

COUNTY OF LAKE
Department of Public Works
255 North Forbes Street
Lakeport, CA 95453

CHANGE ORDER NO: 5

DATE: August 30, 2019

BID NO.: 18-11

PROJECT: Upper Lake Pedestrian Improvements for Upper Lake High, Middle & Elementary Schools
State Project No. ATPL-5914(103)

CONTRACTOR: Darren Taylor Construction
19672 North Hirsch Court
Anderson, CA 96007

Note: These changes in no way relieve the Contractor of completing work in accordance with standards established by the Standard Specifications and Special Provisions.

ITEM NO.	DESCRIPTION	TIME EXTENSION	VALUE
1	Balancing of Final In-Place Quantities See Attachment A for details	0	-\$3,208.52
2	Full Section 3" HMA Over 9" Class 2 Base (Streets) - Unit price adjustment Bid Item 26	0	\$38,877.75
		0	\$35,669.23

REQUESTED BY: Contractor

REASONS: Item 1) Balances all contract item to actual final in-place quantities.
Item 2) Unit price adjustment for Bid Item 26 quantity over 125% of original engineers estimate

ORIGINAL CONTRACT WORKING DAYS:	45	Days
TIME EXTENSION ON PREVIOUS CHANGE ORDER(S):	0	Days
TIME EXTENSION FOR THIS CHANGE ORDER:	2	Days
REVISED CONTRACT WORKING DAYS:	47	Days

ORIGINAL CONTRACT AMOUNT:	\$411,328.09
AMOUNT PREVIOUS CHANGE ORDERS: (Additions)	10,365.97
AMOUNT PREVIOUS CHANGE ORDERS: (Deletions)	-9,235.52
AMOUNT THIS CHANGE ORDER:	35,669.23
REVISED CONTRACT AMOUNT:	\$448,127.77

ACCEPTED: CONTRACTOR

By:



Project Manager, Estimator
Name and Title

9/3/19
Date

RECOMMENDED:

By:


Department of Public Works

Scott De Leon, Director
Name and Title

9/4/19
Date

APPROVED: OWNER

By:

