**PLAN ADDENDUM SUMMARY AND APPROVAL**

|  |  |  |  |
| --- | --- | --- | --- |
| **PROJECT INFORMATION** | | | |
| **Date:** | **Project:** | | **PCN:** |
| **Lead Designer:** | | **Technical Support:** | |
| **Bid Opening Date:** | **Job Number:** | | **Addendum Number:** |

|  |  |  |
| --- | --- | --- |
| **PLAN SHEET CHANGES** | | |
| **Section** | **Sheet(s)** | **Description** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| **SPECIAL PROVISION CHANGES** | | |
| **SP Number** | **Page(s)** | **Description** |
|  |  |  |
|  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **BID ITEMS CHANGES** | | | | | |
| **Spec** | **Code** | **Description** | **Unit** | **Previous Quantity** | **Revised Quantity** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**APPROVAL**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

Kirk J. Hoff, P.E. – Design Engineer or Date

Jason Thorenson, P.E. – Bridge Engineer or

Derek D. Pfeifer, P.E. – Local Government Engineer or

Name of Division or District Engineer, P.E. – Division or District Engineer

**DELETE ALL THE RED TEXT**

**Approval/Signature:** Delete the name ones you do not need.

**Consultants:**

* Submit the Plan Addendum Summary and Approval in a Microsoft Word format through Technical Support.
* Prepare a separate transmittal letter for the Plan Addendum Summary and Approval

**All:**

In addition to the plans/specs that are revised, please submit (where applicable):

* Supplemental Design Data and Modeling changes
* Cost Estimate
* Description of why changes were made in an email

When there are changes in bid items:

* Provide a new cost estimate for each project
* Only provide one table for changes in bid items for the **JOB**