



Missouri
Department of
Natural Resources

Change Order Review Checklist (For Non Department Funded Projects)

Project: _____
Project Number: _____
Contractor: _____
Change Order Number: _____

	Provided a description of the changes.
	Checked the math.
	Change order was enacted by the recipient or representative, the consulting engineer and accepted by the contractor (i.e., signed by all parties).
	If an increase in construction time is in conflict with the Abatement Order Schedule or Enforcement Action, notify enforcement.
	If an increase in construction time is in conflict with the Construction Permit expiration incorporate the construction permit extension language in the approval letter.
	Check if the changes are consistent with the approved facility plan scope of work.

The allowable time for construction has been increased by _____ days.

Comments: _____

Note: Once a change order has been executed by all parties, it is a binding contract. To "fix" a problem a subsequent change order is necessary.