



Code: FEFA  
Adopted: 1/04/07  
Readopted: 7/15/10  
Orig. Code(s): FEFA

## Authority to Approve Contract Change Orders

The board recognizes certain unique conditions are created during the course of construction or modification of equipment in district-owned or constructed facilities that at times requires the exercise of judgment on the part of the superintendent.

Recognizing that unique conditions exist in many contracted construction projects, the board authorizes the superintendent or his/her designee to approve/disapprove change orders when one or more of the following conditions exist:

1. Time is of the essence; waiting for board action on the change order at its next regularly scheduled meeting would cause a delay in a construction or maintenance project or in the receipt of services or material;
2. The requested change order has minimal effect on the overall scope or design of the project;
3. The requested change would result in a credit, no additional cost or an increase no greater than \$25,000, in cost that would not exceed the total amount of the project budget;
4. Contract amendments, change order and extra work would be within guidelines as set by Oregon Revised Statutes ORS Chapter 279 and Oregon Administrative Rules OAR 125-310-0010.

All actions on change orders approved by the superintendent or his/her designee as authorized under this policy shall be reviewed by the board at its next regularly scheduled meeting following the date of action.

END OF POLICY

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### Legal Reference(s):

[ORS Chapters 279A, 279B, and 279C](#)  
[ORS 332.075](#)