

# CITY OF NEW HAVEN CONTRACT CHANGE ORDER (CO)

|    |  |  |                |  |                |              |                |  |                    |  |
|----|--|--|----------------|--|----------------|--------------|----------------|--|--------------------|--|
| 1  | Please provide an overview of this CO (please pay particular attention to sections 17,18,19) |  |                |  |                |              |                |  |                    |  |
| 2  | CONTRACT TITLE:  |  |                |  |                |              |                |  |                    |  |
| 3  | CONTRACT #.:   |  | CO#            |  | CO DATE:       |              |                |  |                    |  |
| 4  | CONTRACTOR:  |  |                |  |                | VENDOR CODE: |                |  |                    |  |
| 5  | Contractor EMAIL:  |  |                |  |                | PROJECT No.: |                |  |                    |  |
| 6  | CONTRACT START DATE:   |  | DATE UNCHANGED |  | DATE INCREASED |              | DATE DECREASED |  | CONTRACT END DATE: |  |
| 7  | FUNDING SOURCE OF CONTRACT:  |  |                |  |                | C A P O #:   |                |  |                    |  |
| 8  | FUNDING SOURCE CO:   |  |                |  |                | C A P O #:   |                |  |                    |  |
| 9  | ORIGINAL AWARDED AMOUNT:   |  |                |  |                |              |                |  |                    |  |
| 10 | CONTRACT AMOUNT PRIOR TO THIS CO:  |  |                |  |                |              |                |  |                    |  |
| 11 | AMOUNT OF THIS CO:   |  |                |  |                |              | ACTUAL         |  | ESTIMATE           |  |
|    |  |  |                |  |                |              | INCREASE       |  | DECREASE           |  |
| 12 | NEW CONTRACT AMOUNT:   |  |                |  |                |              |                |  |                    |  |



|    |                         |             |              |
|----|-------------------------|-------------|--------------|
| 24 |                         |             |              |
|    | <b>Contract Number:</b> | <b>CO #</b> | <b>DATE:</b> |

|   |        |       |
|---|--------|-------|
| <b>ALL TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT REMAIN IN FULL FORCE AND EFFECT.</b> |        |       |
|   |        |       |
| DULY AUTHORIZED CONTRACTOR'S SIGNATURE:   | TITLE: | DATE: |

|   |      |
|---|------|
| <b>BY SIGNING BELOW, WE CERTIFY THAT THIS CHANGE ORDER HAS BEEN REVIEWED BY THE APPROPRIATE PARTIES AND FOUND TO BE IN COMPLIANCE WITH THE RULES, REGULATIONS AND POLICIES OF OUR INDIVIDUAL DEPARTMENTAL REQUIREMENTS.</b> |      |
|   |      |
| REQUESTING AGENCY DEPARTMENT HEAD SIGNATURE:  | DATE |
|   |      |
| SMALL CONTRACTOR DEVELOPMENT SIGNATURE:   | DATE |
|   |      |
| COMMISSION ON EQUAL (CEO) SIGNATURE:  | DATE |
|   |      |
| CAPO REVISED AND APPROVED SIGNATURE:  | DATE |
|   |      |
| PURCHASING AGENT SIGNATURE:   | DATE |
|   |      |
| OFFICE OF CORPORATION COUNSEL: - APPROVED TO FORM & CORRECTNESS.  | DATE |
|   |      |
| CONTROLLER: - CERTIFIED AS TO SUFFICIENCY OF APPROPRIATION OR AVAILABILITY OF FUNDS   | DATE |

|   |                     |                     |
|---|---------------------|---------------------|
| <i>This section is utilized when and as needed:</i> |                     |                     |
|   |                     |                     |
| 24  | ENGINEER/ARCHITECT: | COMPANY/FIRM: DATE: |