

PROJECT



Washington State DEPARTMENT OF ENTERPRISE SERVICES

AGENCY

Contract No.

PROJECT TITLE

FA No.

FACILITIES DIVISION FACILITY PROFESSIONAL SERVICES (FPS) CONSTRUCTION FIELD AUTHORIZATION (FA)

DESCRIPTION OF CHANGE IN WORK

TO: (CONTRACTOR) REQUEST DATE:

When authorized by FPS, you are directed to proceed with work as described below and/or detailed on the attachments referred hereto:

REASON FOR CHANGE: DESIGN ERRORS, DESIGN OMISSIONS, AGENCY, VALUE ENGINEERING, CODE REQUIREMENTS, LATENT CONDITIONS, ALTERNATIVE PUBLIC WORKS - CONSTRUCTION

EXPLANATION:

CHANGE ORIGINATED BY NAME ORGANIZATION

COST DATA COLLECTION

Cost data required by one of the following methods in accordance with the General and Supplemental Conditions.

FIXED PRICE §7.02B, UNIT PRICE §7.02C (WHEN APPROVED), TIME & MATERIAL §7.02D (Owner's Rep), Cost Data Required by: (Date)

METHOD OF MEASUREMENT FA Substantiation shall conform to GC 7.02.B, C, & D. Time & Material FA's shall include submittal of daily time-sheets within 2 working days for Owner's review.

PROPOSED COST

Contractor agrees to perform the work described above within the Proposed Not-To-Exceed Maximum Cost, and Time. Contractor shall promptly Notify the Owner and Owner's Representative in accordance with GC 7.02 or 7.03 if Cost or Time may be exceeded.

NO CHANGE, INCREASE, DECREASE } Proposed Time (Days), NO CHANGE, INCREASE, DECREASE } \$ Proposed Not-To-Exceed Maximum Cost (excluding WSST)

TIME COST PROPOSED BY CONTRACTOR DATE

NOTICE TO PROCEED

Proposal reviewed and accepted, Notice To Proceed given herein:

APPROVED BY A/E, AUTHORIZED BY FPS PROJECT MANAGER, DATE, FUNDING VERIFICATION BY AGENCY, DATE, AUTHORIZED BY FPS MANAGEMENT (> \$50k / Change of Contract Time), DATE

Payment for work authorized by this FA will not be made prior to incorporation of this FA into an authorized Change Order to the Contract by the Department of Enterprise Services, in conformance with GC 7.02A.

FINAL COST & TIME

CHANGE IN CONTRACT SUM: TO THE CONTRACT SUM COST OF: NO CHANGE, INCREASE, DECREASE } DOLLARS \$

CHANGE IN CONTRACT TIME: (Attach CPM Schedule) NO CHANGE, INCREASE, DECREASE } OF: CALENDAR DAYS, CONTRACTOR SIGNATURE, DATE, FPS MANAGEMENT APPROVAL OF CHANGE IN CONTRACT TIME (INITIALS & DATE)

FINAL APPROVAL

Final cost and time have been reviewed, verified and accepted by:

A/E, DATE, FPS PROJECT MANAGER, DATE, FPS COST VERIFICATION, DATE, FUNDING VERIFICATION BY AGENCY, DATE, FPS MANAGEMENT (> \$50k / Change of Contract Time), DATE