



University Planning & Implementation

Building 19, The Ridges
Athens, OH 45701-2979
Phone: (740) 593-2727
Fax: (740) 593-4081

FIELD WORK ORDER

DATE: _____

To Contractor: _____

Reason for Change Order
[] Error/Omission
[] Field Condition
[] Field Dispute Settlement
[] Other _____

P.O. No.: _____

Field Work Order No. _____

Contract Days Changed _____

Project Name: _____

Revised Completion Date _____

Location: _____

You are authorized to proceed with the following work:

Justification:

The compensation or time extension provided by this Field Work Order constitute satisfaction for all direct and indirect costs, and interest related thereto, which have incurred in connection with this change to the work.

Cost Basis: \$ _____ or \$ _____
Fixed Price Time and Material
Not to Exceed Estimate

Work is to be monitored by the Associate and/or Construction Manager for Time and Material Not to Exceed Change Order.

Recommended by Construction Manager – If Applicable

Date

Recommended by Associate

Date

Approval by Owner

Date

Accepted by Contractor

Date

Field Work Orders are to be converted to a change order within 10 days of the Owner's approval. Maximum amount for any one Field Work Order is \$10,000. Proposals must conform to Change Order Procedures and Pricing Guidelines.