



Change Order No.

Contractor:

Project Name:

Date:

Project Manager:

Upon mutual acceptance and execution of this document by the **City of Folsom**, hereinafter referred to as "City," and, hereinafter referred to as "Contractor," Contractor is hereby directed to make the following change or changes for the consideration set forth below:

DESCRIPTION OF THE CHANGES:

ITEM #	DESCRIPTION	CREDIT/COST
1	Description for Item # 1	\$0.00
2	Description for Item # 2	\$0.00
3	Add additional Items as needed	\$0.00
NET CHANGE ORDER ADJUSTMENT		\$0.00

Include clarification here if needed.

ORIGINAL CONTRACT AMOUNT	\$0.00
Net change by previous change orders	\$0.00
Contract sum prior to this change order	\$0.00
Contract adjustment by this change order	\$0.00
NEW CONTRACT AMOUNT (including all change orders)	\$0.00

Acceptance of this Change Order constitutes an agreement between the City and Contractor, and the work is to be performed subject to the same terms and conditions as are contained in the original Contract with Contractor and for work on the above-mentioned project.

Acceptance of this Change Order constitutes acceptance of the Change Order as full and complete satisfaction of any direct or indirect additional costs incurred to you in connection with performance of the changed work. The time for performance of the contract will be changed by () calendar day(s) by reason of the performance of the work required by this Change Order. Except as hereinabove expressly provided, Contractor further agrees that the performance of the work specified in this Change Order or the rescheduling of other project work made necessary by this Change Order, shall not constitute a delay which will extend the time limit for completion of the work as said term is used in the Contract between the City and Contractor for the project.

Department:

Recommended By: _____
Project Manager

Date: _____

Approved By: _____
Director

Date: _____

Contractor:

Approved By: _____
Contractor

Date: _____