

AGREEMENT FOR CHANGE ORDER

MPA Project No.:	Project Name:	Location Code:
Change Order No.:	Contractor Name and Address:	

1. The Massachusetts Port Authority and the undersigned Contractor agree to the following:

a. This agreement includes the following changes to the contract work:

See the attached Engineer's letter dated _____, which describes in more detail the changed work the Contractor will do in accordance with the terms and conditions as are herewith contained or attached and made a part hereof.

b. There shall be (added to) (deducted from) the contract price, (the lump sum of) (a sum not to exceed) \$_____. See the attached cost breakdown.

c. The original length of the contract was _____ days. Previous time changes were (+)(-) _____ days. This change (adds) (deducts) _____ days (to) (from) the contract time. The new contract length, including all change orders, is _____ days. The new completion date is _____.

d. This agreement shall not become effective until it is accepted, signed and approved by the Massachusetts Port Authority.

2. Reasons for the Change Order and respective cost(s):

Reason for Change	Cost of Change
a. New Scope	-
b. Revision to Scope	-
c. Differing/Latent Site Conditions	-
d. Design Discrepancy	-
e. Value Engineering	-
f. Liquidated Damages	-
g. Safety/Code Requirements	-
h. Regulatory Mandate	-
i. Project Acceleration	-
j. Stop Work	-
k. Quantity Adjustment (Unit Price Contract)	-
l. Other	-
	-
TOTAL	-

3. Cost Summary of Changes to Date:

Contract Award Amount	-
Previous Additions	-
Previous Deletions	-
Previous Net Total	-
This Change	-
New Total Contract Amount	\$ -

4. The amount of this change eligible for FAA reimbursement is:

5. Execution of the above agreement by Massport is recommended by:

Architect-Engineer: By: _____ Date _____

Firm Name: _____

Contractor: By: _____ Title: _____ Date: _____

Massport: By: _____ Capital Programs Proj. Mgr. Date: _____

6. Approved: By: _____ Date: _____
Deputy Director for Construction and Engineering Services

Distribution: Capital Programs File, Contractor, Accounting-W. Vitale, Capital Programs Project Manager, Consultant, S. Coppenrath, G. Younger

Please Note: This document has been formulated to automatically calculate all items in Excel. To use, double click in area and form will convert to Excel.