Board of Supervisors

Tina Scott, Chair
Name and Title

Date

CONTRACT CHANGE ORDER NO. 5

CONTRACT AMOUNT				FINAL IN-PLACE QUANTITIES				DIFFERENCE		
BASE BID ITEM NO.	DESCRIPTION	UNIT OF MEASURE	ESTIMATED QUANTITIES	UNIT COST	TOTAL	QTY / %	TOTAL	QTY / %	TOTAL	
1	MOBILIZATION	LS	1	\$ 24,673.11	\$ 24,673.11	100%	\$ 24,673.11	0%	-	
2	CONSTRUCTION AREA SIGNS	LS	1	2,323.00	2,323.00	100%	2,323.00	0%	-	
3	TRAFFIC AND PEDESTRIAN CONTROL	LS	1	14,618.76	14,618.76	100%	14,618.76	0%	-	
4	PREPARE WATER POLLUTION CONTROL PROGRAM	LS	1	2,903.75	2,903.75	100%	2,903.75	0%	-	
5	JOB SITE MANAGEMENT	LS	1	5,226.75	5,226.75	100%	5,226.75	0%	-	
6	CONSTRUCTION STAKING	LS	1	9,582.38	9,582.38	100%	9,582.38	0%	-	
7	CONCRETE WASHOUT	LS	1	1,161.50	1,161.50	100%	1,161.50	0%	-	
8	DRIVEWAY APPROACHES	SF	2,069	14.97	30,972.93	1,331	19,925.07	-738	(11,047.86)	
9	DRIVEWAY EXCAVATION (CUT)	CY	37	178.68	6,611.16	37	6,611.16	0	-	
10	REMOVE CONCRETE CURB, GUTTER & SIDEWALK	SF	194	10.15	1,969.10	206	2,090.90	12	121.80	
11	PCC SIDEWALKS & RAMPS	SF	3,006	10.20	30,651.00	3,037	30,977.40	32	326.40	
12	TRUNCATED DOMES	SF	74	35.87	2,654.38	63	2,259.81	-11	(394.57)	
13	PCC SIDEWALK OVER EXISTING DITCH (WITH CULVERT)	SF	271	13.52	3,663.92	271	3,663.92	0	-	
14	PCC CURB & GUTTER A2-6	LF	592	48.03	27,953.46	862	41,401.86	280	13,448.40	
15	3" PCC CURB & GUTTER	LF	8	318.77	2,550.16	8	2,550.16	0	-	
16	PCC CURB & GUTTER 2" DEPRESSED FLOWLINE, 3' WIDE AT CURB INLET	LF	10	279.62	2,796.20	10	2,796.20	0	-	
17	CONCRETE CROSS GUTTER / FLAT WORK	SF	485	18.58	9,011.30	556	10,330.48	71	1,319.18	
18	PCC CONCRETE DRIVEWAY	SF	578	18.79	10,860.62	475	8,925.25	-103	(1,935.37)	
19	6" PCC CURB, A1+6	LF	59	28.49	1,680.91	124	3,532.76	65	1,851.85	
20	UNIT MASONRY RETAINING WALL	LF	55	322.57	17,741.35	55	17,741.35	0	-	
21	PCC RETAINING CURB TIED TO ABUTMENT AT BACK OF SIDEWALK (0" to 6")	LF	502	18.88	9,477.76	419	7,970.72	-83	(1,567.04)	
22	PCC 12" CURB TIED TO ABUTMENT AT BACK OF SIDEWALK	LF	42	112.08	4,706.52	43.25	4,846.60	1.25	140.08	
23	CONCRETE STEPS 6' x 3'	EA	1	7,817.40	7,817.40	1	7,817.40	0	-	
24	NON-SLIP STAIR TREAD INSERT	LF	18	58.08	1,045.44	18	1,045.44	0	-	
25	2.5" HMA OVER 6" CLASS 2 BASE (DRIVEWAYS)	SF	833	11.81	9,871.13	941	10,925.01	108	1,253.88	
26	FULL SECTION 3" HMA OVER 9" CLASS 2 BASE (STREETS)	SF	261	74.83	19,530.63	326.25	24,413.29	65.25	4,882.66	
27	REMOVE & REPLACE 0.35' HMA OVER 0.55' CLASS 2 BASE (STREETS)	SF	4,752	9.08	43,148.16	4,752	43,148.16	0	-	
28	MISC. HMA PAVING	SF	87	13.41	1,166.67	86	1,153.26	-1	(13.41)	
29	MILL & FILL 3" HMA	SF	1,442	9.73	14,030.66	1,390	13,524.70	-52	(505.96)	
30	CLASS 2 BASE SHOULDER BACKING	SF	287	7.49	2,149.63	283	2,119.67	-4	(29.96)	
31	BACKFILL TOPSOIL GRADE AND PLACE	CY	21	231.14	4,853.94	12.06	2,787.55	-8.94	(2,066.39)	
32	12" CROSSWALK STRIPING (RSP A24F) (1-COAT HIGH BUILD PAINT)	EA	2	580.75	1,161.50	2	1,161.50	0	-	
33	STOP CROSSWALK STRIPING (RSP A24F) (1-COAT HIGH BUILD PAINT)	EA	2	5,621.98	11,243.96	2	11,243.96	0	-	
34	6" EDGELINE STRIPING (DETAIL 27B) (1-COAT HIGH BUILD PAINT)	LF	178	10.45	1,860.10	196	2,048.20	18	188.10	
35	6" EDGELINE STRIPING (DETAIL 27C) (1-COAT HIGH BUILD PAINT)	LF	0	2.15	-	0	-	0	-	
36	TRIM JUNIPER TREE	EA	1	871.13	871.13	1	871.13	0	-	
37	RESET WATER METER	EA	2	406.53	813.06	2	813.06	0	-	
38	ADJUST SEWER MANHOLE COVER	EA	2	871.13	1,742.26	1	871.13	-1	(871.13)	
39	ADJUST WATER VALVE COVER	EA	1	406.53	406.53	1	406.53	0	-	
40	INSTALL NEW ROADSIDE SIGN & SIGN POST	EA	2	762.52	1,525.04	2	1,525.04	0	-	
41	RELOCATE EXISTING SIGN & SIGN POST	EA	4	454.60	1,858.40	3	1,393.80	-1	(464.60)	
42	CURB INLET COUNTY STANDARD 300 TYPE A	EA	2	5,621.98	11,243.96	2	11,243.96	0	-	
43	18" HDPE STORM DRAIN PIPE	LF	132	113.39	14,967.48	134	15,194.26	2	226.78	
44	REMOVE 12" CMP STORM DRAIN PIPE	LF	50	92.97	4,648.50	50	4,648.50	0	-	
45	6" PCC HEADWALL	EA	1	2,102.08	2,102.08	1	2,102.08	0	-	
46	CULVERT OUTLET PROTECTION - RPS	CY	1	1,915.93	1,915.93	1	1,915.93	0	-	
47	REGRADE EXISTING DITCH (MINIMAL GRADE CHANGE)	LF	47	33.98	1,597.06	47	1,597.06	0	-	
48	UNDER SIDEWALK DRAIN (3' x 12" x 1/4")	EA	2	928.74	1,857.48	2	1,857.48	0	-	
49	ADJUST DRIVEWAY GATE	EA	2	988.24	1,976.48	1	988.24	-1	(988.24)	
50	REPLACE EXISTING MAIL BOX	EA	1	580.75	580.75	1	580.75	0	-	
51	RESET SURVEY MONUMENT	EA	3	483.96	1,451.88	2	967.92	-1	(483.96)	
52	REMOVE HANDRAIL, REPLACE WITH 4-FT CHAINLINK FENCE	LF	42	82.58	3,468.36	42	3,468.36	0	-	
53	REMOVE AND REPLACE 3-FT WOOD FENCE	LF	18	96.79	1,742.22	3.5	338.77	-14.5	(1,403.46)	
54	REMOVE AND REPLACE VINYL FENCE	LF	104	61.58	6,404.32	104	6,404.32	0	-	
55	NEW 4-FT CHAINLINK FENCE	LF	7	34.85	243.95	6	209.10	-1	(34.85)	
56	INSTALL PERMANENT FIBER ROLLS	LF	844	8.05	6,794.20	267	2,149.35	-577	(4,644.85)	
57	CURB INLET PROTECTION	EA	2	348.45	696.90	2	696.90	0	-	
58	INSTALL BONDED FIBER MATRIX	SY	172	10.50	1,806.00	120	1,260.00	-52	(546.00)	
CCO 1	ALLOW MONOLITHIC CONCRETE POUR	LS	1	-6,000.00	(6,000.00)	1	(6,000.00)	0	-	
CCO 2	MODIFY CURB INLET TOPS	LS	1	1,031.86	1,031.86	1	1,031.86	0	-	
CCO 4	EXTRA WORK AT FORCE ACCOUNT - DRIVEWAY REDESIGN @9580 MAIN STREET	LS	1	16,547.43	16,547.43	1	16,547.43	0	-	
CCO 5	FULL SECTION 3" HMA OVER 9" CLASS 2 BASE (STREETS)	SF	1,050.75	37.00	38,877.75	1,050.75	38,877.75	0.00	-	
Item 2		BASE BID TOTAL		\$	451,336.29	99.3%	\$ 448,127.77	-0.7%	\$ (3,208.52)	

