

District Engineer
Address

Dear:

Subject: Project No.
Description of project

(Description of what is needed along with price from contractor). See attached letter from contractor with analysis.

This revision is necessary to for the completion of the project.

A construction order will be required to incorporate this revision.

The following items will be affected:

<u>Item No.</u>	<u>Item</u>	<u>Unit</u>	<u>Quantity</u>	
			<u>Increase</u>	<u>Decrease</u>

The estimated cost of this construction order will be \$. Please indicate if this item will be eligible.

Very truly yours,

Municipal Official

cc:
District MSAT