

APPENDIX E: PROJECT WORK ORDER (CONTRACTING OUT)

Referenced Agreement

This work order is part of an agreement between _____ and _____ for municipal engineering services.

Project Location Description

A map depicting the location is attached.

Obligation of the City/County

The city/county shall provide the following items to the consultant: _____

Scope of Consultant Services

Schedule

Field meeting date:	_____
Estimated date of preliminary deliverable:	_____
Estimated date of final deliverable:	_____

Compensation

Labor cost	\$ _____
Direct expenses	\$ _____
Subcontractor cost	\$ _____
Overhead	\$ _____
Maximum payable	\$ _____

Authorization

_____	_____
City/County	Contractor
_____	_____
City/County Administrator	Project Manager's Name/Title
_____	_____
Signature	Signature
_____	_____
Date	Date