AASHTOWare Project

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What does this mean to our Construction Crews?

- AWP will be implemented for **new projects only** (no historical data)
- Spec changes and special provisions 170.09
- Work will happen in AWP and Doc Express
- Contractor/Subcontractors/Technicians will be adding data to AWP
- ODOT manages Access, Roles, and Permissions

What's the impact?

Accessibility

- Able to access the site using a PC, Laptop, iPad, and cell phone.

Mobile Tools

- Allows data entry out on the site offline.
- Works with Android, Apple, or Windows devices.
- Can work offline

Standardization

- Allows the field and office to work with the same set of information in a collaborative environment.
- Contract is electronically managed in a standardized format.

Notifications

- Ready for their review, ready for their approval or approval status.

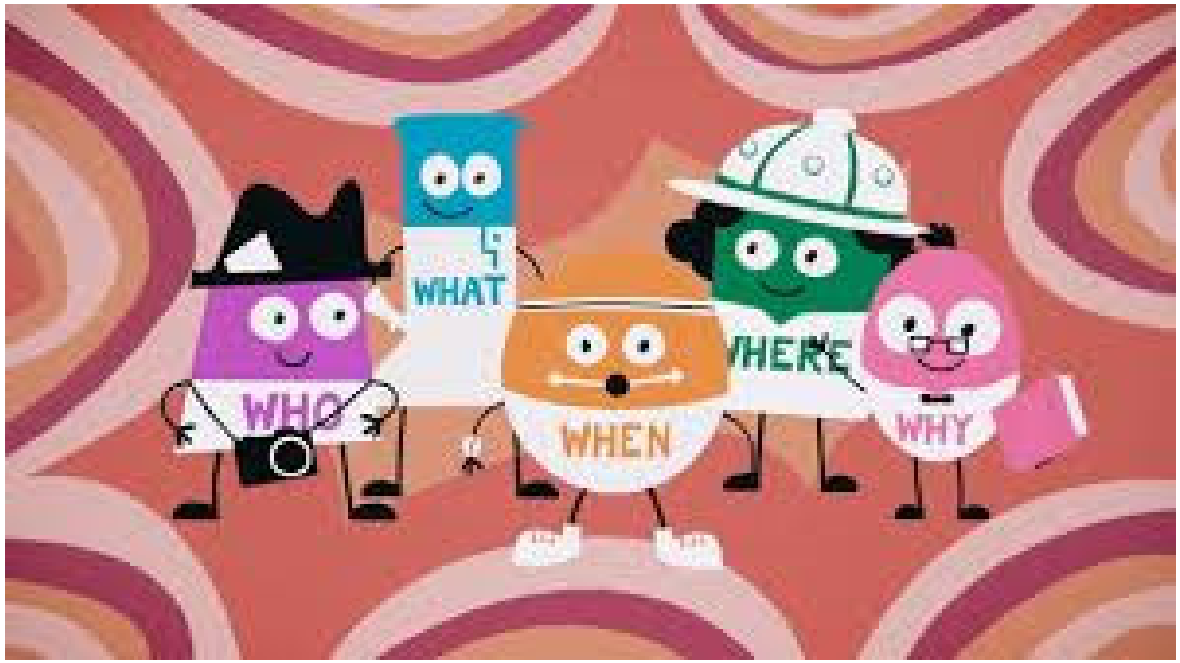
Electronic signature within the system

- No digital signatures required.

How will I know?

- User Guides and Directories provided.

What's Going Away, What's Staying, and What's Changing?

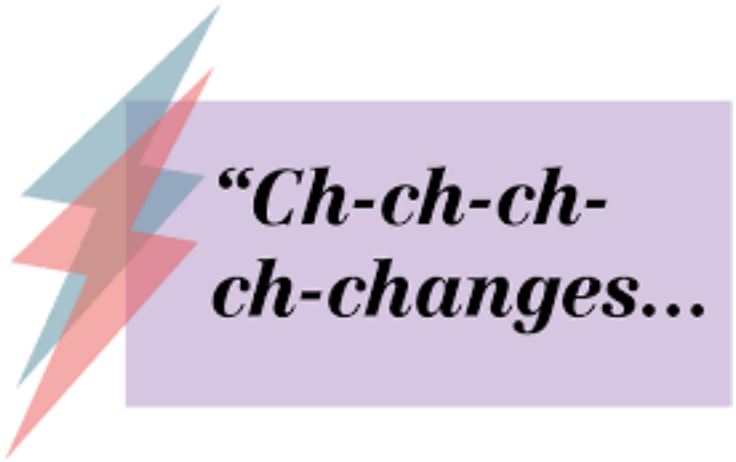


What's Going Away?

