



Request for Information (Please use a separate form for each RFI.)

	Date:
Project:	RFI #:
To:	From:
Attention:	Contact:
Phone:	Phone:
Fax:	Fax:

QUESTION OR RECOMMENDATION

RFI Description (Describe the question or information requested.)

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Recommendation (For site specific concerns only.)

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Attachments:

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RESPONSE

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By: _____ Date: _____

Note: This is a response to an RFI, not an authorization to incur additional cost, time or both.
This response does not authorize any changes to the contract documents.