

## CHANGE ORDER - CHECKLIST (Implementation 01/01/08)

<b>Cont. #:</b> 8078	<b>Cont. Title:</b> Columbia River Bridge Temp. Pile Test Program	<b>Included?</b>		<b>If yes, Approval Required.</b>		
<b>C.O. #:</b> 1	<b>C.O. Title:</b> Additional Bore Logs	Yes	No	PE	Region	State Const.
<b>Category:</b> <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> N/A						
<b>I. Executed by the State Construction Office</b>						
1. A cost or credit equal to or exceeding \$200,000.*1		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X	X	X
2. A change in the contract documents beyond the scope, intent or termini of the original contract.*2		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X	X	X
3. Any proposed revision or deletion of work that affects the condition of award requirements.		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X	X	X
<b>II. Executed by the Region</b>						
4. A cost or credit greater than \$50,000 but less than \$200,000.		<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X	X	
5. A change in contract time greater than 10 and less than or equal to 30 working days, must be related to changes implemented by change order.		<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X	X	
6. A change in contract time greater than 30 working days, or a change in contract time not related to any change order.		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X	X	X
<b>III. Executed by the Project Engineer</b>						
7. A determination of impacts and/or overhead.		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X	X	X
8. Specification change, involving Headquarters generated specifications.		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X	X	X
9. Specification change, involving Region generated specifications.		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X	X	
10. Material or product substitution. (Requires State Materials Lab recommendation and State Construction approval).		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X	X	X
11. A structural design change in the roadway section. (Requires State Materials Lab approval).		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X	X	
12. A determination of changed condition as defined in Section 1-04.7 of the <i>Standard Specifications</i> .		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X	X	X
13. Settlement of a claim qualifying under Section 1-09.11(2) of the <i>Standard Specifications</i> .		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X	X	X
14. Repair of damage qualifying under Section 1-07.13 of the <i>Standard Specifications</i> regarding "acts of God" or "acts of the public enemy or of government authorities.		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X	X	X
15. A structural change for structures (see BTA authority as shown in the Construction Manual).		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	X	X	X

Approval to proceed:

This is approval given by the executing authority (State Construction, the Region, or the Project Engineer) to proceed with change order work prior to issuance of the written change order. This approval is warranted on any change where a cost/time benefit to WSDOT can be realized or a cost/time disadvantage to the Contractor can be minimized by prompt action.

Fill in applicable Approval to proceed name and date, if any:

PE: Frank Green ..... Date: .....

Region: ..... Date: .....

State Const. Office: ..... Date: .....

Other (Local Agency, Developer, Etc.): ..... Date: .....

**To be completed by the Project Engineer:**

Avoidable?:  Yes  No Value Added: \$ .....

CO Reason(s) (See CCIS Source/Outcome or State Const. Homepage): .....

Change Order Prepared By: Keith Daly ..... Date: 1/24/2011

**To be completed by the Region:**

Is the change eligible for Federal participation where applicable?  Yes  No  N/A

Change Order Reviewed by: ..... Date: .....

\*1 Cost or Credit greater than \$200,000 on Federal Stewardship requires FHWA approval (see Construction Manual - Ch.1-2.4C(3) and Ch. 1-3.4)  
 \*2 Per RCW 47.28.050, any change beyond \$7,500 that is beyond the original scope shall go through the competitive bidding process.

This form represents the minimum information required by the State Construction Office. If you wish to supplement this information, you may do so on a separate sheet of paper.