- **CPS** – Replaced by AWP. It will continue to manage projects that are only in Doc Express until those projects have completed.
- **Pay Notes** – No longer needed to generate an estimate. Estimates will be based on DWRs.
- **Subcontract form 1964** – Primes will enter subcontract information directly into AWP.
- **PSRs and MEUR** – Data comes in with certified payrolls.
- **Digital Signatures** – When you sign into AASHTOWare, this will be enough to identify you. There will no longer be a Digital Signature required for CCOs.

What Stays the Same?

- Drilled Shaft Forms
- Traffic Control Inspection Reports
- ADA Forms
- ATAR, TPAR, and MPR
- Work Plan 3A
- Blue and Green Sheets
- Flagger and Pilot Car Receipts
- Weigh Memos
- And More

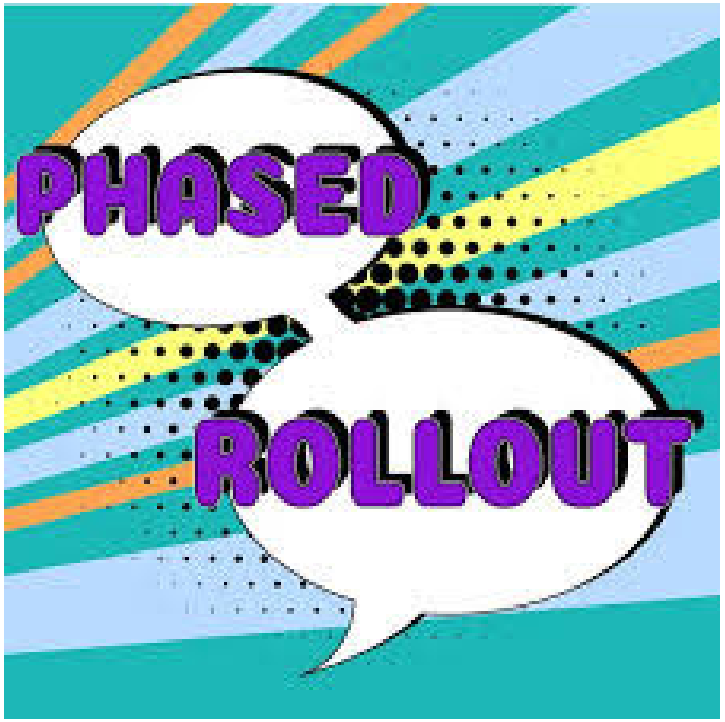


What’s Changing?

- **How estimates are generated –** Based off the DWRs. Important to have complete daily work reports, reviewed and approved regularly.
- **Prompt payment –** Subcontractors will go into AWP and document payment made to them.
- **Certified Payrolls** – Subcontractor will submit their own payrolls into AWP. Primes will review in AWP then ODOT will review.
- **CCOs –** Will be generated, reviewed and signed within AASHTOWare.
- **AASHTOWare Directory (AWD) –** Like current DEDD List but will cover AWP too.

AASHTOWare Project

Where we are today…



Super User, Ambassador, and Ace
Is this you?

Characteristics for a Super User:

- Confident early adopter/enthusiastic about the system (not necessarily IT experts)
- Open-minded and ready for change
- Responsible and willing to lose face (never faith)
- Positive social capital
- Patient with others, eager to learn
- Thrives teaching teammates new things
- Act as change agent

What's the Training Plan?

Schedule for just-in-time training

Trained by Role
Each role will have required and recommended classes.

Sign up in Workday

New language: QRG and CBT

QRG = Quick Reference Guide

CBT= Computer Based Training

10 | Contract Payments

Additional Quick Reference Guides and Computer Based Training files are available from ODOT.

Roles:

OCR – Contract Review

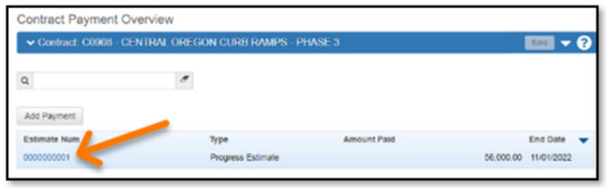
CAS - Payrolls

Background:

- This QRG covers the tracking of contract payments from the agency to prime contractors. Contract payments are required to be recorded prior to subcontract payments being recorded.

Viewing or Editing a Contract Payment:

1. From the **Civil Rights & Labor** component in the home screen, click the **Contracts** link.
2. Search for and select a contract.
3. Click the **Contract Payments** quick link at the top of the screen.
4. Click the **Estimate Number** link to view that estimate.
5. Make any changes to the estimate data, as necessary.
6. Click the **Save** button if you made any changes.



