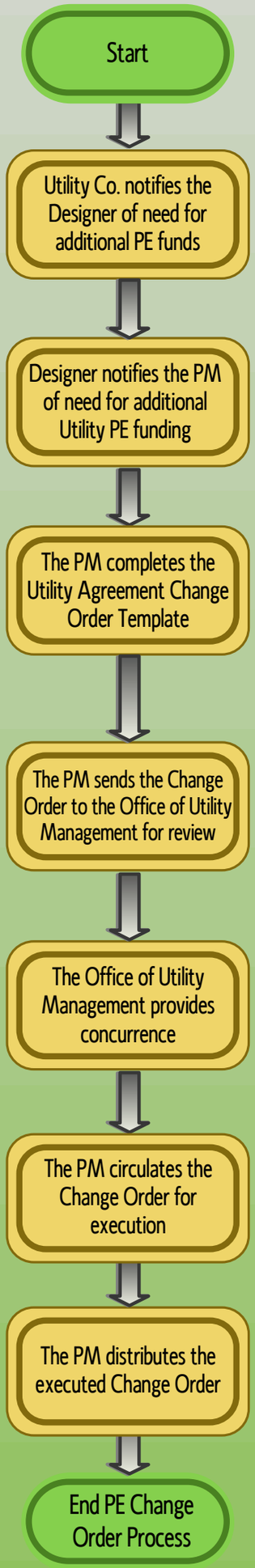
Utility Agreement Preliminary Engineering Change Order



The Project Manager may request additional information from the Utility Company to justify the increase in PE funding.

The Project Manager should utilize the latest Change Order template on the Utility Management forms intranet webpage.

The Office of Utility Management reviews the PE Change Order and verifies the address and contact information for the utility company.

The Project Manager circulates the Change Order with an AD37 “Buckslip for Agreement Modification Change Order” for execution.

Upon execution, the Project Manager distributes the Change Order per the AD37.

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