**PLAN ADDENDUM SUMMARY AND APPROVAL**

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

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| **PLAN SHEET CHANGES** |
| **Section** | **Sheet(s)** | **Description** |
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| **SPECIAL PROVISION CHANGES** |
| **SP Number** | **Page(s)** | **Description** |
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| **BID ITEMS CHANGES** |
| **Spec** | **Code** | **Description** | **Unit** | **Previous Quantity** | **Revised Quantity** |
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**APPROVAL**

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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**