

CHANGE ORDER

No. 001

DATE OF ISSUANCE September 9, 2011

EFFECTIVE DATE _____

OWNER: **St. Charles Parish**
CONTRACTOR: **F. J. Arcement Construction, Inc.**
Contract: **Construction**
Project: **St. Charles Parish New Shop Building Public Works West bank Yard**
OWNER's Contract No. **SCP Project No.** Architect's Contract No. **CD 1812**
Architect: **Campo Designs – Architects**

You are directed to make the following changes in the Contract Documents:

Description: *See attached example on how to fill in this information*

1. Add the Following Work Items:

Item #	Sch. Of Value #	ADDS	
1.	3000	Raise concrete slab 12". Additional concrete required.	\$ 4,100.
2.	10800	Change toilet partition hardware from aluminum to stainless steel. Add support at urinal screen.	\$ 275.
3.	9700	Add VCT to the floor in Janitor/Communication Room	\$ 250.
4.	6100	Add wood guard rail to mechanical mezzanine	\$ 655.
			Total of Added Work Items = (+\$5,280.)

2. Delete the Following Work Items:

Item #	Sch. Of Value #	CREDITS	
5.	8700	Credit for Hardware allowance	-\$ 9,000.00
6.	1020	Credit for Relocation of Infrastructure Allowance	-\$20,000.00
7.	15400	Credit for reduction in water line (2" to 1")	-\$ 800.00
			Total of Deducted Items = (-\$29,800.)

Total of Change in Work Items Quantity = (-\$24,520.)

Reason for Change Order: List a reason for each Line Item listed above. *See attached example on how to fill in this information*

1. Add Work Items

- Owner requested the foundation be raised 12" above previously requested height.
- Owner requested change for greater durability (aluminum vs stainless steel).
- Only room within flooring specified. VCT matches adjoining room for easier maintenance.
- Fire Marshal review letter (received after bidding) requested guardrail at mezzanine.

2. Delete Work Items

- Credit contract for adjustment of hardware allowance.
- Credit contract for adjustment of infrastructure relocation allowance.
- Plans specified 2" meter and line. Waterworks would only install 1".

Attachments: (See attached supporting documents)

CHANGE IN CONTRACT PRICE:

Original Contract Price

\$570,800.00

CHANGE IN CONTRACT TIMES:

Original Contract Times:

Substantial Completion: September 9, 2011

Ready for final payment: 45 days
(days or dates)

CHANGE ORDER

INSTRUCTIONS

A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating Change Orders to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed in the Agreement, any effect of a Change Order thereon should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order should be used.

B. COMPLETING THE CHANGE ORDER FORM

Engineer normally initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both. **A draft copy of the change order shall be reviewed by the St Charles Parish Engineer before final copies are circulated for signatures.**

Once Engineer has completed and signed **SIX(6) ORIGINAL COPIES** of the change order, the six(6) copies should be sent to Contractor for approval and signatures. After contractor approval, all six(6) copies should be sent to the owner for introduction and council vote. Once the change order has been approved by the St. Charles Parish Council, executed copies of the change order will be distributed to the Engineer and Contractor.

If a change only applies to price or to times, cross out the part of the tabulation that does not apply.

Net Increase (Decrease) from previous Change Orders No. ___ to ___: \$ 0.00
Contract Price prior to this Change Order: \$570,800.00
Net decrease of this Change Order: \$ 24,520. _____
Contract Price with all approved Change Orders: \$546280.

Net change from previous Change Orders No. ___ to No. ___: 0 days Substantial Completion: September 9, 2011 Ready for final payment: <u>N/A</u> (days)
Contract Times prior to this Change Order: Substantial Completion: <u>150 days</u> Ready for final payment: <u>September 15, 2011</u> (days or dates)
Net decrease this Change Order: Substantial Completion: 144 days Ready for final payment: <u>September 9, 2010</u> (days)
Contract Times with all approved Change Orders: Substantial Completion: 144 days Ready for final payment: <u>October 24, 2011</u> (days or dates)

RECOMMENDED:

APPROVED:

ACCEPTED:

By: [Signature] ARCHITECT (Authorized Signature)

By: _____ OWNER (Authorized Signature)

By: [Signature] CONTRACTOR (Authorized Signature)

Date: 9/15/11

Date: _____

Date: 9-15-11

EJCDC 1910-8-B (1996 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America and the Construction Specifications Institute.