

AASHTOWARE PROJECT™

Civil Rights and Labor

KDOT ONLY

Training Guide

PROCESSES

PROCESS HISTORY OVERVIEW

- Check on the status of all processes you are running at any time
- System Processes
- Scheduled Processes

VIEW PROCESS AND OUTPUT FILE

The screenshot displays a web application interface for process management. At the top, there are navigation buttons for 'Home', 'Previous', and 'My Pages', along with 'Actions', 'Help', and 'Log off' options. The main heading is 'Process History Overview'. Below this, there is a search bar with the text 'Type search criteria or press Enter', a status filter set to 'No Filter', and a 'Showing 30 of 51' indicator. A table lists process details, including 'PayrollExceptionProcess' with a status of 'Success' and 'Reviewed'. An 'Output Files' section shows a link to 'Error.log' and the file path 'PAYROLLEXCEPTIONPROCESS.LOG'. In the foreground, a Notepad window titled 'Error.log - Notepad' is open, displaying the following text: 'Start Time: 03/21/2017 13:33:05.824', 'Process completed successfully.', and 'Finish Time: 03/21/2017 13:33:40.393'.

Home Previous My Pages Actions Help Log off

Process History Overview

Process History Overview Save

Process History System Process History Scheduled

Type search criteria or press Enter Advanced Showing 30 of 51 Status No Filter

0 marked for deletion 0 changed

Process	User	Start Time	Finish Time
PayrollExceptionProcess	WTSYSTEMUSER - WTSYSTEMUSEI	03/21/2017 1:33:0	03/21/2017 1:33:4

Success Reviewed

Yes No

Output Files

[Error.log](#)

PAYROLLEXCEPTIONPROCESS.LOG

Error.log - Notepad

File Edit Format View Help

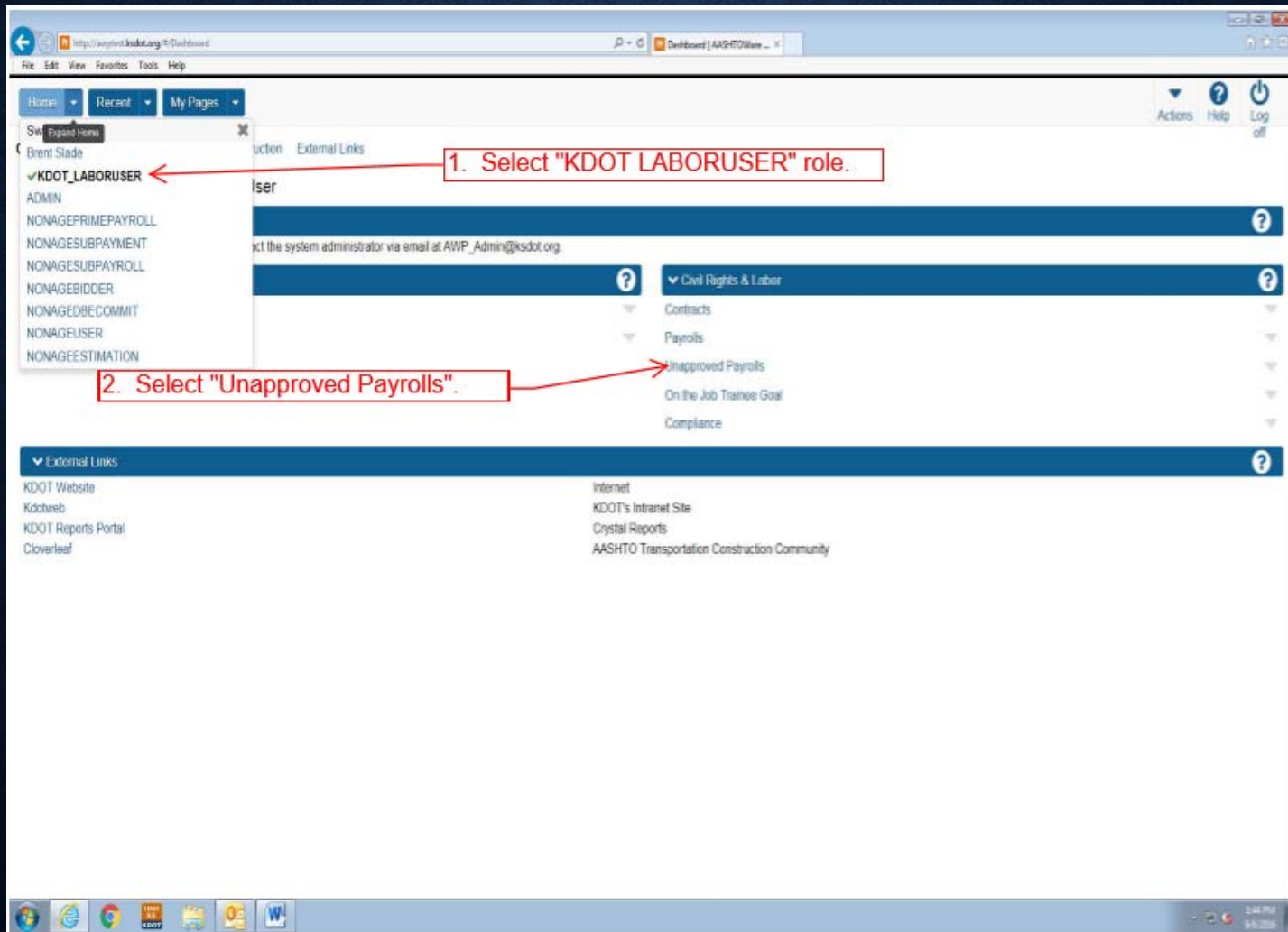
Start Time: 03/21/2017 13:33:05.824
Process completed successfully.
Finish Time: 03/21/2017 13:33:40.393

