This form is provided solely for the purpose of inclusion in the project manual. A Construction Contract for fully locally-funded K-12 projects must be initiated via the appropriate DocuSign link from DCM's Engage Portal at https://engagealabamarpm.facilityforce.cloud by the Lead Design Professional Firm.

DCM Form C-12 (fully locally-funded K-12 school project)
revised October 2024
A Change Order is not valid without an accompanying completed Change Order Justification (DCM Form B-11).

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; only use an attachment if fields below become full.):*

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 _____

APPROVAL

ALABAMA STATE DEPARTMENT OF EDUCATION (SDE)

(Required for locally-funded, SDE projects.)

By _____ Date: _____
State Superintendent of Education

CONTRACTING PARTIES

_____
Contractor Company

By _____

Name & Title _____

_____
Awarding Authority/Owner Entity

By _____

Name & Title _____

CONSENT OF SURETY (for additive $ change orders only)

_____
Surety Company

By _____
(Attach current Power of Attorney)

Name & Title _____

Routing of the Construction Contract to reviewers and e-signers is automated through DocuSign. DocuSign links for fully locally-funded contract documents are available from DCM's Engage Portal at https://engagealabama-rpm.facilityforce.cloud