

NORTHEAST COMMUNITY COLLEGE POLICY MANUAL

SECTION 6– BUSINESS & FISCAL AFFAIRS SUBSECTION 68 – CONSTRUCTION

POLICY NUMBER: BP – 6811

CONSTRUCTION CHANGE ORDERS

1. POLICY REASON/PURPOSE/INTENT

To establish a policy on the authority to approve construction change orders.

2. DEFINITIONS

N/A

3. POLICY

3.1 The President or his/her designee is authorized to approve and sign all change orders for construction contracts. The Board of Governors' Facilities Committee will be informed of all approved change orders through a written report.

4. APPLICABILITY

N/A

EFFECTIVE DATE: 05/08/2014

ORIGINAL ADOPTION DATE: 02/10/2005 (item #9647)

REVISION DATE (AND BOARD OF GOVERNORS' MINUTES ITEM NUMBER): 05/08/2014
(item #11433)

PRIOR POLICY/PROCEDURE NUMBER: 7110

SCHEDULE FOR REVIEW: 2019

DIVISIONS/DEPARTMENT RESPONSIBLE FOR REVIEW & UPDATE: Admin Services

SPONSORING DIVISION/DEPARTMENT: Administrative Services

RESCINDED DATE: none

LEGAL REFERENCE: none

CROSS REFERENCE: none

PROCEDURE(S) FOR POLICY: none

RELATED POLICIES/REFERENCES: none

POLICY KEY WORDS: construction; change orders