Date
August 30, 2019

CHANGE ORDER MEMORANDUM

TO: COUNTY OF LAKE			FILE: COUNTY CONTRACT NO. <u>18-11</u> COUNTY PROJECT NAME <u>Upper Lake Pedestrian</u> <u>Improvements for Upper Lake High, Middle & Elementary</u> <u>Schools</u> STATE PROJECT NO. <u>ATPL-5914(103)</u>	
FROM: Steve Phillips, Construction Project Manager				
CCO NO. <u>5</u>	SUPPLEMENT NO.	CATEGORY CODE	CONTINGENCY BALANCE (Including this change): \$ <u>-32,127.77</u>	
CHANGE ORDER AMOUNT \$ <u>35,669.23</u> <u>X</u> INCREASE <u> </u> DECREASE			COUNTY BOARD OF SUPERVISORS APPROVAL REQUIRED? YES <u>X</u> NO <u> </u>	
SUPPLEMENTAL FUNDS PROVIDED \$ <u>0</u>			IS THIS REQUEST IN ACCORDANCE WITH ENVIRONMENTAL DOCUMENTS YES <u> </u> NO <u> </u>	
ORIGINAL CONTRACT TIME: <u>45</u> DAY(S)	TIME ADJUSTMENT THIS CHANGE: <u>0</u> DAY(S)	PREVIOUSLY APPROVED TIME ADJUSTMENTS: <u>2</u> DAY(S)	PERCENTAGE TIME ADJUSTED (Including this change) <u>4</u> %	TOTAL # OF UNRECONCILED DEFERRED TIME (Including this change) <u>0</u>

