

CONTRACT CHANGE ORDER

Change Order No. _____ Date _____ DCM (BC) No. _____

TO: (Contractor) Co. Name: Address:	PROJECT:
--	-----------------

TERMS: You are hereby authorized, subject to the provisions of your Contract for this project, to make the following changes thereto in accordance with your proposal(s) dated _____

_____.

FURNISH the necessary labor, materials, and equipment to *(Description of work to be done or changes to be made. If the description is continued in an attachment, identify the attachment below.):*

Description continued from Page 1:

ORIGINAL CONTRACT SUM		\$ _____
NET TOTAL OF PREVIOUS CHANGE ORDERS		\$ _____
PREVIOUS REVISED CONTRACT SUM		\$ _____
THIS CHANGE ORDER WILL	INCREASE	DECREASE
	THE CONTRACT SUM BY	
		\$ _____
REVISED CONTRACT SUM, INCLUDING THIS CHANGE ORDER		\$ _____

EXTENSION OF TIME resulting from this Change Order None or _____ Calendar days.

The Owner does hereby certify that this Change Order was executed in accordance with the provisions of Title 39, Code of Alabama, 1975, as amended.

_____ Architectural/Engineering Firm
Recommended By _____ Name & Title _____

CONTRACTING PARTIES

_____ Contractor Company
By _____ Name & Title _____

_____ Awarding Authority/Owner Entity
By _____ Name & Title _____

APPROVAL

ALABAMA STATE DEPARTMENT OF EDUCATION (SDE) <i>(Required for locally-funded, SDE projects.)</i>
By _____ Date: _____ State Superintendent of Education

CONSENT OF SURETY (for additive \$ change orders only)
_____ Surety Company
By _____ (Attach current Power of Attorney) Name & Title _____

Review/Signature flow: Architect/Engineer (prepare documents) > Contractor (review and sign) (> Surety for additive \$ change orders only [sign]) > Architect/Engineer (review and sign) > Owner (review and sign) > SDE (review, sign, distribute the fully executed Change Order to all parties and forward a copy to the Alabama Division of Construction Management [DCM]). Note: DCM does not sign fully locally-funded SDE project contract documents.