for each request; one request per form.
- Email completed form to: HPWstandards@houstontx.gov
- Email subject to include: Review Cycle and Section (Chapter of IDM, Spec. No., & or DWG Name)
- Submit forms individually to maintain data integrity (Do not flatten form fields or print electronically)

From:	Date:
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Company Name: _____

Phone:	Email:
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A. Reference Document: Attachment Included Yes No

Infrastructure Design Manual (IDM)
 Chapter: _____
 Item Type: _____
 Item No.: _____

Construction Specification (Spec)
 Spec No: _____
 Spec Name: _____
 Spec Section: _____

Standard Detail
 Detail Type: _____
 Drawing No.: _____
 Drawing Name: _____

Examples of Data Inputs:

Example #1: IDM
 Chapter: *Ch. 12 – St. Cut Requirements*
 Item Type: *Article*
 Item No.: *12.2.01.B.2*

Example #2: Const. Spec.
 Spec No.: *02742*
 Spec Name: *Prime Coat*
 Spec Section: *1.02.A*

Example #3: Standard Detail
 Detail Type: *Pavement*
 Drawing No.: *02871-01*
 Drawing Name: *Bike Rack*

B. Proposed Revisions:

C. Justification for Implementing the Proposed Revisions:

D. Possible Impact to other documents (list title and document number if applicable):

E. Consequence of No-Changes:

HPW Ref. No: _____ (for HPW use only)