

**FLORIDA ATLANTIC UNIVERSITY BOARD OF TRUSTEES
CONSTRUCTION CHANGE DIRECTIVE**

Change No: _____ Date: _____
 Project: _____ Project No: _____
 A/E _____ A/E Job No: _____
 CM: _____

You are hereby directed to make the following change(s) in this Contract:

DESCRIPTION OF PROPOSED CHANGE				DECREASE	INCREASE
(Describe the basis of adjustment to Contract Sum, and include Change Order Justification Form. Attach additional sheets if required)					
NOTICE TO PROCEED DATE					
ORIGINAL CONTRACT SUM					
CONTRACT TIME	DAYS	COMPLETE*	Subtotal	\$	\$
Present Contract			New (Add) (Deduct)		\$
This Change			Present Contract Sum		\$
New Contract Time			New Contract Sum		\$

***SUBSTANTIAL COMPLETION DATE**

When signed by the Owner and A/E and received by the CM, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the CM shall proceed with the change(s) described above.

AGREED

A/E

Date:

President or Designee

Date

Signature of the CM indicates the CM's agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this Construction Change Directive, and this Construction Change Directive becomes a change order to the Owner-CM Agreement.

CM

Date