Exhibit A, Attachment I
Work Order Sample*

Contract Number 20-10810
Contractor
Work Order Name/Number: Project Name-FY XX/XX
Date Submitted: 
Service Period: 

Project Description

• Strategy and Objectives:
• Target Audience(s):
• Services and Deliverables Detail:
  o Detailed Activities **
  o Key milestones
  o Products or deliverables, including detailed timeline for completion
  o Evaluation methods
  o Final Reports
**Identify service(s) or deliverable(s) to be provided by a subcontractor or consultant and provide the name. See applicable provisions in Exhibit E Paragraph 6 A-H. Subcontract Requirements

• Budget
  o Estimated fees based on hourly rates payable, if any
  o Estimated hard costs, including description (i.e. travel, shipping, etc.) if any
  o Estimated ongoing expenses, if any

WORK ORDER TOTAL: Not to exceed: $XX in total

Prepared for CDPH by: __________ with Contractor
Signature:_________________________________
Date: ________________________________

Approved by: __________ by CDPH
Signature:_________________________________
Date: ________________________________

*See Exhibit A, Paragraph 7, for additional specification related to Work Orders.
Per Exhibit A Section F., 1.-7. CDPH Approval: The Project Representative or Project Representative’s designee’s signature approval of the work order shall constitute the Contractor’s authorization to provide the work order’s service or deliverables under this agreement.