

	APPENDIX G – CHANGE ORDER REQUEST	Approval Date 7/25/13
	DIVISION AND POLICY NUMBER N/A	Revision Date N/A

1. RFP/IFB No. _____ and/or 2. Purchase Order No. _____

3. Contract Description: _____

4. Consultant or Contractor: _____

5. Change Description: _____

6. Attachments to Change Orders, typically: a. Scope of Work b. Cost Information, and c. for construction projects Schedule of Values Adjustments

7. Effect on Contract Price of this Change Order is \$ _____

8. Schedule effects of this Change Order are: _____

Except as provided herein all terms and conditions of the Contract are unchanged and remain in full force and effect

9. Consultant or Contractor Certification. Consultant or Contractor certifies to the best of his/her knowledge that the amount of time and/or compensation requested includes all anticipated impacts or amounts, giving rise to the change. The foregoing does not constitute a waiver of Contractor's rights to submit a change request with regard to unknown or unexpected impacts subject to Adams County agreement. However, nothing herein shall affect Consultant or Contractor's right to initiate any legal remedies provisions of the contract.

10. Adams County guarantees funds available prior to Change Order Execution.

11. To confirm agreement to this Change Order, the Consultant or Contractor is required to sign and return two (2) originals of this signature page to Adams County Purchasing offices. One (1) signed original will then be signed by the Adams County Representative and returned to the Consultant or Contractor Project Manager.

EXECUTED on the date set forth below by the Adams County Representative

CONSULTANT OR CONTRACTOR

ADAMS COUNTY REPRESENTATIVE

Date

Date