

## Change Order Types

<u>Code</u>	<u>Description</u>	<u>Uses</u>
CN	Contingency Supplemental Agreement	Additional money granted for unexpected work.
EA	Time Extension Agreement	Days granted to complete the work.
HTEX	Holiday Time Extension	Days granted due to a holiday.
MPRT	Modifying Pay Item Participation	Used for changing participation on contract items that have already been paid. Administrative action only. Does not require outside approval.
SA	Supplemental Agreement	Additional money and/or days granted for specified additional work.
SPAD	Movement of Items Within Contract	Moving payitems from one financial project number to another. Administrative action only. Does not require outside approval.
SPEC	Work Order for Specification Change Only	Used to document any specification changes.
UN	Unilateral Supplemental Agreement	Document used to pay our estimated value of a disputed claim.
WE	Weather Days Time Granted	When days are granted due to inclement weather.
WOTA	Contingency Work Order Time Adjustment	Days granted on the original contingency pay item or on a contingency SA.