

Request for Information

Wright State University
Engineering & Construction
3640 Colonel Glenn Hwy. Dayton, Ohio 45435



www.wright.edu/admin/planning/
v: 937.775.2587 • f: 937.775.3513

Project Name	_____	Local No.	_____
Project Location	_____	RFI No.	_____
Contractor	_____	Drawing No.	_____
Associate	_____	Specification No.	_____
		Date Answer Requested	____ - ____ - ____

Description of Information Needed

Date Received _____

Name	_____	Phone Number	_____
Signature	_____	Date Released	____ - ____ - ____

Associate Response

Date Received _____

Name	_____	Phone Number	_____
Signature	_____	Date Released	____ - ____ - ____

Contractor Receipt

Upon review of the Associate's response we anticipate the potential contract adjustments indicated to the right:

Date In _____ Date Out _____

Name _____

Signature _____ Date _____

- No change in cost or time
- Decrease in cost of approx. \$ _____
- Increase in cost of approx. \$ _____
- Decrease in time of _____ days
- Increase in time of _____ days