

Work By Local Forces Proposal
(On Local Agency Letterhead)

Mr. Dan Niec, P.E.
District Engineer
Attention: MoDOT District Representative
Missouri Department of Transportation
P.O. Box 8, U.S. Highway 63
Macon, MO 63552

Dear Mr. Niec:

The _____ agrees to perform with its own forces the items listed on the engineer's estimate as force account items. We will use the (actual cost/agreed to unit price) (choose one) method. The local agency further agrees to the following:

1. The local agency has the equipment and expertise to perform the force account items.
2. The local agency agrees that if the agreed to unit price method is used, no construction change orders will be requested to change the unit price of items performed by force account. This does not prevent a construction change order to be executed to change the quantity of a particular item.
3. The local agency agrees that if the local agency decides not to perform an item of work that was proposed to be done with its own forces, it will negotiate a construction change order with the contractor who was selected through the competitive bidding process to perform that item.
4. The local agency agrees to diligently perform the work and complete the force account work in a timely manner.
5. The local agency agrees to schedule its work as not to interfere with the work of the contractor.

Respectfully submitted,

(Signed by the Local Agency)