

BOARD OF PUBLIC WORKS AND SAFETY (Form B-01-2012)
Agenda Request Form

Organizations and individuals are asked to submit a request form and supporting documents to be placed on the agenda. You will be contacted by the City confirming the date of the meeting in which your request will be heard. Please make sure that your contact information is accurate in case we need to get in touch with you. The Board of Works meets on the 1st and 3rd Monday of each month at 5:00 p.m. in City Hall located at 70 E. Monroe Street.

Date Submitted:	9/27/16	Meeting Date:	10/3/16
Contact Information:			
Requested by:	Travis Underhill		
On Behalf of Organization or Individual:	Planning & Engineering		
Telephone:	317-736-3631		
Email address:	tunderhill@franklin.in.gov		
Mailing Address:	70 E Monroe St., Franklin, IN 46131		
Describe Request:			
Change Order 1 – 2016 Paving Program			
List Supporting Documentation Provided:			
Change Order Form			
Who will present the request?			
Name:	Travis Underhill	Telephone:	317-736-3631

In order for an individual and/or agency to be considered for new business on the Board of Works agenda, this reservation form and supporting documents must be received in the Mayor’s office no later than 4:00 p.m. on the Wednesday before the meeting.

Change Order Form

Project: _____

Date: _____

Change Order Number: _____

To: _____

From: _____

Reason for Change Order: _____

This results in the following adjustment to contract price and/or contract time:

Price

Contract Price Prior to this Change Order: \$ _____

Contract Price *increase/decrease* due to this Change Order: \$ _____

New Contract Price with this Change Order: \$ _____

Time

Contract Time Prior to this Change Order: _____ completion

Contract Time *increase/decrease* due to this Change Order: _____ days

New Contract Time with this Change Order: _____ completion

Contractor

City of Franklin

Signature: _____

Signature: _____

Name (Printed): _____

Name (Printed): _____

Date: _____

Date: _____