

City of Madison
 Department of Public Works
 Change Order to Public Works Contract

Contract No: Date:

Contract Name: Change Order No:

Project No: CO Project No:

Type:

Contractor:

Change Order Description:

You are authorized and directed to make the following changes in this contract:

Item No	Description/Account Number	Est Qty	Unit	Unit Price	*N/B	Total
1	Install drywall plenum ceiling as directed by Fire Department	1	<input type="button" value="v"/>	10,731.00	N <input type="button" value="v"/>	10,731.00

Acct No	Share %	Total
CD21-58401-810559-00-53W1631	50.00	5,365.50
CB18-58401-810758-00-53W1631	50.00	5,365.50

Old Acct Number format: (XXXX-99999-999999-00-XXXXXX)
 New Acct Number Format: (99999-999-999)

Net Change Order	<input type="text" value="10,731.00"/>
Orig Contract Total	<input type="text" value="1,674,325.00"/>
Prev Chg Orders Total	<input type="text" value="118,917.00"/>
New Contract Total	<input type="text" value="1,803,973.00"/>

* Mark if negotiated (N) or bid (B) unit price

8% Contingency	<input type="text" value="133,946.00"/>
Remaining Contingency prior to this change order	<input type="text" value="15,029.00"/>

This Contract is a : Calendar Days Working Days Completion Date

Original Contract Calendar Days	<input type="text" value="320"/>
Net Change in Calendar Days by previous Change Orders	<input type="text" value="90"/>
Calendar Days prior to this Change Order	<input type="text" value="410"/>
Additional Calendars Days as a result of this Change Order	<input type="text" value="0"/>
Total Calendar Days as a result of this Change Order	<input type="text" value="410"/>

Attachments - for Reference ONLY

Change Order Status:

Under \$5K
 Under \$10K
 Over \$10K
 Over Contingency Amount
 Time Ext Requested

General Contractor's Acceptance:

****By typing my name and entering the date I hereby give my electronic signature****

By: Title: Date:

Inspector/Project Manager Approval:

****By typing my name and entering the date I hereby give my electronic signature****

By: Title: Date:

Construction Manager Approval:

****By typing my name and entering the date I hereby give my electronic signature****

By: Title: Date:

Reviews:

	Initials	Date
Section Head	<input type="text" value="JEH"/>	<input type="text" value="6/1/2015"/>
PW Admin - Update DB	<input type="text" value="MAH"/>	<input type="text" value="6/2/2015"/>
Asst City Engineer	<input type="text" value="MRD"/>	<input type="text" value="6/4/2015"/>
Accountant	<input type="text" value="CDO"/>	<input type="text" value="6/5/2015"/>

BPW Processing:

	Legistar Updated	BPW Scheduled	BPW Approved
PW Admin	<input type="text" value="MAH"/> <input type="text" value="6/18/2015"/>	<input type="text" value="MAH"/> <input type="text" value="6/17/2015"/>	<input type="text" value="MAH"/> <input type="text" value="6/17/2015"/>

BPW/City Engineer Approval:

****By typing my name and entering the date I hereby give my electronic signature****

By: Title: Date:

Final Distribution