This Change Order provides for: Balancing all contract items to actual final in-place quantities and an adjustment to the unit price of Bid Item No. 26

COMPREHENSIVE DESCRIPTION, JUSTIFICATION, AND COST SUMMARY

ITEM 1 - BALANCING CONTRACT ITEMS TO ACTUAL FINAL IN-PLACE QUANTITIES

Bid Item 8, "Driveway Approaches"

Engineers Estimate: 2,069 SF @ \$14.97/SF = \$30,972.93

Actual Amount: 1,331 SF @ \$14.97/SF = \$19,925.07

Difference: -738 SF @ \$14.97/SF = -\$11,047.86

Finding: Quantity of underrun greater than 25% of bid quantity. DTC did not request an adjustment. Therefore, adjustment to unit price not required.

Bid Item 10, "Remove Concrete Curb, Gutter & Sidewalk"

Engineers Estimate: 194 SF @ \$10.15/SF = \$1,969.10

Actual Amount: 206 SF @ \$10.15/SF = \$2,090.90

Difference: 12 SF @ \$10.15/SF = \$121.80

Finding: Quantity overrun within 25% of bid quantity. No adjustment to unit price required.

Bid Item 11, "PCC Sidewalks & Ramps"

Engineers Estimate: 3,005 SF @ \$10.20/SF = \$30,651.00

Actual Amount: 3,037 SF @ \$10.20/SF = \$30,977.40

Difference: 32 SF @ \$10.20/SF = \$326.40

Finding: Quantity overrun within 25% of bid quantity. No adjustment to unit price required.

Bid Item 12 "Truncated Domes"

Engineers Estimate: 74 SF @ \$35.87/SF = \$2,654.38

Actual Amount: 63 SF @ \$35.87/SF = \$2,259.81

Difference: -11 SF @ \$35.87/SF = -\$394.57

Finding: Quantity underrun within 25% of bid quantity. No adjustment to unit price required.

Bid Item 14, "PCC Curb & Gutter A2-6"

Engineers Estimate: 582 LF @ \$48.03/LF = 862 LF @ \$48.03/LF = \$27,953.46

Actual Amount: 862 LF @ \$48.03/LF = \$41,401.86

Difference: 280 LF @ \$48.03/LF = \$13,448.40

Finding: Quantity of overrun greater than 25% of bid quantity. DTC did not request an adjustment. Therefore, adjustment to unit price not required.

Bid Item 17, "Concrete Cross Gutter/Flat Work"

Engineers Estimate: 485 @ \$18.58/SF = \$9,011.30

Actual Amount: 556 SF @ \$18.58/SF = \$10,330.48

Difference: 71 SF @ \$18.58/SF = \$1,319.18

Finding: Quantity overrun within 25% of bid quantity. No adjustment to unit price required.

Bid Item 18, "PCC Concrete Driveway"

Engineers Estimate: 578 @ \$18.79/SF = \$10,860.62

Actual Amount: 475 SF @ \$18.79/SF = \$8,925.25

Difference: -103 SF @ \$18.79/SF = -\$1,935.37

Finding: Quantity underrun within 25% of bid quantity. No adjustment to unit price required.

Bid Item 19, "6" PCC Curb, A1-6"

Engineers Estimate: 59 LF @ \$28.49/LF = \$1,680.91

Actual Amount: 124 LF @ \$28.49/LF = \$3,532.76

Difference: 65 LF @ \$28.49/LF = \$1,851.85

Finding: Quantity of overrun greater than 25% of bid quantity. DTC did not request an adjustment. Therefore, adjustment to unit price not required.

Bid Item 21, "PCC Retaining Curb Tied to Abutment at Back of Sidewalk (0" TO 6")"

Engineers Estimate: 502 LF @ \$18.88/LF = \$9,477.76

Actual Amount: 419 LF @ \$18.88/LF = \$7,910.72

Difference: -83 LF @ \$18.88/LF = -\$1,567.04

Finding: Quantity underrun within 25% of bid quantity. No adjustment to unit price required.

