

Form C-10
Rev. 06-06-18

NOTE: If additional space is needed, use additional Supplemental Attachment sheet(s).

* See Contract Change Management IIM for Process and Authorities.

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF TRANSPORTATION

Form C-10
Rev. 06-06-18

**CHANGE ORDER FORM
SUPPLEMENTAL ATTACHMENT**

Contract ID No.: _____

FHWA No.: _____

State Project No.: _____

Supplemental Attachment Sheet # _____

Change Order Number: _____

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF TRANSPORTATION

Form C-10A
Rev. 06-06-18

**CHANGE ORDER
APPROVAL OF CONCEPT**

Contract ID No.: _____ FHWA No.: _____ State Project No.: _____
Change Order Number: _____

I. Explanation of Entitlement with Conceptual Description and Location of Proposed Work:

II. Entitlement Conditions: ☐Changes in Character of Work ☐Value Engineering Proposal ☐Differing Site Condition

III. Scope of Work: ☐Clearly Defined ☐Not Clearly Defined

IV. Change Category:

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> UTIL - caused by utilities | <input type="checkbox"/> CHAR - changes to character of work | <input type="checkbox"/> ADD - additional work or scope | <input type="checkbox"/> PLAN - plan error or omission |
| <input type="checkbox"/> CONT - error in contract or omission in contract document | <input type="checkbox"/> VALU - contractor value engineering proposal | <input type="checkbox"/> LEG - local, state, or federal government proposal | <input type="checkbox"/> POL - changes to VDOT policy or guidance |
| <input type="checkbox"/> VDOT - delayed NTP or VDOT caused error/delay | <input type="checkbox"/> MISC - other changes | <input type="checkbox"/> NBID - specified by contract, not bid on by Contractor | <input type="checkbox"/> RENEW - renewing/extending time on renewable/on-call contract |

Approval of Concept is for informational purposes ONLY and does not constitute approval of the Change Order

FHWA Approval (If Required):

Construction Division Concurrence (If Required):

(Print Name)

(Print Name)

(Signature) (Date)

(Signature) (Date)

Area Construction Engineer Approval:

(Print Name) (Signature) (Date)

Proposed Subcontractor	Vendor No.
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(Continued)

Contract ID No. _____

Dept. Use Only

Sublet No. _____

Dept. Use Only

Proposed Subcontractor

This is to certify that as an authorized representative of the below listed subcontractor, I have reviewed, understand and agree, to comply with the stipulations in the "Required Contract Provision Federal –Aid Construction Contracts". (If contained in the contract for the above listed project)

Name of Subcontractor

PLEASE CHECK BELOW IF:

DBE CERTIFIED

☐

SWAM CERTIFIED

NON-DBE / NON-SWAM

Address

Phone No.

City, State and Zip

By: _____

Signature(Officer of Subcontractor)

Title

Date

Prime Contractor

As an authorized representative of the prime contractor, I certify that this sublet meets and is in accordance with the requirements of the contract for the above project between the undersigned contractor and the Commonwealth of Virginia/Virginia Department of Transportation. I certify that the actual subcontract agreement for which this sublet approval request is made contains the stipulations in the Required Contract Provisions Federal-Aid Construction Contracts". (If contained in the contract for the above listed project)

Name of Prime Contractor

Address

\$

Actual Amount of Subcontract

City, State and Zip

Phone No.

By: _____

Signature(Officer of Prime Contractor)

Title

Date

VDOT Approval of Contractor's Subletting Request

RECOMMENDED FOR APPROVAL

APPROVED

District Administrator (or Designee)

Date

District Administrator (or Designee)

Date

Sublets under \$25,000

Sublets to Date

Percent Sublet

The original of this form is to be submitted to the Department's
Responsible Charge Engineer for the Contract (or their Designee)

Original - District File

Copy – Civil Rights Division, Central Office

CONTRACTOR'S CERTIFICATE OF COMPLIANCE FOR STEEL & IRON ITEMS

For Compliance with "Buy America" 23 CFR 635.410

Contract ID No. _____

Page 1 of _____

VDOT Project No. _____

FHWA Project No. _____

Buy America Submittal
Number _____

Project Location & Description _____

The _____
(Name of Manufacturer/Supplier) (Street Address) (City, State) (Phone)

has furnished to _____
(Name of Contractor) (Street Address) (City, State) (Phone)

the following items containing iron or steel for permanent use in the above referenced project:

