

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION

CHANGE ORDER

CEM-4900 (REV 05/2015)

Sheet 1 of 3Change Requested by: ☒ Engineer ☐ Contractor

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

If planting is delayed later than November 16, 2016 insert the later date.

To meet the Governor's third executive order signed on April 1, 2015 proclaiming a continued state of emergency due to the drought, planned planting work will be delayed until November 16, 2016.

In accordance with Section 4-1.05, "Changes and Extra Work," of the *Standard Specifications*, to address stormwater impacts caused by delaying planting, meet with the engineer and determine modifications necessary to address additional temporary erosion control best management practices that are due to the delayed start of planting work. Modify the Storm Water Pollution Prevention Plan (SWPPP) to address the identified changes. Place and maintain additional temporary erosion control practices due to the delayed start of planting.

Extra Work at Agreed Lump Sum Price:

The following work will be extra work at agreed lump sum price:

1. Modification of the SWPPP as necessary to address the delayed planting start date.
2. Additional weekly job site stormwater inspections due to contract time extension.
3. Additional rain event action plans due to contract time extension.

For this work the contractor shall accept the agreed lump sum price of \$ _____. This sum constitutes full and complete compensation including all markups.

Extra Work at Force Account:

For meeting with the engineer to identify changes to the SWPPP the contractor will be compensated on a force account basis.

Use when there are no bid items for required additional temporary erosion control best management practices.

Additional erosion control best management practices necessary because of the delay to planting that are identified in the modified SWPPP is extra work at force account.

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

Use the following when there are bid items that can be used to place temporary erosion control at areas where highway planting will be delayed.

Increases in Bid Items at Bid Item Prices

The contractor will be paid for additional erosion control best management practices required to protect the

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areas of the project site affected by this change at the locations identified in the modified SWPPP.

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

Increases in Bid Items at Bid Item Prices = \$ _____

Payment Adjustment at Agreed Lump Sum Price (Use if there are direct costs associated with the delay of planting)

For payment adjustment due to delays to the work resulting from delaying the planting start date, the contractor will be paid the agreed lump sum price of \$ _____. The payment adjustment compensates the contractor for direct costs associated with the delay in accordance with Section 8-1.02D(8), "Time Impact Analysis," and Section 8-1.07, "Delays," of the *Standard Specifications*.

Include the following for projects with a time-related overhead bid item and there is a time adjustment due to planting delay.

Time-Related Overhead Adjustment

In accordance with Section 9-1.11, "Time-Related Overhead," of the *Standard Specifications*, a payment adjustment of \$ <total savings> is warranted due to the decrease of <days> working days as a result of this change.

Bid Item No. <bid item number>, "Time-Related Overhead," <days> days (<percentage>%) @ \$ <daily cost> / day = \$ <total savings> (+<percentage>%).

Payment Adjustment at Agreed Lump Sum = \$ <increase in LS bid price>

Time Adjustment

Use when the contractor agrees with the time adjustment.

This change order will affect the controlling operation. A time adjustment of <days> working days was determined by a time impact analysis in accordance with Section 8-1.02D(8), "Time Impact Analysis," of the *Standard Specifications*. Planting was the controlling activity between <starting date> and <ending date>, inclusive. Plant establishment days remain unchanged.

Use when adjustment to time is deferred.

This change order will affect the controlling activity. A determination of a time adjustment will be deferred until completion of the planting work.

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CHANGE ORDER

CEM-4900 (REV 2/2014)

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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