Bid Item 22, "PCC 12" Curb Tied to Abutment at Back of Sidewalk"

Engineers Estimate: 42 LF @ \$112.06/LF = \$4,706.52

Actual Amount: 43.25 LF @ \$112.06/LF = \$4,846.60

Difference: 1.25 LF @ \$112.06/LF = \$140.08

Finding: Quantity overrun within 25% of bid quantity. No adjustment to unit price required.

Bid Item 25, "2.5" HMA Over 6" Class Base (Driveways)"

Engineers Estimate: 1,385 SF @ \$11.61/SF = \$16,079.85

Quantity reduced by 552 SF by CCO 4: -552 @ \$11.61/SF = -\$6,408.73

Revised Quantity: 833 SF @ \$11.61/SF = \$9,671.13

Actual Amount: 941 SF @ \$11.61/SF = \$10,925.01

Difference: 108 SF @ \$11.61/LF = \$1,253.88

Finding: Quantity overrun within 25% of bid quantity. No adjustment to unit price required.

Bid Item 27, "Remove & Replace 0.35' HMA Over 0.55' Class 2 Base (Streets)"

Engineers Estimate: 4,752 @ \$9.08/SF = \$43,138.16

Actual Amount: 4,752 @ \$9.08/ = \$43,138.16

Difference: 0 SF @ \$9.08/SF = -\$0.00

Finding: Quantity underrun within 25% of bid quantity. No adjustment to unit price required.

Bid Item 28, "Misc. HMA Paving"

Engineers Estimate: 117 SF @ \$13.41/SF = \$1,971.27

Quantity reduced by 60 SF by CCO 4: -60 @ \$13.41/SF = -\$804.61

Revised Quantity: 87 SF @ \$13.41/SF = \$1,166.67

Actual Amount: 86 SF @ \$13.41/SF = \$1,153.26

Difference: -1 @ \$13.41/SF = \$13.41

Finding: Quantity underrun within 25% of bid quantity. No adjustment to unit price required.

Bid Item 29, "Mill & Fill 3' HMA"

Engineers Estimate: 1,442 SF @ \$9.73/SF = \$14,030.66

Actual Amount: 1,390 SF @ \$9.73/SF = \$13,524.70

Difference: -52 SF @ \$9.73/SF = -\$505.96

Finding: Quantity underrun within 25% of bid quantity. No adjustment to unit price required.

Bid Item 30, "Class 2 Base Shoulder"

Engineers Estimate: 287 SF @ \$7.49/SF = \$2,149.63

Actual Amount: 283 SF @ \$7.49/SF = \$2,119.67

Difference: -4 SF @ \$7.49/SF = -\$29.96

Finding: Quantity underrun within 25% of bid quantity. No adjustment to unit price required.

Bid Item 31, "Backfill Topsoil Grade and Place"

Engineers Estimate: 21 CY @ \$231.14/CY = \$4,853.94

Actual Amount: 12.06 CY @ \$231.14/CY = \$2,787.55

Difference: -8.94 CY @ \$231.14/CY = -\$2,066.39

Finding: Quantity of underrun greater than 25% of bid quantity. DTC did not request an adjustment. Therefore, adjustment to unit price not required.

Bid Item 33, "12' Crosswalk Striping (RSP A24F) (1-Coat High Build Paint)"

Engineers Estimate: 178LF @ \$10.45/LF = \$1,860.10

Actual Amount: 196 LF @ \$10.45/LF = \$2,048.20

Difference: 18 LF @ \$10.45/LF = \$188.10

Finding: Quantity overrun within 25% of bid quantity. No adjustment to unit price required.

Bid Item 38, "Adjust Sewer Manhole Cover"

Engineers Estimate: 2 EA @ \$871.13/EA = \$1,742.26

Actual Amount: 1 EA @ \$871.13/EA = \$871.13

Difference: -1 EA @ \$871.13/EA = -\$871.13

Finding: Quantity of underrun greater than 25% of bid quantity. DTC did not request an adjustment. Therefore, adjustment to unit price not required.

Bid Item 41, "Relocate Existing Sign & Sign Post"

Engineers Estimate: 4 EA @ \$464.60/EA = \$1,858.40

Actual Amount: 3 EA @ \$464.60/EA = \$1,393.80

Difference: -1 EA @ \$464.60/EA = -\$464.60

Finding: Quantity underrun within 25% of bid quantity. No adjustment to unit price required.

