WORK SCOPE CHANGE ORDER AUTHORIZATION - Odb 407.01

Use this form(s) to obtain approval for a change order at sites eligible for the Petroleum Reimbursement Funds under RSA 146-D, E, F or G. This form may be used for a Change Order to any approved work scope.
NOTE: You must receive prior approval even if private insurance is initially funding the work. Approval of a work scope by NHDES is *not* an authorization for reimbursement under Odb 404.03.

****REIMBURSEMENT CANNOT BE AUTHORIZED IF A COMPLETE ESTIMATE IS NOT PRE-APPROVED BY NHDES****

Facility Name: _____ NHDES No. / Project No.: _____
Location Address: _____ UST/AST Fac. ID#: _____
Location Town: _____ Project Type: _____
Facility Owner: _____ Project Phase: _____
Dates of Work: _____ Consultant: _____
Contractor: _____
Original DES Approval Date: _____
Task Number/Summary: _____

Change Order Summary: _____

Description	Unit Basis (1)	Rate (1)	# Units		Estimated Cost
				Total This Change Order:	
				Original Approved Project Total + Prevous Change Orders Total:	
				New Project Total:	

Consultant/Contractor: _____
(signature/date)

NHDES Approval: _____
(signature/date)

(1) Refer to Section VI of the Guidance Manual for information on applicable unit-based costs and rates. Current rates are published on the ORCB web page in advance of Manual updates.

A report documenting the approved work must be provided to NHDES by: _____

Please note the New Hampshire Insurance Department Bulletin regarding strict liability and private insurance coverage:
http://www.nh.gov/insurance/media/bulletins/2011/documents/ins_11_009_ab.pdf