TRANSITIONS

TRANSITIONS OVERVIEW

- Accept or Reject Payroll
- Review Exceptions

APPROVE CONTRACT VENDOR PAYROLL



APPROVE CONTRACT VENDOR PAYROLL

Unapproved Certified Payroll Overview

Unapproved Certified Payroll Overview

515036343

Contract	Description	Phase	Mod Num	Begin Date	End Date
515036343	GRADING & SURFACING	Agency Rejected			
02078	SMOKY HILL LLC	Payroll	6	02/01/2016	02/05/2016
515036343	GRADING & SURFACING	Under Agency Review			
04713	CILLESSEN AND SONS INC			07/31/2016	08/13/2016
515036343	GRADING & SURFACING	Under Agency Review			
02078	SMOKY HILL LLC		9	05/26/2016	05/31/2016
515036343	GRADING & SURFACING	Under Agency Review			
02078	SMOKY HILL LLC		2	05/01/2016	05/07/2016
515036343	GRADING & SURFACING	Under Prime Review			
04713	CILLESSEN AND SONS INC		3	08/30/2016	09/05/2016

1. Enter KDOT contract number.

2. Select contract number with the payroll to be reviewed.

APPROVE CONTRACT VENDOR PAYROLL

Overview Employees Payroll

On this page: Contract Status

Certified Payroll Status

Contract: 515036343 - GRADING & SURFACING
Payroll Vendor: 04713 - CILLESSEN AND SONS INC

Payroll Number
1

Modification Number
0

Period
07/31/2016 - 08/13/2016

Fringe Benefit Payment Type
Plan Funds

Status
Phase: Under Agency Review

Created Date
08/30/2016 09:40:00

Signed Date
08/30/2016

Prime Original Not Accepted Date
Agency Accepted Date

Transitions

Approve	Reject	Date	Comments
<input type="checkbox"/>	<input type="checkbox"/>	08/30/2016 10:48:48	
<input type="checkbox"/>	<input type="checkbox"/>	09/08/2016 11:23:11	

Exceptions

>	No	Payroll	▼
>	No	Fringe	▼
>	No	Labor	▼

Employee Mismatches

0 changed

0 changed

1. Click the arrow to expand the Exceptions. Review to decide if corrections are needed.

2. Click either "Approve" or "Reject". Reject if corrections are needed in step one.

PAYROLL EXCEPTION

Yes Apprentice

Payroll Exception Description:
Vendor ID '01472', Contract ID 'Contract_TRAIN25', Payroll Number '10', Modification Number '0', Payroll Employee 'Mary A. Simpson', Project ID 'Project_TRAIN25', Labor Classification 'Carpenter':

Payroll Employee (Mary A. Simpson) has Apprentice ID that does not match with the Employee (2) Mary A. Simpson Most Recent Apprentice ID.

Agency Comments: ▼
Apprentice ID needed

Up to 3999 characters

Vendor Notified: ▼ **Vendor Notified Date:** 06/25/2013

Exception Resolution Date: ▼ 06/14/2011  **Resolution Comments:** ▼ Sub will create payroll modification

Top of Page

PAYROLL EMPLOYEE MISMATCH

Payroll Employee Mismatch	
Payroll Employee	Reference Employee:
<input type="button" value="New"/>	<input type="text" value="Mary Simpson"/> ▼
First Name: Mary	First Name: Mary
Middle Initial: A	Middle Initial: A
Last Name: Simp	Last Name: Simpson
Gender: Female	Gender: Female
Ethnic Group: A-PF - ASIAN/PACIFIC ISLANDER	Ethnic Group: CAUC - CAUCASIAN
Social Security Number: 792-98-5019	Social Security Number: 792-98-5019
Partial Social Security Number: 5019	Partial Social Security Number: 5019
Address Line 1: 2345 South 23rd Street	Address Line 1: 2345 South 23rd Street
Address Line 2:	Address Line 2:
City:	City:

[Top of Page](#)

FIELD INTERVIEWS

Formerly, Wage Rate Interviews

EMPLOYEE INTERVIEW

The screenshot shows a web browser window with the URL <http://awptrain/4/Dashboard>. The page features a navigation menu with a 'Switch Role' dropdown menu open, showing 'Agency Fourteen' and 'KDOT LABORUSER' (which is selected). A red box with the text '1. Select the "KDOT_LABORUSER" role.' has an arrow pointing to the 'KDOT LABORUSER' option. Below the navigation menu, there are several main sections: 'News', 'Preconstruction', 'Civil Rights & Labor', and 'External Links'. The 'Civil Rights & Labor' section is expanded, showing a list of items: 'Contracts', 'Payroll', 'Unapproved Payroll', 'On the Job Trainee Goal', and 'Compliance'. A red box with the text '2. Select "Compliance" under the Civil Rights Component' has an arrow pointing to the 'Compliance' item. The 'External Links' section contains links for 'KDOT Website', 'Kdotweb', 'KDOT Reports Portal', 'Cloverleaf', 'Payroll XML', 'Highway Contractors', 'Intranet', 'KDOT's Intranet Site', 'Crystal Reports', 'AASHTO Transportation Construction Community', 'Resources for Using XML with AASHTOWare Project™ Payroll XML Resource Kit', and 'Information for Highway Contractors'.

