

CHANGE ORDER

CEM-4900 (REV 05/2015)

Sheet 1 of 2Change Requested by: ☒ Engineer ☐ Contractor

| CHANGE ORDER NO. | SUPPL. NUMBER | CONTRACT NUMBER | CO-RTE-PM | FEDERAL NUMBER(S) |
|------------------|---------------|-----------------|-----------|-------------------|
|------------------|---------------|-----------------|-----------|-------------------|

TO _____, *contractor*

You are directed to make the following changes from the plans and specifications or do the following described work not included in the plans and specifications for this contract. **NOTE: This change order is not effective until approved by the engineer.**

Description of work to be done, estimate of quantities, and prices to be paid. (Segregate between additional work at contract price, agreed price, and force account.) Unless otherwise stated, rates for rental of equipment cover only such time as equipment is actually used and no allowance will be made for idle time. The last percentage shown is the net accumulated increase or decrease from the original quantity in the Bid Item List.

Furnish and install S28(CA) (36"X24") "USING RECYCLED WATER" Roadside Sign - One Post in accordance with Section 56-4 of the Standard Specifications and Standard Plan RS1 at the following locations:

1. _____
2. _____

For Caltrans facilities where people may be outside of their vehicles, including rest areas, weight stations, park and ride lots, and maintenance stations use the following:

Furnish and install S28(CA) (36"X24") "USING RECYCLED WATER" Roadside Sign - One Post and RS-013 (24" X 24") subplaque of a drinking cup inside a red prohibition circle with red diagonal slash on the same post under the S28 (CA) (36"X24") "USING RECYCLED WATER" in accordance with Section 56-4 of the Standard Specifications and Standard Plan RS1 at the following locations:

1. _____
2. _____

Use for 54"X36" signs with two posts.

Furnish and install S28(CA) (54"X36") "USING RECYCLED WATER" Roadside Sign - Two Posts in accordance with Section 56-4 of the Standard Specifications and Standard Plan RS1 at the following locations:

1. _____
2. _____

Use one of the three following payment methods.

Increases in Bid Items at Bid Item Prices

Item No. <bid item number>, <item description>: <quantity and measurement unit> (<percent increase>%) @ \$ <unit price> = \$ <extended price> (<total percent increase to date>%)

Increase in Bid Items at Bid Item Price = \$ _____

Extra Work at Agreed Unit Price:

When no drinking subplaque is required, insert after S28(CA) "USING RECYCLED WATER" roadside signs "and RS-013 (24" X 24") subplaque of a drinking cup inside a red prohibition circle with red diagonal slash roadside signs."

In accordance with Section 4-1.05, "Changes and Extra Work," of the *Standard Specifications*, furnish and install S28(CA) "USING RECYCLED WATER" roadside signs.

CHANGE ORDER

CEM-4900 (REV 2/2014)

Sheet 2 of 2

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A unit price of \$ <insert price> per sign installed will constitute full and complete compensation, including all markups, for furnishing and installing the S28(CA) "USING RECYCLED WATER" roadside signs, including posts and incidentals.

Extra Work at Agreed Unit Price = <number of signs> @ <unit price> = \$ <extended price>

Estimated cost of Extra Work at Agreed Unit Price: \$ _____

Extra Work at Force Account:

When no drinking subplaque is required, insert after S28(CA) "USING RECYCLED WATER" roadside signs "and RS-013 (24" X 24") subplaque of a drinking cup inside a red prohibition circle with red diagonal slash roadside signs."

In accordance with Section 4-1.05, "Changes and Extra Work," of the *Standard Specifications*, furnish and install S28(CA) "USING RECYCLED WATER" roadside signs, the contractor will be compensated on a force account basis.

Estimated cost of Extra Work at Force Account work: \$ _____

Time Adjustment

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

Estimated Cost: ☒ Increase ☐ Decrease \$

For this order, the time of completion will be adjusted as follows:

| SUBMITTED BY | | |
|-------------------------|------------------------|------|
| SIGNATURE | (PRINT NAME AND TITLE) | DATE |
| APPROVAL RECOMMENDED BY | | |
| SIGNATURE | (PRINT NAME AND TITLE) | DATE |
| ENGINEER APPROVAL BY | | |
| SIGNATURE | (PRINT NAME AND TITLE) | DATE |

We, the undersigned contractor, have given careful consideration to the change proposed and agree to provide equipment, furnish materials, and perform the work specified above, and will accept as full payment the prices shown above. **NOTE: If you do not sign this order, you are directed to proceed with the ordered work. You may file a Request for Information within the time specified.**

| CONTRACTOR ACCEPTANCE BY | | |
|--------------------------|------------------------|------|
| SIGNATURE | (PRINT NAME AND TITLE) | DATE |