**Section 930.360 Change Orders or Modifications**

a) The Board has set staff approval levels for construction change orders or modifications with Board approval required for amounts deemed significant enough to be appropriate for Board-level approval of change orders or modifications, when the CPO determines in writing that a change is germane to the original contract.

b) Only work that is germane to the original contract shall be added by change order or modification. Proposed change orders or modifications that are determined by the CPO to not be germane to the original contract shall be procured in accordance with this Part.

c) All change orders and modifications shall be in writing and shall otherwise conform to the requirements of the Standard Documents for Construction. Prior to the execution of the actual change order or modification, changed work may proceed if authorized in writing according to the approval levels authorized by the Board, when so provided contractually.

d) For purposes of determining the scope of the change order and the value of the work under that change order that is subject to the requirements of this Section, the Board will consider the total net value of all added and deducted work functions related to the object of the change order and the work of the contract to be affected.

e) Notice of approved change orders and modifications shall be reported in CDB's Procurement Bulletin.