1. Select the "KDOT_LABORUSER" role.

2. Select "Compliance" under the Civil Rights Component

EMPLOYEE INTERVIEW

The screenshot shows a web browser window with the URL <http://webtrae/it/Labor/Compliance/Interview/Overview>. The page title is "Compliance Overview". A blue navigation bar contains a dropdown menu for "Compliance Overview" and a search icon. Below this, a sidebar lists several categories: Labor, DBE and OIT, Payroll Management, Field Interview, and Findings. The "Field Interview" category is highlighted with a red box and an arrow pointing to it from a callout box that says "1. Select the 'Field Interview' tab.". To the right of the sidebar is a search bar with the placeholder text "Type search criteria or press Enter" and an "Advanced" link. Below the search bar is an "Add" button, which is also highlighted with a red box and an arrow from a callout box that says "2. Click 'Add'". The main content area below the search bar displays the message "No rows found matching criteria".

EMPLOYEE INTERVIEW

The screenshot shows a web browser window with the URL <http://wvplan.com/FieldInterview/Add>. The page title is "Add Field Interview | AAGL". The browser's address bar shows "Add Field Interview | AAGL". The page has a navigation menu with "Home", "Previous", and "My Pages". The main content area is titled "Add Field Interview" and contains the following form fields and instructions:

- 1. Enter the KDOT Contract Number and select the contractor the employee works for.** This instruction points to the "Contractor ID" field, which has a search icon and a dropdown arrow.
- 2. Enter the date the interview was performed.** This instruction points to the "Field Interview Date" field, which has a calendar icon.
- 3. Enter the interviewer's name.** This instruction points to the "Interviewed By" field, which has a search icon and the text "Begin typing to search or press Enter".
- 4. Answer if the employee was on Travel Status. If yes, also enter Lodging, Per Diem, Travel Expenses as applicable.** This instruction points to a section with two checkboxes. The first checkbox is labeled "The Bulletin Board is up and contains all up to date required information". The second checkbox is labeled "It is the opinion of the interviewer that the contractor has taken the required action to comply with all of the Labor requirements in his contract".
- 5. Check the boxes if applicable.** This instruction points to the two checkboxes mentioned in step 4.
- 6. Click Save** This instruction points to a "Save" button in the top right corner of the form area.

Additional form elements include a "Comments" text area and a "Log off" button in the top right corner.

EMPLOYEE INTERVIEW

The screenshot shows a web browser window with the URL <http://agptain/1/LaborComplianceReviewOverview>. The page title is "Compliance Overview". On the left, there is a navigation menu with items: Labor, DBE and C/JT, Payroll Management, Field Interview, and Findings. The main content area has a search bar with the text "Type search criteria or press Enter" and an "Add" button. Below the search bar is a table with the following data:

Contract	Reviewed Contractor	Field Interview Date	Interviewed By
515114252 - GRADING AND BRIDGE	02154 - BRAHMA EXCAVATING INC	04/04/2017	D1 - DISTRICT ONE

A red arrow points from a red-bordered text box containing the text "Click on the Field Interview Date" to the date "04/04/2017" in the table.

EMPLOYEE INTERVIEW

The screenshot shows a web browser window with the URL `http://azptools/FieldInterview/Summary`. The page title is "Field Interview Summary". The breadcrumb trail is "On this page: Contract > Field Interview Employees". The main content area is titled "Field Interview Summary" and shows details for "Contract: 510114202 - GRADING AND BRIDGE".

Key fields include:

- Prime Contractor: 01634 - BRIDGES INC
- Reviewed Contractor: 02164 - BRAHMA EXCAVATING INC
- Field Interview Date: 04/04/2017
- Interviewed By: 01 - DISTRICT ONE

There are two red callout boxes with arrows pointing to specific UI elements:

- 1. Click the component action for Field Interview Employees**: This callout points to a small icon (a person with a plus sign) in the top right corner of the "Field Interview Employees" section header.
- 2. Click either "Add Employee" or "Add Reference Employee"**: This callout points to the "Add Employee..." and "Add Ref Employees..." options in the "Actions" dropdown menu that appears after clicking the icon in step 1.

The "Actions" dropdown menu contains the following items:

- Add Employee...
- Add Ref Employees...
- Delete
- Views
- Attachments
- Issues
- Links

EMPLOYEE INTERVIEW

The screenshot displays a web browser window with the URL <http://aapain#FieldInterview/Summary>. The page title is "Field Interview Employee Information". The form contains the following fields:

- Paid By***: A dropdown menu.
- Method of Payment***: A dropdown menu.
- First Name***: A text input field.
- Middle Initial**: A text input field.
- Last Name***: A text input field.
- Gender***: A dropdown menu.
- Ethnicity***: A dropdown menu.
- Address Line 1**: A text input field.
- Address Line 2**: A text input field.
- City**: A text input field.
- State/Province**: A dropdown menu.
- Zip Code**: A text input field.
- Country**: A text input field.

Four numbered instructions are overlaid on the form:

1. Click the drop down and pick either Bi-Weekly, Monthly or Weekly
2. Click the drop down and pick either Cash, Check, EFT
3. Fill out the employee information
4. Click Save

A note at the bottom of the form states: "IF 'Add Ref Employee' was selected you will need to do #1 and 2 and then select employee from list".

