

# **Engineer's Estimating, Bidding, Award, and Construction System (EEBACS)**

## **EEBACS 1.0 User Guide**

# EEBACS USER GUIDE 1.0

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UPDATED: 03.07.2012

## **Preface**

This Guide is intended for users granted access to the Federal Lands Highway's (FLH) Engineer Estimating, Bidding, Award and Construction System (EEBACS).

The program was developed through a cooperative effort of the men and women of Central Federal Lands, Eastern Federal Lands, and Western Federal Lands. Technical development of the program was accomplished by Symplicity Corporation of Arlington, Virginia.

### Notice

The U.S. Government assumes no liability for the use of the information contained in this document. This report does not constitute a standard, specification, or regulation.

The U.S. Government does not endorse products or manufacturers. Trademarks or manufacturers' names appear in this manual only because they are considered essential to the objective of the document.

## **Structure**

This user's guide is organized by chapter and appendices. Chapter 1 *System Overview* contains general information and is intended for ALL users. Chapter 2 *Design Module* is for users developing a project's Independent Government Estimates (IGEs), Summary of Quantities plan sheets, and Bid Schedule. Chapter 3 *Acquisition Module* is for users preparing documents for the solicitation and award of a project. Chapter 4 *Construction Module* is for users preparing documents while building and administering construction projects. Appendices contain information that may be used in more than one chapter or program or supplemental information to assist EEBACS users.

# EEBACS USER GUIDE 1.0

## Chapter 1 - System Overview

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## 1.1 Introduction

The Engineer Estimating, Bidding, Award and Construction System (EEBACS) is an integrated system that provides for estimation, solicitation/award, and contract administration of FLH's construction projects. EEBACS is a Web-based system that is maintainable and scalable. EEBACS consists of a series of components that tracks costs from a project's inception through final acceptance.

The Design module begins the EEBACS process with the inputting of project data and development of cost estimates during project development. This module tracks the development of estimates and produces documents that are incorporated into a solicitation package. In the Design phase, EEBACS provides the capability to:

- Document project data;
- Develop a list of the pay items for a project;
- Record quantities, price pay items, and calculate incentives;
- Develop Summary of Quantities containing the pay items;
- Create an independent government estimate for the project (IGE); and
- Pass information needed for the bid package to the Acquisition staff.

The Acquisitions module allows for the solicitation and award of a project. In the Acquisition phase, EEBACS provides the capability to:

- Create and amends bid schedules;
- Enter and validate bid prices;
- Identify bidder ranking;
- Create the bid tabulation and obligation tabulation;
- Store bid data into bid history; and
- Pass information needed to administer the construction project to the Construction staff.

The Construction module tracks information as the project progresses through construction. It provides for the development, approval, and tracking of payments for contract items. The Construction module also allow for tracking and management of other contract administration information including contract modifications, equipment, personnel, subcontractors, and contract status. In the Construction phase EEBACS provides the capability to:

- Create, track and approve Inspector Daily Reports (IDR);
- Create, track and approve Contractor Daily Reports (CDR);
- Create and track the Project Engineer's Daily Dairy;
- Track onsite personnel and equipment;
- Track subcontractors and associated information;
- Create and track Contract Modifications;
- Document and track contract administration and status;
- Create, track and approve payments to the contractor; and

- Generate detailed reports of how the project was constructed, including cost, equipment, and personnel.

Each module allows for the creation of various reports and documents as well as the system capability for overall project and system level reports and tracking.

EEBACS is not an electronic bidding or payment system.

## 1.2 User Accounts

### 1.2.1 Required Information for User Account Requests

For all user account requests, download the appropriate form, EEBACS-001, EEBAC-002, and/or EEBACS-004 and fill out requested information. Forms can be downloaded from <https://flh.fhwa.dot.gov/resources/estimate/accounts.htm>.

- **EEBACS-001-AE-Staff-Construction-Contractors-Request-Form.** For AE Staff and Construction Contractors user account requests, including: adding new, modifying, disabling, or deleting user accounts.
  - A user only needs to fill out this EEBACS-001 form to create a user account. Contact your COR to be added to be added to specific projects.
  - A user with an active account needs to submit another EEBACS-001 with the "Modify" selected to add access to another Division's projects.
- **EEBACS-002-Government-InHouse-Contractors-Request-Form.** For Government staff and In-house Contractors (i.e. users with @dot.gov email addresses), including: adding new, modifying, disabling, or deleting user accounts.
- **EEBACS-004 User Special Rights request.** For requesting special, additional rights. This form will rarely be used. In most cases, rights granted via EEBACS-001 and EEBACS-002, along with any needed Project Roles, will be sufficient for most users. Special System Rights/Special Project Roles will only be considered for Government or In-House contract users (users with @dot.gov email addresses).

User accounts are based on the user's business e-mail address given. *Provide a business e-mail address that is unique to the individual requesting the EEBACS account.*

Submit the form to your Contracting Officer's Representative (COR), if applicable, or your Division's Design, Acquisition, or Construction Component Lead for the required approvals. Requests will then be forwarded to the 5-HELP with "cc" Local Division's IT Service Desk. (EEBACS is a FLH Tier 2 supported system).

To modify, disable, or delete a user account submit the appropriate user account form (EEBACS-001, EEBAC-002, and/or EEBACS-004). This same procedure should also be followed if your e-mail address changes.

#### 1.2.1.1 New User Account Requests

Once the appropriate user request form has been approved, processed, and the new user account has been created, a randomly generated password will be sent to the e-mail account provided. The emailed password will come from [noreply@FLHEEBACS.com](mailto:noreply@FLHEEBACS.com). If you do not see this email, please check your email junk folder.

Login to the system, see Section 1.3.

**Upon successful login, go to "My Account" to change the password and set up a security question.** See Section 1.10.1 for Password requirements, including expiration of passwords and DOT password standards. See Section 1.10.2 for setting up a security question.



## 1.3 Accessing the System

Access to the EEBACS modules is via the Internet (all modules).

### 1.3.1 Access through the World Wide Web (www)

To access EEBACS through the "www" enter:

<https://eebacs.fhwa.dot.gov/>

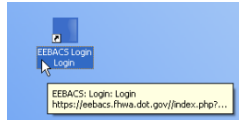
**Warning:** When creating shortcuts or bookmarks for the EEBACS URL, ensure that no extra characters are in the path. Extra characters will cause problems in the program.

<https://eebacs.fhwa.dot.gov/index.php?token=0kthhOAIwpSpExsMBrum%2FSSvSz7Rlj8Q>

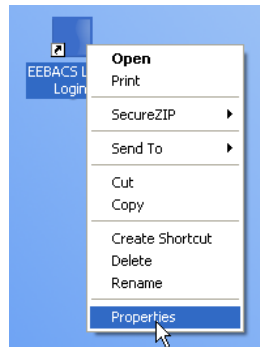
DELETE

#### 1.3.1.1 Editing EEBACS URL in Shortcut

A. Hover over Shortcut to view URL

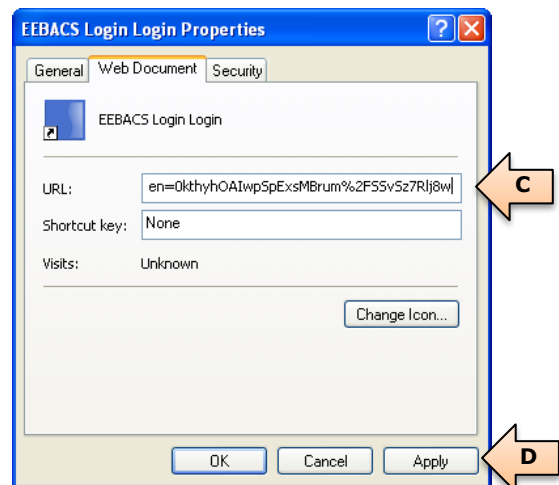


B. Right click to select properties



C. Delete the extra characters from the URL

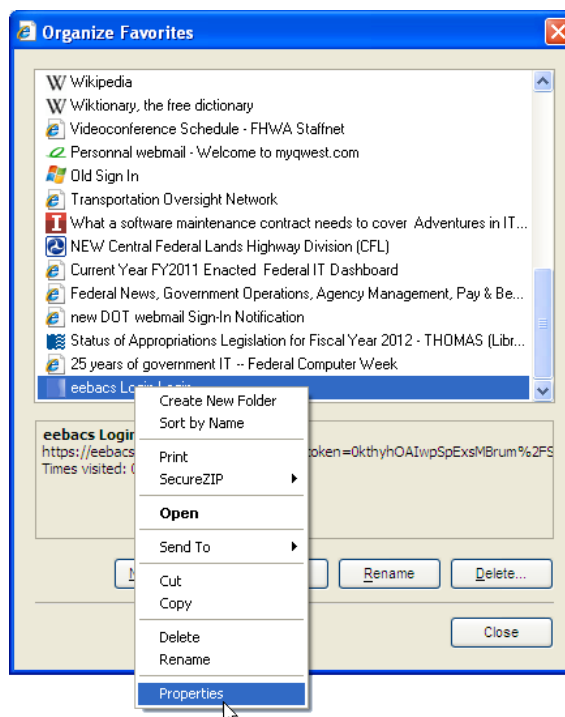
D. Select Apply



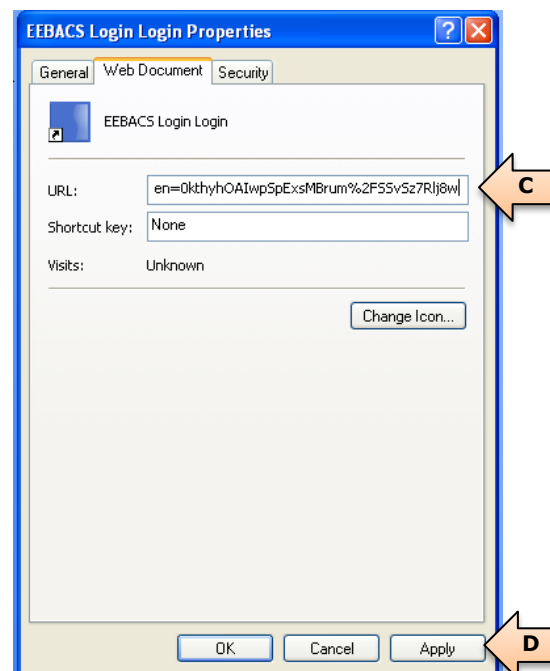


### 1.3.1.2 Editing EEBACS URL in Bookmark

- A. In Internet Explorer select "Organize Favorites" view EEBACS URL
- B. Right click on EEBACS to select properties



- C. Delete the extra characters from the URL
- D. Select Apply



### 1.3.2 Reserved

This Section has been deleted.

### 1.3.3 How to Login

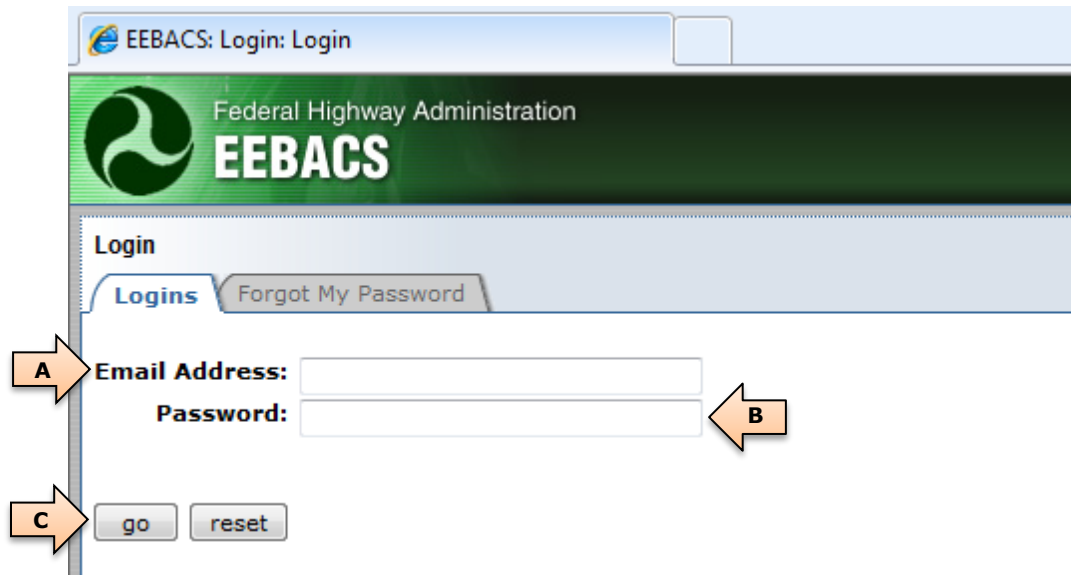
All Government staff and On-site Contract staff (i.e. Local Service Desk Contract staff) are required to log into EEBACS via their Government issued PIV cards. Thirty-day PIV Card Exemptions will be allowed for those who have not yet been issued a card, forgot their card, etc., or are iPad EEBACS users.

**A/E Design Consultants, Contract Inspectors, and Construction Contractors will log in with Username and Password - they will not be issued PIV cards.**

#### 1.3.3.1 Login with Username and Password

Upon successfully navigating to the EEBACS Login page, input:

- A. the Email address (provided);
- B. your password; and
- C. Select the "go" button.



The screenshot shows the EEBACS Login page. At the top, there is a browser tab labeled "EEBACS: Login: Login". Below the browser window, the page header features the Federal Highway Administration logo and the text "EEBACS". The main content area has a "Login" section with two tabs: "Logins" (selected) and "Forgot My Password". Below the tabs, there are two input fields: "Email Address:" and "Password:". An orange arrow labeled "A" points to the "Email Address:" field. Another orange arrow labeled "B" points to the "Password:" field. Below the input fields, there are two buttons: "go" and "reset". An orange arrow labeled "C" points to the "go" button.

Upon entering a valid username and password, the EEBACS Terms and Conditions and Rules of Behavior will appear.

- 💡 Your account will be disabled after three unsuccessful login attempts since your last successful login. See Section 1.3.5 to re enable disabled accounts.
- 💡 Forgot password? See Section 1.3.3.1.1.

Select "Accept" to enter EEBACS. (If you select "Decline" you will not be logged into EEBACS).

### Terms and Conditions

You are accessing a U.S. Government information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S. Government-authorized use only.

- Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.
- By using this information system, you understand and consent to the following:
  1. You have no reasonable expectation of privacy regarding any communications or data transiting or stored on this information system. At any time, the government may monitor, intercept, search and seize any communication or data transiting or stored on this information system.
  2. Any communications or data transiting or stored on this information system may be disclosed or used for any purpose.

### Rules of Behavior

1. I will not knowingly introduce any malicious code into DOT computer systems nor will I attempt to bypass or circumvent its security features.

I understand that anyone found to violate these policies may be subject to disciplinary and/or legal action, including but not limited to loss or limitation of use of information resources, termination of employment, or referral for criminal prosecution.

Successful access into the program will bring the user to the home page. If not successful, contact 5-HELP and "cc" your Local Division's IT Service Desk (Government and internal contract employees) or your COR (Construction contractors, A/E firms, or external contract employees).

Depending on a user's "rights", various parts of the system can be viewed or manipulated. Rights are granted based upon the signed User Account form (EEBACS-001, EEBACS-002, and/or EEBACS-004), and entered into the system by your Local IT Service Desk when an account is first established. Rights may be changed depending on assignments and duties.

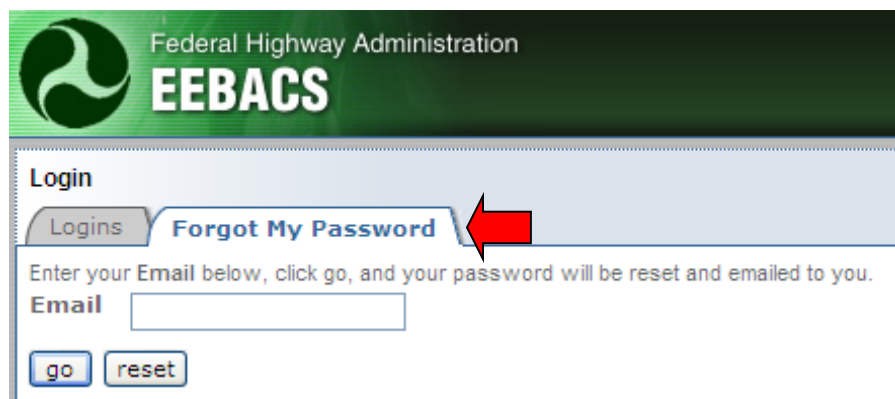
- 💡 If you do not feel appropriate "rights" have been assigned, contact your COR, your local Component Lead, or the EEBACS Division Administrator. (In most cases additional, project specific user rights are granted when the user is added as a member of a Project Team. For Design users, see Section 2.2.3. For Construction users see Section 4.5).

### 1.3.3.1.1 Forgot Password

The Forgot Password function is only relevant when logging in with Username and Password method.

**If you did not previously set up a security question, you will NOT be able to use the Forgot Password function.**

Select Forgot My password



The screenshot shows the EEBACS login interface. At the top, there is a green header with the Federal Highway Administration logo and the text "Federal Highway Administration EEBACS". Below this is a "Login" section with two tabs: "Logins" and "Forgot My Password". A red arrow points to the "Forgot My Password" tab. Below the tabs, there is a text prompt: "Enter your Email below, click go, and your password will be reset and emailed to you." followed by an "Email" label and an empty text input field. At the bottom of the input field are two buttons: "go" and "reset".

- A. Enter the email address used for EEBACS
- B. The user's security question will appear here. (If the user has not set up a security question, this area will be blank and the user will not be able to proceed with the Forgot Password feature).
- C. Enter the answer to your security question
- D. Select "Go"

The screenshot shows the EEBACS 'Forgot My Password' form. At the top is the Federal Highway Administration logo and the EEBACS title. Below is a 'Login' section with tabs for 'Logins' and 'Forgot My Password'. The 'Forgot My Password' tab is active. The form contains the following elements:

- A text input field for 'Email' containing 'EEBACS.DESIGNER@rc'. An orange arrow labeled 'A' points to this field.
- A text input field for 'My favorite estimating program' containing 'EEBACS'. An orange arrow labeled 'C' points to this field.
- A red text prompt: 'Please answer your Security Question'.
- Two buttons: 'go' and 'reset'. An orange arrow labeled 'D' points to the 'go' button.
- An orange arrow labeled 'B' points to the left side of the form, indicating the security question area.

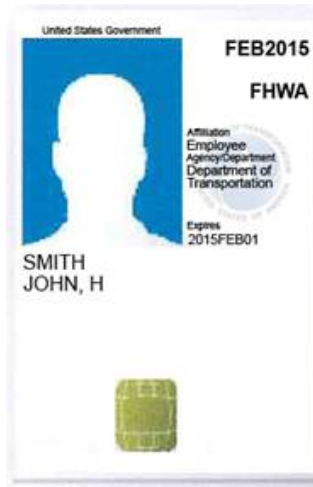
- E. Confirming message appears.
- (The emailed password will come from [noreply@symplicity.com](mailto:noreply@symplicity.com). If you do not see this email, please check your email junk folder).

This screenshot shows the same EEBACS 'Forgot My Password' form, but with a confirmation message. The 'Email' field still contains 'EEBACS.DESIGNER@rc'. Below the security question prompt, a red message reads: 'Password sent - you should receive it shortly.' An orange arrow labeled 'E' points to this message. The 'go' and 'reset' buttons are still present at the bottom.

### 1.3.3.2 Login with PIV Card

A Personal Identity Verification card is “smart-card” identification badge that can be used to login to Government computers and/or to login to Government systems that you use to do your job. Only Government Employees and in-house Contract staff will be issued PIV cards (those who are issued @DOT.gov email addresses). **Construction Contractors and A/E Staff will not be issued PIV cards and must login according 1.3.3.1.**

Example of an FHWA PIV card



PIV login is mandatory and the primary method for Government Employees and in-house Contract staff to login to EEBACS (those who are issued @DOT.gov email addresses). Thirty-day PIV Exemptions will be allowed for those who have not yet been issued a card, forgot their card, or are iPad users.

Before navigating to the EEBACS login webpage, ensure your PIV card is correctly inserted into your computer. If your PIV card is recognized you will see the ActivClient Agent – Smart Card Inserted icon on the task bar. If you do not see this icon, your PIV card is not being read correctly - contact 5-Help.



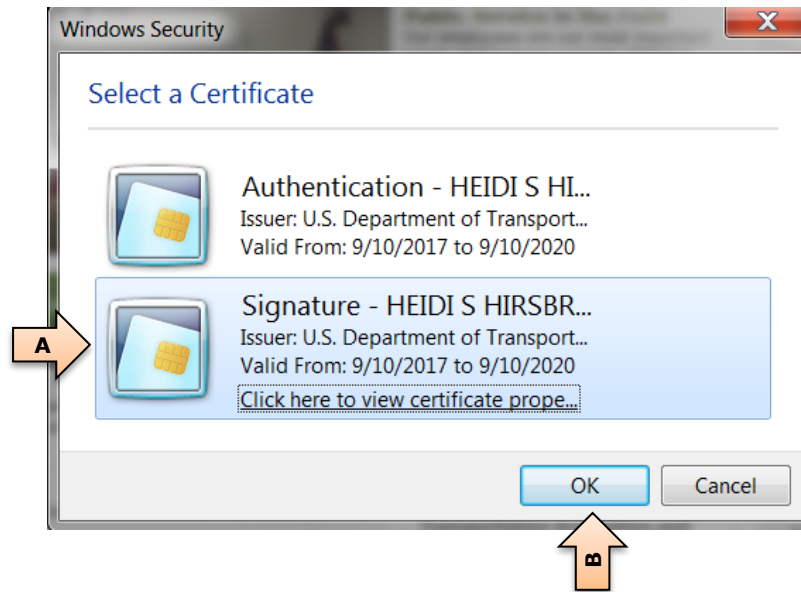
#### 1.3.3.2.1 Setting up EEBACS for PIV Card Use

Users no longer need to set up their EEBACS account for PIV card use; this will be done by the Local Service Desk when User Accounts are initially set-up.

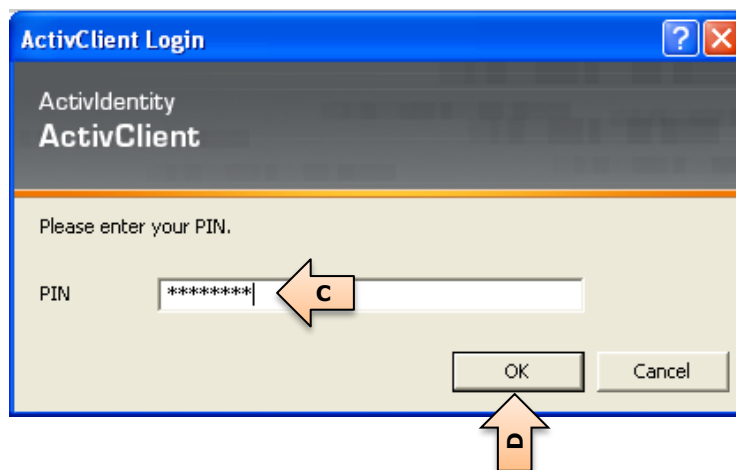
### 1.3.3.2.2 Login with your PIV Card

Navigate to the EEBACS login page: <https://eebacs.fhwa.dot.gov/>

- A. Select the correct certificate for EEBACS – Select the “Signature” Certificate
- B. Select OK



- C. Enter your PIV card PIN
- D. Select OK



If the Terms and Conditions and Rules of Behavior screen appears, congratulations your PIV card EEBACS login is functioning as it should.



Once you have successfully reached the Terms and Conditions and Rules of Behavior screen: Select "Accept" to enter EEBACS. (If you select "Decline" you will not be logged into EEBACS).

### Terms and Conditions

You are accessing a U.S. Government information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S. Government-authorized use only.

- Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.
- By using this information system, you understand and consent to the following:
  1. You have no reasonable expectation of privacy regarding any communications or data transiting or stored on this information system. At any time, the government may monitor, intercept, search and seize any communication or data transiting or stored on this information system.
  2. Any communications or data transiting or stored on this information system may be disclosed or used for any purpose.

### Rules of Behavior

1. I will not knowingly introduce any malicious code into DOT computer systems nor will I attempt to bypass or circumvent its security features.

I understand that anyone found to violate these policies may be is subject to disciplinary and/or legal action, including but not limited to loss or limitation of use of information resources, termination of employment, or referral for criminal prosecution.

Successful access into the program will bring the user to the home page.

If not successful, contact 5-HELP and "cc" your Local IT Service Desk requesting that your ticket be forwarded to Tier 2 for processing. (EEBACS is a Tier 2 supported system).

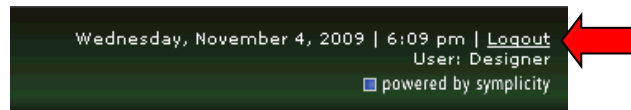
The screenshot displays the EEBACS Home page. The top header includes the Federal Highway Administration logo and the text "EEBACS". The right side of the header shows the date "Wednesday, November 4, 2009" and the time "4:55 pm". The main content area is divided into several sections: "Home" (with a "Home" link), "Announcements" (stating "There are no announcements at this time."), "Recent Items" (a list of project estimates and acquisition data), and a calendar for November 2009. A sidebar on the left contains navigation links: Home, Projects (All), Design, Acquisition, Construction, Archived, Ad Hoc Reporting, Pre Defined Reports, Ad Hoc UPA, and My Account. A sidebar on the right shows "EEBACS Statistics" with the following data: User (163), Projects (822), Estimates (1108), Acquisition (769), and Bids (2204).

Depending on a user's "rights", various parts of the system can be viewed or manipulated. Rights are granted based upon the signed User Account form (EEBACS-001, EEBACS-002, and/or EEBACS-004), and entered into the system by your Local IT Service Desk when an account is first established. Rights may be changed depending on assignments and duties.

- 💡 If you do not feel appropriate "rights" have been assigned, contact your COR, your local Component Lead, or the EEBACS Division Administrator. (In most cases additional, project specific user rights are granted when the user is added as a member of a Project Team. For Design users, see Section 2.2.3. For Construction users see Section 4.5).

### 1.3.4 How to Logout

When a session is finished select the "Logout" hyperlink in the upper right corner of the screen.



To assist in program security, close the browser window or lock your workstation.

### 1.3.5 Disabled User Accounts

EEBACS User Accounts will automatically be disabled if the User:

- Has not logged into EEBACS with the last 60 days, or
- Has three unsuccessful login attempts since the last successful login

If your EEBACS Account has been disabled:

- **For AE staff (including AE design staff, Contract Inspectors, and Contract Project Engineers) and Construction Contractor Users:** Contact you COTR, your COTR will need to contact the 5-HELP. (EEBACS users without the @dot.gov email address should not contact the 5-HELP. They will NOT be able to assistant you).
- **For Government and in-house contract staff (users who have been issued PIV cards):**
  - PIV card users can re-enable their accounts just by using their PIV card to log into EEBACS (if their PIV card had been correctly set up in EEBACS),

OR

  - Contact 5-HELP with "cc" Local Division's IT Service Desk. (EEBACS is a FLH Tier 2 supported system).

**WARNING:** If your account was automatically disabled due to inactivity, you must login the same day that your account gets re-enabled (and password is reset); otherwise your account will automatically be disabled again that night.

## 1.4 Home Page

Upon logging into the system the user first views the "Home" page. This page consists of a:

- Sidebar menu to navigate between the various modules, reporting types, Unit Price Analysis (UPA), and My Account (personal profile information);
- Expandable menu showing the number of people currently using the system;
- "Announcements" section that informs users of system events;
- "Recent Items" section that hyperlinks the user to areas within the program that was last visited;
- Calendar;
- "EEBACS Statistics" table that tracks specified items within the system.

💡 Select the "hide menu" tab to collapse the sidebar for more viewing space

The screenshot shows the EEBACS Home page interface. Callout arrows point to the following elements:

- A**: Sidebar menu (left navigation pane) containing links like Projects (All), Design, Acquisition, Construction, Archived, Ad Hoc Reporting, Pre Defined Reports, Ad Hoc UPA, and My Account.
- B**: Users Online section showing (1) Government.
- C**: Announcements section, currently displaying "There are no announcements at this time."
- D**: Recent Items section listing various project estimates and acquisitions.
- E**: Calendar for November 2009.
- F**: EEBACS Statistics table.

User	163
Projects	822
Estimates	1108
Acquisition	769
Bids	2204

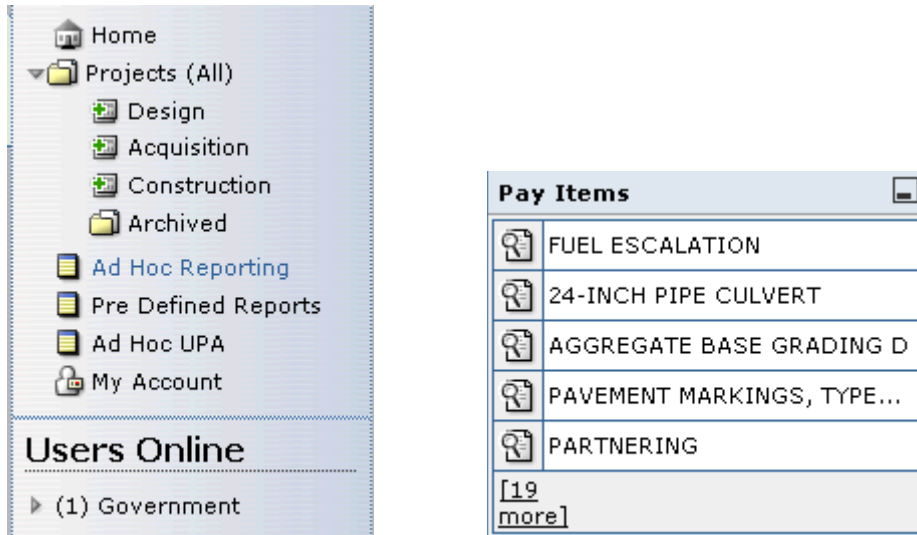
Sidebar links and sub-links, Announcements, and Recent Items listing will vary depending on the user's assigned program rights.

Navigation away from the home page is accomplished by selecting an item from either the sidebar menu or "Recent Items" list.

## 1.5 Navigation

Navigation through the program can be accomplished using:

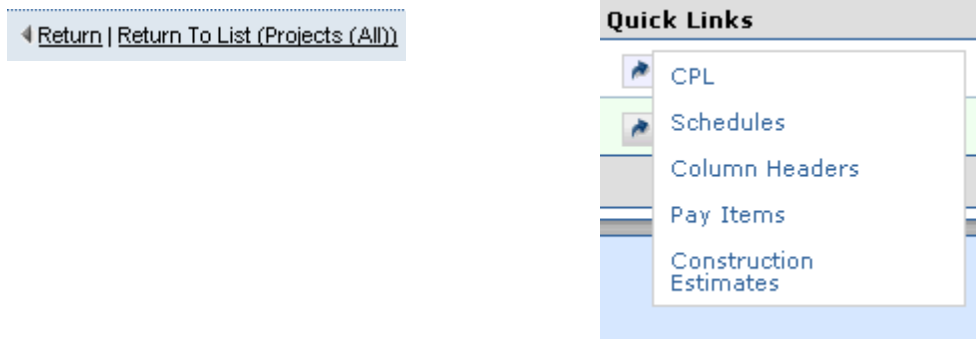
- menus; (sidebar or tables);



- bar tabs;



- hypertext links;



- icon buttons; and



(View/Edit/Copy/Delete)

- search filters.

**Search Filters:**

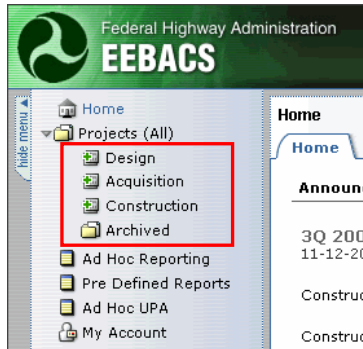
Keywords  Highway Design Manager

Complete ☐ yes ☐ no Designer

Project Manager

**Apply Search**

## 1.6 Projects (All) Directory



The Projects (All) link allows the user to navigate to "All" current projects within the system, projects currently residing in the Design/Acquisition/Construction modules or "Archived" projects.

Users with general inquiries will find the Projects (All) or Archived link most valuable when searching for project information; while Design, Acquisition, and Construction personnel will usually select their respective links to perform tasks for assigned projects.

### 1.6.1 Project (All)

Selecting "Project (All)" will forward the user to the listing of projects. Before filtering of data takes place, the table will show all projects FLH wide that are currently active.

- The "Search Filter" may be used to show projects by parameters selected. The most commonly used filter is the "Federal Lands Division" pull-down menu which limits viewing of projects to the Division selected (EFLHD, CFLHD, or WFLHD);
- The first column lists icons allowing access to project data. The "View" icon (as shown) allows a user to access the project information, but not make changes to the data;
- Milestones indicate the project's current point in the process; and
- Status indicates in which module the project is located and which branch is in control of the data.

**Search Filters:**

Keywords:  State:

Federal Lands Division:  Project Manager:

Status:  Highway Design Manager:

Partner Agency:  Construction Operation Engineer(COE):

Units:

**Apply Search**

State	Div.	Project Number	Project Name	FP	Milestone	Status
AR	CFL	PRA HSH 8-1(1)	2nd NEW Test Aug 6 2008	03	15% COST-PER-LENGTH	Design
CO	CFL	PRA JOHN 1(1)	John - Small Test	03	Awarded	Construction
CO	CFL	PRA Julie 100(3)	3rd Test for Julie	03		Construction
CO	CFL	PRA-JULEE 10(1)	acq test julee	03	Awarded	Construction
AL	CFL	QT - 0001	Quick Test 0001	03	Test	Design
CO	CFL	Sar-222Test	Sarah Test 222	03	Milestone 1	Acquisition
AL	CFL	SCR - 001	Symp Check Run - 001	03	MileStone	Acquisition
AL	CFL	SCR - 002	Symp Check Run - 002(Copy)	03	MileStone	Design
AL, KY	CFL	SCR - 003	Symp Check Run - 003(Copy)	03	MileStone	Design
AK	CFL	STest1234	Sarah Test 1234	03	MS 1	Acquisition
AK, AL	CFL	STP - 001	Symp Test Project 001	03	Amendment a001	Acquisition
AL, DC	CFL	STP - 002	Symp Test Project 002	03	50%	Acquisition

## 1.6.2 Design, Acquisition, & Construction

Selecting any of the links will navigate a user to that module. See Chapter 2 (Design), 3 (Acquisition) or 4 (Construction) for further instructions.

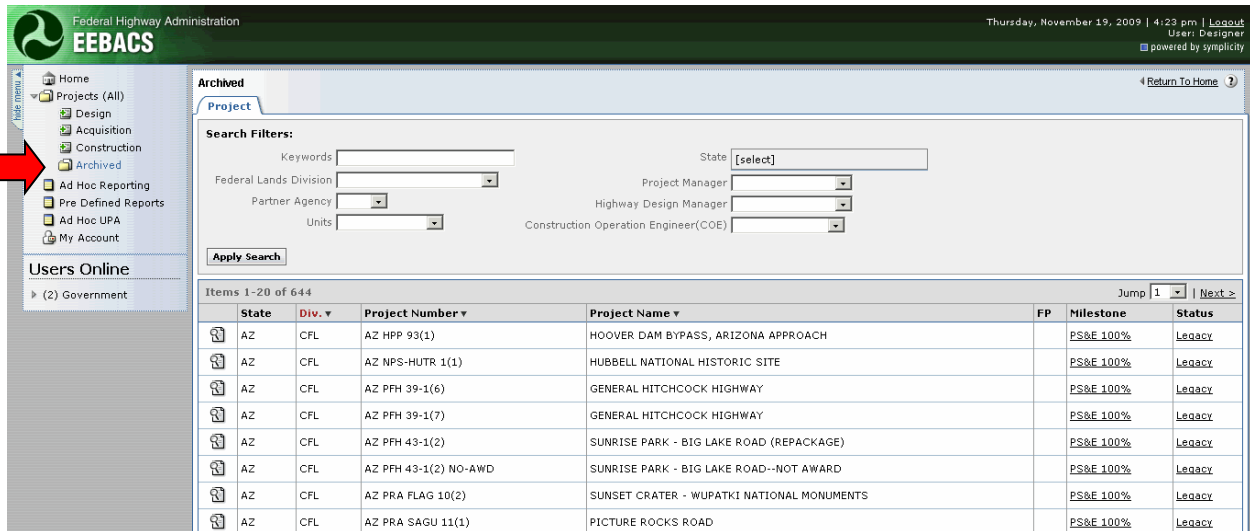
## 1.6.3 Archived

Once a project is no longer active it is placed in archive.

Users (with rights) may select "Archive" and can view a listing of archived projects and individual project information. Before filtering of data takes place, the table will show all projects FLH-wide that have been archived.

The Archived project listing functions are the same as the Project (All), except:

- A. The "Status" column will indicate whether a project is Legacy or Import. Legacy projects were transferred from FLH's previous Engineer's Estimate system and may be missing data compared to those projects developed in EEBACS. Import projects were transferred from the compiled FLH interim EE spreadsheets, including bid tabulations, and also may be missing data compared to those projects developed in EEBACS.



**Federal Highway Administration EEBACS**

Thursday, November 19, 2009 | 4:23 pm | Logout User: Designer powered by simplicity

**Archived**

**Search Filters:**

Keywords:  State:

Federal Lands Division:  Project Manager:

Partner Agency:  Highway Design Manager:

Units:  Construction Operation Engineer(COE):

**Apply Search**

Items 1-20 of 644

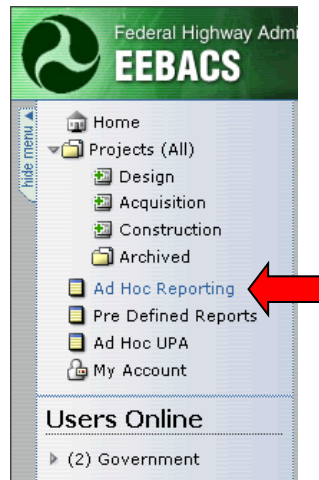
State	Div.	Project Number	Project Name	FP	Milestone	Status
AZ	CFL	AZ HPP 93(1)	HOOVER DAM BYPASS, ARIZONA APPROACH		PS&E 100%	Legacy
AZ	CFL	AZ NPS-HUTR 1(1)	HUBBELL NATIONAL HISTORIC SITE		PS&E 100%	Legacy
AZ	CFL	AZ PFH 39-1(6)	GENERAL HITCHCOCK HIGHWAY		PS&E 100%	Legacy
AZ	CFL	AZ PFH 39-1(7)	GENERAL HITCHCOCK HIGHWAY		PS&E 100%	Legacy
AZ	CFL	AZ PFH 43-1(2)	SUNRISE PARK - BIG LAKE ROAD (REPACKAGE)		PS&E 100%	Legacy
AZ	CFL	AZ PFH 43-1(2) NO-AWD	SUNRISE PARK - BIG LAKE ROAD--NOT AWARD		PS&E 100%	Legacy
AZ	CFL	AZ PRA FLAG 10(2)	SUNSET CRATER - WUPATKI NATIONAL MONUMENTS		PS&E 100%	Legacy
AZ	CFL	AZ PRA SAGU 11(1)	PICTURE ROCKS ROAD		PS&E 100%	Legacy

## 1.7 Ad Hoc Reporting

Only Government staff has the ability to create, edit, and run Ad Hoc Reports.

Customized reports can be developed using data stored within the program. Users can filter data by selecting predetermined classes and items to produce reports tailored to their specific needs. The output is a MS Excel spreadsheet which can be formatted and printed.

By selecting the "Ad Hoc Reporting" link the user is sent to the "Reports" tab.



The table represents previously developed reports that may be of use.

- A. Select the "Add New" button to generate a customized report or
- B. Select any of the buttons in the "Actions" column to use previously generated reports. Previous created reports may be viewed, settings edited, and reports updated.

**Ad Hoc Reporting** Return ?

**Reports**

**Search Filters:**

Class  Keywords

Status

**Add New** Items 1-20 of 103 Jump 1 | Next >

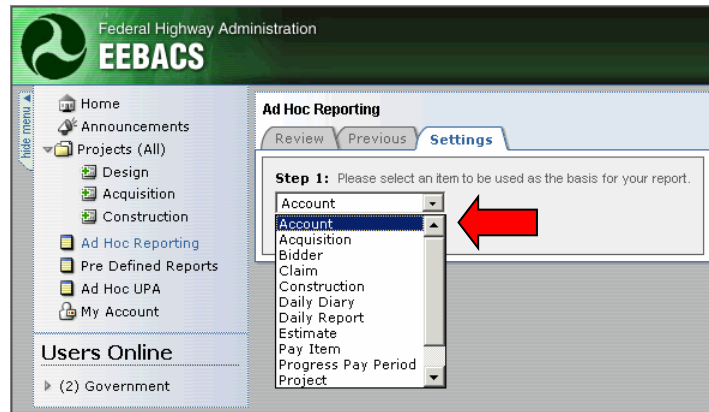
Actions	Class	Label	Description	Last Modified	Last Run
	Construction	WFL Contract Modification Data	State of Wyoming	12-02-2009 12:21:05	Dec 2, 2009, 12:22 pm
	Claim	FLH Claims	All projects	12-02-2009 12:11:40	Dec 2, 2009, 12:11 pm
	Acquisition	WFL Project Award Dates and Amounts	All projects	12-02-2009 12:00:19	Dec 2, 2009, 12:00 pm



## 1.7.1 Creating an Ad Hoc Report

The Ad Hoc Reporting is a powerful tool used to query the database.

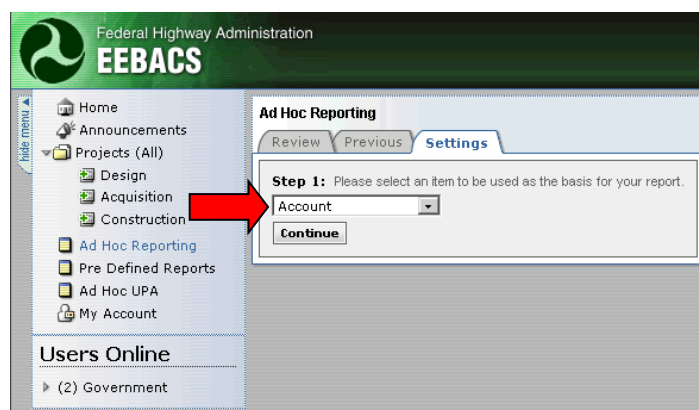
After selecting the “Add New” button from the previous screen, select from the pull-down menu the item that best reflects the basis of data for the report.



Items in the menu include:

Account	Acquisition
Bidder	Claim
Construction	Daily Diary
Daily Report	Estimate
Pay Item	Progress Pay Period
Project	Schedule
User (Administrators only)	

Select the “Continue” button to advance to the next step.



Build the report as follows:

- Change the "Save As" and "Description" fields to represent what the report contains. It is good practice to add your name to either the report name or the description;
- Select the "Count" feature when a total number of occurrences for that item is selected;
- Select the desired fields for items to be included;
- Additional items may be chosen when the related or subclasses are selected;
- Subclass descriptions may be changed for those descriptions having an edit icon;
- Select the "Submit" button to generate and save the report;
- Select the "Save & Continue" button to save the report and return to the Ad Hoc Reporting list. Cancel returns the user to the report table screen.

The screenshot shows the 'Ad Hoc Reporting' interface with the 'Settings' tab selected. Callout letters point to the following elements:

- A**: Points to the 'Save as:' and 'Description:' text input fields.
- B**: Points to the 'Count' checkbox on the right side of the 'Base Class' section.
- C**: Points to the 'Base Class: Account' dropdown menu.
- D**: Points to the 'Account Type' dropdown menu.
- E**: Points to the 'Account: Project' text input field.
- F**: Points to the 'Submit' button at the bottom left.
- G**: Points to the 'Save & Continue' button at the bottom left.

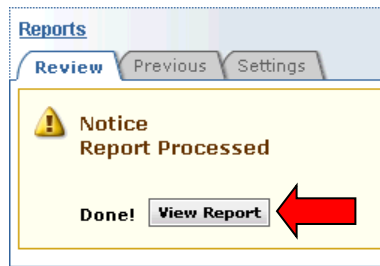
Upon selecting the "Submit" button the program will begin processing the report. Depending on the amount of data requested, the process may take some time. Requesting fewer items or using additional filters will expedite generation of a report.

The screenshot shows a 'Reports' status window with the following content:

**Notice**  
**Report Queued for Processing**  
 Queue Position: # 1. This report is being processed. [abort](#)

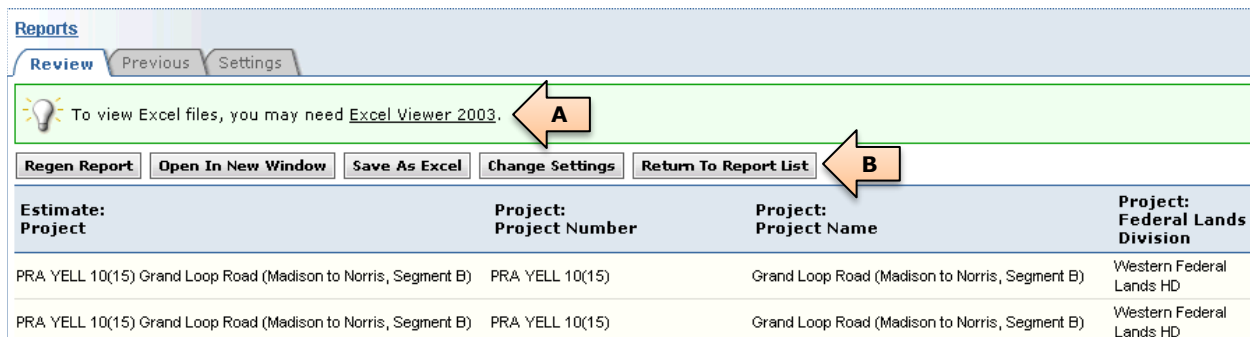
Status: Processing  
 Submitted by: Designer  
**Warning:** You cannot review the latest report until it has completed processing.

The program will notify the user when the report has been generated. Select the "View Report" button to see the results.

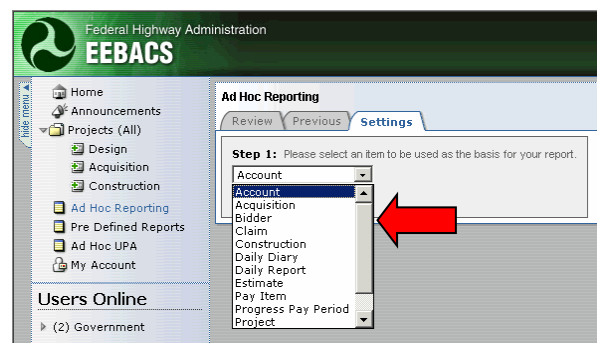
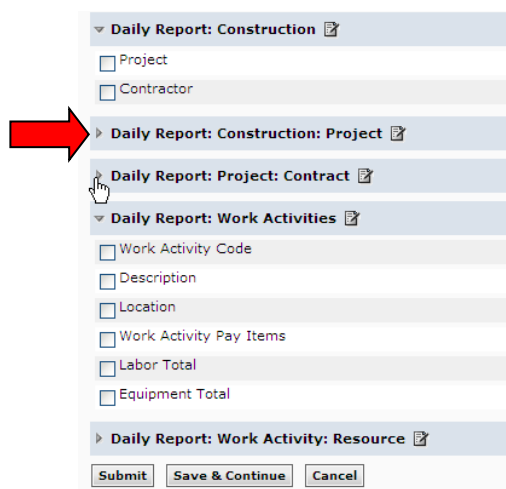


Once a report is generated, the data may be:

- A. Viewed as an MS Excel spreadsheet;
- B. Further manipulated, saved or regenerated.



- 💡 If you cannot find the data you wish to query, expand more categories to reveal more data filters and/or select a different query category



## 1.7.2 Copying an Existing Ad Hoc Report

Do NOT edit other users' Ad Hoc Reports, copy the desired report and rename it for your own use.

- A. Filter Ad Hoc Reports to find the existing report to copy
- B. Select the edit icon of the report to be copied

**Ad Hoc Reporting** [Return To Home](#) ?













































**Reports**

**Search Filters:**

Class:  Keywords:

Status:

**Add New** Items 1-11 of 11

Actions	Class	Label	Description	Last Modified	Last Run
   	Project	Project List w/Team	- SC Chapman	10-21-2013 13:08:47	10-29-2013 05:59:35
   	Project	[Project] Heidi testing	Overview Report, including expenditures by account	10-05-2012 11:54:53	10-23-2013 11:56:48
   	Project	[project] Eric J. Grosskreuz / 2013-09-25 14:24:29	LBC Contractors	09-25-2013 16:26:36	09-25-2013 12:32:53
   	Project	[project] Kimberley Pellegrini / 2013-08-05 16:00:23	project status with account info	08-05-2013 16:07:14	08-28-2013 09:33:05
   	Project	[project] Kimberley Pellegrini / team member listings	Team members listing	08-12-2013 09:43:57	08-12-2013 07:43:57
   	Project	[project] William R. Hanson / 2013-07-30 15:10:16		07-30-2013 17:15:21	07-31-2013 05:40:08
   	Project	[project] Susan Ellis / 2013-06-18 12:09:47		06-18-2013 15:10:45	06-18-2013 10:10:45
   	Project	[project] Gregory H. Kwock / 2013-05-29 13:51:28		05-29-2013 16:53:06	05-29-2013 11:55:25
   	Project	[project] William R. Hanson / 2013-02-01 11:29:24	CA PRA GOGA 104(1)...pay item report	02-01-2013 13:32:21	02-01-2013 15:24:14
   	Project	CFL Snapshot 1	Overview Report (draft)	10-05-2012 11:54:53	10-05-2012 07:56:11
   	Project	[project] Angela R. Johnson / 2013-09-11 11:26:04		09-11-2013 13:27:47	-

**Add New** Items 1-11 of 11

- A. Update Save as file and Description. It is very important to change the name and description. It is good practice to save your name in the report name or description.
- B. Check Copy to new report
- C. Modify filters as needed
- D. Select Save & Continue to copy the existing report and the revised filters

The screenshot shows the 'Reports' settings page in EEBACS. The 'Settings' tab is active. The 'Save as' field contains '[Project] Heidi testing' and the 'Description' field contains 'Overview Report, including expenditures by account'. The 'Copy to new report' checkbox is checked. The 'Step 2' section shows a list of filters for the 'Base Class: Project'. The 'Filter' dropdown is open, showing 'Central Federal Lands' selected. The 'Screen results' field is set to 500. The 'Submit', 'Save & Continue', and 'Cancel' buttons are at the bottom.

**Annotation A:** Points to the 'Save as' field.

**Annotation B:** Points to the 'Copy to new report' checkbox.

**Annotation C:** Points to the 'Filter' dropdown menu.

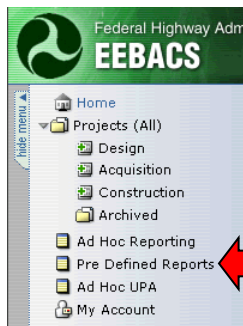
Edit, run new report as needed.

## 1.8 Pre-Defined Reports

Only Government staff has the ability to create, edit, and run Ad Hoc UPA reports.

Pre-defined reports are a collection of frequently requested reports. Available reports are:

Bid History	Bid Opening
Contact	Contracts Awarded
CPL Bid History	Estimate Totals
GIS Bridge	GIS Route
Inflation Indices	Master Pay Item
Pick List	Project Role
Project List	System Role
User (Administrators only)	



Select the "Pre-Defined Reports" to access previously generated reports or create new reports.

Selecting the Pre-Defined Reports link will access the “Reports” tab. Users may then:

- A. Develop a new report;
- B. Edit an existing report;
- C. Refresh (re-generate) an existing report; or
- D. Delete an existing report.

**Federal Highway Administration EEBACS**

Tuesday, December 1, 2009 | 12:24 pm | Logout User: Designer powered by simplicity

**Pre Defined Reports**

**Search Filters:**

Keyword:  Status:

Report Class:

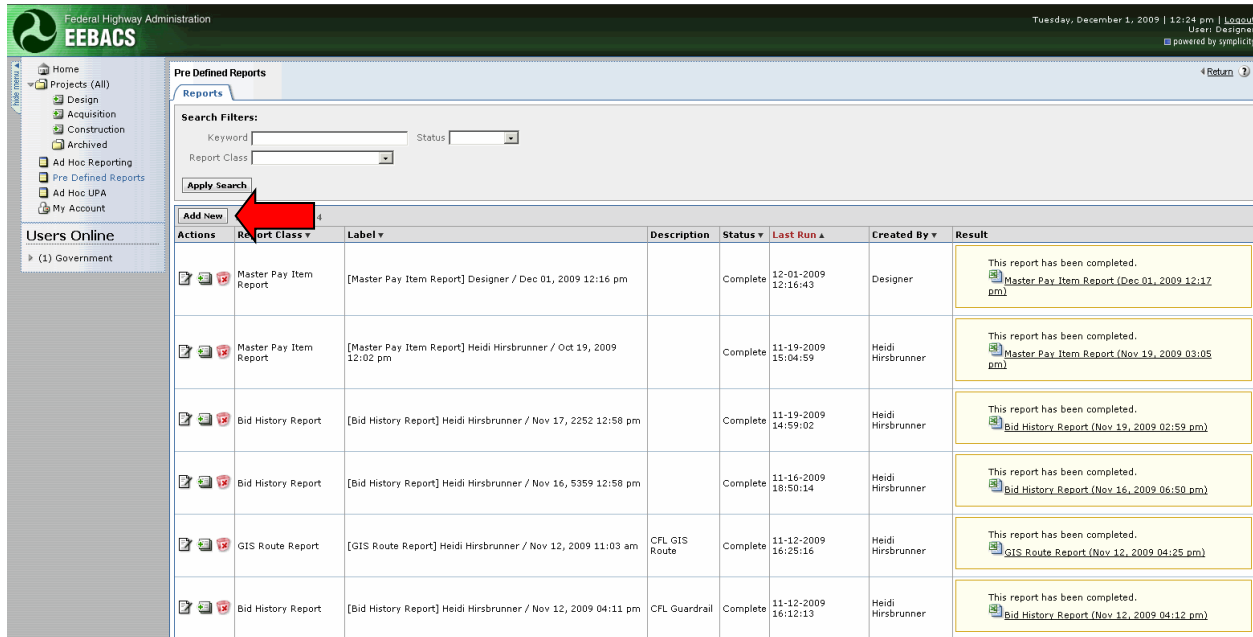
**Apply Search**

Actions	Report Class	Label	Description	Status	Last Run	Created By	Result
	Master Pay Item Report	[Master Pay Item Report] Designer / Dec 01, 2009 12:16 pm		Complete	12-01-2009 12:16:43	Designer	This report has been completed. Master Pay Item Report (Dec 01, 2009 12:17 pm)
	Master Pay Item Report	[Master Pay Item Report] Heidi Hirsbrunner / Oct 19, 2009 12:02 pm		Complete	11-19-2009 15:04:59	Heidi Hirsbrunner	This report has been completed. Master Pay Item Report (Nov 19, 2009 03:05 pm)
	Bid History Report	[Bid History Report] Heidi Hirsbrunner / Nov 17, 2252 12:58 pm		Complete	11-19-2009 14:59:02	Heidi Hirsbrunner	This report has been completed. Bid History Report (Nov 19, 2009 02:59 pm)
	Bid History Report	[Bid History Report] Heidi Hirsbrunner / Nov 16, 5359 12:58 pm		Complete	11-16-2009 18:50:14	Heidi Hirsbrunner	This report has been completed. Bid History Report (Nov 16, 2009 06:50 pm)
	GIS Route Report	[GIS Route Report] Heidi Hirsbrunner / Nov 12, 2009 11:03 am	CFL GIS Route	Complete	11-12-2009 16:25:16	Heidi Hirsbrunner	This report has been completed. GIS Route Report (Nov 12, 2009 04:25 pm)
	Bid History Report	[Bid History Report] Heidi Hirsbrunner / Nov 12, 2009 04:11 pm	CFL Guardrail	Complete	11-12-2009 16:12:13	Heidi Hirsbrunner	This report has been completed. Bid History Report (Nov 12, 2009 04:12 pm)



## 1.8.1 Creating a New Pre-Defined Report

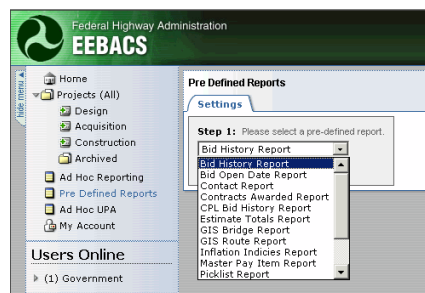
Select the "Add New" button to generate a new pre-defined report.



The screenshot shows the EEBACS interface with the 'Pre Defined Reports' section active. A red arrow points to the 'Add New' button. Below this is a table of existing reports.

Actions	Report Class	Label	Description	Status	Last Run	Created By	Result
	Master Pay Item Report	[Master Pay Item Report] Designer / Dec 01, 2009 12:16 pm		Complete	12-01-2009 12:16:43	Designer	This report has been completed. <a href="#">Master Pay Item Report (Dec 01, 2009 12:17 pm)</a>
	Master Pay Item Report	[Master Pay Item Report] Heidi Hirsbrunner / Oct 19, 2009 12:02 pm		Complete	11-19-2009 15:04:59	Heidi Hirsbrunner	This report has been completed. <a href="#">Master Pay Item Report (Nov 19, 2009 03:05 pm)</a>
	Bid History Report	[Bid History Report] Heidi Hirsbrunner / Nov 17, 2252 12:58 pm		Complete	11-19-2009 14:59:02	Heidi Hirsbrunner	This report has been completed. <a href="#">Bid History Report (Nov 19, 2009 02:59 pm)</a>
	Bid History Report	[Bid History Report] Heidi Hirsbrunner / Nov 16, 5359 12:58 pm		Complete	11-16-2009 18:50:14	Heidi Hirsbrunner	This report has been completed. <a href="#">Bid History Report (Nov 16, 2009 06:50 pm)</a>
	GIS Route Report	[GIS Route Report] Heidi Hirsbrunner / Nov 12, 2009 11:03 am	CPL GIS Route	Complete	11-12-2009 16:25:16	Heidi Hirsbrunner	This report has been completed. <a href="#">GIS Route Report (Nov 12, 2009 04:25 pm)</a>
	Bid History Report	[Bid History Report] Heidi Hirsbrunner / Nov 12, 2009 04:11 pm	CPL Guardrail	Complete	11-12-2009 16:12:13	Heidi Hirsbrunner	This report has been completed. <a href="#">Bid History Report (Nov 12, 2009 04:12 pm)</a>

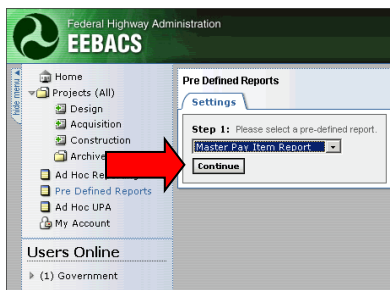
Use the pull-down menu to select the desired report.



The screenshot shows the 'Settings' tab in the 'Pre Defined Reports' section. A pull-down menu is open, displaying a list of reports to select from.

- Bid History Report
- Bid History Report
- Bid Open Date Report
- Contact Report
- Contracts Awarded Report
- CPL Bid History Report
- Estimate Totals Report
- GIS Bridge Report
- GIS Route Report
- Inflation Indices Report
- Master Pay Item Report
- Picklist Report

Once a report has been chosen, select the "Continue" button



The screenshot shows the 'Settings' tab with 'Master Pay Item Report' selected in the pull-down menu. A red arrow points to the 'Continue' button.

- A. Replace the generic label with a report specific title;
- B. If necessary, describe the report's content;
- C. Toggle which features will comprise the report;
- D. Select filters as required to further define data requirements; and
- E. Input or pick filter constraints.

Pre Defined Reports

Settings

Submit Report Save Cancel

Label  
[Master Pay Item Report] Section 152

Description  
Report includes all Section 152 Construction Survey and Staking

Master Pay Item Report

☒ Pay Item Number filter

152

☒ Pay Item Description (Metric) filter

☒ Pay Item Description (US) filter

☒ Pay Unit (Metric) filter

☐ Pay Unit (US) filter

☒ Bid Decimal

☒ Pay Decimal

☒ Pay Item Type filter

☐ FP Version filter

☒ Modified Date filter

☒ Created Date filter

☒ Division filter

☒ Comments

Submit Report Save Cancel

Users Online

(1) Government

N  
NM  
NR  
NS  
QM  
QR  
QS  
DI  
MH  
PW  
DE  
AD  
CI  
CM

Once all data filter have been chosen:

- A. Select "Submit Report" to generate the requested report;
- B. Select "Save" to retain the data and filters request, but no report generation; or
- C. Select "Cancel" to return to the Pre-Defined Reports table without saving any data.

Pre Defined Reports

Settings

Submit Report Save Cancel

Label  
[Master Pay Item Report] Section 152

## Report Results

## Settings

This report is currently processing.  
00:16 has passed.

Abort

Submit Report

Save

Cancel

Delete


The report will begin processing and may be stopped anytime using the "Abort" button.

When the report is complete, a copy of the report is saved in the system and an MS Excel spreadsheet hyperlink will appear.

## Report Results

## Settings

This report has been completed.

 Master Pay Item Report (Dec 01, 2009 12:17 pm)

Submit Report

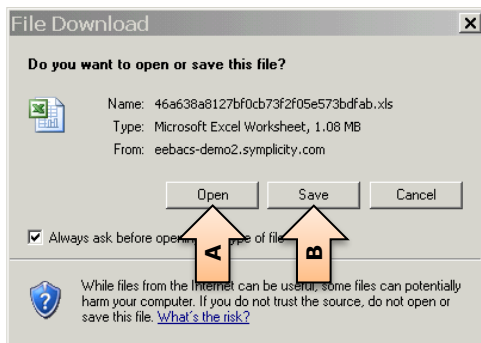
Save

Cancel

Delete

Select the link and a "File Download" palette will appear.

- Select the "Open" button to access the MS Excel spreadsheet; or
- Select the "Save" button to save the spreadsheet to your computer.



Some manipulation of the column widths maybe required to reveal all the text within a row.

Microsoft Excel													
File Edit View Insert Format Tools Data Window Help Adobe PDF													
d28be068817068ad95e20c8e435a3087.xls													
	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Pay Item #	Pay Item Description (Metric)	Pay Item Description (US Customary)	Metric Pay Units	U.S. Pay Units	Bid Decimal	Pay Decimal	Pay Item Type	Standard Specifications FP	Modified Date	Created Date	Federal Lands Division	Comments
2	15101-0000	Mobilization	MOBILIZATION	LPSM	LPSM	0	0	N	03	01-14-2009 18:13:48	03-09-2007 14:03:49		
3	15201-0000	Construction survey and staking	CONSTRUCTION SURVEY AND STAKING	LPSM	LPSM	0	0	N	03	06-23-2009 17:26:47	11-13-2007 09:32:52	Eastern Federal Lands HD	Added missing number
4	15205-0000	Slope, reference, and clearing and grubbing stake	SLOPE, REFERENCE, AND CLEARING AND GRUBBING STAKE	LPSM	LPSM	0	0	N	03	06-03-2008 10:51:55	03-09-2007 14:04:06		
5	15206-0000	Slope, reference, and clearing and grubbing stake	SLOPE, REFERENCE, AND CLEARING AND GRUBBING STAKE	km	STA	3	3	N	03	06-11-2008 12:24:31	03-09-2007 14:04:06		
6	15210-0000	Centerline, reestablishment	CENTERLINE, REESTABLISHMENT	km	STA	3	3	N	03	05-15-2009 11:23:17	03-09-2007 14:04:06		
7	15210-1000	Centerline, staking	CENTERLINE, STAKING	km	STA	3	3	N	03	09-22-2009 18:50:46	03-09-2007 14:04:06		
8	15210-2000	Centerline, referencing and reestablishment	CENTERLINE, REFERENCING AND REESTABLISHMENT	km	STA	3	3	N	03	05-29-2008 19:22:32	03-09-2007 14:04:06		
9	15210-3000	Centerline, verification and staking	CENTERLINE, VERIFICATION AND STAKING	km	STA	3	3	N	03	11-03-2008 15:54:27	03-09-2007 14:04:06		
10	15210-4000	Centerline, establishment	CENTERLINE, ESTABLISHMENT	km	STA	3	3	N	03	01-13-2009 11:10:22	03-09-2007 14:04:06		
11	15214-0000	Survey and staking, miscellaneous	SURVEY AND STAKING, MISCELLANEOUS	LPSM	LPSM	0	0	N	03	07-18-2008 11:27:14	03-09-2007 14:04:06		
12	15214-1000	Survey and staking, bridge	SURVEY AND STAKING, BRIDGE	LPSM	LPSM	0	0	N	03	03-25-2009 13:19:58	03-09-2007 14:04:06		
13	15214-2000	Survey and staking, retaining wall	SURVEY AND STAKING, RETAINING WALL	LPSM	LPSM	0	0	N	03	03-25-2009 13:19:58	03-09-2007 14:04:06		
14	15214-3000	Survey and staking, parking area	SURVEY AND STAKING, PARKING AREA	LPSM	LPSM	0	0	N	03	01-13-2009 19:54:41	03-09-2007 14:04:06		
15	15215-1000	Survey and staking, approach road	SURVEY AND STAKING, APPROACH ROAD	Each	EACH	0	0	N	03	05-28-2008 18:32:07	03-09-2007 14:04:06		
16	15215-2000	Survey and staking, bridge	SURVEY AND STAKING, BRIDGE	Each	EACH	0	0	N	03	06-04-2008 16:33:44	03-09-2007 14:04:07		
17	15215-3000	Survey and staking, drainage structure	SURVEY AND STAKING, DRAINAGE STRUCTURE	Each	EACH	0	0	N	03	11-03-2008 16:03:59	03-09-2007 14:04:07		

To properly print a large Excel spreadsheet it is recommended the file be saved and the page(s) scaled to fit the desired paper stock.

## 1.8.2 Existing Pre-Defined Reports

Previously created reports may be used for other reporting periods or edited and the parameters of the report changed.

Please do NOT edit other user's Pre-Defined Reports. Add your own Pre-Defined Report according 1.8.1.

- A. Select the "edit" icon to change reporting parameters. See Section 1.8.1 for editing details;
- B. Select the "Refresh" icon to update an existing report with the latest data;
- C. Select the "MS Excel" spreadsheet hyperlink to open or save the spreadsheet file. See Section 1.8.1 for editing details; and
- D. Select the "Delete" icon to remove a report from the system.

The screenshot displays the EEBACS Pre-Defined Reports interface. The top navigation bar includes the EEBACS logo, the text 'Federal Highway Administration', and the date 'Tuesday, December 1, 2009 | 12:24 pm'. The left sidebar shows a tree view with 'Home', 'Projects (All)', 'Design', 'Acquisition', 'Construction', 'Archived', 'Ad Hoc Reporting', 'Pre Defined Reports', 'Ad Hoc UPA', and 'My Account'. The main content area is titled 'Pre Defined Reports' and contains a search filter section with 'Keyword' and 'Report Class' fields, and an 'Apply Search' button. Below the search filters is a table of reports. The table has columns: 'Actions', 'Report Class', 'Label', 'Description', 'Status', 'Last Run', 'Created By', and 'Result'. There are six rows of reports. Four orange arrows are overlaid on the table: Arrow A points to the 'edit' icon in the Actions column of the first row. Arrow B points to the 'refresh' icon in the Actions column of the second row. Arrow C points to the 'MS Excel' icon in the Actions column of the third row. Arrow D points to the 'delete' icon in the Actions column of the fourth row.

Actions	Report Class	Label	Description	Status	Last Run	Created By	Result
	Master Pay Item Report	[Master Pay Item Report] Designer / Dec 01, 2009 12:16 pm		Complete	12-01-2009 12:16:43	Designer	This report has been completed. <a href="#">Master Pay Item Report (Dec 01, 2009 12:17 pm)</a>
	Master Pay Item Report	[Master Pay Item Report] Heidi Hirsbrunner / Oct 19, 2009 12:02 pm		Complete	11-19-2009 15:04:59	Heidi Hirsbrunner	This report has been completed. <a href="#">Master Pay Item Report (Nov 19, 2009 03:05 pm)</a>
	Bid History Report	[Bid History Report] Heidi Hirsbrunner / Nov 17, 2252 12:58 pm		Complete	11-19-2009 14:59:02	Heidi Hirsbrunner	This report has been completed. <a href="#">Bid History Report (Nov 19, 2009 02:59 pm)</a>
	Bid History Report	[Bid History Report] Heidi Hirsbrunner / Nov 16, 5359 12:58 pm		Complete	11-16-2009 18:50:14	Heidi Hirsbrunner	This report has been completed. <a href="#">Bid History Report (Nov 16, 2009 06:50 pm)</a>
	GIS Route Report	[GIS Route Report] Heidi Hirsbrunner / Nov 12, 2009 11:03 am	CFL GIS Route	Complete	11-12-2009 16:25:16	Heidi Hirsbrunner	This report has been completed. <a href="#">GIS Route Report (Nov 12, 2009 04:25 pm)</a>
	Bid History Report	[Bid History Report] Heidi Hirsbrunner / Nov 12, 2009 04:11 pm	CFL Guardrail	Complete	11-12-2009 16:12:13	Heidi Hirsbrunner	This report has been completed. <a href="#">Bid History Report (Nov 12, 2009 04:12 pm)</a>

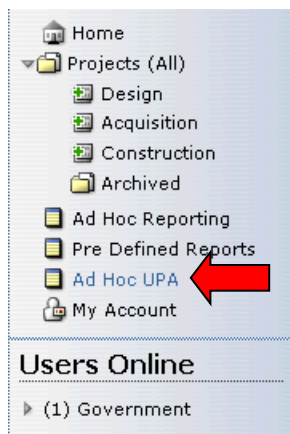
## 1.9 Ad Hoc UPA

Only Government staff and AE design staff have the ability to create, edit, and run Ad Hoc UPA reports.

The Ad Hoc Unit Price Analysis (UPA) allows the user to develop unit price costs by item or a cost-per-length without having to establish a project within EEBACS. UPA analysis can be accomplished through Bid History Unit Price (BHUP), Cost Base Unit Price (CBUP), or Contract Modification Unit Price (CMUP) Analysis.

Reports generated through the Ad Hoc UPA tools are not saved within the system.

Select the "Ad Hoc UPA" link from the sidebar menu.



- A. Select the "UPA" tab for Unit Price Analysis; or
- B. Select the "CPL" tab for Cost-Per-Length analysis.

## 1.9.1 Unit Price Analysis (UPA)

Input the pay item number to be analyzed. Pay item numbers must be in the master pay item table in order to appear. Users may:

- A. Select FP Version
- B. Input a pay item number or description (in whole or part) in the data fields or
- C. Select the "?" icon to view the master pay item list.

Ad Hoc UPA

UPA CPL

Print Report Clear Item

**Design Pay Item**

FP Version\*:  **A**

Units: U.S. Customary

Project Name:

Project Number:

Milestone:

Unit Price: \$

Quantity:

Total Price: \$0.00

Print Report Clear Item

Ad Hoc UPA

UPA CPL

Print Report Clear Item

**Design Pay Item**

FP Version\*: 14

Pay Item:  **C** **B**

Units: U.S. Customary

Project Name:

Project Number:

Milestone:

Unit Price:  BHUP CBUP CMUP

Quantity:

Total Price: \$0.00

Print Report Clear Item

- D. Select the appropriate item from the listing of pay items.

Ad Hoc UPA

UPA CPL

Print Report Clear Item

**Design Pay Item**

Pay Item: 152

Units: 15201-0000 N CONSTRUCTION SURVEY AND STAKING LPSM

Project Name: 15205-0000 N SLOPE, REFERENCE, AND CLEARING AND GRUBBING STAKE LPSM

Project Number: 15206-0000 N SLOPE, REFERENCE, AND CLEARING AND GRUBBING STAKE STA

Milestone: 15210-0000 N CENTERLINE, REESTABLISHMENT STA

Unit Price: 15210-1000 N CENTERLINE, STAKING STA

Quantity: 15210-2000 N CENTERLINE, REFERENCING AND REESTABLISHMENT STA

Total Price: \$0.00

Print Report Clear Item

Ad Hoc UPA

UPA CPL

Print Report Clear Item

**Design Pay Item**

Pay Item:

Units:

Project Name:

Project Number:

Milestone:

Unit Price:

Quantity:

Total Price:

**All Results**

15201-0000 N MOBILIZATION LPSM

15201-0000 N CONSTRUCTION SURVEY AND STAKING LPSM

15205-0000 N SLOPE, REFERENCE, AND CLEARING AND GRUBBING STAKE LPSM

15206-0000 N SLOPE, REFERENCE, AND CLEARING AND GRUBBING STAKE STA

15210-0000 N CENTERLINE, REESTABLISHMENT STA

15210-1000 N CENTERLINE, STAKING STA

15210-2000 N CENTERLINE, REFERENCING AND REESTABLISHMENT STA

15210-3000 N CENTERLINE, VERIFICATION AND STAKING STA

15214-0000 N SURVEY AND STAKING, MISCELLANEOUS LPSM

15214-1000 N SURVEY AND STAKING, BRIDGE LPSM

15214-2000 N SURVEY AND STAKING, RETAINING WALL LPSM

15214-3000 N SURVEY AND STAKING, PARKING AREA LPSM

15215-1000 N SURVEY AND STAKING, APPROACH ROAD EACH

15215-2000 N SURVEY AND STAKING, BRIDGE EACH

15215-3000 N SURVEY AND STAKING, DRAINAGE STRUCTURE EACH

15215-4000 N SURVEY AND STAKING, PERMANENT MONUMENT AND MARKER EACH

15215-5000 N SURVEY AND STAKING, BOX CULVERT EACH

15216-1000 N SURVEY AND STAKING, ROADWAY CROSS-SECTIONS STA

15216-2000 N SURVEY AND STAKING, GRADE FINISHING STAKES STA

15216-3000 N SURVEY AND STAKING, TEMPLATE CONTROL STA

Submit Close

The "Pay Item" data field will populate.

Select whether the costs will be developed using U.S. Customary or Metric units

Ad Hoc UPA

UPA CPL

Print Report Clear Item

Design Pay Item

FP Version\*: 14

Pay Item: 20703-0000 N GEOGRID SQYD

Pay Item #: 20703-0000 Pay Item Description: GEOGRID  
Pay Item Type: N Pay Unit (U.S. Units): SQYD

Units: U.S. Customary

Project Name: Metric

Project Number:

Milestone:

Unit Price: 0.00 BHUP CBUP CMUP

Quantity: 0

Total Price: \$0.00

Print Report Clear Item

Input the project name, project number, and milestone if necessary.

- A. For pay items with pay units requiring a quantity, insert the quantity before selecting the BHUP, CBUP, or CMUP button; and
- B. Select the "BHUP" (method to develop a price using bid history), "CBUP" (method to develop a price by detailing labor, equipment, and material costs), or "CMUP" (method to develop a price using contract modification price history) button.

Ad Hoc UPA

UPA CPL

Print Report Clear Item

Design Pay Item

FP Version\*: 14

Pay Item: 20703-0000 N GEOGRID SQYD

Pay Item #: 20703-0000 Pay Item Description: GEOGRID  
Pay Item Type: N Pay Unit (U.S. Units): SQYD

Units: U.S. Customary

Project Name: Road (Madison to Norris, Seg. B)

Project Number: WY PRA YELL(15)

Milestone: Pre-Scoping

Unit Price: 0.00 BHUP CBUP CMUP

Quantity: 2000

Total Price: \$0.00

Print Report Clear Item



### 1.9.1.1 Bid History Unit Price (BHUP) Method

Upon selecting the BHUP button, a table will appear with all projects listed for the pay item and FP selected. Each project in the table includes information about the bid prices received and project information. Since all projects within FLH will be listed, filtering of data is required to ensure figures are relevant to the user's project.

**Bid History Analysis**

**Search Filters:**

Pay Item Number:  Density:

Quantity:  to  Terrain:

State:  Award Date:  to

Construction Type:  Show Selected Only? ☐ Yes ☐ Ignore

---

**Results: Items 1-10 of 713** Jump

State	Pay Item #	Description	Sched	Project Number	Award Date	Inflation Rate	Qty	Low 1	Low 2	Low 3	Low 4	Low 5	Total Amt	Construction Type	Terrain	Density
HI	15101-0000	MOBILIZATION	A	ACQ TEST SHIRLEY 1...	Aug 22, 2009		All	<input type="checkbox"/> \$1.00	<input type="checkbox"/> \$2.00				\$78,672.60	40902 AC Construction 5/8	Rolling	Rural
HI	15101-0000	MOBILIZATION	B	ACQ TEST SHIRLEY 1...	Aug 22, 2009		All	<input type="checkbox"/> \$1.00	<input type="checkbox"/> \$2.00				\$171,555.15	40901 AC Construction 3/6	Rolling	Rural
HI	15101-0000	MOBILIZATION	C	ACQ TEST SHIRLEY 1...	Aug 22, 2009		All	<input type="checkbox"/> \$1.00	<input type="checkbox"/> \$2.00				\$21,500,000.00	40902 AC Construction 5/8	Rolling	Rural
HI	15101-0000	MOBILIZATION	X	ACQ TEST SHIRLEY 1...	Aug 22, 2009		All	<input type="checkbox"/> \$1.00	<input type="checkbox"/> \$2.00				\$150,000.00	40302 Mill 2 + Ovly 2-inches	Rolling	Rural
HI	15101-0000	MOBILIZATION	B	ACQ TEST SHIRLEY 1...	Aug 22, 2009		All	<input type="checkbox"/> \$2.00	<input type="checkbox"/> \$2.00				\$545,840.31	40901 AC Construction 3/6	Rolling	Rural
HI	15101-0000	MOBILIZATION	X	ACQ TEST SHIRLEY 1...	Aug 22, 2009		All	<input type="checkbox"/> \$2.00	<input type="checkbox"/> \$2.00				\$400,000.00	40302 Mill 2 + Ovly 2-inches	Rolling	Rural
HI	15101-0000	MOBILIZATION	A	ACQ TEST SHIRLEY 1...	Aug 22, 2009		All	<input type="checkbox"/> \$2.00	<input type="checkbox"/> \$0.10				\$368,136.09	40902 AC Construction 5/8	Rolling	Rural
HI	15101-0000	MOBILIZATION	C	ACQ TEST SHIRLEY 1...	Aug 22, 2009		All	<input type="checkbox"/> \$2.00	<input type="checkbox"/> \$2.00				\$24,000,000.00	40902 AC Construction 5/8	Rolling	Rural
WA	15101-0000	MOBILIZATION	X	PRA MIKE 1(1)	Aug 22, 2009		All	<input type="checkbox"/> \$49,999.99	<input type="checkbox"/> \$500,000.00				\$134,000.00	40204 Overlay 2 - 4-inches	Mountainous	Rural
WA	15101-0000	MOBILIZATION	A	PRA MIKE 1(1)	Aug 22, 2009		All	<input type="checkbox"/> \$99,000.50	<input type="checkbox"/> \$100,000.00				\$11,968,550.00	40902 AC Construction 5/8	Mountainous	Rural

0 Bid Picked Avg: \$0.00 Max: \$0.00 Min: \$0.00  Jump

Unit Price Used  Remark  Inflation

Secondary filtering may be necessary in order to obtain a manageable list of projects.

Select "Use Crosswalk" to include projects with previous FP pay items (appears as bold text in pay item column).

Once search parameters have been established, select the "Apply Search" button.

**Search Filters:**

Pay Item Number:  Density:

Keywords:  Terrain:

Quantity:  to  Award Date:  to

State:  Show Selected Only? ☐ Yes ☐ Ignore

Use Crosswalk? ☐ Yes ☒ Ignore

Construction Type:

**State List:**

- ☐ New Item (archived)
- ☐ U.S. Virgin Islands (archived)
- ☐ American Samoa (archived)
- ☐ Northern Mariana Islands (archived)
- ☐ Guam (archived)
- ☐ Non-U.S. (archived)
- ☐ Alabama
- ☐ Alaska
- ☐ Arizona
- ☐ Arkansas
- ☐ California
- ☐ Colorado
- ☐ Connecticut
- ☐ Delaware
- ☐ District of Columbia
- ☐ Florida
- ☐ Georgia
- ☐ Hawaii
- ☐ Idaho
- ☐ Illinois

Once data has been filtered, an inflation rate should be chosen to update bid prices from the past to reflect "today's" dollars.

Results: Items 1-10 of 16											
State	Pay Item #	Description	Sched	Project Number	Award Date	Inflation Rate	Qty	Low 1	Low 2	Low 3	Low 4
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	A	WY PRA-GRTE 100 (1), 209(1), & 225...	Aug 11, 2004	60.54%	All	<input type="checkbox"/> \$15,000.00 <b>\$24,081.00</b>	<input type="checkbox"/> \$30,000.00 <b>\$48,162.00</b>	<input type="checkbox"/> \$27,500.00 <b>\$44,148.50</b>	<input type="checkbox"/> \$40,470.00 <b>\$64,970.54</b>
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	B	WY PRA-YELL 13(3)	May 26, 2004	60.54%	All	<input type="checkbox"/> \$250,000.00 <b>\$401,350.00</b>			
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	A	WY PRA-YELL 13(3)	May 26, 2004	60.54%	All	<input type="checkbox"/> \$225,000.00 <b>\$361,215.00</b>			
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	C	WY PRA-YELL 13(3)	May 26, 2004	60.54%	All	<input type="checkbox"/> \$160,000.00 <b>\$256,864.00</b>			
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	A	WY RRP SEED 12(1)	May 11, 2004	60.54%	All	<input type="checkbox"/> \$15,000.00 <b>\$24,081.00</b>	<input type="checkbox"/> \$20,000.00 <b>\$32,108.00</b>	<input type="checkbox"/> \$25,000.00 <b>\$40,135.00</b>	<input type="checkbox"/> \$17,000.00 <b>\$27,291.80</b>
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	X	PRA-YELL 10 (12)	Aug 19, 2003	74.68%	All	<input type="checkbox"/> \$630,000.00 <b>\$1,100,484.00</b>	<input type="checkbox"/> \$750,000.00 <b>\$1,310,100.00</b>	<input type="checkbox"/> \$610,000.00 <b>\$1,065,548.00</b>	
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	C	WY PRA-GRTE 13(1) & 10(...)	Jul 03, 2003	74.68%	All	<input type="checkbox"/> \$23,000.00 <b>\$40,176.40</b>	<input type="checkbox"/> \$12,000.00 <b>\$20,961.60</b>		
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	D	WY PRA-GRTE 13(1)	Jul 03, 2003	74.68%	All	<input type="checkbox"/> \$4,000.00 <b>\$6,987.20</b>			
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	A	WY PRA-GRTE 13(1), WY PRA-GRTE 13(5), & WY PRA-GRTE 13...	Jul 03, 2003	74.68%	All	<input type="checkbox"/> \$150,000.00 <b>\$262,020.00</b>	<input type="checkbox"/> \$180,000.00 <b>\$314,444.00</b>		
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	B	WY PRA-GRTE 13(6)	Jul 03, 2003	74.68%	All	<input type="checkbox"/> \$17,000.00 <b>\$29,695.60</b>			
<div>0 Bid Picked   Avg: \$0.00   Max: \$0.00   Min: \$0.00   <button>update</button></div>											
<div>Unit Price Used 0.00   Remark   Inflation Colorado CCI   <button>Save &amp; Close</button>   <button>Cancel</button></div>											

Original bid price

Bolded amount reflects inflated price

Inflation CCI pull down list

Original bid price

Bolded amount reflects inflated price

Inflation CCI pull down list

Pay item is FP version selected

Pay items from a previous FP appear with bold text. The accompanying description is the description from the previous FP.

Results: Items 1-4 of 4									
State	Pay Item #	Description	Sched	Project Number	Award Date	Inflation Rate	Qty	Low 1	Low 2
AZ	20703-0000	GEOGRID	A	AZ HSH FP14	Sep 18, 2013	0%	3,000	<input type="checkbox"/> \$2.78 <b>\$2.78</b>	
WA	20703-0000	GEOGRID, UNIAXIAL	A	WA PRA MORA 13(4)	Jul 15, 2011	-7.69%	30,111	<input type="checkbox"/> \$3.70 <b>\$3.42</b>	
CO	20703-0000	GEOGRID, BIAXIAL	B	ROMO 10(4)	Dec 12, 2006	-23.92%	28,106	<input type="checkbox"/> \$2.72 <b>\$2.07</b>	
	20703-0000	GEOGRID, BIAXIAL	A	PRA MEVE 10 (7A)	Aug 22, 2003	39.93%	2,332	<input type="checkbox"/> \$6.69 <b>\$9.36</b>	

- Select bid prices from projects that most represents the work to be performed. Check as many boxes as applicable (Note: Before viewing bid prices on another page, select the "Update" button to save selected bid prices);
- Select the "Update" button to populate the minimum, maximum, and average unit price buttons;
- Select one of the auto-calculated unit price buttons or insert a value into the "Unit Price Used" data field to automatically carry-forward the unit price to be used;
- Use the "Remarks" data field to describe reasoning behind price selections or other pertinent information;
- Select the "Save & Close" button to exit the table and return to the UPA tab.

**Bid History Analysis**

15201-0000 CONSTRUCTION SURVEY AND STAKING  
Pay Item Type: N Pay Unit: LPSM

**Search Filters:**

Pay Item Number: 15201-0000 Density:    
 Quantity:  to  Terrain:    
 State: Wyoming Award Date:  to  2009   
 Construction Type:  Show Selected Only? ☐ Yes ☐ Ignore

**Results: Items 1-10 of 16** Jump [1] | Next >

State	Pay Item #	Description	Sched	Project Number	Award Date	Inflation Rate	Qty	Low 1	Low 2	Low 3	Low 4	Low 5	Total Amt	Construction Type	Terrain	Density
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	A	WY PRA-GRTE 100 (1), 209(1), & 225...	Aug 11, 2004	60.54%	All	<input type="checkbox"/> \$15,000.00 <input checked="" type="checkbox"/> \$24,081.00	<input type="checkbox"/> \$30,000.00 <input checked="" type="checkbox"/> \$48,162.00	<input type="checkbox"/> \$27,500.00 <input checked="" type="checkbox"/> \$44,148.50	<input type="checkbox"/> \$40,470.00 <input checked="" type="checkbox"/> \$64,970.54	<input type="checkbox"/> \$33,000.00 <input checked="" type="checkbox"/> \$52,978.20	\$1,198,434.25	B (archived)	Mountainous	Rural
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	B	WY PRA-YELL 13(3)	May 26, 2004	60.54%	All	<input checked="" type="checkbox"/> \$250,000.00 <input checked="" type="checkbox"/> \$401,350.00					\$12,182,751.00	R (archived)	Mountainous	Rural
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	A	WY PRA-YELL 13(3)	May 26, 2004	60.54%	All	<input checked="" type="checkbox"/> \$225,000.00 <input checked="" type="checkbox"/> \$361,215.00					\$13,727,654.90	R (archived)	Mountainous	Rural
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	C	WY PRA-YELL 13(3)	May 26, 2004	60.54%	All	<input type="checkbox"/> \$160,000.00 <input checked="" type="checkbox"/> \$256,864.00					\$3,888,390.50	R (archived)	Mountainous	Rural
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	A	WY RRP SEED 12(3)	May 11, 2004	60.54%	All	<input type="checkbox"/> \$15,000.00 <input checked="" type="checkbox"/> \$24,081.00	<input type="checkbox"/> \$20,000.00 <input checked="" type="checkbox"/> \$32,108.00	<input type="checkbox"/> \$25,000.00 <input checked="" type="checkbox"/> \$40,135.00	<input type="checkbox"/> \$17,000.00 <input checked="" type="checkbox"/> \$27,291.80	<input type="checkbox"/> \$28,270.00 <input checked="" type="checkbox"/> \$45,384.66	\$455,999.00	3 (archived)	Level	Urban
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	X	PRA-YELL 10 (12)	Aug 19, 2003	74.68%	All	<input type="checkbox"/> \$630,000.00 <input checked="" type="checkbox"/> \$1,100,484.00	<input type="checkbox"/> \$750,000.00 <input checked="" type="checkbox"/> \$1,310,100.00	<input type="checkbox"/> \$610,000.00 <input checked="" type="checkbox"/> \$1,065,548.00			\$14,985,510.00	R (archived)	Mountainous	Rural
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	C	WY PRA-GRTE 13(1) & 10(1)	Jul 03, 2003	74.68%	All	<input type="checkbox"/> \$23,000.00 <input checked="" type="checkbox"/> \$40,176.40	<input type="checkbox"/> \$12,000.00 <input checked="" type="checkbox"/> \$20,961.60				\$1,023,300.00	3 (archived)	Level	Rural
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	D	WY PRA-GRTE 13(1)	Jul 03, 2003	74.68%	All	<input type="checkbox"/> \$4,000.00 <input checked="" type="checkbox"/> \$6,987.20					\$291,500.00	R (archived)	Mountainous	Rural
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	A	WY PRA-GRTE 13(1) & 10(1)	Jul 03, 2003	74.68%	All	<input checked="" type="checkbox"/> \$150,000.00 <input checked="" type="checkbox"/> \$262,028.00					\$5,089,303.00	R (archived)	Rolling	Rural
WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	B	WY PRA-GRTE 13(1) & 10(1)	Jul 03, 2003	74.68%	All	<input type="checkbox"/> \$17,000.00 <input checked="" type="checkbox"/> \$29,695.00					\$369,047.60	R (archived)	Rolling	Rural

3 Bid Picked Avg: \$341,528.33 Max: \$401,350.00 Min: \$262,020.00     Jump [1] | Next >

**Unit Price Used** \$342000.00 **Remark**

The "Unit Price" data field will automatically populate and a total price is calculated. Pay items requiring quantities will require the user to input a quantity before selecting the CBUP method. Select the "Print Report" button to generate supporting data.

**Ad Hoc UPA**

UPA CPL   \* indicates a required

**Design Pay Item**

FP Version\*: 14

Pay Item: 15201-0000 N CONSTRUCTION SURVEY AND STAKING LPSM

Pay Item #: 15201-0000 Pay Item Description: CONSTRUCTION SURVEY AND STAKING  
Pay Item Type: N Pay Unit (U.S. Units): LPSM

Units: U.S. Customary

Project Name: Grand Loop Road

Project Number: WY PRA YELL 10(15)

Milestone: Pre-Scoping

Unit Price: 342000

Total Price: \$342,000.00

**Ad Hoc UPA**

UPA CPL   \* indicates a required

**Design Pay Item**

FP Version\*: 14

Pay Item: 63502-0800 N TEMPORARY TRAFFIC CONTROL, CONE, TYPE 18-INCH EACH

Pay Item #: 63502-0800 Pay Item Description: TEMPORARY TRAFFIC CONTROL, CONE, TYPE 18-INCH  
Pay Item N Type: Pay Unit (U.S. Units): EACH

Units: U.S. Customary

Project Name: Grand Loop Road

Project Number: WY YELL 10(5)

Milestone: Pre-scoping

Unit Price: 0.00



Quantity: 75

Total Price: \$0.00

Upon selecting the "Print Report" button, an "Ad Hoc UPA Analysis" Adobe Acrobat (PDF) file will be generated.

**Ad Hoc UPA**

UPA CPL

 **Ad Hoc UPA Analysis** 

**Print Report** **Clear Item** \* indicates a

---

**Design Pay Item**

FP Version\*: 14

Pay Item: 15201-0000 N CONSTRUCTION SURVEY AND STAKING LPSM

Pay Item #: 15201-0000 Pay Item Description: CONSTRUCTION SURVEY AND STAKING  
Pay Item Type: N Pay Unit (U.S. Units): LPSM

Units: U.S. Customary

Project Name: Grand Loop Road

Project Number: WY YELL 10(5)

Milestone: Pre-scoping

Unit Price: 342000.00 **BHUP** **CBUP** **CMUP**

Total Price: \$342,000.00

**Print Report** **Clear Item**

Open the file and print or save the report to the user's computer for future reference.

**Warning:** The report is overwritten by the next price analysis or when user logs out.

#### Bid History Unit Price Analysis

Report Date: 12/10/09  
1 out of 2

Project No: WY PRA YELL 10(15)  
Project Name: Grand Loop Road (Madison to Norris, Seg. B)  
FLMA No:

Milestone: Pre - Scoping  
Date Complete: In Progress

Pay Item No.	Pay Item Type	Description	Quantity	Unit	Unit Price Used	Amount
15201-0000	N	CONSTRUCTION SURVEY AND STAKING	ALL	LPSM	\$342,000.00	\$342,000.00
Picked: 3	Average: \$341,528.33	High: \$401,350.00	Low: \$262,020.00			
<b>Remarks:</b>						

**Bid History Filters:**  
Pay Item Number: 15201-0000  
Quantities: ALL  
Award Dates: Before 2009  
States: WY

Inflation Index: Colorado CCI  
Schedule Construction Type:  
Terrain:  
Density:

Award Date	States	Pay Item No. Schedule	Pay Item Description Project	Inflation	Quantity	Low 1	Low 2	Low 3	Low 4	Low 5	Total Amount	Schedule Construction Type	Terrain Density
05/26/04	WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	60.54%	ALL	\$250,000.00					\$12,182,751.00	R	M Rural
		B	WY PRA-YELL 13(3)			\$401,350.00							
05/26/04	WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	60.54%	ALL	\$225,000.00					\$13,727,654.90	R	M Rural
		A	WY PRA-YELL 13(3)			\$361,215.00							
07/03/03	WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	74.68%	ALL	\$150,000.00	\$180,000.00				\$5,089,303.00	R	R Rural
		A	WY PRA-GRTE 13(1), WY PRA-GRTE 13(5), & WY PRA-GRTE 13(6)			\$262,020.00	\$314,424.00						
08/11/04	WY	15201-0000	CONSTRUCTION SURVEY AND STAKING	60.54%	ALL	\$15,000.00	\$30,000.00	\$27,500.00	\$40,470.00	\$33,000.00	\$1,198,434.25	B	M Rural
		A	WY PRA-GRTE 100(1), 209(1), & 225(1)			\$24,081.00	\$48,162.00	\$44,148.50	\$64,970.54	\$52,978.20			

### 1.9.1.2 Cost Base Unit Price (CBUP) Method

Cost-base unit price analysis develops a unit price by using the cost of labor, material, equipment, time it will take to perform the work, and associated costs (such as overhead and profit). This type of analysis often requires contacting local suppliers, referring to construction equipment ownership and operating expense schedules (such as developed by the USACE), and determining wage rates using the Davis-Bacon Wage Rates for a particular area.

- A. Insert the quantity for a pay item first; then
- B. Select the CBUP icon to access the worksheet to develop labor, equipment, and material costs for the pay item.

Ad Hoc UPA

UPA CPL

Print Report Clear Item

**Design Pay Item**

FP Version\*: 03

Pay Item: 20401-0000 N ROADWAY EXCAVATION CUYD

Pay Item #: 20401-0000 Pay Item Description: ROADWAY EXCAVATION  
Pay Item Type: N Pay Unit (U.S. Units): CUYD

Units: U.S. Customary

Project Name: Grand Loop Road

Project Number: WY YELL 10(5)

Milestone: Pre-scoping

Unit Price: 0.00

Quantity: 0

Total Price: \$0.00

Print Report Clear Item

BHUP CBUP CMUP

- C. Select an appropriate cost type (equipment, labor, or material) to begin developing a unit price.

Cost Based Unit Price

20401-0000 ROADWAY EXCAVATION

Save & Close Cancel

**Cost Based Unit Price Analysis**

Equipment:

Add Equipment

Total Equipment Cost: \$0.00

Labor:

Add Labor

Total Labor Cost: \$0.00

Material:

Add Material

Total Material Cost: \$0.00

Total Labor/Equipment/Mat Costs: \$0.00

Total Cost/Unit for Pay Item: \$\$\$0.00

Unit Price Used\*: \$

Additional Remarks:

Save & Close Cancel

For each cost type, determine the following:

- A. Type. Input type of equipment (Bulldozer, 80HP minimum flywheel power; Dump truck 10 cuyd minimum capacity; etc.), labor (General; High scaler, Bulldozer operator over 120,000 lbs, etc.) or material (crushed aggregate, or plantings; riprap; etc.).
- B. Quantity. Input the number of a specific equipment or labor type (Loader – 1, Dump trucks – 4, General Labor – 2, Dump truck drivers – 4, Loader operator -1, etc.). For material type input the quantity to be used.
- C. Number of Units. Input the quantity for one unit of equipment. Example: 5 General laborers, each work 9 days would be inputted, "Type": *General laborer*; "Quantity": 5; "Number of Units": 9; "Unit": *days*.
- D. Unit. Select the appropriate unit from the pick-list (hour, day, ton, etc.).
- E. Cost/Unit. Input the cost per unit. Cost per unit is established by using the USACE construction equipment ownership and operating expense schedules for equipment, RS Means, Davis-Bacon Wage Rates for labor/equipment operators, or contacting suppliers for material costs. See your Division's procedures.
- F. Total Overhead & Profit. Is a percentage of the actual cost. Overhead includes those expenses not directly related to the item of work. They may include lighting and heating for the project and home office, upper management and office personnel salaries, cost of office equipment, and company vehicles. The percentage may vary depending on region and work.
- G. Remarks. Describe how costs were determined for that specific item.
- H. Select the Delete button if that line item is no longer relevant.

**Cost Based Unit Price**

20401-0000 ROADWAY EXCAVATION

Save & Close Cancel

Cost Based Unit Price

Equipment:

Type*	Quantity*	No of Units*	Unit*	Cost/Unit*	Total	Overhead & Profit (%)*	Overhead & Profit*	Total with O&P	Remarks	Delete
					\$0.00		\$0.00	\$0.00		

Add Equipment

Total Equipment Cost: \$0.00

Labor:

Type*	Quantity*	No of Units*	Unit*	Cost/Unit*	Total	Overhead & Profit (%)*	Overhead & Profit*	Total with O&P	Remarks	Delete
					\$0.00		\$0.00	\$0.00		

Add Labor

Total Labor Cost: \$0.00

Material:

Type*	No of Units*	Unit*	Cost/Unit*	Total	Overhead & Profit (%)*	Overhead & Profit*	Total with O&P	Remarks
				\$0.00		\$0.00	\$0.00	

Add Material

Total Material Cost: \$0.00

Total Labor/Equipment/Mat Costs: \$0.00

Total Cost/Unit for Pay Item: \$0.00

Unit Price Used\*:

Additional Remarks:

Save & Close Cancel

ACRE  
CTSM  
CUFT  
CUYD  
DAY  
EACH  
FIX HR. RATE  
GAL  
HOUR  
LB  
LNFT  
LPSM  
MFBM  
MGAL  
MILE  
MO  
SLRY  
SQFT  
SQYD  
STA  
TON  
WEEK

Continue to add as many cost types as necessary to describe and estimate the work. The program will provide:

- Total Cost (Equipment, Labor, or Material). Automatic summation of all types for that component of work.
- Total Cost of Equipment, Labor, and Material. Automatic summation of all components of work.
- Total Cost per Unit for Pay Item. This is calculated by EEBACS by dividing the Total Labor/Equipment/Material Costs by the pay item quantity. Note: If the pay item quantity is not saved before entering the CBUP worksheet, this total will not calculate.
- Unit Price Used. This allows the user to either enter the Total Cost per Unit for Pay item, calculated above, or enter a rounded, different unit price to be used.
- Remarks. Describe how costs were determined (methods and sources) for the pay item.
- Select a command to continue with the program.

**Cost Based Unit Price**

20401-0000 ROADWAY EXCAVATION  
Quantity: 40,000 CUYD

Save & Close Cancel \* indicates a required field

**Cost Based Unit Price Analysis**

Equipment:

Type*	Quantity*	No of Units*	Unit*	Cost/Unit*	Total	Overhead & Profit (%)*	Overhead & Profit*	Total with O&P	Remarks	
Dozer	500.00000	2	HOUR ▼	150.00	\$150,000.00	15.00	\$22,500.00	\$172,500.00	Unit prices based on ACE prices	Delete
Dump truck	200.00000	4	HOUR ▼	65.00	\$52,000.00	15.00	\$7,800.00	\$59,800.00	Unit prices based on ACE prices	Delete
Loader	200.00000	1	HOUR ▼	75.00	\$15,000.00	15.00	\$2,250.00	\$17,250.00	Unit prices based on ACE prices	Delete

Add Equipment

Total Equipment Cost:  
\$249,550.00

Labor:

Type*	Quantity*	No of Units*	Unit*	Cost/Unit*	Total	Overhead & Profit (%)*	Overhead & Profit*	Total with O&P	Remarks	
Dozer Operator	500.00000	2	HOUR ▼	35.00	\$35,000.00	15.00	\$5,250.00	\$40,250.00	Davis-Bacon Wage Rates	Delete
General Labor	200.00000	1	HOUR ▼	30.00	\$6,000.00	15.00	\$900.00	\$6,900.00	Davis-Bacon Wage Rates	Delete
Truck driver	200.00000	4	HOUR ▼	40.00	\$32,000.00	15.00	\$4,800.00	\$36,800.00	Davis-Bacon Wage Rates	Delete
Loader Operator	200.00000	1	HOUR ▼	45.00	\$9,000.00	15.00	\$1,350.00	\$10,350.00	Davis-Bacon Wage Rates	Delete

Add Labor

Total Labor Cost:  
\$94,300.00

Material:

Add Material

Total Material Cost:  
\$0.00

Total Labor/Equipment/Mat Costs:  
\$343,850.00

Total Cost/Unit for Pay Item:  
\$8.60

Unit Price Used\*  
8.50

Additional Remarks:  
Equipment/labor time based on 40,000 cy, with 4,000 cy going to waste.

Save & Close Cancel

The "Unit Price" data field will automatically populate and a total price will be calculated. Select the "Print Report" button to acquire supporting data.

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UPA CPL

Print Report Clear Item

**Design Pay Item**

FP Version\*: 03

Pay Item: 20401-0000 N ROADWAY EXCAVATION CUYD

Pay Item #: 20401-0000 Pay Item Description: ROADWAY EXCAVATION  
Pay Item Type: N Pay Unit (U.S. Units): CUYD

Units: U.S. Customary

Project Name: Grand Loop Road

Project Number: WY YELL 10(5)

Milestone: Pre-scoping

Unit Price: 8.50 BHUP CBUP CMUP

Quantity: 40000

Total Price: \$340,000.00

Print Report Clear Item

Upon selecting the "Print Report" button, an "Ad Hoc UPA Analysis" Adobe Acrobat (PDF) file will be generated. Save the PDF file to your computer.

**Warning:** Data will not be saved if the "Clear Item" button is selected or the user logs out. The "Ad Hoc UPA Analysis" PDF file must be saved to the user's computer.

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Ad Hoc UPA Analysis

Print Report Clear Item

**Design Pay Item**

FP Version\*: 03

Pay Item: 20401-0000 N ROADWAY EXCAVATION CUYD

Pay Item #: 20401-0000 Pay Item Description: ROADWAY EXCAVATION  
Pay Item Type: N Pay Unit (U.S. Units): CUYD

Units: U.S. Customary

Project Name: Grand Loop Road

Project Number: WY YELL 10(5)

Milestone: Pre-scoping

Unit Price: 8.50 BHUP CBUP CMUP

Quantity: 40000

Total Price: \$340,000.00

Print Report Clear Item



### 1.9.1.3 Construction Modification Unit Price (CMUP) Method

- A. Select the FP, pay item, and units, input the units, project name, project number, milestone and quantity (if needed) according to Section 1.9.1 Unit Price Analysis.
- B. Select CMUP

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UPA CPL

Print Report Clear Item

**Design Pay Item**

FP Version\*: 03

Pay Item: 20101-0000 N CLEARING AND GRUBBING ACRE

Pay Item #: 20101-0000 Pay Item Description: CLEARING AND GRUBBING  
Pay Item Type: N Pay Unit (U.S. Units): ACRE

Units: U.S. Customary

Project Name: Grand Loop Road

Project Number: WY YELL 10(5)

Milestone: Pre-scoping

Unit Price: 0.00 BHUP CBUP **CMUP**

Quantity: 0

Total Price: \$0.00

Print Report Clear Item

Upon selecting the CMUP button, a table will appear with all contract modifications that added the pay item selected. Each project in the table includes information about the contract modification negotiated price and project information.

**Contract Modification History Analysis**

20101-0000 CLEARING AND GRUBBING  
Pay Item Type: N Pay Unit: ACRE  
Quantity: 7.80000

**Search Filters:**

Pay Item Number: 20101-0000 Density:   
Quantity: to   
State: [select] Terrain:   
Award Date: to 2014   
Construction Type:   
Show Selected Only? ☐ Yes ☐ Ignore

**Results: Items 1-2 of 2**

State	Pay Item #	Description	Sched	Project Number	Contract Modification Number	Date SF30 Signed By	Inflation Rate	Qty	CM Unit Price	Exercised Schedule	Award Amount	Construction Type	Terrain	Density
AK	20101-0000	CLEARING AND GRUBBING	A	AK TEST SUSAN 10-01-2...	001	Oct 04, 2012		82.6	<input type="checkbox"/> \$1,547.37	no	\$1,636,570.00	64601 Roadside development	Rolling	Rural
CO	20101-0000	CLEARING AND GRUBBING	A	CO PRA LINDEN 333(5)	CM001	Oct 29, 2010		15.0	<input type="checkbox"/> \$2,500.00	no	\$8,571,880.00	40902 AC Construction 5/8	Mountainous	Rural

0 Price(s) Picked Avg: \$0.00 Max: \$0.00 Min: \$0.00

Unit Price Used: 0.00 Remark: Inflation:

BLS Highway & Street  
BLS Non-residential  
National Highway Construction  
Colorado CCI  
California Highway Construction  
Ohio DOT CCI (disposal)  
Oregon Highway Construction  
South Dakota Highway Construction  
Utah DOT CCI  
Washington DOT Construction

- 💡 Not finding the specific pay item you need, try searching using the BHUP (Bid History Unit Price search). This CMUP (Contract Modification Unit Price search) only contains prices from contract modifications for projects that used EEBAACS – no prices from the non-EEBAACS contract modifications were added into EEBAACS.

Since all projects within FLH will be listed, filtering of data is required to ensure figures are relevant to the user's project. Once search parameters have been established, select the "Apply Search" button.

**Search Filters:**

Pay Item Number: 15101-0000 Density:   
Quantity: to   
State: [select] clear   
Award Date: to 2009   
Show Selected Only? ☐ Yes ☐ Ignore

Construction Type:

Vermont  
Virginia  
Washington  
West Virginia  
Wisconsin  
Wyoming  
American Samoa  
Guam  
Northern Mariana Islands  
Puerto Rico  
U.S. Virgin Islands

- Once data has been filtered, an inflation rate should be chosen to update bid prices from the past to reflect "today's" dollars.
- Select contract modification prices from projects that most represent the work to be performed. Check as many boxes as applicable (note this example only has one project).
- Select the "Update" button to populate the minimum, maximum, and average unit price buttons
- Select one of the auto-calculated unit price buttons or insert a value into the "Unit Price Used" data field to automatically carry-forward the unit price to be used
- Use the "Remarks" data field to describe reasoning behind price selections or other pertinent information
- Select the "Save & Close" button to exit the table and return to the UPA tab.

**Contract Modification History Analysis**

20101-0000 CLEARING AND GRUBBING  
Pay Item Type: N Pay Unit: ACRE  
Quantity: 7.8

**Search Filters:**

Pay Item Number: 20101  
Quantity: to  
State: [select]  
Construction Type: [select]  
Density: [select]  
Terrain: [select]  
Award Date: to 2011  
Show Selected Only? ☐ Yes ☐ Ignore

**Results: Items 1-1 of 1**

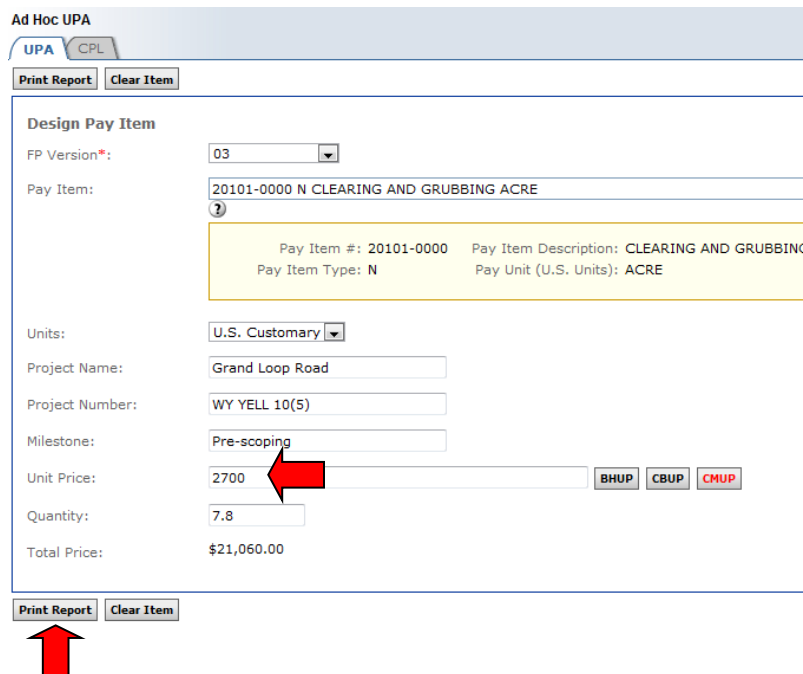
State	Pay Item #	Description	Sched	Project Number	Contract Modification Number	Date SF30 Signed By CO	Inflation Rate	Qty	CM Unit Price	Exercised Schedule	Award Amount	Construction Type	Terrain	Density
CO	20101-0000	CLEARING AND GRUBBING	A	CO PRA LINDEN 333 (5)	CM001	Oct 29, 2010	0%	15.0	<input checked="" type="checkbox"/> \$2,500.00 <b>\$2,697.75</b>	no	\$8,571,880.00	40902 AC Construction 5/8	Mountainous	Rural

1 Price(s) Picked  
Avg: \$2,697.75 Max: \$2,697.75 Min: \$2,697.75

**Unit Price Used** 2700 **Remark**  **Inflation** BLS Highway & S

**Original contract modification price** (points to \$2,500.00)  
**Bolded amount reflects inflated price** (points to \$2,697.75)  
**Inflation CCI pull down list** (points to BLS Highway & S)  
**Unit Price Used** (points to 2700)  
**Remark** (points to text field)  
**Update** (points to update button)  
**Save & Close** (points to Save & Close button)

The "Unit Price" data field will automatically populate and a total price is calculated. Pay items requiring quantities will require the user to input a quantity before selecting the CMUP method. Select the "Print Report" button to generate supporting data.



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UPA CPL

Print Report Clear Item

**Design Pay Item**

FP Version\*: 03

Pay Item: 20101-0000 N CLEARING AND GRUBBING ACRE

Pay Item #: 20101-0000 Pay Item Description: CLEARING AND GRUBBING  
Pay Item Type: N Pay Unit (U.S. Units): ACRE

Units: U.S. Customary

Project Name: Grand Loop Road

Project Number: WY YELL 10(5)

Milestone: Pre-scoping

Unit Price: 2700

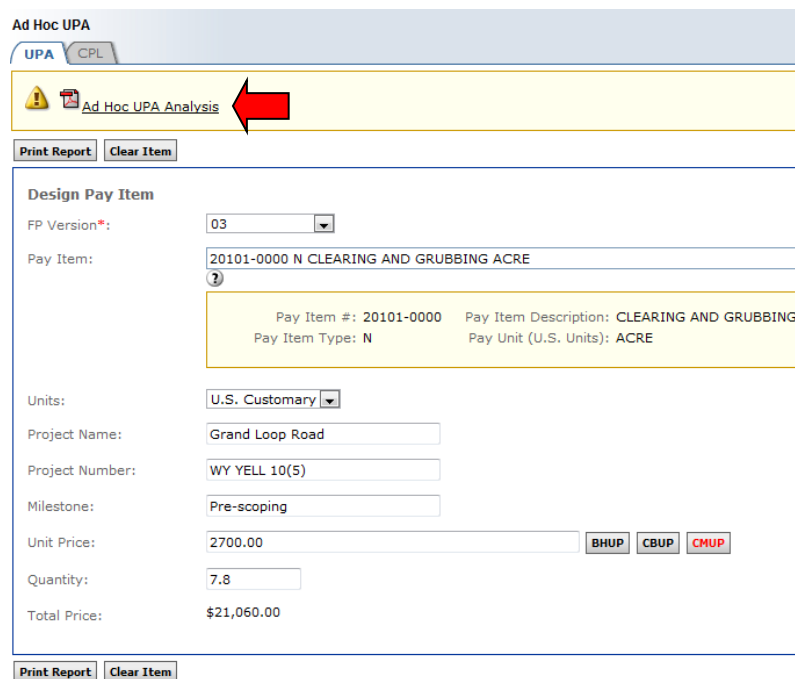
Quantity: 7.8

Total Price: \$21,060.00

Print Report Clear Item

Upon selecting the "Print Report" button, an "Ad Hoc UPA Analysis" Adobe Acrobat (PDF) file will be generated. Save the PDF file to your computer.

**Warning:** Data will not be saved if the "Clear Item" button is selected or the user logs out. The "Ad Hoc UPA Analysis" PDF file must be saved to the user's computer.



Ad Hoc UPA

UPA CPL

Ad Hoc UPA Analysis

Print Report Clear Item

**Design Pay Item**

FP Version\*: 03

Pay Item: 20101-0000 N CLEARING AND GRUBBING ACRE

Pay Item #: 20101-0000 Pay Item Description: CLEARING AND GRUBBING  
Pay Item Type: N Pay Unit (U.S. Units): ACRE

Units: U.S. Customary

Project Name: Grand Loop Road

Project Number: WY YELL 10(5)

Milestone: Pre-scoping

Unit Price: 2700.00

Quantity: 7.8

Total Price: \$21,060.00

Print Report Clear Item

## 1.9.2 Cost per Length (CPL)

For a quick high level (Class C) estimate, select the Cost per Length tab. Select past projects with similar work items and length. Program computes the average cost per length of selected projects from bid history.

- Use the search filter to reflect projects of similar work.
- Select from the pull down list U.S. Customary or Metric; and
- Select from the pull down list an inflation index.

Federal Highway Administration  
**EEBACS**

Thursday, December 10, 2009 | 5:51 pm | Logout  
User: Designer  
powered by symplify

**CPL Analysis**

UPLA **CPL**

**Search Filters:**

Keywords:   
 State: Wyoming  
 Density:   
 Terrain:   
 Construction Type:   
 Award Date:  to  2009  
 Schedule Length:  to   
 Show Selected Only? ☐ Yes ☐ Ignore

**Results: Items 1-10 of 10**

State	Schedule Letter	Project Number	Project Name	Award Date	Inflation Rate	Schedule Length	Low 1	Low 2	Low 3	Low 4	Low 5	Total Amt	Construction Type	Terrain	Density
WY	A	WY PFH 29-1(1)	LA BONTE CREEK BRIDGE REPLACEMENT (DOUGLAS-ESTERBROOK ROAD)	May 16, 2006		0.62	<input type="checkbox"/> \$0.00					\$1,762,352.73	R (archived)	Level	Rural
WY	A	PFH 23-1 (2)	LOUIS LAKE ROAD REPACKAGE	Aug 19, 2005		7.17	<input type="checkbox"/> \$1,706,294.43	<input type="checkbox"/> \$1,022,017.39				\$12,234,131.09	R (archived)	Rolling	Rural
WY	X	PFH 23-1 (2)	LOUIS LAKE ROAD REPACKAGE	Aug 19, 2005		7.17	<input type="checkbox"/> \$0.00	<input type="checkbox"/> \$0.00				\$700,829.33	R (archived)	Rolling	Rural
WY	A	WY PRA-GRTE 100(1), 209(1), & 225(1)	MOOSE-WILSON ROAD, LAKE CREEK BRIDGE; ETAL.	Aug 11, 2004		0.131	<input type="checkbox"/> \$9,148,353.05	<input type="checkbox"/> \$10,684,492.37	<input type="checkbox"/> \$10,816,325.19	<input type="checkbox"/> \$12,276,758.40	<input type="checkbox"/> \$14,462,374.05	\$1,198,434.25	B (archived)	Mountainous	Rural
WY	A	WY PRA-YELL 13 (3)	EAST ENTRANCE ROAD, SEGMENT C	May 26, 2004		4.978	<input type="checkbox"/> \$0.00					\$13,727,654.80	R (archived)	Mountainous	Rural
WY	A	WY RRP SEED 12 (1)	SEEDSKADEE N.W.R.	May 11, 2004		3.45	<input type="checkbox"/> \$151,014.20	<input type="checkbox"/> \$194,844.06	<input type="checkbox"/> \$238,468.12	<input type="checkbox"/> \$239,773.33	<input type="checkbox"/> \$260,851.30	\$455,999.00	3 (archived)	Level	Urban
WY	D	WY PRA-GRTE 13 (1)	NORTH PARK ROAD - OPTION C	Jul 03, 2003		3.119	<input type="checkbox"/> \$0.00					\$291,500.00	R (archived)	Mountainous	Rural
WY	A	WY PFH 21-1(1)	WILSON-FALL CREEK ROAD	Dec 06, 2001		3.202	<input type="checkbox"/> \$0.00	<input type="checkbox"/> \$0.00				\$7,354,212.50	R (archived)	Rolling	Rural
WY	B	RRP-NAEL 10 (1)	FLAT CREEK ROAD	Sep 22, 1999		4.288	<input type="checkbox"/> \$0.00					\$421,922.43	3 (archived)	Level	Rural
WY	B	PRA-GRTE 10 (9)	EASTSIDE HIGHWAY (MOOSE OVERLAY)	Jun 01, 1999		3.108	<input type="checkbox"/> \$0.00	<input type="checkbox"/> \$0.00				\$828,403.50	3 (archived)	Level	Rural

0 Bid Picked Avg: \$0.00 Max: \$0.00 Min: \$0.00

Unit Price Used  Remark  Inflation  System U.S. Customary

- Select cost per length (miles/kilometers) prices from projects that most represents the work to be performed. Prices initially shown are based on original bid prices for the project indicated. Bolded prices are inflated to current dollars. Check has many boxes as applicable (Note: Before viewing bid prices on another page, select the "Update" button to save selected bid prices).
- Select the "Update" button to populate the minimum, maximum, and average unit price buttons;
- Select one of the auto-calculated unit price buttons or insert a value into the "Unit Price Used" data field to automatically carry-forward the unit price to be used;
- The "Unit Price Used" may be rounded or modified;
- Use the "Remarks" data field to describe reasoning behind price selections or other pertinent information;
- Select the "Create CPL Report" button.

Federal Highway Administration  
**EEBACS**

Thursday, December 10, 2009 | 5:51 pm | Logout  
User: Designer | powered by simplicity

CPL Analysis

Search Filters:

Keywords: \_\_\_\_\_ Density: \_\_\_\_\_  
 State: Wyoming Terrain: \_\_\_\_\_  
 Construction Type: \_\_\_\_\_ Award Date: \_\_\_\_\_ to 2009  
 Schedule Length: \_\_\_\_\_ to \_\_\_\_\_ Show Selected Only? ☐ Yes ☐ Ignore

apply search clear

Results: Items 1-10 of 10

State	Schedule Letter	Project Number	Project Name	Award Date	Inflation Rate	Schedule Length	Low 1	Low 2	Low 3	Low 4	Low 5	Total Amt	Construction Type	Terrain	Density
WY	A	WY PFH 29-1(1)	LA BOUTE CREEK BRIDGE REPLACEMENT (DOUGLAS-ESTERBROOK ROAD)	May 16, 2006	5.56%	0.62	<input type="checkbox"/> \$0.00 <b>\$0.00</b>					\$1,762,352.73	R (archived)	Level	Rural
WY	A	PFH 23-1 (2)	LOUIS LAKE ROAD REPACKAGE	Aug 19, 2005	5.68%	7.17	<input type="checkbox"/> \$1,706,294.43 <b>\$1,803,211.96</b>	<input type="checkbox"/> \$1,822,817.39 <b>\$1,926,353.42</b>				\$12,234,131.09	R (archived)	Rolling	Rural
WY	X	PFH 23-1 (2)	LOUIS LAKE ROAD REPACKAGE	Aug 19, 2005	5.68%	7.17	<input type="checkbox"/> \$0.00 <b>\$0.00</b>	<input type="checkbox"/> \$0.00 <b>\$0.00</b>				\$700,829.33	R (archived)	Rolling	Rural
WY	A	WY PRA-GRTE 100(1), 205(1), & 225(1)	MOOSE-WILSON ROAD, LAKE CREEK BRIDGE, ETAL.	Aug 11, 2004	60.54%	6.54	<input checked="" type="checkbox"/> \$9,148,353.05 <b>\$14,686,765.99</b>	<input type="checkbox"/> \$10,684,492.37 <b>\$17,152,884.05</b>	<input type="checkbox"/> \$10,816,325.19 <b>\$17,364,528.46</b>	<input type="checkbox"/> \$12,276,758.40 <b>\$19,709,107.93</b>	<input type="checkbox"/> \$14,462,374.05 <b>\$23,217,895.29</b>	\$1,198,434.25	B (archived)	Mountainous	Rural
WY	A	WY PRA-YELL 13 (3)	EAST ENTRANCE ROAD, SEGMENT C	May 26, 2004	60.54%	4.978	<input type="checkbox"/> \$0.00 <b>\$0.00</b>					\$13,727,654.90	R (archived)	Mountainous	Rural
WY	A	WY RBP SEED 12 (1)	SEEDSKADEE N.W.R.	May 11, 2004	60.54%	3.45	<input type="checkbox"/> \$151,014.20 <b>\$242,438.20</b>	<input type="checkbox"/> \$194,844.06 <b>\$312,802.65</b>	<input type="checkbox"/> \$238,468.12 <b>\$382,836.71</b>	<input type="checkbox"/> \$239,773.33 <b>\$384,932.11</b>	<input type="checkbox"/> \$260,851.30 <b>\$418,770.68</b>	\$455,999.00	3 (archived)	Level	Urban
WY	D	WY PRA-GRTE 13 (1)	NORTH PARK ROAD - OPTION C	Jul 03, 2003	74.68%	3.119	<input type="checkbox"/> \$0.00 <b>\$0.00</b>					\$291,500.00	R (archived)	Mountainous	Rural
WY	A	WY PFH 21-1(1)	WILSON-FALL CREEK ROAD	Dec 06, 2000		3.202	<input type="checkbox"/> \$0.00 <b>\$0.00</b>	<input type="checkbox"/> \$0.00 <b>\$0.00</b>				\$7,354,212.50	R (archived)	Rolling	Rural
WY	B	RRP-NAEL 10 (1)	FLAT CREEK ROAD	Sep 22, 2000		4.288	<input type="checkbox"/> \$0.00 <b>\$0.00</b>					\$421,922.43	3 (archived)	Level	Rural
WY	B	PRA-GRTE 10 (1)	EASTSIDE HIGHWAY OVERLAY	Jun 01, 1999	4.41%	3.108	<input type="checkbox"/> \$0.00 <b>\$0.00</b>	<input type="checkbox"/> \$0.00 <b>\$0.00</b>				\$828,403.50	3 (archived)	Level	Rural

1 Bid Picked Avg: \$14,686,765.99 Max: \$14,686,765.99 Min: \$14,686,765.99 update

Unit Price Used: 15000000 Remark: \_\_\_\_\_ Inflation: Colorado CO System: U.S. Customary Clear All Create CPL Report

Annotations:   
 - Arrow A points to the bolded unit price in the Low 1 column for the first highlighted row.  
 - Arrow B points to the "update" button.  
 - Arrow C points to the "Unit Price Used" field.  
 - Arrow D points to the "Remark" field.  
 - Arrow E points to the "Inflation" dropdown menu.  
 - Arrow F points to the "Create CPL Report" button.  
 - Callout box: "Bolded amount reflects inflated price" pointing to the bolded unit price.

Insert the Project Name, Project Number, Milestone, and Length. Unit price is automatically insert and the Total price calculated by the program.

**CPL Analysis**

UPA **CPL**

**AD Hoc CPL Report**

Project Name:

Project Number:

Milestone:

Cost-per-Mile Length:

Unit Price:


Total Price: \$150,000,000.00

CPL Analysis

UPA

CPL

AD Hoc CPL Report

 [Ad Hoc CPL Analysis](#)

Project Name:Grand Loop Road

Project Number:WY PRA YELL 10(15)

Milestone:Pre-scoping

Cost-per-Mile Length:10

Unit Price:15000000

Total Price:\$150,000,000.00

Print Report

Close

Select the "Print Report" button and an Adobe Acrobat File (PDF) will be generated.

**Warning:** Data will not be saved if the “Close” button is selected or the user logs out. The “Ad Hoc CPL Report” PDF file must be saved to the user’s computer.

Cost per Length

Report Date: 12/10/09  
1 out of 1

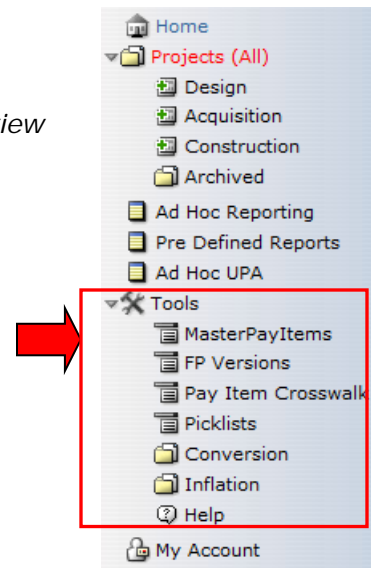
Project No: WY PRA YELL 10(15)  
Project Name: Grand Loop Road  
FLMA No:

Milestone: Pre-scoping  
Date Complete: In Progress

														Project Length	Unit	Unit Price Used	Amount	
														10	mile	\$15,000,000.00	\$150,000,000.00	
Picked: 1														Average: \$14,686,765.99	High: \$14,686,765.99	Low: \$14,686,765.99		
Remarks:																		
<u>Bid History Filters:</u> Keywords: Schedule Length: ALL Award Dates: Before 2009 States: WY														Inflation Index: Colorado CCI Schedule Construction Type: Terrain: Density:				
Award Date	States	Schedule	Project	Inflation	Schedule Length	Low 1	Low 2	Low 3	Low 4	Low 5	Total Amount	Schedule Construction Type	Terrain	Density				
Aug 11, 2004	WY	A	WY PRA-GRTE 100(1), 209(1 ), & 225(1)	60.54%	0.131	\$9,148,353.05	\$10,684,492.37	\$10,816,325.19	\$12,276,758.40	\$14,462,374.05	\$1,198,434.25	B	M	Rural				
						\$14,686,765.99	\$17,152,884.05	\$17,364,528.46	\$19,709,107.93	\$23,217,895.29	\$1,928,089.09							
May 16, 2006	WY	A	WY PFH 29-1(1)	5.56%	0.62	\$0.00	\$0.00				\$1,762,352.73 \$1,747,402.60	R	L	Rural				
Aug 19, 2005	WY	A	PFH 23-1(2)	5.68%	7.17	\$1,706,294.43 \$1,803,211.96	\$1,822,817.39 \$1,926,353.42				\$12,234,131.09 \$8,693,236.80	R	R	Rural				
Aug 19, 2005	WY	X	PFH 23-1(2)	5.68%	7.17	\$0.00 \$0.00	\$0.00 \$0.00				\$700,829.33 \$616,114.40	R	R	Rural				
May 26, 2004	WY	A	WY PRA-YELL 13(3)	60.54%	4.978	\$0.00 \$0.00					\$13,727,654.90 \$18,342,832.43	R	M	Rural				
May 11, 2004	WY	A	WY RRP SEED 12(1)	60.54%	3.45	\$151,014.20 \$242,438.20	\$194,844.06 \$312,802.65	\$238,468.12 \$382,836.71	\$239,773.33 \$384,932.11	\$260,851.30 \$418,770.68	\$455,999.00 \$1,070,713.50	3	L	Urban				
Jul 03, 2003	WY	D	WY PRA-GRTE 13(1)	74.68%	3.119	\$0.00 \$0.00					\$291,500.00 \$260,971.92	R	M	Rural				
Dec 06, 2001	WY	A	WY PFH 21-1(1)	72%	3.202	\$0.00 \$0.00	\$0.00 \$0.00				\$7,354,212.50 \$13,339,919.41	R	R	Rural				

## 1.9A Tools

Depending on the assigned system roles, some users will have *view* access to one or more of the following tools:



### 1.9A.1 Master Pay Item list

The Master Pay Item list includes the pay items for the FPs that are being used in EEBAACS.

- A. Select "FP Version" and input search filters as needed
- B. Select "Apply"
- C. Bid Decimal
- D. Pay Decimal
- E. Pay Item Type

MasterPayItems Return To Home

**Pay Item**

**Search Filters:**

Keywords  FP Version   A

Pay Item Number  B

Batch Options  Jump 1 | Next >

Actions	Pay Item #	Description (Metric)	Description (US Customary)	Metric Units	US Units	Bid	Pay	Type	FP Year	modified	created
<input type="checkbox"/>	15101-0000	Mobilization	MOBILIZATION	LPSM	LPSM	0	3	N	03	11-18-2013 11:43:53	03-09-2007 14:03:49
<input type="checkbox"/>	15101-0000	Mobilization	MOBILIZATION	LPSM	LPSM	0	14	N	14	06-24-2014 18:55:05	-
<input type="checkbox"/>	15201-0000	Construction survey and staking	CONSTRUCTION SURVEY AND STAKING	LPSM	LPSM	0	3	N	03	09-10-2013 12:33:36	11-13-2007 09:32:52
<input type="checkbox"/>	15201-0000	Construction survey and staking	CONSTRUCTION SURVEY AND STAKING	LPSM	LPSM	0	3	N	14	06-24-2014 18:55:05	-
<input type="checkbox"/>	15205-0000	Slope, reference, and clearing and grubbing stake	SLOPE, REFERENCE, AND CLEARING AND GRUBBING STAKE	LPSM	LPSM	0	3	N	03	06-03-2008 10:51:55	03-09-2007 14:04:06
<input type="checkbox"/>	15205-0000	Slope, reference, and clearing and grubbing stake	SLOPE, REFERENCE, AND CLEARING AND GRUBBING STAKE	LPSM	LPSM	0	3	N	14	06-24-2014 18:55:05	-
<input type="checkbox"/>	15206-0000	Slope, reference, and clearing and grubbing stake	SLOPE, REFERENCE, AND CLEARING AND GRUBBING STAKE	km	MILE	3	3	N	14	06-24-2014 18:55:05	-
<input type="checkbox"/>	15206-0000	Slope, reference, and clearing and grubbing stake	SLOPE, REFERENCE, AND CLEARING AND GRUBBING STAKE	km	STA	3	3	N	03	11-18-2013 11:43:54	03-09-2007 14:04:06
<input type="checkbox"/>	15210-0000	Centerline, reestablishment	CENTERLINE, REESTABLISHMENT	km	STA	3	3	N	03	09-10-2013 12:33:36	03-09-2007 14:04:06
<input type="checkbox"/>	15210-1000	Centerline, staking	CENTERLINE, STAKING	km	MILE	3	3	N	14	06-24-2014 18:55:05	-
<input type="checkbox"/>	15210-1000	Centerline, staking	CENTERLINE, STAKING	km	STA	3	3	N	03	09-22-2009 18:50:46	03-09-2007 14:04:06
<input type="checkbox"/>	15210-2000	Centerline, referencing and reestablishment	CENTERLINE, REFERENCING AND REESTABLISHMENT	km	STA	3	3	N	03	05-29-2008 19:22:32	03-09-2007 14:04:06
<input type="checkbox"/>	15210-3000	Centerline, verification and staking	CENTERLINE, VERIFICATION AND STAKING	km	MILE	3	3	N	14	06-24-2014 18:55:05	-
<input type="checkbox"/>	15210-3000	Centerline, verification and staking	CENTERLINE, VERIFICATION AND STAKING	km	STA	3	3	N	03	11-03-2008 15:54:27	03-09-2007 14:04:06
<input type="checkbox"/>	15210-4000	Centerline, establishment	CENTERLINE, ESTABLISHMENT	km	MILE	3	3	N	14	06-24-2014 18:55:05	-
<input type="checkbox"/>	15210-4000	Centerline, establishment	CENTERLINE, ESTABLISHMENT	km	STA	3	3	N	03	01-13-2009 11:10:22	03-09-2007 14:04:06



## 1.9A.2 FP Versions

List of FP Versions used in the system. Select the FP Version to view.



- A. FP Version name
- B. Icons provide quick check to see if FP Version is Active (i.e. available for use)
- C. Number of Pay items
- D. Number of project
- E. Select "view" icon

FP Versions Return To FP Versions ?

List

Search Filters:  
Keywords  Active ☐ Yes ☐ No


Items 1-2 of 2

Actions	Label	Active	Pay Items	Projects
	03	<input checked="" type="checkbox"/>	4224	1661
	14	<input checked="" type="checkbox"/>	3674	2

Items 1-2 of 2

Then select Pay Items tab to see list of Pay Items assigned to the selected FP.

FP Version

Core Pay Items 

FP Version

Label: 14

Active: Yes






Filter as-needed

FP Version: 03 Return To FP Versions | Return To List (FP Versions) ?

Core Pay Items

Search Filters:  
Keywords centerline Pay Item Number 152

Batch Options  Items 1-5 of 5

Actions	Pay Item #	Description (Metric)	Description (US Customary)	Metric Units	US Units	Bid	Pav	Type	FP Year	modified	created
	15210-0000	Centerline, reestablishment	CENTERLINE, REESTABLISHMENT	km	STA	3	3	N	03	09-10-2013 12:33:36	03-09-2007 14:04:06
	15210-1000	Centerline, staking	CENTERLINE, STAKING	km	STA	3	3	N	03	09-22-2009 18:50:46	03-09-2007 14:04:06
	15210-2000	Centerline, referencing and reestablishment	CENTERLINE, REFERENCING AND REESTABLISHMENT	km	STA	3	3	N	03	05-29-2008 19:22:32	03-09-2007 14:04:06
	15210-3000	Centerline, verification and staking	CENTERLINE, VERIFICATION AND STAKING	km	STA	3	3	N	03	11-03-2008 15:54:27	03-09-2007 14:04:06
	15210-4000	Centerline, establishment	CENTERLINE, ESTABLISHMENT	km	STA	3	3	N	03	01-13-2009 11:10:22	03-09-2007 14:04:06

Items 1-5 of 5

## 1.9A.3 Pay Item Crosswalk

This section can be used to see which old FP version pay items tie to which new FP Version pay items. This is called the crosswalk.


Pay Item Crosswalk [Return To Pay Item Crosswalk](#) ?

**List**

**Search Filters:**

Keyword  Active ☐ Yes ☐ No


Items 1-1 of 1

Actions	Name ▼	Description	Active ▲	Items
	FP03 to FP14		<input checked="" type="checkbox"/>	3562

Items 1-1 of 1

Then select Pay items tab to view crosswalk

**Crosswalk**

**Core** **Pay Items** 

**Crosswalk**

Name: FP03 to FP14

Active: Yes

Filter as necessary, select "Apply"

Crosswalk: Crosswalk data im... [Return To Pay Item Crosswalk](#) | [Return To List \(Pay Item Crosswalk\)](#) ?







**Core** **Pay Items**

**Search Filters:**

Keyword geogrid Pay Item Number

FP Version To **14**

Items 1-20 of 3562

Actions	FP Version To ▼	Pay Item # ▼	Pay Item Description (Metric) ▼	Pay Item Description (US Customary) ▼	Metric Pay Units ▼	U.S. Pay Units ▼	Items From				
	14	15101-0000	Mobilization	MOBILIZATION	LPSM	LPSM	<table border="1"> <thead> <tr> <th>FP Version</th> <th>Pay Item</th> </tr> </thead> <tbody> <tr> <td>03</td> <td>15101-0000</td> </tr> </tbody> </table>	FP Version	Pay Item	03	15101-0000
FP Version	Pay Item										
03	15101-0000										
	14	15201-0000	Construction survey and staking	CONSTRUCTION SURVEY AND STAKING	LPSM	LPSM	<table border="1"> <thead> <tr> <th>FP Version</th> <th>Pay Item</th> </tr> </thead> <tbody> <tr> <td>03</td> <td>15201-0000</td> </tr> </tbody> </table>	FP Version	Pay Item	03	15201-0000
FP Version	Pay Item										
03	15201-0000										
	14	15205-0000	Slope, reference, and clearing and grubbing stake	SLOPE, REFERENCE, AND CLEARING AND GRUBBING STAKE	LPSM	LPSM	<table border="1"> <thead> <tr> <th>FP Version</th> <th>Pay Item</th> </tr> </thead> <tbody> <tr> <td>03</td> <td>15205-0000</td> </tr> </tbody> </table>	FP Version	Pay Item	03	15205-0000
FP Version	Pay Item										
03	15205-0000										
	14	15206-0000	Slope, reference, and clearing and grubbing stake	SLOPE, REFERENCE, AND CLEARING AND GRUBBING STAKE	km	MILE	<table border="1"> <thead> <tr> <th>FP Version</th> <th>Pay Item</th> </tr> </thead> <tbody> <tr> <td>03</td> <td>15206-0000</td> </tr> </tbody> </table>	FP Version	Pay Item	03	15206-0000
FP Version	Pay Item										
03	15206-0000										
	14	15210-1000	Centerline, staking	CENTERLINE, STAKING	km	MILE	<table border="1"> <thead> <tr> <th>FP Version</th> <th>Pay Item</th> </tr> </thead> <tbody> <tr> <td>03</td> <td>15210-1000</td> </tr> </tbody> </table>	FP Version	Pay Item	03	15210-1000
FP Version	Pay Item										
03	15210-1000										
	14	15210-3000	Centerline, verification and staking	CENTERLINE, VERIFICATION AND STAKING	km	MILE	<table border="1"> <thead> <tr> <th>FP Version</th> <th>Pay Item</th> </tr> </thead> <tbody> <tr> <td>03</td> <td>15210-3000</td> </tr> </tbody> </table>	FP Version	Pay Item	03	15210-3000
FP Version	Pay Item										
03	15210-3000										

The filtered results appear:

- A. FP Version for pay items being shown (converted to)
- B. Pay Item Number
- C. Pay Item Description Metric
- D. Pay Item Description US Customary
- E. Metric Pay Units
- F. U.S. Pay Units
- G. Item From
  - a. FP Version: This is the old version of the FP for which bid history is being crosswalked to
  - b. Old FP Version pay items that will appear in new FP Versions Bid History when crosswalk is used (See Subsection 1.9.1.1)
- H. Select "View" to for more detailed information such as pay unit conversion factor

In the example shown below: Both FP03 Pay Item 20703-0000 & 20303-2000 will appear in the FP14 Pay item 20703-2000 bid history search if the crosswalk is used. (See Subsection 1.9.1.1)

Crosswalk: Crosswalk data im...

[Return To Pay Item Crosswalk](#) | [Return To List \(Pay Item Crosswalk\)](#) ?

CorePay Items

Search Filters:

Keyword geogridPay Item Number

FP Version To 14

Apply Search

Items 1-3 of 3

Actions	FP Version To	Pay Item #	Pay Item Description (Metric)	Pay Item Description (US Customary)	Metric Pay Units	U.S. Pay Units	Items From						
	14	20703-0000	Geogrid	GEOGRID	m2	SQYD	<table><tr><th>FP Version</th><th>Pay Item</th></tr><tr><td>03</td><td>20703-0000</td></tr></table>	FP Version	Pay Item	03	20703-0000		
FP Version	Pay Item												
03	20703-0000												
	14	20703-1000	Geogrid, uniaxial	GEOGRID, UNIAXIAL	m2	SQYD	<table><tr><th>FP Version</th><th>Pay Item</th></tr><tr><td>03</td><td>20703-1000</td></tr></table>	FP Version	Pay Item	03	20703-1000		
FP Version	Pay Item												
03	20703-1000												
	14	20703-2000	Geogrid, stabilization	GEOGRID, STABILIZATION	m2	SQYD	<table><tr><th>FP Version</th><th>Pay Item</th></tr><tr><td>03</td><td>20703-0000</td></tr><tr><td>03</td><td>20703-2000</td></tr></table>	FP Version	Pay Item	03	20703-0000	03	20703-2000
FP Version	Pay Item												
03	20703-0000												
03	20703-2000												

In this different example below: Both FP03 Pay Item 41804-0000 & 41804-1000 will appear in the FP14 Pay item 30613-0000 bid history search if the crosswalk is used. (See Subsection 1.9.1.1). Select the View icon for additional details.

Crosswalk: Crosswalk data im...

Return To Pay Item Crosswalk | Return To List (Pay Item Crosswalk) ?

Core Pay Items


Search Filters:

Keyword binder Pay Item Number

FP Version To 14

Apply Search Clear

Items 1-3 of 3


Actions	FP Version To	Pay Item #	Pay Item Description (Metric)	Pay Item Description (US Customary)	Metric Pay Units	U.S. Pay Units	Items From	
	14	30613-0000	Asphalt binder	ASPHALT BINDER	t	TON	FP Version	Pay Item
							03	41804-0000
							03	41804-1000

- I. FP Version for pay items being shown (converted to)
- J. Detailed pay item information for pay item being converted to
- K. Detailed pay item information for pay item being converted from
- L. Conversion factors. In some cases pay item units change between FPs (i.e. from STA to mile), the conversion factor is used to recalculate quantities and unit prices for bid history viewing purposes


Crosswalk: [Crosswalk data im...](#) [Crosswalk Items](#) [Return To Pay Item Crosswa](#)

Core **Pay Items**

**Crosswalk Item**


FP Version To: 14 

Pay Item To: 30613-0000 N ASPHALT BINDER TON Asphalt binder t



Pay Item #: 30613-0000	Pay Item Description: Asphalt binder
Pay Item Description: ASPHALT BINDER	Pay Item Type: N
Pay Unit (U.S. Units): TON	Pay Unit (Metric Units): t

Entries:




**Crosswalk Entry #1**


FP Version From: 03

Pay Item From: 41804-1000 N ASPHALT BINDER AC-10 TON Asphalt binder AC-10 t

Pay Item #: 41804-1000	Pay Item Description: Asphalt binder AC-10
Pay Item Description: ASPHALT BINDER AC-10	Pay Item Type: N
Pay Unit (U.S. Units): TON	Pay Unit (Metric Units): t

US Conversion Factor: 1.00000 

Metric Conversion Factor: 1.00000




**Crosswalk Entry #2**

FP Version From: 03

Pay Item From: 41804-0000 N ASPHALT BINDER TON Asphalt binder t

Pay Item #: 41804-0000	Pay Item Description: Asphalt binder
Pay Item Description: ASPHALT BINDER	Pay Item Type: N
Pay Unit (U.S. Units): TON	Pay Unit (Metric Units): t

US Conversion Factor: 1.00000 

Metric Conversion Factor: 1.00000

**Close**


## 1.9A.4 Picklists

The Picklist Manager can be used to view the selections included in the system picklists.

Select picklist to view:

Picklist Manager [Return To Picklists](#) ?

**Picklists**

 Some picklists have more than 50 picks. This may delay loading of a page.

**Search Filters:**

Keywords:

Items 21-34 of 34 <span style="float: right;">&lt; Previous   Jump 2</span>			
Display Name ▼	Description	Hierarchical ▼	Pick Count
<a href="#">Pay Items: Pay Unit (U.S. Units)</a>	List of Pay Unit (U.S. Units) values	No	26
<a href="#">Progress Payment Periods: Payment Type</a>	List of Payment Type values	No	4
<a href="#">Projects: Account Numbers (CONSTR)</a>	List of Account Numbers (CONSTR) values	No	1
<a href="#">Projects: Construction Type</a>	List of Construction Type values	No	93 !
<a href="#">Projects: Density</a>	List of Density values	No	2
<a href="#">Projects: Federal Lands Division</a>	List of Federal Lands Division values	No	3
<a href="#">Projects: Funding Source(s)</a>	List of Funding Source(s) values	No	18
<a href="#">Projects: Partner Agency</a>	List of Partner Agency values	No	9
<a href="#">Projects: Schedule Letter</a>	List of Schedule Letter values	No	26
<a href="#">Projects: Terrain</a>	List of Terrain values	No	3
<a href="#">Solicitation Procedure</a>	List of Solicitation Procedure Type	No	12
<a href="#">Sub Contractors: Type</a>	List of Type values	No	8
<a href="#">Sub Contractors: Work Items</a>	List of Work Items values	No	48
<a href="#">Work Activity Equipments: Idle Code</a>	List of Idle Code values	No	5

Items 21-34 of 34 < Previous | Jump 2

Selections appear,  
but cannot be edited

Picklist Manager / Projects: Funding Source(s)

**Picklist Core**

 Projects: Funding Source(s)  
You are unable to edit this picklist.

Pick Label
ARRA
BLM
BOR
ERFO
FS
FWS
HPP
IRR
NPS
OMAD
PFH
PLH
PRA
RRP
FLAP
FTBL
FTNP

## 1.9A.5 Conversion

This section shows the conversion factors used when projects or bid history is converted between U.S Customary and Metric units.

Conversion Rates

Revisions

Cancel

Conversion System

US Unit	Metric Unit	Dimension	Conversion Rate to US Units	Conversion Rate to Metric Units
ACRE	ha	Area	2.47103	0.40469
CTSM	CTSM	Length	1	1
CUFT	m3	Volume	35.31467	0.02832
CUYD	m3	Volume	1.30795	0.76455
DAY	Day	Duration	1	1
EACH	Each	Length	1	1
FXHR	Fxhr	Duration	1	1
GAL	l	Volume	0.26417	3.78541
HOUR	Hour	Duration	1	1
LB	kg	Weight	2.20462	0.45359
LNFT	m	Length	3.28084	0.3048
LPSM	LPSM	Length	1	1
MFBM	m3	Volume	0.42378	2.35974
MGAL	m3	Volume	0.26417	3.78541
MILE	km	Length	0.62137	1.60934

## 1.9A.6 Inflation

This section shows the inflation indices used in the system calculations for inflation (See Subsection 1.9). Filter as needed.

- A. Inflation Index Name
- B. Index Year
- C. Inflation Rate is actually the construction cost index (CCI) value or the producer price index value (PPI)

Inflation

Inflation RatesRevisions

Search Filters:

Inflation IndexCalifornia Highway CCIInflation Rate

Year


















Apply SearchClear

A

B

C

Items 1-17 of 17

Actions	Inflation Index ▼	Year ▼	Inflation Rate ▼
	California Highway CCI	1997	47.6
	California Highway CCI	1998	49.9
	California Highway CCI	1999	52.9
	California Highway CCI	2000	53.5
	California Highway CCI	2001	58.7
	California Highway CCI	2002	53.1
	California Highway CCI	2003	56.6
	California Highway CCI	2004	79.1
	California Highway CCI	2005	98.1
	California Highway CCI	2006	104.1
	California Highway CCI	2007	100.0
	California Highway CCI	2008	95.0
	California Highway CCI	2009	78.4
	California Highway CCI	2010	76.8
	California Highway CCI	2011	84.0
	California Highway CCI	2012	79.2
	California Highway CCI	2013	97.1

Items 1-17 of 17

## 1.9A.6 Help

This section is currently not being used.

Refer to the EEBACS User Guides <https://flh.fhwa.dot.gov/resources/estimate/guide.htm>

To request assistance see Subsection 1.12.

## 1.10 My Account

### 1.10.1 Changing a Password

A user's password must be changed every **60** days.

If a user's password has expired, the user will be prompted to reset their password.

The new password cannot be the same as of any of the last twenty-four passwords.

**WARNING:** If you do not login once every 60 days your account will be automatically disabled. See Section 1.3.5 to re-enable your account. Once your account has been re-enabled, you will be prompted to change your password.

To change a password, if not prompted to, selecting the "My Account" link allows users to change their password.

- Select "My Account" in the sidebar menu;
- Input the password sent (current);
- Input a user generated (new) password;
- Re-enter the (new) password; and
- Select "Change password".

All passwords must conform to the DOT password standards: 12 characters (minimum) length:

- UPPER CASE LETTERS (A through Z);
- Lower case letters (a through z);
- Numbers ( 0 through 9); and
- Special characters (e.g., !, \$, #, %).

Entering a new password that does not meet standards results in the following error statement:



## 1.10.2 Setting up a Security Question

A security question is needed in case you forget your password and need the System to reset your password and send it to your email address.

Go to the "My Account" link on the sidebar menu; select the "Account Settings" tab.

- A. Enter your security question.
- B. Enter the answer to your security question. The security answer is case-sensitive.
- C. Save

**My Account** **Account Settings**

Change Password

Save Cancel

\* indicates a required field

**Account Settings**

Email: Heidi.Hirsbrunner@dot.gov

Security Question:

My favorite estimating program

Path: p

Security Answer: EEBACS

Save Cancel





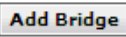










## 1.10.3 Reserved



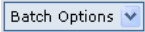





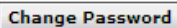
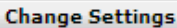

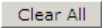
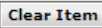





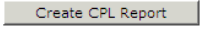

This Section has been deleted.










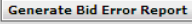

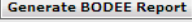

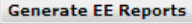
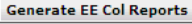
## 1.11 Terms, Icons, and Abbreviations

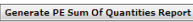
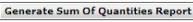
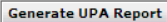

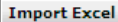
The following terms, icons, and abbreviations are for the entire program. Not all icons are available depending on a user's rights.












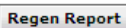
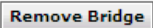

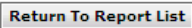
### 1.11.1 Term and Icon Definitions





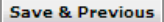
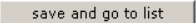
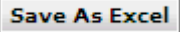

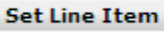

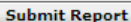
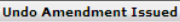


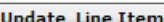



TERM	ICON	DESCRIPTION
<b>A</b>		
Add or Add Another		Adds another pay item, duplicate pay item, pay note, etc. Also symbol for "copy".
Add a pick		Adds additional data field boxes for input.
Add an item below		Adds a new data field
Add Account		Allows addition of another account when an estimated pay item quantity has different funding sources.
Add Bridge		Expands screen to allow input of bridge data.
Add Column Heading		Adds another data input box for quantities and account numbers when a pay item quantity is subdivided into more than one grouping (see Summary of Quantities report).
Add GIS Route		Expands screen to allow for GIS data to be inputted.
Add Master Pay Items		Opens master pay item table to allow selection of pay items.
Add New		Module dependent. Adds new Announcements to the system or new Pre-defined Report. Adds new Bid Summary.
Add New Account		Adds new account number to project.
Add New Bidder		Allows bidder information to be added.
Add New Estimate		Adds a new estimate to a project.
Add New Schedule		Adds a new schedule to the project.
Add Temporary Pay Item		Adds a temporary pay item. Can be used while waiting for a new pay item request to be approved. Projects cannot be forwarded to Acquisitions with temporary pay items included.
Amendment Issued		Marks an amendment as being issued. Data cannot be modified unless "Undo Amendment Issued" is selected.



TERM	ICON	DESCRIPTION
Apply Search		Finds all data within the selected parameters.
Asterisk (red)		Indicates a data required in a data field.
<b>B</b>		
Batch Option		Through a pull down list, allows printing of reports, or deletion of selected pay items.
BHUP		When selected allows the Bid History Unit Price screen to be accessed.
<b>C</b>		
Cancel		Closes screen without saving inputted data.
Cancel & Close		Closes a screen or function without saving inputted or calculated data.
Carat		Open/Closes sub-folders, re-orders lists, or items within a pick list.
CBUP		When selected allows the Cost Based Unit Price screen to be accessed.
Change Password		After current and new passwords are entered select this icon to change a user's password when in "My Accounts".
Change Settings		Allows search parameters to be changed.
Clear		When selected, clears all data from fields.
Clear All		Clears all selected data.
Clear Item		Clears all inputted data.
Close		Closes screen or function.
Completed		Project marked completed.
Continue		Advances user to the next screen.
Copy		Copy. Also the symbol for "refresh", "adds", and "adds another" item. Copies an estimate, adds another pay note, or duplicates a pay item. Also the symbol for refresh previously created reports.
Copy Estimate		Copies the estimate to create another estimate within the project.
Create CPL Report		Advances user to next screen for inputting project specific data.
Create Construction Estimate		Calculates the total cost of a schedule once mobilization has been included.

TERM	ICON	DESCRIPTION
<b>D</b>		
Delete		Deletes the adjacent function, deletes most recent entry, or deletes a document.
Delete		Deletes a project, estimate, or schedule. Once this button is selected, the deleted item cannot be restored.
Delete All Column Headings		Deletes all previously established column headings.
Delete report		Deletes a previously generated report.
De-select		De-selects all items visible on the screen.
<b>E</b>		
Edit		When selected, allows function to be edited.
Edit		When selected, opens function or page to be edited. Also see "Write".
<b>F</b>		
<b>G</b>		
Generate		Sends the user to a subroutine to calculate a value or report.
Generate Bid Schedule		Generates a Bid Schedule for the contract package in Adobe Acrobat and MS Word Excel format.
Generate Bid Error Report		Shows any error between inputted and computed bid prices.
Generate Bid Tabulation Report		A tabulation of all bid prices submitted.
Generate BODEE Report		Generates the Bid Opening Disclosure of Engineer's Estimate report for use at Bid Openings.
Generate Design Summary Report		Generates an Adobe Acrobat file summarizing project and schedule information.
Generate EE Reports		Generates an Adobe Acrobat file summarizing project, schedule, and individual item information.
Generate EE Column Reports		Generates an Adobe Acrobat file summarizing project, schedule, and individual item by column information.

TERM	ICON	DESCRIPTION
Generate PE Summary of Quantities Report		Generates a Project Engineer's "Summary of Quantities" in CVS, Excel, and PDF format.
Generate Summary of Quantities Report		Generates a "Summary of Quantities" (as seen in the plans) in CVS, Excel, and PDF format.
Generate UPA Report		Generates Unit Price Analysis Report for selected pay items.
<b>H</b>		
Help		Also is used to show entire list of items in a searchable pick list. Future on-line Frequently Asked Questions.
<b>I</b>		
Import Excel		Places bid data into a MS Excel spreadsheet.
<b>J</b>		
<b>K</b>		
<b>L</b>		
<b>M</b>		
Milestone	N/A	<p>A point in the evolution of a project at which a record of that instance is required. Milestones usually coincide with design reviews listed in the Project Development and Design Manual (PDDM) Section 9.6.4 Reviews when the project is in Design. Reviews are either descriptive or a percentage. For example: Preliminary Design Review (15% or 30%); Intermediate Design Review (50%); Plan-In-Hand Review (70%); Final PS&amp;E Review (95%); and PS&amp;E Approval &amp; Authorization Review (100%); and Milestones coincide with current Estimate, including any Amendment Estimates in Acquisitions.</p> <p>In Construction the Milestones coincide with status: Awarded, Active, Completed, Disputed, Finaled, terminated</p>

TERM	ICON	DESCRIPTION
Move this item up/down arrows		Moves the item up or down in a listing. Also used to change the order of incentive and duplicate pay items.
<b>N</b>		
Not/No		As in "not" complete or checked "no".
<b>O</b>		
Open in New Window		Opens window with header and data.
<b>P</b>		
PDF		Adobe acrobat file.
Previous runs		Shows all previous runs of a report.
Print Report		Prints report for selected or generated data.
Promote to Acquisition		Sends all project data to Acquisitions upon completion of estimate. Data cannot be retrieved unless released by Acquisitions. Some data can be viewed.
<b>Q</b>		
Quick link		Allows quick access to various functions and pages.
QUP		Automatically adds a new quality incentive pay item and sends user to the Quality Unit Price subroutine.
<b>R</b>		
Refresh		Regenerate reports previously created. Also the symbol for copy, "adds", or "adds another" item. Copies an estimate, adds another pay note, or duplicates a pay item.
Regenerate report		Regenerates a previous report with the latest data in the system.
Regenerate Report		Regenerates a previous report with the latest data in the system.
Remove Bridge		Removes previously inputted bridge data.
Remove GIS Route		Removes previously inputted GIS route data.
Return to Report List		Advances screen to previously generated Ad Hoc Report list.

TERM	ICON	DESCRIPTION
Review latest run		Allows viewing of the last version of a report.
<b>S</b>		
Save		Saves inputted data.
Save & Close		Saves inputted data and closes window.
Save & Next		Saves data on current screen and advances to next pay item.
Save & Previous		Saves data on current screen and advances to next pay item.
Save and go to list		Saves inputted data and goes to pay item list.
Save as Excel		Save data (or place data and open file) into an MSWord Excel spreadsheet.
Select all		Selects all items in the screen.
Set Line Item		Assigns line item numbers to pay items for a given schedule.
Submit		Submits data to generate a report.
Submit Report		Submits selected data to generate a report.
<b>T</b>		
<b>U</b>		
Undo Amendment Issued		Allows an amendment previously issued to be unlocked for manipulation.
Update		Updates data fields.
Update All Line Numbers		When selected, rennumbers line item numbers in consecutive order after pay items have been added, deleted, or duplicate pay items reordered.
Update Line Item		Updates line item numbers previously assigned to pay items for a given schedule.
<b>V</b>		
View		Allows user to view the item or project, but does not allow writing or editing. Also icon for "Review latest run".
View all results		Allows entire list of items in a searchable pick list to be shown.
View Next		Allows advancement to next pay item.

TERM	ICON	DESCRIPTION
View Previous		Regresses to last pay item.
<b>W</b>		
Warning		Indicates missing information, information needing updating, or possible error. Also warns user a new report has been generated.

## 1.11.2 Abbreviations

### A

A+B – Found on the bid schedule. In Part “A” the contractor shows their bid price for the bid items. In part “B”, the Contractor shows the number of days they propose for performing the work.

AL – State of Alabama

AK – State of Alaska

AR – State of Arkansas

Avg – Average

AZ – State of Arizona

### B

BIA – Bureau of Indian Affairs

BHUP – Bid history unit price

BLM – Bureau of Land Management

BLS - Bureau of Labor Statistics

BODEE - Bid Opening Disclosure of Engineer’s Estimate

### C

CA – State of California

CBUP – Cost-based unit price

CCI – Construction cost indexing

CE – Construction Engineering

CEA - CEA – Construction Engineering via A&E firm

CFL – Central Federal Lands Highway Division

CI – Construction only pay Item

CMUP – Construction modification-based unit price

CO – State of Colorado



COE – Construction Operations Engineer

COE – U.S. Army Corps of Engineers

Col - Column

Comp – Completed

CON - Construction

CPL – Cost Per Length

CPM – Critical Path Method

CT – State of Connecticut

CTSM – Contingent sum

cuft – cubic foot

Cur – Current (as in status of estimate)

cuyd – cubic yard

## **D**

DC – District of Columbia

DE – State of Delaware

DI – Design Incentive

DOD – Department of Defense

DOT – Department of Transportation (Federal or State)

## **E**

EE – Engineer's Estimate

EEBACS – Engineer's Estimate, Bidding, Award, and Construction system

EFL – Eastern Federal Lands Highway Division

## **F**

FL – State of Florida

FLAP - Federal Lands Access Program

FLMA – Federal Land Management Agency

FM – Federated States of Micronesia

FP – Federal Project (as in FP-## or the Standard Specifications for Construction of Roads and Bridges of Federal Highway Projects)

FTCE - Federal Lands Transportation Program - COE

FTNP - Federal Lands Transportation Program - NPS

FTFS - Federal Lands Transportation Program – USFS

FTFW - Federal Lands Transportation Program - FWS

FTBL - Federal Lands Transportation Program – BLM

FWS – Fish & Wildlife Service

## **G**

GA – State of Georgia

Gal - gallon

GIS – Geographic Information System

GU - Guam

## **H**

ha – hectare (10,000 m<sup>2</sup>)

HI – State of Hawaii

HD – Highway Division (as in CFL, EFL, or WFL)

HDM – Highway Design Manager

hr - hour

## **I**

IA – State of Iowa

ID – State of Idaho

IGE – Independent Government Estimate

IL – State of Illinois

IN – State of Indiana

## **J**

## **K**

kg - Kilogram

km – Kilometer (1,000 meters)

KS – State of Kansas

KY – State of Kentucky

## **L**

l – Liter

L – Level, AASHTO terrain type

LA – State of Louisiana

Lat - Latitude

lb – pound

lnft – linear foot

Long - Longitude  
LPSM – Lump sum

## **M**

m – Meter  
M – Mountainous, AASHTO terrain type  
m2 – square meter  
m3 – cubic meter  
MA – State of Massachusetts  
Mat - Material  
Max - Maximum  
MD – State of Maryland  
ME – State of Maine  
MFBM – thousand board feet (lumber)  
MGAL – thousand gallons  
Mgr - Manager  
MH – Materials on Hand  
MI – State of Michigan  
Min - Minimum  
MN – State of Minnesota  
MP – North Mariana Islands  
MO – State of Missouri, or  
MO - Month  
MS – State of Mississippi  
MT – State of Montana

## **N**

N – Normal pay item type  
NC – State of North Carolina  
ND – State of North Dakota  
NE – State of Nebraska  
ND – State of North Dakota  
NH – State of New Hampshire  
NJ – State of New Jersey  
NM – State of New Mexico  
NM – Normal pay item with materials incentive

No – Number

NPS – National Park Service

NR – Normal pay item with roughness incentive (IRI)

NS – Normal pay item with smoothness incentive (PRI)

NV – State of Nevada

NY – State of New York

## **O**

O&P – Overhead & Profit

OH – State of Ohio

OK – State of Oklahoma

OR – State of Oregon

## **P**

PA – State of Pennsylvania

PDF – Portable Document Format (Adobe Acrobat file)

PE – Project Engineer or Project Engineering

PFH – Public Forest Highway

PLH – Public Lands Highway

PM – Project Manager

PR – Puerto Rico

PRA – Public Roads Allocated

PW – Preparatory Work

## **Q**

Q\_ - Quality incentive (M = Materials, R = International Roughness Index (IRI),  
S = Smoothness (PRI))

QUP – Quality unit price

## **R**

R – Rolling, AASHTO terrain type

RI – State of Rhode Island

RRP – Refuge Road Program

## **S**

SC – State of South Carolina

Sched – Bid Schedule

SD – State of South Dakota

SLRY – slurry unit

sqft – Square feet (foot)

sqyd – Square yard

STA – Station (100 feet)

Sum - Summary

## **T**

t – metric ton (1000 kilograms)

TN – State of Tennessee

TTP - Tribal Transportation Program

TX – State of Texas

## **U**

UPA – Unit Price Analysis

US – United States

USC – U.S. Customary

USFS – United States Forest Service

UT – State of Utah

## **V**

VA – State of Virginia

VI – Virgin Islands

VT – State of Vermont

## **W**

WA – State of Washington

WFL – Western Federal Lands Highway Division

WI – State of Wisconsin

WV – State of West Virginia

WY – State of Wyoming

## **X**

## **Y**

## **Z**

## 1.12 Requesting Assistance

### For Contract Employees working off-site or Construction Contractor:

Contact your Contracting Officer's Representative (COR) for all EEBACS issues. They will submit your request, question, or recommendation to the appropriate Service Desk, Component Lead, or EEBACS Division Administrator.

### For Contract personnel working in the FLH Division offices and Government employees:

For User Account access issues: Contact 5-HELP for a ticket and request issue be forwarded to your Local Tier 2 Helpdesk. (EEBACS is a Tier 2 System). If emailing 5-HELP, "cc" your Local IT Service Desk.

- [ServiceDesk@dot.gov](mailto:ServiceDesk@dot.gov)
- [EFLHD.Servicesdesk@dot.gov](mailto:EFLHD.Servicesdesk@dot.gov),
- [CFLHD.Helpdesk@dot.gov](mailto:CFLHD.Helpdesk@dot.gov), or
- [WFLHD.Servicesdesk@dot.gov](mailto:WFLHD.Servicesdesk@dot.gov).
- 5-HELP - internal 54357, external 202.385.4357, toll-free 866.466.5221
- Eastern Federal Lands Highway Division – 703.404.6338
- Central Federal Lands Highway Division – 720-963-3600
- Western Federal Lands Highway Division – 360.619.7600

For all other EEBACS support (request help, report errors, recommend changes, etc.): Contact your local Component Lead or EEBACS Division Administrator.

Section	CFL	EFL	WFL
Construction	Dan Sorensen	Kim Pellegrini, Rajan Patel	Thinh Phan
Acquisitions	Ryan Philips	Janice Martin	Angy Liljedahl
Design/Project Managers/Technical Services	Heidi Hirsbrunner, Angela Johnson	Lahoucine Ouhssayne, Spencer Beale	Ninh Phan, Stephen Chapman
EEBACS Administrators	Heidi Hirsbrunner	Spencer Beale	Ninh Phan, Stephen Chapman
EEBACS Project Manager	Tom Johnson – FLH HQ		