



CHANGES IN THE WORK

RECOMMENDATION:

1. The request for changes in the work, as set forth in Article 7.1 of the 1997 edition of the AIA-A201 Document, should be specific and properly documented.
2. The following components should be used in calculating Change Order or Construction Change Directive costs:

A. Additive Change

- (1) Direct labor costs including foremen.
- (2) Direct cost of materials to be entered into the work.
- (3) The ownership or rental cost of construction plant and equipment during the time of use on the extra work.
- (4) Insurance and Bonds.
- (5) Social Security, Old Age and Unemployment Contributions, Industrial Insurance and other direct contributions to labor as fringe benefits.
- (6) Subcontractors' proposals, including profit and overhead.
- (7) Change in time.
- (8) Plus overhead and profit of the total of items (1) through (6).

B. Deductive Change

Items (1) through (6) above.

- C. Where a Change Order or Construction Change Directive involves changes in scope, and both additions and deductions are involved, each should be calculated separately in accordance with "A" and "B" above.



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CHANGES IN THE WORK (Continued)

COMMENTS:

- C. The request for the proposal should include all information needed by the contractor to make a fair, reasonable and realistic estimate of the work.
- D. Supplementary or revised drawings in sufficient copies to permit the contractor to solicit proposals from obviously involved contractors (minimum 6).
- E. A statement of a reasonable expectation of when the change quotation is to be made and, where possible, indicate a reasonable time for consideration of the change by architect and owner and written approval or disapproval to the contract.
- F. This recommendation is not included to limit the parties to lump sum change order or Construction Change Directive proposals only, but is intended to provide a frame work when such procedure is that which the architect desires.

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End of JCR-CP-10

This recommendation, while not mandatory, is the diligent work of a committee which is drawn from a cross section of the construction industry represented by architects and general contractors. The committee presents this recommendation with the expectation that it will be adhered to voluntarily.
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