**Amendment #«nn»**

The original **Architect/Engineer Agreement Form** executed on **«insert original Agreement date»**, by and between the State of Ohio, acting by and through the Contracting Authority, and **«insert A/E name»** (“A/E”), as modified by previously executed amendments if any, is hereby amended for the following Project:

|  |  |  |
| --- | --- | --- |
| **Project Number:** |  | **«insert project number»** |
| **Project Name:** |  | **«insert project name»** |
| Site Address: |  | «insert street address»«insert city, county» |

The scope of services for the Agreement, in accordance with **Exhibit B**, is amended as follows:

«insert a summary of the modifications to the Scope of Services, Basic Fee, Fees for Additional Services, and Reimbursable Expenses and confirm with the Project Manager»

As adjusted by this Amendment, the total amount of fees and reimbursable expenses payable to the A/E under the Agreement shall not exceed **$«insert total compensation amount»**. The total amount of fees and reimbursable expenses are subject to the following allocation:

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Previous Amount** | **This Amendment** | **Revised Amount** |
| A. Basic Fee | $«NN,NNN.NN» | $«N,NNN.NN» | $«NN,NNN.NN» |
| B. Additional Services Fees | $«NN,NNN.NN» | $«N,NNN.NN» | $«NN,NNN.NN» |
| C. Reimbursable Expenses | $«NN,NNN.NN» | $«N,NNN.NN» | $«NN,NNN.NN» |
|  **Totals (A + B + C)** | **$«NNN,NNN.NN»** | **$«NN,NNN.NN»** | **$«NNN,NNN.NN»** |

The funds for paying the amount of this Amendment to the A/E were encumbered and certified by Purchase Order No. **«insert P.O. number»** in the amount of **$«insert amount of fee increase»,** which signifies concurrence of this Amendment by the Owner.

Upon execution, this Amendment shall become part of the Agreement as if written fully therein. All other terms and conditions in the original Agreement shall remain in full force and effect. The parties executing this Amendment represent that they have the authority to bind their respective party to the terms of this Amendment.

*The following Treasurer’s Certification is required on all Contracts for Projects by and for Two-Year Colleges.*

*For all other Contracts, delete the Treasurer’s Certification below.*

**TREASURER’S CERTIFICATION**

This signature certifies the amount required to meet the obligation in the fiscal year in which this Amendment is made has been lawfully appropriated for such purpose and is in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances.

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  |  | {&treas-sig!] |
|  |  | *Signature* |
|  |  |  |
|  |  | *Printed Name* |
|  |  | Chief Financial Officer |

*Institutions of Higher Education may revise “State of Ohio” to “Owner” in the upper right block below.*

**SIGNATURES**

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date set forth below:

|  |  |  |
| --- | --- | --- |
| **«INSERT A/E’S NAME»** |  | **STATE OF OHIO** |
|  |  |  |
| {&vend1-sig!] |  | {&ca-sig!] |
| *Signature* |  | *Signature* |
|  |  |  |
| *Printed Name* |  | *Printed Name* |
|  |  |  |
| *Title* |  | *Title* |
|  |  |  |
|  |  | *Date* |
|  |  | {&po-no!] |
|  |  | *Purchase Order No.* |

*If the Amendment is limited to the scope and cost of the Services and does NOT change the legal terms and conditions of the Agreement pursuant to Section 4.3.2 of Exhibit A, use the table above. If the Amendment DOES change the legal terms and conditions, use the table below. Then delete the unused table and this note.*

|  |  |  |
| --- | --- | --- |
| **«INSERT A/E’S NAME»** |  | **STATE OF OHIO** |
|  |  |  |
| {&vend1-sig!] |  | {&ca-sig!] |
| *Signature* |  | *Signature* |
|  |  |  |
| *Printed Name* |  | *Printed Name* |
|  |  |  |
| *Title* |  | *Title* |
|  |  | {&po-no!] |
|  |  | *Purchase Order No.* |
|  |  |  |
|  |  | **OHIO ATTORNEY GENERAL** |
|  |  | Approval as to Form |
|  |  |  |
|  |  | {&ag-sig!] |
|  |  | *Signature* |
|  |  |  |
|  |  | *Printed Name* |
|  |  |  |
|  |  | *Title* |
|  |  |  |
|  |  | *Date* |

**END OF DOCUMENT**