

**SAMPLE**  
**Contract Change Order Memorandum – Eliminate Haunch**

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION

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**CONTRACT CHANGE ORDER MEMORANDUM**

CEM-4903 (REV 04/06)

DATE
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TO <b>DEPUTY DISTRICT DIRECTOR</b>			File		
From <b>RESIDENT ENGINEER</b>			E.A. _____		
CCO No.			CO-RTE-PM _____		
Supplement No.			FED NO. _____		
CCO Category Code:			Contingency Balance (including this change):		
CCO Amount \$0.00			\$ _____		
<input type="checkbox"/> Increase <input type="checkbox"/> Decrease			Headquarters Approval Required?    Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Supplemental Funds Provided \$ _____			Is this request in accordance with environmental documents?    Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
Original Contract Working Day(s) _____	Time Adjustment This Change _____ 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):

Modify Standard Plan B3-1, “Retaining Wall Type 1 H=1200 through 9100 mm (H=4’ through 30’)” ; B3-2, “Retaining Wall Type 1 H=9700 through 10 900 mm (H=32’ through 36’); detail “Stem width at base of haunch” of Standard Plan B3-8, “Retaining Wall Details No. 1” and applicable Standard Plan (s) for safety barrier in accordance with the Division of Construction memorandum CPD 06-7.

Eliminate the haunch at the wall stem, provide for a stem width of not less than the barrier width, and modify batter to accommodate thickened wall stem width. Negative batter on wall back face will not be allowed. And all retaining wall and barrier reinforcement will remain unchanged.

This change has been approved by Mr. Jason Dietz, FHWA, for projects that include federal funding. A copy of the statewide blanket prior approval for this change is attached.

There will be no cost or credit to the State because of this change. Contract time will not be adjusted because of this change.

CONCURRED BY:		ESTIMATE OF COST	
Construction Engineer/ Bridge Engineer	Date	This Request	Total To Date
		\$ _____	\$ _____
Project Engineer	Date	Force Account	\$ _____
Project Manager	Date	Agreed Price	\$(0.00)
FHWA Representative	Date	Adjustment	\$ _____
Jason Dietz (if federally funded)	08/02/06	<b>Total</b>	\$(0.00)      \$(0.00)
<b>FEDERAL PARTICIPATION</b>			
	Date	<input checked="" type="checkbox"/> Participating <input type="checkbox"/> Participating in Part <input type="checkbox"/> None <input type="checkbox"/> Non-Participating(Maintenance) <input type="checkbox"/> Non-Participating	
Other (Specify)	Date	<b>FEDERAL SEGREGATION</b> (If more than one funding source or P.I.P. type)	
Roberto Lacalle, DES-SDS&EE	Date	<input type="checkbox"/> CCO Funded Per Contract <input type="checkbox"/> CCO Funded as Follows <div style="display: flex; justify-content: space-between;"> <span>Federal Funding Source</span> <span>Percent</span> </div>	
Hq Or Dist. Prior Approval By	Date	_____	_____
Resident Engineer Signature	Date	_____	_____