

# **Wayne Rutherford General Contractor, Inc.**

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## **Request For Information**

**Company Name:** \_\_\_\_\_

**From:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Date:** \_\_\_/\_\_\_/\_\_\_ **Project Name:** \_\_\_\_\_

**RFI#:** \_\_\_\_\_ **Arch's Project #:** \_\_\_\_\_ **WRGC Project #:** \_\_\_\_\_

**Regarding:** \_\_\_\_\_

\_\_\_\_\_

Please note that we find the conditions or planned scope of work on the above-described project differ from ( ) the Pre-bid Conditions, or ( ) the Contract Documents; or we find ( ) Concealed or Subsurface Conditions; or ( ) Request Clarifications for Other Reasons. Other Reasons: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

We request direction: ( ) to proceed with the work in accordance with the contract documents; ( ) to alter the planned progress of work; ( ) to cease work at the affected portion or portions of the project; ( ) as applicable and described below.

Portion(s) of Work Affected: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

As Shown on Sheet(s) \_\_\_\_\_ of the Drawings Dated: \_\_\_/\_\_\_/\_\_\_

And/or Page \_\_\_\_\_ of the Specifications dated \_\_\_/\_\_\_/\_\_\_, CSI Section: \_\_\_\_\_

Critical Path Item(s) Affected: \_\_\_\_\_

\_\_\_\_\_

Our recommendations ( ) or Request ( ) of action to be taken: \_\_\_\_\_

\_\_\_\_\_

Estimated Direct Cost Impact: \_\_\_\_\_

**Other Comments:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**To Avoid Project Delays, Information Is Needed By:** \_\_\_/\_\_\_/\_\_\_