

EXHIBIT 12

FORM OF CHANGE ORDER

CHANGE ORDER REQUEST NO. _____

CONTRACT NO. _____

SECTION I

Originator: _____

Date: _____

• Title: _____

Contract No: _____

• Company Name: _____

DESCRIPTION:

SCOPE:

REASON FOR REQUEST FOR CHANGE ORDER:

Maintenance Manager

Date

SECTION II

The total amount of this Change Order is \$ _____. Documentation supporting the Change Order is attached as Exhibits _____ through _____.

This Change Order Request is for (check the applicable categories below):

- _____ A lump sum, negotiated price Change Order (provide information in Section IIA below)
- _____ A unit price/quantities Change Order (provide information in Section IIB below)
- _____ A Time and Materials Change Order (provide information in Section IIC below)

Section IIA

Lump sum price is \$ _____

Section IIB

UNIT PRICE ITEM	UNIT PRICE	QUANTITY	PRICE (Unit Price x Quantity)

Total of all items in above Table: \$ _____

Section IIC

Summary of Change Order Request by Categories: [Additives/(Credits)]

- A. Maintenance Contractor Labor (construction)
 - 1. Wages¹ \$ _____
 - 2. Labor benefits² (55% of A.1) \$ _____
- B. Maintenance Contractor and Subcontractor Labor (professional services)
 - 1. Wages (Raw) \$ _____
 - 2. Labor benefits¹ (145% of B.1, which includes overhead and profit) \$ _____
 - 3. Off-duty peace officers and patrol cruisers¹ \$ _____
- C. Materials (with taxes, freight and discounts) \$ _____
- D. Equipment² \$ _____
- E. Subcontracts (Time and Materials cost) \$ _____

F.	Utility Direct Costs	\$ _____
G.	Overhead and Profit	
1.	Labor (25% of A.1)	\$ _____
2.	Traffic Control (5% of B.3)	\$ _____
3.	Materials (15% of C)	\$ _____
4.	Subcontracts (5% of E)	\$ _____
5.	Utility Direct Costs (5% of F)	\$ _____
H.	Grand Total	\$ _____

¹ Premiums on public liability and workers' compensation insurance, Social Security and unemployment insurance taxes.

² Equipment Costs (estimated or actual) based on Blue Book Equipment Rental Rates calculated in accordance with Section 10.7.3 of the Capital Maintenance Agreement.

SECTION III

Justification for Change Order with reference to the Capital Maintenance Agreement:

Change order required under Development Agreement? Yes _____/No _____

If yes, state reason:

The above three sections represent a true and complete summary of all aspects of this Request for Change Order.

This Request for Change Order includes all known and anticipated impacts or amounts, direct, indirect and consequential, which may be incurred as a result of the event, occurrence or matter giving rise to the proposed change.

If the foregoing Request for Change Order includes claims of Subcontractors or Suppliers, the undersigned have reviewed such claims and have determined in good faith that the claims are justified as to both entitlement and amount.

Maintenance Contractor Authorized Representative

Date: _____

SECTION IV (Reviewed by Maintenance Manager)

Maintenance Manager

Date: _____

Comments:

SECTION V (Reviewed by TxDOT Project Director)

TxDOT Project Director

Date _____

Comments:

SECTION VI (Approval by TxDOT District Engineer and Deputy Director)

TxDOT District Engineer

Date

TxDOT Deputy Director

Date

Comments:

