

Design-Build Work
Change Directive Form

SAMPLE

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Washington, D.C.





Design-Build Work Change Directive

For use with DBIA Document No. 535 *Standard Form of General Conditions of Contract Between Owner and Design-Builder* and in accordance with Article 9 of the General Conditions of Contract.

Directive Number:	Directive Effective Date: (date when issued by Owner)
Project:	Design-Builder's Project No:
	Date of Agreement:
Owner:	Design-Builder:

Owner hereby directs Design-Builder to make the following change in the Work:

Design-Builder shall provide Owner a proposal for an adjustment reflecting any increase or decrease in the Contract Price or Contract Time(s), as may be required to perform the above-stated change in the Work. Thereafter, Owner and Design-Builder shall negotiate in good faith and as expeditiously as possible to agree on the appropriate adjustment to the Contract Price and Contract Time and to execute a Change Order reflecting the terms of that agreement.

If Owner and Design-Builder are unable to agree upon the appropriate adjustment in the Contract Price and Contract Time(s), the adjustment shall be determined in accordance with Article 9.4.1.4 of the General Conditions of Contract.

Issued by OWNER:

Accepted by DESIGN-BUILDER:

By: _____
Printed Name: _____
Title: _____
Date: _____

By: _____
Printed Name: _____
Title: _____
Date: _____

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