**Change Order Reason Codes**

**A.** **QUANTITY OVERRUN/UNDERRUN/ADDITION**

1. Plan Error or Omission

A. Quantity error

B. Incorrect plan information with associated/unanticipated cost

2. Stored Materials

3. Additional Maintenance of Traffic

 A. Traffic control added for safety

 B. Added or reduced TCP phases

 C. Added or removed signs, barricades, VMS, arrow boards, etc.

 D. Temporary pavement markings

4. Erosion and Sediment Control

 A. All silt Fence

 B. Additional perimeter controls – straw bails, rip rap

 C. Excavation

 D Soil stabilization

 E. SWM ponds

 F. Storm damage repairs

 G. Stabilized Construction Entrance

5. Specification or Standard Changes

6. Price Adjustment

 A. Asphalt price adjustment

 B. Failure to conform to Contract Requirements

 C. Diesel fuel

7. Variations in Estimated Quantities

8. Partnering

 9. Value Engineering

10. Incentive/Disincentive

 A. Pavement rideability

 B. Time

 C. Density incentive

 D. Erosion & sediment control

11. Negotiated Settlement of Claims

12. Changed Site Condition not Related to Scope Change

 A. Subsurface conditions

 B. Updated Topography

C. Incorrect utility location / omission

 D. Hazardous materials

E. Traffic barrier – safety

F. Uncontrollable damage caused by traveling public

G. Greenline Field Condition: Specify under “Reasons”

13. Force Account

 **B**. **PROJECT DELAYS**

1. Delay Caused by: Specify under “Reasons”
2. Utility Work
3. Weather Related
4. Revised TCP Restrictions
5. Administrative Decisions - contract shut down due to local public events
6. NTP Issue - wrong time of year
7. Right-of-Way
8. Design Change
9. Shop Drawing Review

 **C**. **SCOPE CHANGES**

1. Changes in Contract Scope (changes intent of contract)
	1. Additional lanes
	2. Additional ramps
	3. Additional geometric improvements
	4. Bridge widening or modifications
	5. Noise walls
	6. Signs
	7. Lights
	8. Sidewalks
	9. Signals
	10. Landscaping
	11. Utilities
2. Changes in Contract Limits
	1. Extended roadway rehabilitation tie-in limit of work
	2. Offsite work, mitigation
	3. Added signal and lighting
	4. Added remedial work

**D. DELETION**

1. 1900 Additional Work Item Deletion