

# PROPOSAL REQUEST

Contractor: \_\_\_\_\_

DPW Project No. \_\_\_\_\_ PR No. \_\_\_\_\_

\_\_\_\_\_  
ADDRESS

PROJECT: \_\_\_\_\_  
NAME

\_\_\_\_\_  
LOCATION

Date Issued \_\_\_\_\_

***This is not a Change Order nor a direction to proceed with the Work described herein!***

Provide an itemized quotation of the cost of the following changes to the Work. Include any required change in the contract time if applicable.

List attachments that support described Work:

Respond within \_\_\_\_\_ days.

Estimated Cost of Work \$ \_\_\_\_\_

FROM: \_\_\_\_\_  
(FIRM ARCHITECT/ENGINEER)

\_\_\_\_\_  
(SIGNATURE)

DPW Copy to Contract File If accepted, attach to Change Order