NOTICE TO PROCEED LETTER FOR “IF AUTHORIZED” CONSULTANT WORK

Wisconsin Department of Transportation

  WisDOT Region/Bureau:

 Address:

 City, State, Zip:

Date:

Consultant Name:

Address:

City, State, Zip:

Dear

SUBJECT: AUTHORIZATION TO CONDUCT WORK ON CONTRACT EXECUTED       (date) between

 the Wisconsin Department of Transportation and       (Consultant).

In accordance with the payment provisions of the subject contract, the Consultant is authorized to conduct additional work. The following work items will be completed for the Department, as stated in the original contract:

|  |
| --- |
| **1. Project ID**  |
| **Work Item**  | **Amount** |
|       | $      |
|       | $      |
|       | $      |
|       | $      |
|       | $      |
| **TOTAL** | **$** |
| NEW PROJECT TOTAL $       |

|  |
| --- |
| **2. Project ID** |
| **Work Item**  | **Amount** |
|       | $      |
|       | $      |
|       | $      |
|       | $      |
|       | $      |
| **TOTAL** | **$** |
| NEW PROJECT TOTAL $       |

The cost of each work item above will not deviate from the amount listed on the original contract without an approved written amendment.

|  |
| --- |
| The new total maximum amount of compensation for this contract is **$** .This and subsequent authorizations may not exceed the contract upper limit. |

Sincerely,

WisDOT Project Manager

cc: DTIM, Contract Administration Unit, Room 951, HF (2 copies)