At the bottom right of the form, there is a "Save" button.

EMPLOYEE INTERVIEW

The image shows a screenshot of a web-based employee interview form. The form is titled "Field Interview Summary" and is for contract 510114302. It contains several sections: "Contract Summary", "Interview Information", "Classifications", and "New Field Interview Job Classification".

Four red callout boxes with arrows point to specific fields in the "New Field Interview Job Classification" section:

1. Enter Job Classification. (points to the "Job Classification" field)
2. Enter Tools used by employee (points to the "Description of Duties and Tools" field)
3. Enter employee's wage (points to the "Wage Rate" field)
4. Enter wage scale from Davis Bacon for this project for this classification (points to the "Wage Rate Scale" field)

Additional callouts for "4. Enter Fringes" point to the "First Fringe Benefit Program", "Second Fringe Benefit Program", "Third Fringe Benefit Program", and "Fourth Fringe Benefit Program" fields.

TRUCKER INTERVIEW

The screenshot shows a web browser window displaying a 'Field Interview Summary' page. The browser address bar shows 'https://explains/FieldInterview/Summary'. The page title is 'Field Interview Summary'. Below the browser window, there is a navigation bar with 'Home', 'Previous', and 'My Pages' buttons. The main content area is titled 'Compliance Overview' and 'On this page: Contract Field Interview Employees'. The 'Field Interview Summary' section is expanded to show 'Contract: 516114262 - GRADING AND BRIDGE'. A 'New' button is visible. The 'Trucking' section is active, showing a 'New Field Interview Trucking' form. The form has two columns of fields. The first column includes: 'Company Name on Truck*' (with a red callout box 1), 'truck type' (with a red callout box 2), 'Cab Number*', 'Plate Number*' (with a red callout box 3), 'DOT Number*', 'Drivers CDL*', and 'Comments'. The second column includes: 'Trucking Company on Insurance Card', 'Name on Truck Registration' (with a red callout box 4), 'Rental Type', 'Truck Rental Rate', 'Broker Fee Indicator' (checkbox), and 'Broker Fee Value'. A red callout box 5 points to a 'Component Action Button' at the bottom right of the form. The bottom of the page shows a 'Field Interview Employees' section with a search bar and a '0 of 0' indicator.

1. Enter Trucking Company Name

2. Click drop down and select truck type.

3. Enter the License Plate Number on the Truck

4. Enter the name of the Owner on the Truck's Registration

5. Click the Component Action Button and follow pages 6 - 8.

TRUCKER INTERVIEW

Compliance Overview

On this page: Contract > Field Interview Employees

Field Interview Summary

Contract: 516114262 - GRADING AND BRIDGE

General	Prime Contractor	Field Interview Date
Tracking	01634 - BRIDGES INC	04/04/2017
	Reviewed Contractor	Interviewed By
	02164 - BRAHMA EXCAVATING INC	D1 - DISTRICT ONE

Comments

The Bulletin Board is up and contains all up to date required information

It is the opinion of the interviewer that the contractor has taken the necessary precautions in his contract

Field Interview Employees

Interview Employees

- Actions
 - Add Employee
 - Add Ref Employees
 - Delete
 - Views
 - Attachments
 - Issues
 - Lines

TRUCKER INTERVIEW

The screenshot shows a web browser window with a tab titled 'Field Interview Summary'. The main content is a form titled 'Field Interview Employee Information'. The form is divided into two columns of fields. Red boxes with arrows point to specific fields, providing instructions. A 'Save' button is located at the bottom right of the form.

1. Click the drop down and pick either Bi-Weekly, Monthly or Weekly (points to 'Paid By' field)

2. Click the drop down and pick either Cash, Check, EFT (points to 'Method of Payment' field)

3. Fill out the employee information (points to 'First Name', 'Middle Initial', 'Last Name', 'Gender', and 'Ethnicity' fields)

4. Click Save (points to the 'Save' button)

IF "Add Ref Employee" was selected you will need to do #1 and 2 and then select employee from list

Fields visible in the form include: Paid By, Method of Payment, First Name, Middle Initial, Last Name, Gender, Ethnicity, Address Line 1, Address Line 2, City, State/Province, Zip Code, and Country.

TRUCKER INTERVIEW

The screenshot shows a web application interface for conducting trucker interviews. The main window is titled "Field Interview Summary" and contains several sections:

- Contract Information:** Displays contract details such as "Contract 51011400 - CHAWING AND TRUCKS", "Prime Contractor: 01634 - BRIGGS INC", and "Reviewed Contractor: 02164 - BRAHMA ENCAUSTING INC".
- Field Interview Details:** Includes fields for "Field Interview Date", "Interviewed By", and "Comments".
- Employee Information:** A section for adding or editing employee details, including "Employee Information", "Interview Number", "Employee Date Correct", "Union", "Union Local", and "Union Number".
- Classifications:** A section for defining job classifications, including "Job Classification", "Description of Duties and Tools", "Wage Rate", "Wage Rate Scale", "Apprentice", and "Apprentice Percentage Received".
- Payment and Fringes:** Fields for "Phone Number", "Straight Time Hours", "Worked Over 40 Hours", "Paid Overtime", "Paid By", "Method of Payment", "Been Contract Minimum Wage Rate Posting", and "Deductions other than Income and FICA Taxes".
- Benefits:** A section for "O/T Program" and "O/T Percentage Received", along with four "Fringe Benefit Program" options.

