

CS-10-222

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FINANCIAL SERVICES  
NASSAU COUNTY, FL

2011 MAY 10 P 4: 10

# CHANGE ORDER APPROVAL FORM

PROJECT: Chester Road/SR200/Amelia Concourse CHANGE ORDER NUMBER: 12

Intersection Improvements Project DATE: 04/26/11

CONTRACT NUMBER: CM1594

TO CONTRACTOR: W.R. Townsend Contracting, Inc.

Reason for Change Order: Due to a documentation error, CO No. 9 did not correctly identify one (1) additional day to be granted. This CO creates this documentation. Increase contract time one (1) calendar day.

Original Contract Sum.....	\$	<u>1,402,947.48</u>
Net Change by Previous Change Order/Supplemental Agreement.	\$	<u>41,504.75</u>
Contract Sum Prior to This Change Order.....	\$	<u>1,444,452.23</u>
Amount of This Change Order (Add/Deduct).....	\$	<u>.00</u>
New Contract Sum Including this Change Order.....	\$	<u>1,444,452.23</u>

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CONTRACT MANAGEMENT  
2011 MAY -2 PM 2: 17

Change in contract days: 1 day      Substantial Completion Date: 01/03/11  
Final Completion Date: 02/17/11

APPROVED BY: [Signature] DATE: 5/2/11  
Project Manager (Department Head)

APPROVED BY: [Signature] DATE: 5/5/11  
Contract Manager

APPROVED BY: [Signature] DATE: 5-9-11  
Director of Office of Management & Budget

APPROVED BY: [Signature] DATE: 5/10/11  
County Manager

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OFFICE OF CLERK OF COURTS  
NASSAU COUNTY, FLORIDA  
11 MAY 12 PM 1:52  
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COUNTY ADMINISTRATOR'S  
OFFICE  
11 MAY -5 AM 9:43

SECTION 00 63 63

CHANGE ORDER REQUEST FORM

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CONTRACT MANAGEMENT

2011 APR 28 AM 12:30  
No. 12 (per updated number system)

(Instructions on 00 63 63-2)

CM 1594

DATE OF ISSUANCE PROJECT EFFECTIVE DATE

NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS

COUNTY Contract / Purchase Order No.: 10000553-05

CONTRACTOR: WR Townsend Contracting, Inc. ENGINEER / ARCHITECT: Connelly & Wicker Inc.

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

**Description:** Increase contract time one (1) calendar day.

**Reason for Change Order:** Due to a documentation error, CO No. 9 did not correctly identify one (1) additional day to be granted. This CO creates this documentation.

Attachments: See attached.

<p>CHANGE IN CONTRACT PRICE:</p> <p>Original Contract Price</p> <p>\$1,402,947.48</p>	<p>CHANGE IN CONTRACT TIMES:</p> <p>Original Contract Times</p> <p>Substantial Completion: 180</p> <p>Ready for Final Payment: 225 (days or dates)</p>
<p>Net change from previous Change Orders No. 1 to No.11</p> <p>\$41,504.75</p>	<p>Net change from previous Change Orders No. 1 to No. 11</p> <p>(days)</p>
<p>Contract Price prior to this Change Order</p> <p>\$1,444,452.23</p>	<p>Contract Times Prior to this Change Order</p> <p>Substantial Completion: 180</p> <p>Ready for Final Payment: 225 (days or dates)</p>
<p>Net Increase (decrease) of this Change Order</p> <p>\$0.00</p>	<p>Net Increase (decrease) of this Change Order</p> <p>1 (days)</p>
<p>Contract Price with all approved Change Orders</p> <p>\$1,444,452.23</p>	<p>Contract Times with all approved Change Orders</p> <p>Substantial Completion: 181</p> <p>Ready for Final Payment: 226 (days or dates)</p>

RECOMMENDED:

By: C.B. Amy  
Engineer/Architect (Authorized Signature)

Date: 4/21/11

APPROVED:

By: [Signature]  
COUNTY (Authorized Signature)

Date: 4/26/11

ACCEPTED:

By: [Signature]  
Contractor (Authorized Signature)

Date: 4/21/2011

## CHANGE ORDER

### INSTRUCTIONS

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#### 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 Contract Price or Times.

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

If Milestones have been listed, 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 may be used.

#### B. COMPLETING THE CHANGE ORDER FORM

Engineer / Architect / Etc. initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from the County or both.

Once Engineer / Architect / Etc. has completed and signed the form, all copies should be sent to Contractor for approval. After approval by Contractor, all copies should be sent to the County for approval. Engineer should make distribution of executed copies after approval by the County.

If a change only applies to Contract Price or to Contract Times, cross out the part of the tabulation that does not apply.