Bid Item No.	Bid Item Description	Product Description (if only a portion of the Bid Item)	Quantity	Unit (LF, YD ² , YD ³ , etc.)	Total Cost of Non-Domestic Steel and Iron in this Item

Submit this form to VDOT at the time of delivery of any items containing steel or iron to the project. Supporting documentation to demonstrate compliance with Buy America provisions (such as mill test reports manufacturer/supplier certifications, etc.) shall be organized by Submittal Number and maintained by the contractor from the date of delivery until three years after project acceptance. (Note that documentation such as off-site test reports, etc., when also required for other material quality purposes, is still required at time of delivery.)

Contractor's Statement of Certification

☐ **Domestic Material.** I hereby certify that all steel and iron manufacturing processes (including melting, mixing, extruding, rolling, bending, casting, forging, etc., and the application of any coating, as applicable), occurred in the United States for the above listed materials and that those materials do meet all other requirements as set forth in the plans and specifications.

☐ **Non-Domestic Material.** Although the above listed materials do meet all other requirements as set forth in the plans and specifications, all or part of the steel or iron manufacturing process may have occurred outside the United States, so the material is considered non-domestic. The cost of the steel and iron in this material, as delivered to the project, is \$ _____ and will be tracked to ensure the total non-domestic ferrous material does not exceed the maximum allowable.

By _____ Title _____
(Name of Prime Contractor's Project Superintendent, Typed or Printed)

(Signature of Prime Contractor's Project Superintendent) Date _____

CONTRACTOR'S CERTIFICATE OF COMPLIANCE FOR STEEL & IRON ITEMS

For Compliance with "Buy America" 23 CFR 635.410

Item Page No. _____ of _____

Contract ID No. _____

VDOT Project No. _____

Buy America Submittal
Number _____

FHWA Project No. _____

Bid Item No.	Bid Item Description	Product Description (if only a portion of the Bid Item)	Quantity	Unit (LF, YD ² , YD ³ , etc.)	Total Cost of Non-Domestic Steel and Iron in this Item

(Initials of Prime Contractor's
Project Superintendent)

CONTRACTOR'S CERTIFICATE OF COMPLIANCE FOR CONSTRUCTION MATERIALS

For Compliance with "Build America, Buy America Act" Public Law, No. 117-58, §§ 70901-70953

Contract ID No.: _____

Page 1 of _____

VDOT Project No.: _____

FHWA Project No.: _____

Build America Buy America

Submittal No.: _____

Project Location & Description _____

The _____
(Name of Manufacturer/Supplier) (Street Address) (City, State) (Phone)

has furnished to _____
(Name of Contractor) (Street Address) (City, State) (Phone)

the following Construction Materials for permanent use in the above referenced project:

Bid Item No.	Bid Item Description	Product Description (if only a portion of the Bid Item)	Quantity	Unit (LF, YD ² , YD ³ , etc.)	

Submit this form to VDOT at the time of delivery of any Construction Materials to the project. Supporting documentation to demonstrate compliance with Build America Buy America Act provisions (such as manufacturer/supplier certifications, etc.) shall be organized by Submittal Number and maintained by the contractor from the date of delivery until three years after project acceptance. (Note that documentation such as off-site test reports, etc., when also required for other material quality purposes, is still required at time of delivery.)

Contractor's Statement of Certification

I hereby certify that the Construction Materials listed above and on any additional pages attached to this form were produced in the United States, and that all manufacturing processes required for the manufacture of the Construction Materials occurred in the United States, and that the Construction Materials meet all other requirements as set forth in the plans and specifications.

By _____
(Name of Prime Contractor's Project Superintendent, Typed or Printed)

Title _____

(Signature of Prime Contractor's Project Superintendent)

Date _____

**CONTRACTOR'S CERTIFICATE OF COMPLIANCE
FOR CONSTRUCTION MATERIALS**

For Compliance with "Build America, Buy America Act" Public Law, No. 117-58, §§ 70901-70953

Contract ID No.: _____

Page _____ of _____

VDOT Project No.: _____

FHWA Project No.: _____

Build America Buy America
Submittal No.: _____

Bid Item No.	Bid Item Description	Product Description (if only a portion of the Bid Item)	Quantity	Unit (LF, YD ² , YD ³ , etc.)	

(Initials of Prime Contractor's Project
Superintendent)