

**CHANGE ORDER NO.: \_\_\_\_\_**

Date Issued: \_\_\_\_\_

Effective Date of Change Order: \_\_\_\_\_

|                   |  |                          |                            |
|-------------------|--|--------------------------|----------------------------|
| Owner:            | <u>Hampton Roads Sanitation District</u> | Owner's Contract No.:    | <u>«Owner_Contract»</u>    |
| Engineer:         | <u>«Engineer»</u>                        | Engineer's Contract No.: | <u>«Engineer_Contract»</u> |
| Contractor:       | <u>«Contractor»</u>                      |                          |                            |
| Contract:         | <u>«Contract»</u>                        |                          |                            |
| Date of Contract: | <u>«Contract_Date»</u>                   | Notice to Proceed Date:  | _____                      |

**The Contract is modified as follows upon execution of this Change Order:**

Description:

Attachments: (List documents related to the change)

| Change in Contract Price  | Change in Contract Times  |
|---|---|
| Original Contract Price:<br>\$ <u>«Contract_Value»</u>  | Original Contract Times:<br>Substantial Completion (days/date): <u>«Substantial_Completion»</u><br>Ready for final payment (days/date): <u>«Final_Completion»</u>       |
| <b>[Increase] [Decrease]</b> from previously approved Change Orders No. 1 to No. _____:<br>\$ _____ | <b>[Increase] [Decrease]</b> from previously approved Change Orders No.1 to No. _____:<br>Substantial Completion (days): _____<br>Ready for final payment (days): _____ |
| Contract Price prior to this Change Order:<br>\$ _____  | Contract Times prior to this Change Order:<br>Substantial Completion (days/date): _____<br>Ready for final payment (days/date): _____                                   |
| <b>[Increase] [Decrease]</b> this Change Order:<br>\$ _____   | <b>[Increase] [Decrease]</b> this Change Order:<br>Substantial Completion (days/date): _____<br>Ready for final payment (days/date): _____                              |
| Contract Price incorporating this Change Order:<br>\$ _____   | Contract Times with all approved Change Orders:<br>Substantial Completion (days/date): _____<br>Ready for final payment (days/date): _____                              |

By acceptance of this contract modification, parties hereby agree that the modification represents an equitable adjustment to the Contract and the Contractor further agrees to waive all rights to file further claims arising out of, or as a result of, this change.

The agreement and all subsequent changes to the agreement will be approved and executed using HRSD's Project Management system. Physical signatures will not be required if acknowledged by Contractor through the Online system.