Bid Item 43, "18" HDPE Storm Drain Pipe"

Engineers Estimate: 132 LF @ \$113.39/LF = \$14,967.48

Actual Amount: 134 LF @ \$113.39/LF = \$15,194.26

Difference: 2 LF @ \$113.39/LF = \$226.78

Finding: Quantity overrun within 25% of bid quantity. No adjustment to unit price required.

Bid Item 49, "Adjust Driveway Gate"

Engineers Estimate: 2 EA @ \$958.24/EA = \$1,916.48

Actual Amount: 1 EA @ \$958.24/EA = \$958.24

Difference: -1 EA @ \$958.24/EA = -\$958.24

Finding: Quantity of underrun greater than 25% of bid quantity. DTC did not request an adjustment. Therefore, adjustment to unit price not required.

Bid Item 51, "Reset Survey Monument"

Engineers Estimate: 3 EA @ \$483.96/EA = \$1,451.88

Actual Amount: 2 EA @ \$483.96/EA = \$967.92

Difference: -1 EA @ \$483.96/EA = -\$483.96

Finding: Quantity of underrun greater than 25% of bid quantity. DTC did not request an adjustment. Therefore, adjustment to unit price not required.

Bid Item 53, "Remove and Replace 3-FT Wood Fence"

Engineers Estimate: 18 LF @ \$96.79/LF = \$1,742.22

Actual Amount: 3.5 LF @ \$96.79/LF = \$338.77

Difference: -14.5 LF @ \$96.79/LF = \$1,403.46

Finding: Quantity of underrun greater than 25% of bid quantity. DTC did not request an adjustment. Therefore, adjustment to unit price not required.

Bid Item 55, "New Chainlink Fence"

Engineers Estimate: 7 LF @ \$34.85/LF = \$243.95

Actual Amount: 6 LF @ \$34.85/LF = \$209.10

Difference: -1 LF @ \$34.85/ = -\$34.85

Finding: Quantity underrun within 25% of bid quantity. No adjustment to unit price required.

Bid Item 56, "Install Permanent Fiber Rolls"

Engineers Estimate: 844 LF @ \$8.05/LF = \$6,794.20

Actual Amount: 267 LF @ \$8.05/LF = \$2,149.35

Difference: -577 LF @ \$8.05/LF = -\$4,644.85

Finding: Quantity of underrun greater than 25% of bid quantity. DTC did not request an adjustment. Therefore, adjustment to unit price not required.

Bid Item 58, "Install Bonded Fiber Matrix"

Engineers Estimate: 172 SY @ \$10.50/SY = \$1,806.00

Actual Amount: 120 SY @ \$10.50/SY = \$1,260.00

Difference: -52 SY @ \$10.50/SY = -\$546.00

Finding: Quantity underrun within 25% of bid quantity. No adjustment to unit price required.

ITEM 2 - UNIT PRICE ADJUSTMENT - BID ITEM 26

Bid Item 26, "Full Section 3" HMA Over Class 2 Base (Streets)"

Engineers Estimate: 261 SF @ \$74.83/SF = \$19,530.63

Actual Amount: 1,377 SF @ \$74.83/SF = \$103,040.91

Difference: 1,116 SF @ \$74.83/LF = \$83,510.28

Finding: Quantity overrun greater than 25% of bid quantity. County requested adjustment to unit price of quantity over 125% of original Per Caltrans Standard Specifications Section 9-1.06, "Changed quantity payment adjustments"

1. Pay 125% of original engineers estimate at unit price: 261 SF X 125% = 326.25 SF @ \$74.83/SF = \$24,413.29

2. Remaining balance of 1,050.75 SF to be paid at agreed upon new unit price of \$37/SF: 1,050.75 SF x \$37/SF = \$38,877.75

Total for this item = \$24, 413.29 + \$38,877.75 = \$63,291.04

Total savings on item adjustment = \$39,749.87

CONCURRED BY:		ESTIMATE OF COST	
DESIGN ENGINEER	DATE:	THIS REQUEST	TO DATE
N/A		ITEMS	
		FORCE ACCOUNT	
COUNTY INSPECTOR	DATE:	AGREED PRICE	
Kevin Peters		ADJUSTMENT	
PROJECT MANAGER	DATE:	TOTAL	
Steve Phillips		STATE PARTICIPATION	
OTHER	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