

Non Substantive Change Request

Approved By

Randy Cole

Approved Date

7/2/2013 4:10:57 PM

Controlling Board Number

DOT0100292

Agency Code Submitted From

DOT01

User Submitted By

kelly.nye

Shorttitle

Creation of a Customer Relations Development System-Extension

Change Description

A time extension request of nine months is requested. This will extend the project completion date from September 28, 2013 to June 30, 2014. There has not been a change in scope, and additional funds are not required. Due to the unique nature of the project, Task 4-2 (development of the survey and focus group objectives, survey questions and focus group guide) took longer to complete than the originally anticipated two months. An addendum to the original contract has been created for the time extension. To date, \$68,608.66 has been expended from the originally encumbered amount of \$233,920.57.