

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION

CHANGE ORDER MEMORANDUM

CEM-4903 (REV 2/2014)

Page 1 of 2

DATE _____

TO _____			FILE	
FROM _____			CONTRACT NO. _____	
			CO-RTE-PM _____	
			FED NO. _____	
CHANGE ORDER NO.	SUPPLEMENT NO.	CATEGORY CODE	CONTINGENCY BALANCE (including this change)	
			\$ _____	
CHANGE ORDER AMOUNT			HEADQUARTERS APPROVAL REQUIRED? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
\$ _____ <input checked="" type="checkbox"/> INCREASE <input type="checkbox"/> DECREASE				
SUPPLEMENTAL FUNDS PROVIDED			IS THIS REQUEST IN ACCORDANCE WITH ENVIRONMENTAL DOCUMENTS? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
\$ _____				
ORIGINAL CONTRACT TIME:	TIME ADJUSTMENT THIS CHANGE:	PREVIOUSLY APPROVED TIME ADJUSTMENTS:	PERCENTAGE TIME ADJUSTED (including this change)	TOTAL # OF UNRECONCILED DEFERRED TIME (including this change)
_____ DAY(S)	_____ DAY(S)	_____ DAY(S)	_____ %	_____

THIS CHANGE ORDER PROVIDES FOR (Use additional pages as needed):

When no drinking subplaque is required, insert the following text in the first sentence after S28(CA) "USING RECYCLED WATER" informational signs:

"and RS-013 (24" X 24") subplaque of a drinking cup inside a red prohibition circle with red diagonal slash informational signs"

Furnish and install S28 (CA) "USING RECYCLED WATER" information signs at locations where recycled water is being used for highway planting. Installation should be prior to beginning planting or as soon as possible for projects already in plant establishment period.

Reason for Change

The Governor signed a third executive order on April 1, 2015 proclaiming a continued state of emergency throughout California due to ongoing drought. The executive order directs all urban water users to reduce consumption by 25 percent compared to amounts used in 2013. Caltrans has set a water conservation goal of 50 percent reduction of potable water consumption. To conserve potable water, Caltrans is using more recycled water, which must be accurately reported, to help achieve the potable water reduction goal.

With the continuing drought, it is important that the public is aware that Caltrans is using recycled water were possible for the irrigation of planting. On February 6, 2014 information sign S28(CA) "USING RECYLED WATER" was adopted into the California MUTCD. To address public awareness about recycled water use, maintenance forces have begun to place S28(CA) "USING RECYLED WATER" informational signs throughout the state where existing landscaping is watered using recycled water. Projects with planting must install S28(CA) informational signs so that the public is informed that recycled water is being used for the planting.

When no drinking subplaque is required, include the following paragraph.

For Caltrans facilities where people may be outside of their vehicles, including rest areas, weight stations, park and ride lots, and maintenance stations, RS-013 (24" X 24") subplaque of a drinking cup inside a red prohibition circle with red diagonal slash roadside informational signs will also be installed

Concurrence

This change order is in accordance with Division of Construction CPD 15-4, dated December 1, 2015. FHWA gave blanket approval for this change on September 14, 2015.

Method of Payment

Use if Roadside Signs bid item is used.

This change order increases Bid Item No. <bid item number><item description>

For Bid Item No. <bid item number><item description> consideration of a payment adjustment for the overrun is deferred until the completion of the item work.

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DATE

CHANGE ORDER NUMBER

SUPPLEMENT NO

CONTRACT NUMBER

Use for Agreed Unit Price

Extra Work at Agreed Unit Price:

When no drinking subplaque is required, insert the following text after S28(CA) "USING RECYCLED WATER" informational signs:

"and_RS-013 (24" X 24") subplaque of a drinking cup inside a red prohibition circle with red diagonal slash informational signs"

The agreed extra work at unit price of \$ <unit price> is based on a force account analysis filed in the project records, and represents the costs for furnishing and installing S28(CA) "USING RECYLED WATER" informational signs.

Estimated Extra Work at Agreed Unit Price total \$ _____.

Use for Extra Work at Force Account

Extra Work at Force Account:

When no drinking subplaque is required, insert the following text after S28(CA) "USING RECYCLED WATER" informational signs:

"and_RS-013 (24" X 24") subplaque of a drinking cup inside a red prohibition circle with red diagonal slash informational signs"

For furnishing and installing S28(CA) "USING RECYLED WATER" informational signs, the contractor will be compensated on a force account basis.

Time Adjustment

This change order will not affect the controlling activity; therefore, no time adjustment is warranted.

CONCURRED BY:		ESTIMATE OF COST	
CONSTRUCTION ENGINEER/BRIDGE ENGINEER	DATE	THIS REQUEST	TOTAL TO DATE
PROJECT ENGINEER	DATE	ITEMS	
PROJECT MANAGER	DATE	FORCE ACCOUNT	
FHWA REP.	DATE	AGREED PRICE	
ENVIRONMENTAL	DATE	ADJUSTMENT	
OTHER (SPECIFY)	DATE	TOTAL	\$0.00
			\$0.00
		FEDERAL PARTICIPATION	
		<input type="checkbox"/> PARTICIPATING	<input type="checkbox"/> PARTICIPATING IN PART <input type="checkbox"/> NONE
		<input type="checkbox"/> NON-PARTICIPATING (Maintenance)	<input type="checkbox"/> NON-PARTICIPATING
		FEDERAL SEGREGATION (If more than one funding source or P.I.P. type)	
		<input type="checkbox"/> CHANGE ORDER FUNDED PER CONTRACT	<input type="checkbox"/> CHANGE ORDER FUNDED AS FOLLOWS
		FEDERAL FUNDING SOURCE	PERCENT
HQ OR DISTRICT PRIOR APPROVAL BY	DATE		
RESIDENT ENGINEER SIGNATURE	DATE		