



GDOT Publications

Policies & Procedures

Form Word:22-6d - Decision Pursue Cost Recovery Notification Letter

Section:Consultants/Service Contracts

Office/Department: Office of Design Policy/Support

Reports To: Division of Engineering

Contact: 404-631-1000

See [below](#).



Russell R. McMurtry, P.E., Commissioner
One Georgia Center
600 West Peachtree Street, NW
Atlanta, GA 30308
(404) 631-1000 Main Office

Month day, YEAR

Project Number, County
P.I. Number
Project Description

Design Consultant Principal
Company Name
Address 1
Address 2
City, State ZIP Code

**RE: NOTIFICATION LETTER
DECISION TO PURSUE ERRORS AND OMISSIONS COST RECOVERY
CONTRACT ID NUMBER: 0123456789**

Dear Sir:

Your company was notified by letter on Month day, YEAR, of project issues identified on the above referenced contract. The Department of Transportation has determined the issues were a result of plan errors and omissions and seeks to recover the additional project costs. The following is an assessment of the negotiated costs with the contractor incurred by the Department:

(Itemized Cost Estimate)

A response to this notification is required to continue contract administration activities. Please send the written response by Month day, YEAR, to the Office of Program Delivery, Attention: Project Manager.

Sincerely,

Kimberly W. Nesbitt
State Program Delivery Engineer

Cc: Director of Construction
Director of Engineering
General Counsel
State Construction Engineer
State Design Policy and Support Engineer
District Engineer
FHWA (if FOS project)

References:

None.

History:

annual review: 01/29/21;

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Reviewed: 1/29/2021