



# City of Albuquerque

P.O. BOX 1293 ALBUQUERQUE, NEW MEXICO 87103

## Change Order

Project \_\_\_\_\_

P. O. No. \_\_\_\_\_

Change Order No. \_\_\_\_\_

Project No. \_\_\_\_\_

Contractor: \_\_\_\_\_

Date Prepared: \_\_\_\_\_, 199\_\_

Project A/E: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Notice to Proceed: \_\_\_\_\_

User Agency: \_\_\_\_\_

City Project Manager: \_\_\_\_\_

Original Contract Amount	\$ _____
Previous Contract Amount	\$ _____
Adjustment This Change Order	\$ _____
Revised Total Within Change Order	\$ _____

Original Contract Time (Consecutive Calendar Days)	_____ Days
Contract Time Before Change Order	_____ Days
Time Requested in Change Order	_____ Days
Revised Contract Time	_____ Days
Original Completion Date	_____, 199__
Previous Completion Date	_____, 199__
Revised Completion Date	_____, 199__

Reasons for Change(s):  Changed Scope  Field Conditions  Over/Under Runs  Emergency  Other  
 Cost Adjustment Was:  Contract Unit Price Extension  Negotiated  Force Account  Other

*In accordance with the contract between the City of Albuquerque (Owner) and \_\_\_\_\_ (Contractor) dated \_\_\_\_\_, 199\_\_, this document constitutes a binding contractual modification and comprises the total compensation due to the Contractor for the work and contract time defined in this Change Order. Section 11.10 of the General Conditions is made a part of this Change Order and incorporated herein as though set forth in full.*

*This change order consists of this page and all attachments, which have been given consecutive page numbers.*

Concur:

Recommend:

Approved:

\_\_\_\_\_  
Contractor Date

\_\_\_\_\_  
Public Works Date

\_\_\_\_\_  
CIP Date

\_\_\_\_\_  
Architect/Engineer Date

\_\_\_\_\_  
User Dept./Finance Date

\_\_\_\_\_  
Mayor/CAO Date