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|  | Union Pacific Railroad |

# Construction Change Order Request Form

## Project Information

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Contract No.: |  |  |  |  Submission Date: |  |
|  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| Project Name: |  |  |
|  | Include Route/Intersection/Bridge No. |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Change Order Summary Description: |  |  |  |
| Proposed Solution: |  |  |  |
|  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| UP Notification Date: |  |  Change Order Type: | Choose an item. |  |

 *Must be within 10 days of occurrence*

## Proposed Cost and Time Adjustment

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Time adjustment: | Previous completion date: |  | New completion date: |  |

Proposed cost adjustment: Current contract limit: New compensation limit:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Proposed cost change includes: | Labor[ ]  |   Material[ ]  | Equipment[ ]  | Subcontractor[ ]  | General Conditions[ ]  |
|  |  |  |  |  |  |  |  |  |  |  |

## Supplemental Information

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Change order origination: | Contractor[ ]  |   UPRR [ ]  |  |  | General Conditions[ ]  |
|  |  |  |  |  |
| Documents affected: | Contract Specifications (ref. doc name/no.)[ ]  |   Contract plans (ref. doc name/no.)[ ]  |
|  |
| Ref. doc name/no.: |  |  |  |  |
| Change order affects Diverse Supplier participation: | Yes (attach details)[ ]  |   No[ ]  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
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|  |  |  |  |  |

## Unit Price Item Detail

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **ADD/CHANGE/ REMOVE** | **LINE ITEM NO. (ESO #)** | **LINE ITEM DESCRIPTION** | **UNIT OF MEASURE (UOM)** | **CURRENT QUANTITY** | **NEW QUANTITY** | **UNIT PRICE** | **EXTENDED PRICE** |
|   |   |   |   |   |   |   |  |
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## Attachment

Provide attachment if needed