|  |  |
| --- | --- |
| MC900434750[1] | This form is used when changes in the work are required after the award of contract. The Consultant will fill out this form with estimate after consultation with Project Manager and Client. After this form is completed, it is sent to the Project Manager for approval signature.  Delete this instruction before printing or saving the form. Right click, select Delete Cells, selectDelete entire row, click on OK. |

|  |  |  |  |
| --- | --- | --- | --- |
| **Project ID:** | **B0000A-0000** | **Date:** | **Select date** |
| **Contract ID:** | **123456** | **Contract title:** | **Contract Title** |
|  |  |  |  |
| **Project Title:** | **PROJECT LOCATION AND BUILDING NAME** | | |

This form is to be used when changes in the work are required after the award of contract. After obtaining the required signatures, send original only to appropriate Alberta Infrastructure contact.

Changes Requested by:

Name

Name of General Contractor:

Name

Description of Work Required:

Enter Description

Purpose of Change:

Enter Purpose

This work was not included in the tender documents because:

|  |  |  |
| --- | --- | --- |
| * Net Select Extra or Credit   Design Error/Omission  Design Improvement  Site Conditions  Cost Savings | * Cash Allowance   Unforeseen  Specified  Assigned | * Scope   Code/Regulations Change AFTER Tender  User Request AFTER Tender  Other |

Cost Estimate: $ 0.00

List of Drawings/Sketches Attached: Enter list of attachments

**Edit Note: Consultants/Contractors** - If you do not know the names and titles of the approver(s) from Alberta Infrastructure, please remove the blue text in the ‘Name’ and ‘Title’ fields below before you print and sign this form. Delete this editing note from the finished form. (Highlight note, press Delete key **twice**.)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Approvals |  | | |  |  |
| Recommended by: |  | | |  |  |
|  | Enter Consultant Name |  | Choose or Enter Title |  | Date (mm-dd-yyyy) |
|  | Name |  | Title |  |  |
| Approved by: |  | | |  |  |
|  | Enter Name |  | Choose or Enter Title |  | Date (mm-dd-yyyy) |
|  | Name |  | Title |  |  |