Four red callout boxes with arrows point to specific fields in the "Classifications" section:

1. Enter Job Classification. (points to the "Job Classification" field)
2. Enter Tools used by employee (points to the "Description of Duties and Tools" field)
3. Enter employee's wage (points to the "Wage Rate" field)
4. Enter wage scale from Davis Bacon for this project for this classification (points to the "Wage Rate Scale" field)

Another red callout box labeled "4. Enter Fringes" has arrows pointing to the four "Fringe Benefit Program" fields.

REVIEW SUBCONTRACTOR PAYMENT

REVIEW SUBCONTRACT PAYMENT

The screenshot shows a web browser window displaying the AWP dashboard. The address bar shows the URL <http://awp.ksdot.org/#/Dashboard>. The dashboard includes a navigation bar with 'Home', 'Recent', and 'My Pages' tabs, and buttons for 'Actions', 'Help', and 'Log off'. A 'Switch Role' dropdown menu is open, showing the current role as 'Rachel Shanholtzer' and the selected role as 'KDOT_LABORUSER'. A red box highlights 'KDOT_LABORUSER', and a red arrow points to it with the text 'Make sure you are in the Laboruser role'. Below the navigation bar, there are sections for 'News', 'Preconstruction', 'Civil Rights & Labor', and 'External Links'. The 'Preconstruction' section includes 'Projects' and 'Proposals'. The 'Civil Rights & Labor' section includes 'Contracts', 'Payrolls', 'Unapproved Payrolls', 'On the Job Trainee Goal', and 'Compliance'. The 'External Links' section includes 'KDOT Website', 'Kdotweb', 'KDOT Reports Portal', 'Cloverleaf', 'Payroll XML', 'Internet', 'KDOT's Intranet Site', 'Crystal Reports', 'AASHTO Transportation Construction Community', and 'Resources for Using XML with AASHTOWare Project™ Payroll XML Resource Kit'.

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REVIEW SUBCONTRACT PAYMENT

The screenshot shows a web browser window with the URL <http://awp.ksdot.org/#/Dashboard>. The page title is "PROJECT KDOT ROLE for Labor User". The navigation bar includes "Home", "Recent", and "My Pages" menus, along with "Actions", "Help", and "Log off" buttons. The main content area is titled "On this page: Civil Rights & Labor Preconstruction External Links". Below this, there are three main sections: "News", "Preconstruction", and "External Links". The "Preconstruction" section is expanded, showing "Projects" and "Proposals". The "Civil Rights & Labor" section is also expanded, showing "Contracts", "Payrolls", "Unapproved Payrolls", "On the Job Trainee Goal", and "Compliance". A red arrow points to the "Contracts" link with the text "Click here". The "External Links" section is expanded, showing links to "KDOT Website", "Kdotweb", "KDOT Reports Portal", "Cloverleaf", "Payroll XML", "Internet", "KDOT's Intranet Site", "Crystal Reports", "AASHTO Transportation Construction Community", and "Resources for Using XML with AASHTOWare Project™ Payroll XML Resource Kit".

Dashboard | AASHTOWare ...

Home Recent My Pages

Actions Help Log off

On this page: Civil Rights & Labor Preconstruction External Links

PROJECT KDOT ROLE for Labor User

News

Welcome! If you have any questions please contact the system administrator via email at AWP_Admin@ksdot.org.

Preconstruction

- Projects
- Proposals

Civil Rights & Labor

- Contracts [Click here](#)
- Payrolls
- Unapproved Payrolls
- On the Job Trainee Goal
- Compliance

External Links

KDOT Website	Internet
Kdotweb	KDOT's Intranet Site
KDOT Reports Portal	Crystal Reports
Cloverleaf	AASHTO Transportation Construction Community
Payroll XML	Resources for Using XML with AASHTOWare Project™ Payroll XML Resource Kit

REVIEW SUBCONTRACT PAYMENT

Home Recent My Pages Actions Help Log off

Contract Administration Overview

Contract Administration Overview

Q 514122171 Advanced Showing 1 of 1 0 changed

Contract	Description	Orig Matl and AAs Gen DT	Prime ID	Prime Name
514122171	GRADE & SURFACING		00058	CLARKSON CONST CO

1.) Enter the Contract Number Here

2.) Then click on it here

3

REVIEW SUBCONTRACT PAYMENT

Home Recent My Pages Actions Help Log off

Administration Overview Contract Documentation Contract Materials and Acceptance Actions **Contract Payments** Contract Progress EOM Trucking Items

Projects Subcontracts

Contract Administration Summary

Contract: 514122171 - GRADE & SURFACING Save ?

General	Contract ID 514122171	Proposal ID 514122171
Additional Information	Description * GRADE & SURFACING	Federal Project Number NHPP-0706(116)
Administrative Offices	Prime Contractor Id 00058	State Project Number I070-105 KA 1003-08
Contract Authority	Prime Contractor Name CLARKSON CONST CO	Federal Oversight Yes
Contract Times	Contract Type FST - FEDERAL/STATE	Local Oversight No
DBE	Spec Book 90	CCR Required No
Labor	Unit System English	DBE Pay Review Required No
Funding		
Locations		
Insurance		
Permits		
Comments		
Associated Vendor People		

