SAMPLE

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION

CHANGE ORDER MEMORANDUM

CEM-4903 (REV 3/2013)

DATE

TO	FILE PROJECT ID
FROM	CO-RTE-PM
	FED NO.
CHANGE ORDER NO. / SUPPLEMENT NO. / CATEGORY CODE	CONTINGENCY BALANCE (Including this change): $
CHANGE ORDER AMOUNT $ ☐ INCREASE ☐ DECREASE	HEADQUARTERS APPROVAL REQUIRED? ☐ YES ☐ NO
SUPPLEMENTAL FUNDS PROVIDED $	IS THIS REQUEST IN ACCORDANCE WITH ENVIRONMENTAL DOCUMENTS? ☐ YES ☐ NO

ORIGINAL CONTRACT TIME:	TIME ADJUSTMENT THIS CHANGE:	PREVIOUSLY APPROVED TIME ADJUSTMENTS:	PERCENTAGE TIME ADJUSTED (Including this change)	TOTAL # OF UNRECONCILED DEFERRED TIME (Including this change)
DAY(S)	DAY(S)	DAY(S)	%	

THIS CHANGE ORDER PROVIDES FOR (Use additional pages as needed):

A contractor requested change to use the inertial profiler to determine pavement smoothness in lieu of using the specified California Profilograph.

Reason for Change

The inertial profiler provides accurate pavement smoothness measurement at highway speed, collects profile for both wheel paths at the same time, and eliminates the need for lane closures and highway worker exposure to traffic. For pavement smoothness, Caltrans has developed a new standard special provision (SSP) 39-1.12 for asphalt pavement, to replace *Standard Specifications* Section 39-1.12, and revised SSP 40-1 for concrete pavement. These pavement smoothness specifications are now the Caltrans standards for collecting pavement smoothness profile data using an inertial profiler which is analyzed through the Federal Highway Administration's free engineering software application, ProVAL, which provides reports of pavement smoothness in international roughness index (IRI) for each wheel track and lane pavement smoothness as mean roughness index (MRI). The ProVAL program can also identify areas of localized roughness which replaces the must-grind requirements of the existing specifications.

Caltrans is supporting the early implementation of the pavement smoothness specifications using the inertial profiler on going contracts by change order because the operation for determining pavement smoothness using the inertial profiler is conducted faster without disruption to public traffic and reduces worker exposure to traffic.

Concurrence

This change order is accordance with Division of Construction CPD 13-8, dated September 23, 2013. The Federal Highway Administration gave blanket prior approval for this change on May 22, 2013.

Method of Payment

The contractor will credit the state the agreed lump sum price of $_____. The agreed lump sum price is based on a force account analysis filed in the project records, and represents the difference between the costs as planned to determine pavement smoothness using California Profilograph which requires traffic control and lane closures versus using the inertial profiler which operates at highway speeds and does not require traffic control.

Time Adjustment

There will be no time adjustment as a result of this change.

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DATE

CCO NO.	SUPPLEMENT NO	E. A. NUMBER

CONCURRED BY:

CONSTRUCTION ENGINEER/BRIDGE ENGINEER	DATE
PROJECT ENGINEER	DATE
PROJECT MANAGER	DATE
FHWA REP.	DATE
ENVIRONMENTAL	DATE
OTHER (SPECIFY)	DATE
	DATE
HQ OR DISTRICT PRIOR APPROVAL BY	DATE
RESIDENT ENGINEER SIGNATURE	DATE

ESTIMATE OF COST

	THIS REQUEST	TOTAL TO DATE
ITEMS		
FORCE ACCOUNT		
AGREED PRICE		
ADJUSTMENT		
TOTAL	$0.00	$0.00

FEDERAL PARTICIPATION

☐ PARTICIPATING ☐ PARTICIPATING IN PART ☐ NONE

☐ NON-PARTICIPATING (Maintenance) ☐ NON-PARTICIPATING

FEDERAL SEGREGATION (If more than one funding source or P.I.P. type)

☐ CHANGE ORDER FUNDED PER CONTRACT ☐ CHANGE ORDER FUNDED AS FOLLOWS

FEDERAL FUNDING SOURCE	PERCENT