

Attachment 1 - Sample CCO Memorandum—Accessible Parking

STATE OF CALIFORNIA •
DEPARTMENT OF
TRANSPORTATION

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CONTRACT CHANGE ORDER MEMORANDUM
CEM-4903 Rev 04/2006

Page 1 of 1

Date

To District Division Chief Construction			File E. A. Co-Rte-PM: Fed No.:	
From Resident Engineer				
CCO No.	Supplement No.	CCO Category Code	Contingency Balance (including this change):	
CCO Amount <input type="checkbox"/> Increase <input type="checkbox"/> Decrease			Headquarters Approval Required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Supplemental Funds Provided \$0.00			Is this request in accordance with environmental documents? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Original Contract Working Days: _____	Time Adjustment this Change: <u>0</u> Day(s)	Previously-Approved CCO Time Adjustments: _____ Day(s)	Percentage Time Adjusted to Date (Including this change) _____ %	Total Number of Unreconciled Deferred-Time CCO'S (Including this change) _____

This Change Order Provides for (Use additional pages as needed):

An extra work at unit price change to furnish and install accessible parking signs and blue border striping of the loading and unloading access side of accessible parking spaces as required by Assembly Bill 1531 (DeSaulnier), effective July 1, 2008.

Assembly Bill 1531 requires updated signage and marking changes for all new construction when markings are replaced and when the State Architect deems that renovations, structural repairs, alterations, and additions to existing buildings and facilities are necessary. This change is authorized by and implemented in accordance with Construction Policy Directive 08-13.

The estimated increase of cost for this extra work at unit price change is \$ _____. No adjustment of contract time is warranted since this change does not affect the controlling operation and will not delay project completion.

CONCURRED BY:		ESTIMATE OF COST	
Construction Engineer/Bridge Engineer	Date	<u>This Request</u>	<u>Total to Date</u>
Project Engineer	Date	Items:	
Project Manager	Date	Force Account:	
FHWA Representative	Date	Agreed Price:	
Environmental	Date	Adjustment: _____	
Other (specify)	Date	Total: _____	
		FEDERAL PARTICIPATION	
		<input type="checkbox"/> Participating <input type="checkbox"/> Participating in Part <input type="checkbox"/> None <input type="checkbox"/> Non-Participating (Maintenance) <input type="checkbox"/> Non-Participating	
		FEDERAL SEGREGATION (If more than one funding source or P.I.P. type)	
		<input type="checkbox"/> CCO Funded per Contract <input type="checkbox"/> CCO Funded as Follows	
		<u>Federal Funding Source</u>	<u>Percent</u>
HQ Or District Prior Approval by	Date		
Resident Engineer Signature	Date		