

CHANGE ORDER NO. \_\_\_\_\_

ACCOUNT # \_\_\_\_\_

CONTRACT # \_\_\_\_\_

VENDOR # \_\_\_\_\_

DEPARTMENT \_\_\_\_\_ DATE \_\_\_\_\_ 20\_\_\_\_

NAME AND LOCATION OF PROJECT \_\_\_\_\_

ARCHITECT/ENGR. \_\_\_\_\_ DATE OF CONTRACT \_\_\_\_\_

CONTRACTOR \_\_\_\_\_ DATE OF CONTRACT \_\_\_\_\_

This Change Order includes not only all direct costs of the Contractor such as labor, material, job overhead, and profit mark-up but also includes any costs for modifications or changes in sequence of the Work to be performed, delays, rescheduling, disruptions, extended direct or general overhead, acceleration, any escalation including but not limited to escalation in material or wages, and any other impact costs and any extensions of time to the Contract Times related to the changes included herein.

It is further understood and agreed that the amounts and additional time, if any, included in this Change Order are hereby accepted on behalf of the Contractor, its subcontractors and suppliers as full and final compensation from the Owner for all extended field and home office overhead costs for those items, including any and all mark-ups or fees for profit and overhead on such costs, and neither Contractor nor its subcontractors or suppliers shall seek any additional compensation of any kind or any additional extension of the Contract Time from the Owner for the changes included herein.

It is hereby mutually agreed that when this change order has been signed by the contracting parties the following described changes in the work required by the contract shall be executed by the contractor without changing the terms of the contract except as herein stipulated and agreed:

**SCOPE OF CHANGES:**

**JUSTIFICATION FOR CHANGES:**

Attach Additional Sheets as Necessary

**CONTRACTOR'S PROPOSAL FOR THE ABOVE DESCRIBED CHANGES:**

I/We hereby agree to the modification of the contract as described above and agree to furnish all materials and labor and perform all work in connection therewith in accordance with the requirements for similar work in existing contract, except as otherwise stipulated herein, for the following consideration:

Contract Amount \_\_\_ Add to or \_\_\_ Deduct from - the Contract amount the sum of \$ \_\_\_\_\_

Time for Completion \_\_\_ Add to or \_\_\_ Deduct from - the present Contract Time: \_\_\_\_\_ Calendar Days.

New Date for Completion is \_\_\_\_\_, 20\_\_\_\_.

**CONTRACTOR** \_\_\_\_\_

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_ **20** \_\_\_\_\_

RECOMMENDED BY: NAME: \_\_\_\_\_ ARCHITECT/ENGINEER

BY: \_\_\_\_\_ DATE \_\_\_\_\_ 20\_\_\_\_

Approved by the Jefferson Parish Council pursuant to Resolution No. \_\_\_\_\_ adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Date: \_\_\_\_\_

Scott A. Walker, Chairman

**STATEMENT OF CONTRACT AMOUNT:**

ORIGINAL CONTRACT AMOUNT ..... \$ \_\_\_\_\_

Previous Additions..... \$ \_\_\_\_\_

TOTAL..... \$ \_\_\_\_\_

Previous Deductions..... \$ \_\_\_\_\_

Net Prior to This Change ..... \$ \_\_\_\_\_

Amount of This Change \_\_\_\_\_ Add \_\_\_\_\_ Deduct \$ \_\_\_\_\_

**CONTRACT AMOUNT TO DATE**..... \$ \_\_\_\_\_