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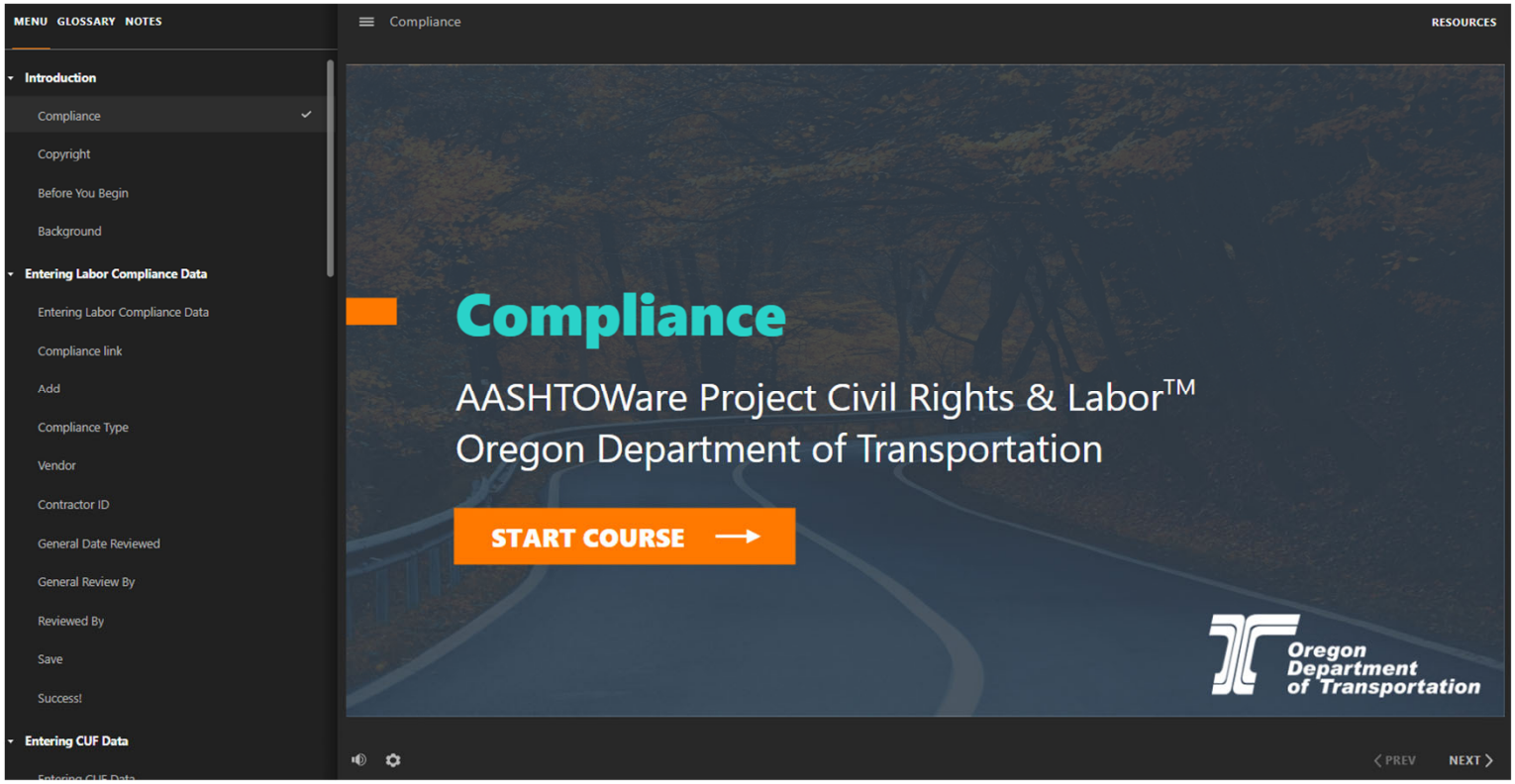
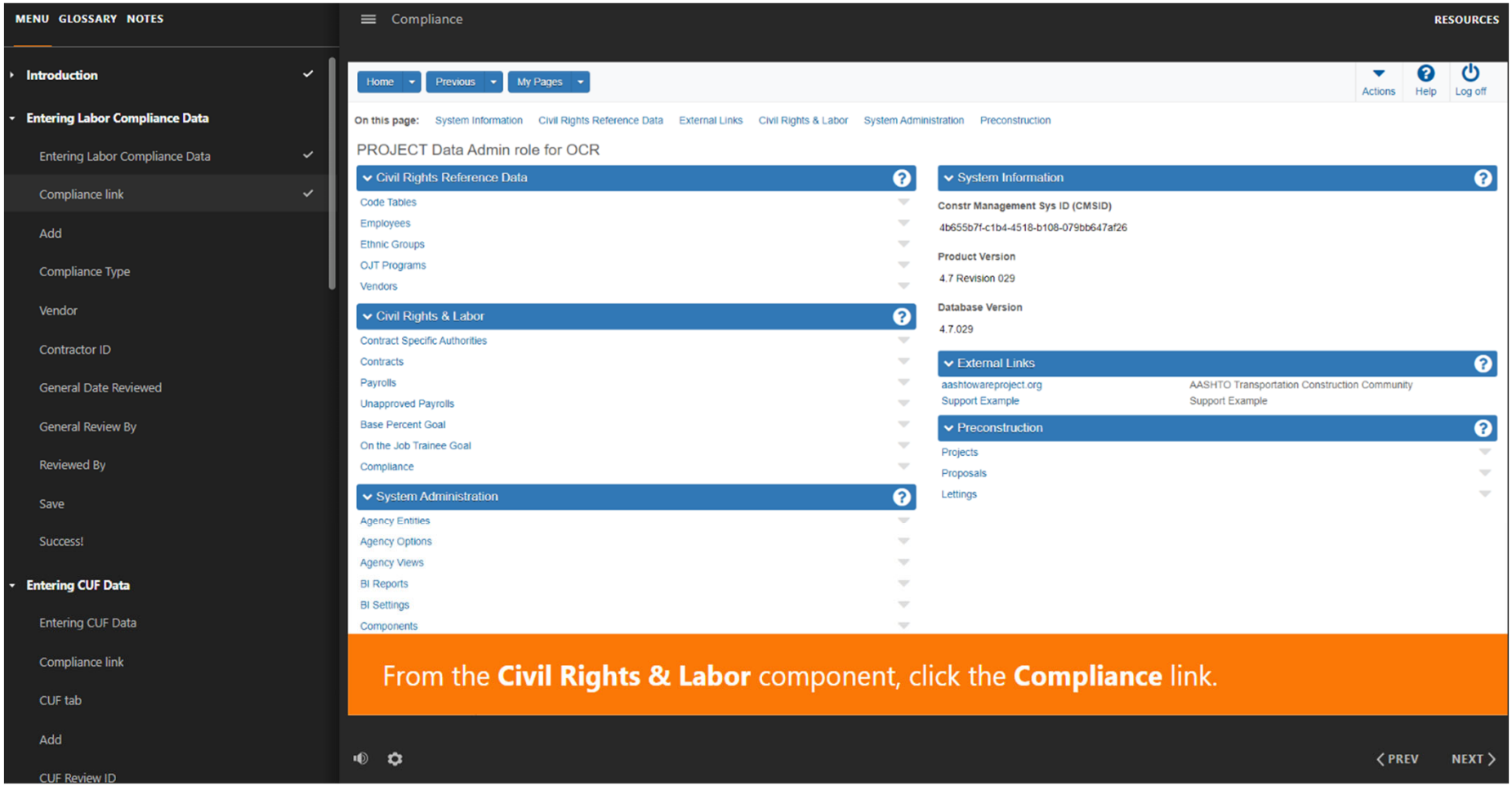
Computer Based Training

- Instructor lead (virtual or in person)
- Taped training in case you missed




MENU GLOSSARY NOTES
Introduction
Entering Labor Compliance Data
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Compliance link
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Compliance Type
Vendor
Contractor ID
General Date Reviewed
General Review By
Reviewed By
Save
Success!
Entering CUF Data
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Home
Previous
My Pages
Actions
Help
Log off
On this page: System Information Civil Rights Reference Data External Links Civil Rights & Labor System Administration Preconstruction
PROJECT Data Admin role for OCR
Civil Rights Reference Data
Code Tables
Employees
Ethnic Groups
OJT Programs
Vendors
Civil Rights & Labor
Contract Specific Authorities
Contracts
Payrolls
Unapproved Payrolls
Base Percent Goal
On the Job Trainee Goal
Compliance
System Administration
Agency Entities
Agency Options
Agency Views
BI Reports
BI Settings
Components
System Information
Constr Management Sys ID (CMSID)
4b655b7f-c1b4-4518-b108-079bb647af26
Product Version
4.7 Revision 029
Database Version
4.7.029
External Links
aashtowareproject.org
AASHTO Transportation Construction Community
Support Example
Support Example
Preconstruction
Projects
Proposals
Lettings
From the Civil Rights & Labor component, click the Compliance link.
PREV
NEXT

SHOW
AND
TELL
011701
011701

What's in it for me? WIIFM

- Reduced number of forms needed for OCR compliance (less paperwork, yay!)
- Contractor Payments are documented and verified in a neutral site
- The QPL will become a live document, with products/systems list when approved.
- Expedited review time on Mixed Designs
- More transparency with designs that are in the system

Take-Aways from Today

- Are you a Super User?
- CAU Workshop coming…. What do you want to see?
- Check out Getting Started

AASHTOWare Project

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Thank you ...