Click Here

4

REVIEW SUBCONTRACT PAYMENT

Contract Payment Overview

Contract: 514122171 - GRADE & SURFACING

Advanced Showing 24 of 24

Estimate Num	Type	Amount Paid	End Date
0024	Progress Estimate	68,367.39	05/14/2016
0023	Progress Estimate	150,827.96	04/30/2016
0022	Progress Estimate	409,178.60	04/16/2016
0021	Progress Estimate	219,031.13	04/02/2016
0020	Progress Estimate	633,626.88	03/12/2016
0019	Progress Estimate	115,453.49	01/15/2016
0018	Progress Estimate	22,863.42	12/18/2015
0017	Progress Estimate	54,177.83	12/04/2015
0016	Progress Estimate	82,933.59	11/19/2015
0015	Progress Estimate	155,591.05	10/30/2015

0 changed

5

REVIEW SUBCONTRACT PAYMENT

Home Recent My Pages Actions Help Log off

Administration Overview Payment Overview Contract Subcontracts

Contract Payment Summary

Contract 514122171 - GRADE & SURFACING

Estimate Num: 0023 - Payment End Dt 04/30/2016

General	Estimate Number 0023	Contract Payment Period Start Date * 04/16/2016
Items	Estimate Type * Progress Estimate	Contract Payment Period End Date * 04/30/2016
Subcontract Payments	Paid Amount * 150,827.96	Date Payment was Made 05/12/2016
	Previous Total Paid Amount 5,542,608.60	
	Total Paid to Date Amount 5,693,436.56	

Click Here

6

REVIEW SUBCONTRACT PAYMENT

Home Recent My Pages Actions Help Log off

Administration Overview Payment Overview Contract Subcontracts

Contract Payment Summary

Contract 514122171 - GRADE & SURFACING

Estimate Num: 0023 - Payment End Dt 04/30/2016

General Add Subcontract Payment From Prime

Items 0 changed

Subcontract Payments

>	00058 CLARKSON CONST CO	02548 ADVANCED EROSION SOLUTIONS , LLC
>	00058 CLARKSON CONST CO	06155 GUN-KO TRAFFIC CONTROL, INC

[Click Here to see more detail.](#)

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REVIEW SUBCONTRACT PAYMENT

Home Recent My Pages Actions Help Log off

Administration Overview Payment Overview Contract Subcontracts

Contract Payment Summary

Contract 514122171 - GRADE & SURFACING

Estimate Num: 0023 - Payment End Dt 04/30/2016

General
Items
Subcontract Payments

Add Subcontract Payment From Prime 0 changed

00058 CLARKSON CONST CO	02548 ADVANCED EROSION SOLUTIONS , LLC
Payer Name 00058	Payment Type Progress
Payer Short Name CLARKSON CONST CO	Paid Amount 1,325.89
Payee Name 02548	Parent Subcontractor Payment ID
Payee Short Name ADVANCED EROSION SOLUTIONS , LLC	DBE Firm Indicator No
Payee Payment Number 23	DBE Commitment Indicator No
Date Paid 05/15/2016	
> 00058 CLARKSON CONST CO	06155 GUN-KO TRAFFIC CONTROL, INC

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REVIEW SUBCONTRACT PAYMENT

Home Recent My Pages Actions Help Log off

Administration Overview Payment Overview Contract Subcontracts

Contract Payment Summary

Contract 514122171 - GRADE & SURFACING

Estimate Num: 0023 - Payment End Dt 04/30/2016

General Add Subcontract Payment From Prime

Items 0 changed

Subcontract Payments

00058 CLARKSON CONST CO	02548 ADVANCED EROSION SOLUTIONS , LLC
Payer Name 00058	Payment Type Progress
Payer Short Name CLARKSON CONST CO	Paid Amount 1,325.89
Payee Name 02548	Parent Subcontractor Payment ID
Payee Short Name ADVANCED EROSION SOLUTIONS , LLC	DBE Firm Indicator No
Payee Payment Number 23	DBE Commitment Indicator No
Date Paid 05/15/2016	
00058 CLARKSON CONST CO	06155 GUN-KO TRAFFIC CONTROL, INC

Click Here

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REVIEW SUBCONTRACT PAYMENT

Home Recent My Pages Actions Help Log off

Administration Overview Payment Overview Contract Subcontracts

Contract Payment Summary

Contract 514122171 - GRADE & SURFACING

Estimate Num: 0023 - Payment End Dt 04/30/2016

General Add Subcontract Payment From Prime 0 changed

Items

Subcontract Payments

00058 CLARKSON CONST CO	02548 ADVANCED EROSION SOLUTIONS, LLC
Payer Name 00058	Payment Type Progress
Payer Short Name CLARKSON CONST CO	Paid Amount 1,325.89
Payee Name 02548	Parent Subcontra
Payee Short Name ADVANCED EROSION SOLUTIONS, LLC	DBE Firm Indicat No
Payee Payment Number 23	DBE Commitment No
Date Paid 05/15/2016	
00058 CLARKSON CONST CO	06155 GUN-KO TRAFFIC CONTROL, INC

Actions

There are no actions available.

Tasks

Add New Payment From Payee

Add New Payment Same Payer

Review Sub Contractor Paymt. Summary

Views

Attachments

Links

Tracked Issues

Reports

Subcontract Payment

Click Here

REVIEW SUBCONTRACT PAYMENT

Home Recent My Pages

Actions Help Log off

Generate Report

Generate Report - Subcontract Payment Report

Execute

Settings Output Options 4 of 5

Output Type

- Generate as PDF
- Generate as HTML

Report Layout Source

- Base
- Custom
- Test

Make sure the options are as you want them then click execute.

REVIEW SUBCONTRACT PAYMENT



Kansas Department of Transportation

07/28/2016 12:39:26 PM

Subcontract Payment Report

Page 1 of 2

Awarded Contract Amount: \$21,204,903.96
 Current Contract Amount: \$21,860,828.02

CLARKSON
 CONSTRUCTION
 COMPANY

Awarded Date:

Federal Project No: NHPP 0706(116)
 State Project No: I070
 Overall Fed. Funding Percent: 90.00%

Closed for Civil Rights & Labor Date:
 Prompt Payment Days: 10
 Retainage Released by Prime: 30

Subcontract Payment

Paying Vendor: 00058 CLARKSON CONSTRUCTION COMPANY

Payee Payment Number: 23

Payee ID: 02548 Payee Name: ADVANCED EROSION SOLUTIONS, LLC DBE Firm: No DBE Commitment: No

Check the Line number and quantities to make sure they match the estimate.

Payment ID No.:

Payment Date: 05/15/2016 Payment Type: Progress
 Paid Amount: \$1,325.89 Retainage Dollars Held: \$66.29

Retainage Released: No Payee Work Complete Indicator: No Payment or Partial Amount Withheld: No Payer Comment:
 Amount Received: Payment Received: Date Received: Payee Comment:

Item Line #	Ref. Item ID	Ref. Item Description	Quantity Paid	Actual Payment	Payment / Partial Amt Withheld	Partial Payment Comments	Retainage Released	Retainage Dollars Held	Pa. Wo. Co.
-------------	--------------	-----------------------	---------------	----------------	--------------------------------	--------------------------	--------------------	------------------------	-------------

79	010598	SILT FENCE	31.780	\$171,530	No	No	No		
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Kansas Department of Transportation

07/28/2016 12:39:26 PM

Subcontract Payment Report

Page 2 of 2

82	070886	BIODEGRADABLE LOG (20')	7.010	\$33,300	No	No	No		No
86	000067	SWPPP INSPECTION	2.840	\$709,270	No	No	No		No
87	000103	WATER POLLUTION CONTROL MANAGER	1.370	\$411,820	No	No	No		No

GLOBAL ATTACHMENTS

VIEW GLOBAL ATTACHMENTS & LINKS

Home Previous My Pages

Actions Help Log off

On this page: Vendor Payrolls Unapproved Payrolls Civil Rights & Labor External Links

PROJECT KDOT ROLE for External Prime Contractor Payroll Us

News

Welcome!

If you have any questions please contact the system administrator via email at AWP_Admin@ksdot.

Vendor Payrolls

Global Attachments

Global Links

My Settings

My Outbox

Type search criteria or press Enter Advanced

0 changed

Enter search criteria above to see results or Show first 10

VIEW GLOBAL ATTACHMENTS

Home ▾
Previous ▾
My Pages ▾

Actions ▾
Help ?
Log off

Global Attachments Overview

▾ Global Attachments
Save ▾ ?

Attachments

System Attachments

Advanced *Showing 49 of 49*

Associated To

0 marked for deletion | 0 changed | Collapse All

> Name	Historical Report	Size (kb)	Additional Roles Count
<p>J01010542016-Nov-15BidderQuoter.pdf</p> <p style="font-size: 0.8em;">Description: BidderQuoter KDOTAD\xcontractor01 2016-Nov-15</p>	No	80	0
<p style="font-size: 0.8em;">Attorney/Client Privilege: <input type="checkbox"/></p> <p style="font-size: 0.8em;">Associated To: Bidder</p>			▾
<p>J01010542016-Nov-15BidderQuoterVerification.pdf</p> <p style="font-size: 0.8em;">Description: BidderQuoterVerification KDOTAD\xcontractor01 2016-Nov-15</p>	No	78	0
<p style="font-size: 0.8em;">Attorney/Client Privilege: <input type="checkbox"/></p> <p style="font-size: 0.8em;">Associated To: Bidder</p>			▾
<p>J01025362016-Nov-17BidderQuoter.pdf</p> <p style="font-size: 0.8em;">Description: BidderQuoter KDOTAD\xcontractor01 2016-Nov-17</p>	No	80	0
<p style="font-size: 0.8em;">Attorney/Client Privilege: <input type="checkbox"/></p> <p style="font-size: 0.8em;">Associated To: Bidder</p>			▾
<p>J01025362016-Nov-17BidderQuoterVerification.pdf</p> <p style="font-size: 0.8em;">Description: BidderQuoterVerification KDOTAD\xcontractor01 2016-Nov-17</p>	No	78	0
<p style="font-size: 0.8em;">Attorney/Client Privilege: <input type="checkbox"/></p> <p style="font-size: 0.8em;">Associated To: Bidder</p>			▾

VIEW GLOBAL LINKS

Home Previous My Pages

Actions Help Log off

Global Links Overview

Global Links

Save

Links
System Links

Type search criteria or press Enter Advanced Showing 1 of 1

Associated To
Begin typing to search or

0 marked for deletion | 0 changed | Collapse All

> Link	Additional Roles Count	URL*
www.ksdot.org	0	http://www.ksdot.org
Link Name*	Description	Associated To
www.ksdot.org	megan test	Contract

TRACKED ISSUES

CREATE TRACKED ISSUE

The screenshot displays the KDOT Intranet System Dashboard. At the top, there is a navigation bar with 'Home', 'Previous', and 'My Pages' buttons. Below this is a 'Switch Role' dropdown menu. A red box highlights the 'KDOT LABORUSER' option, with an arrow pointing to it and the text '1. Verify Role is "KDOT_LABORUSER"'. Below the navigation bar, there is a 'News' section with a 'Welcome!' message and contact information for the system administrator. The main content area is divided into two columns. The left column has a 'Preconstruction' section with links for 'Projects', 'Proposals', and 'Find Bid Data'. The right column has a 'Civil Rights & Labor' section with links for 'Contracts', 'Payroll', 'Unapproved Payroll', 'On the Job Trainer Goal', and 'Compliance'. A red box highlights the 'Contracts' link, with an arrow pointing to it and the text '2. Click "Contracts" under the Civil Rights & Labor Component'. At the bottom, there is an 'External Links' section with links to various external resources.

1. Verify Role is "KDOT_LABORUSER"

2. Click "Contracts" under the Civil Rights & Labor Component

CREATE TRACKED ISSUE

Contract Administration Overview

Contract Administration Overview

Type search criteria or press Enter

Contract	Description	Org Matl and AAs Gen DT	Prime ID	Prime Name
015114252	GRADING AND BRIDGE		01634	BRIDGES INC

Actions

- Exclude from Search Results
- Open
- Tasks
- Add ECM Tracking
- Add Subcontract Payment
- Add Subcontracts
- Generate Materials and Acceptance Actions
- Import DWI Agency View Reference Item Associations
- Views
- Attachments
- Contract Materials and Acceptance Actions
- Contract Progress
- ECM Tracking
- General
- Items
- Links
- Payment Estimate Approval Levels
- Payments
- Projects
- Subcontracts
- Tracked Issues
- Reports
- Contract Employment Data
- Contract Time Report
- Subcontract Logging

1. Enter the KDOT Contract number associated with the issue.

2. Click the row action button for the contract

3. Click Tracked Issues

CREATE TRACKED ISSUE

The screenshot shows a web browser window with the URL <http://eaplan11/Contract/344/Entity/IssueOverview>. The page title is "Issue Overview". Below the title, there is a navigation bar with "Home", "Previous", and "My Pages" buttons. On the right side of the navigation bar, there are "Actions", "Help", and "Log off" links. The main content area is titled "Issue Overview" and contains a section for "Tracked Issues on Contract". Below this section is a table with the following columns: "Contract", "Description", and "Actions". The table contains one row with the following data: "016114262" in the "Contract" column, "GRADING AND BRIDGE" in the "Description" column, and an "Actions" dropdown menu in the "Actions" column. The "Actions" dropdown menu is open, showing the option "Create Issue...". A red box highlights the "Actions" column header, and another red box highlights the "Create Issue..." option. Red arrows point from the text boxes to the corresponding UI elements. Below the table, there is a search bar with the text "Type search criteria or press Enter" and a "Show Closed" checkbox. At the bottom of the page, there is a message "Enter search criteria above to see results" and a "Show first 10" button.

1. Click the Component Row Action Button

2. Click Create Issue

CREATE TRACKED ISSUE

The screenshot shows a 'Create Issue' dialog box with a search bar at the top. Below the search bar is a table with the following data:

Type	Name	Description
	General Project Issue	Issues related to the project

At the bottom right of the dialog, there is a 'Create Issue' button. Red annotations include a box around the table row with an arrow pointing to it, and another box around the 'Create Issue' button with an arrow pointing to it.

1. Select the type of Issue.

2. Click Create Issue

CREATE TRACKED ISSUE

This screen will be different based on the information required based on the type of issue. All required information will be marked by a RED asterik

Issue Summary

Issue: 170404-01 - Issues related to the project

Case:

General
Owners
Messages

Issue Description
Issues related to the project

Created Date
04/04/2017 9:36:59 AM

Total Hours Spent
0.00

Current Issue Step

Close

Description
Issue Opened

Step
Open

Created Date
04/04/2017 9:36:59 AM

Remarks

Type*
Remark*

Issue

Total Amount
The total amount of the issue

Contract

CASES

CREATE CASES

The screenshot shows a web application interface with a navigation bar at the top. On the left, there are three buttons: 'Home', 'Previous', and 'My Pages'. On the right, there are three icons: a question mark for 'Help', a power icon for 'Log off', and a dropdown arrow for 'Actions'. Below the navigation bar, there is a breadcrumb trail: 'On this page: Vendor Payrolls Unapproved Payrolls Civil Rights & Labor External Links'. The main content area has a title 'PROJECT KDOT ROLE for External Prime Contractor Payroll U'. Below the title, there are two main sections: 'News' and 'Vendor Payrolls'. A dropdown menu is open over the 'Actions' button, listing several options: 'Open Process History', 'Tracked Issues', 'Cases', 'Import File', 'Generate Report', 'Execute Process', 'Global Attachments', 'Global Links', 'My Settings', and 'My Outbox'. The 'Cases' option is circled in red. At the bottom, there is a search bar with the text 'Type search criteria or press Enter', a 'Advanced' button, and the text 'Showing 10 of 506'.

CREATE CASES

Home ▾ Previous ▾ My Pages ▾

Actions Help Log off

Tracked Issues

Case Overview

▾ Case Overview Save ▾ ?

🔍 Type search criteria or press Enter Advanced

0 marked for deletion | 0 changed

Enter search criteria above to see results or [Show first 10](#)

Actions Add

CREATE CASE

Home

Previous

My Pages

Actions

Help

Log off

Overview

Add Case

▼ Add Case

Save



Name *

Up to 20 characters

Description *

