S A M P L E

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION

CHANGE ORDER

CEM-4900 (REV 3/2013)

Sheet 1 of 1

Change Requested by: ☐ Engineer ☒ Contractor

CHANGE ORDER NO.	SUPPL. NUMBER	PROJECT ID	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.

Use the following for HMA Pavement:

The contractor must determine pavement smoothness in accordance with the attached HMA Smoothness special provision.

Use the following for Concrete Pavement:

The contractor must determine pavement smoothness in accordance with the attached Concrete Pavement Smoothness special provision.

Adjustment of Compensation at Agreed Lump Sum

The contractor will credit the state the agreed lump sum of $_____ .

Time Adjustment

There will be no time adjustment by reason of this change.

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

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