Project: ­­­

Early Release No:

Project No:

Purchase Order No:

 Date:

Construction

Manager: Project Contact:

 Department:

The Construction Manager (“CM”) hereby requests that the following Early Release Work be released by the Owner in advance of execution of *Amendment No. 1 – Acceptance of the Guaranteed Maximum Price*.

**\*\*\*\*\*SAMPLE CONTENT\*\*\*\*\***

**Bid Package No. \_\_; Trade: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Bids were opened on \_\_/\_\_/\_\_ for the performance of the portion of the Work defined by the Contract Documents as set forth in the above Bid Package. CM has held scope review meetings with Bidders, and has completed its analysis of the bids received. The CM has determined that the following bid is complete, responsive and without unacceptable qualifications. As such, CM recommends the following Bidder be awarded the subcontract for the Work associated with this Bid Package.

The Bid Results are as follows:

Recommended Bidder: Amount Bid:

The following bids were also received for this Bid Package:

(Bidder) (Amount Bid)

(Bidder) (Amount Bid)

(Bidder) (Amount Bid)

**Award Comparison against Construction Cost Estimate dated \_\_\_\_\_\_:**

|  |  |  |
| --- | --- | --- |
|  | Award Amount | Cost Estimate Value |
|  -Package amount |  |  |
|  -Payment and Performance Bond |  |  |
|  -Unboughts |  |  |
|  -Recommended Alternates |  |  |
|  - |  |  |
|  - |  |  |
|  - |  |  |
|  -Recommended Substitutions |  |  |
|  - |  |  |
|  - |  |  |
|  - |  |  |
|  -Subtotal |  |  |
|   |  |  |
|  **Total Cost for this Package** |  |  |
|  |  |  |

This recommended subcontract award is $\_\_\_\_\_\_\_\_\_\_\_ (higher/lower) than the $\_\_\_\_\_\_\_\_\_\_\_ that was carried in CM’s estimate dated \_\_/\_\_/\_\_ for the portion of the Work associated with this Bid Package. This difference results from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Despite this difference with our estimate, we believe the subcontract should be awarded to this Bidder because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Overall, the Bid Packages that have been awarded to date are $\_\_\_\_\_\_\_\_\_\_\_ (higher/lower) than the Construction Cost Estimate for the same Work (see attached comparison).

CM requests Owner to sign below to indicate its authorization to proceed with the [partial] [full] award of this subcontract as follows:

Release subcontract Work [describe] $\_\_\_\_\_\_.

Release unboughts [describe] $\_\_\_\_\_\_.

Total amount of this Early Release $\_\_\_\_\_\_.

The recommended subcontract does not include General Conditions or General Requirements that are scheduled as being furnished by CM. [OR] The recommended subcontract includes the following General Conditions or General Requirements that were originally scheduled as being furnished by CM: \_\_\_\_\_\_\_\_\_\_\_.

Attached are the following documents in support of this Request:

 Bid Analysis;

(Recommended Bidder’s) Bid Form, including exclusions, qualifications, substitutions and alternates;

Award Comparison against CM’s Construction Cost Estimate dated \_\_\_;

Unbought Summary Totals;

Buyout Status Report;

The Owner’s signature below indicates its authorization for the Construction Manager to proceed with the identified Early Release Work and incur associated Costs and Construction Fee up to the amount of this Early Release.

This Early Release is to be included in the GMP and subsumed into Amendment No. 1 – Acceptance of the Guaranteed Maximum Price. All contractual provisions of the Agreement apply unless specifically exempted herein. Except as expressly provided herein, the Owner reserves all of its rights with respect to the Agreement. This Early Release is not valid unless signed by the Owner and CM.

Total of previously authorized Early Releases: $XX,XXX,XXX.XX

Amount of this Early Release: $XXX,XXX.XX

Revised Early Release total including this Early Release: $XX,XXX,XXX.XX

The Contract Time is unchanged. [Key Schedule Milestones related to this Early Release are:]

Agreed to by: Authorized, subject to notations set forth herein

 or on the attachments hereto:

Construction Manager Yale University

[name] John H. Bollier

[title] Associate Vice President for Facilities

Date: Date: