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| Matanuska-Susitna Borough**Public Works Department** **Project Management Division****Change Order Support Information/Backup Sheet** |
| Backup for:  | Project Number:  |
| Contract Number:  | Project Name:  |
| Contractor:  | MSB Project Manager:  |
| Date Prepared:  | MSB Purchase Order Number:  |
| **COMPARISON OF COST DUE TO CHANGE** |
| Item No. | Item | Unit | Unit Price | Quantity (+ or -) | Amount (+ or -) |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| Prepared By:  | Net Change This Order |  |
|  | Total Previous Changes |  |
| Accumulative Change |  |
| Prior Change Documents: | Original Contract Amount |  |
|  | % of Accumulative Change |  |
| New Contract Total |  |
| Comparision of Contract Completion Dates DUE TO CHANGE |
| **Date** | **Original** | **Previous Change** | **This Order** | **Calendar Days from Original (+ or -)** |
| **Substantial** |  |  |  |  |
| **Final** |  |  |  |  |
| **DESCRIPTION OF CHANGE** |
|  |
| REASON(S) FOR CHANGE |
|  |