

**CHANGE REQUEST
Bidding & Construction Contract
Documents (Blue Team)**

Contact Information

Name of Requestor:

Date:

Department:

Telephone:

Email:

Specific Document to be Changed (include Section Number & Title)

Change Request Description

Description of Requested Change(s)

Describe the issue or problem that prompted you to propose this change. Include draft revision.

Impact Analysis

What are the pros and cons of making this change?

Advantages:

Disadvantages:

Submit to:

Garrett Cox, email: Garrett.Cox@austintexas.gov

Lynda Williams, email: Lynda.Williams@austintexas.gov

Blue Team Routing (for Blue Team use only)

Assigned to:

Proposed Meeting Date: