

# EEBACS USER GUIDE 1.0

## Appendix E: Amendments

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#### TABLE OF CONTENTS

#### Page

E.1 Amendments	E-2
E.1.1 Amendment List.	E-2
E.1.1.1 Add New Amendment.	E-2
E.1.1.2 Issuing an Amendment.	E-4
E.1.1.3 Undo Amendment Issued.	E-5
E.1.1.4 Deleting an Amendment	E-6
E.1.2 Estimates (for Amendments).	E-7
E.1.2.1 Project Pay Items	E-8
E.1.2.2 Pay Items	E-9
E.1.2.3 Construction Estimates.	E-13
E.1.2.4 Reports	E-14

## E.1 Amendments.

Project Info Design Acquisition Account Team Event Log
Core Solicitation Prep Amendments Bids Obligation Tabulation Award Doc

The Amendments Tab creates an amendment and supporting documentation. Acquisition user roles can add, edit, delete, and issue Amendments in EEBACS. Some Design user roles will be able to update estimates in the Acquisition module for contract amendment purposes.

There are two types of amendments:

- Administrative Amendments (Non Pay Item) Non pay item amendments will be inputted to the program to maintain amendment number order. This type of amendment may result because of changes in Davis – Bacon Wage rates, Special Contract Requirements (SCRs), plans, or a road user fee at the "Bid Summary Groupings" page.
- Pay Item Amendments Pay item amendments change the Bid Schedule or Summary of Quantities. They may include adding, deleting, or modifying a pay item or a component of a pay item such as quantity. Depending on your Division's practices, pay item amendments may be developed in whole or part by the Design or Acquisition Section.

#### E.1.1 Amendment List.

The Amendment List tab allows the user to create, issue, and undo an amendment. Generally, only Acquisition staff has the authority to create, issue, undo, and delete amendments; while Design staff has authority to edit a Pay Item amendment. Contact your Acquisition staff if you need assistance.

#### E.1.1.1 Add New Amendment.

A. Select the "Add New Amendment" icon;

turn   Return To List (Acquisitic

As amendments are added, a list is developed. Note that only the most recent amendment (that has not been issued) can be edited.

Projects: PRA YELL	Projects: PRA YELL 10(15) G 4Return I Clist (Acquisition 3)			
Core (Solicitation Prep) Acquisition (Account ) learn   Event Log       Core (Solicitation Prep) Amendments (Bids (Obligation Tabulation (Award (Documents)     (Amendment List (Estimates)				
Search Filters: Reason For Change Apply Search				
Items 1-2 of 2				
	Amendment Number 🔻	Issued	Pay Item Amendment?	Amendment Date 🔻
81	A001			Jun 23, 2009
	A002	×		Jun 23, 2009
Items 1-2 of 2				

- B. Enter Amendment Number (make sure the number reflects your Division's nomenclature);
- C. Enter date of the amendment;
- D. Select the Yes or No radio button depending on the type of amendment. Examples of a non pay item amendment type would be changes due to Davis – Bacon Wage Rate updates, specification changes, or plan changes that did not effect quantity;
- E. Insert a description of what changes can be found in the amendment; and
- F. Select the "Save" icon for pay item type of amendments in order to modify the estimate or "Save & Close" icon to exit the screen.

ļ	Projects: WY PRA-YELL 10(15 Acquisitions: /DTFH70 C-00001				
1	Project Info Design Acquisition Account Team Event Log				
_	Core Colicitation Pr	ep Amendments Bids Obligation Tabulation Award Documents			
	Save & Close Save	Cancel			
	Add New Amendmen Amendment Number*: Amendment Date*: Pay Item Amendment?:	A001 B 2009-04-23 Select Clear © yes O no D			
	Reason*:	Adjustment in quantity for pay item			
F	Save & Close Save	Cancel			

#### E.1.1.2 Issuing an Amendment.

ſ

If a pay item amendment is required, the user must complete an estimate (see Chapter 3.7.3 Estimates). Make sure the "complete" button is toggled "Yes".

Projects: PRA YELL 10(1	5) G Acquisitions: //DTFH70-C-00007 Amendments: A001 Estimates
Project Info Design	Acquisition Account Team Event Log
Core Solicitation I	Prep Amendments Bids Obligation Tabulation Award Document
Amendment List	Estimates
Estimate Sc	nedules $\chi$ Column Headers $\chi$ Pay Items $\chi$ Construction Estimates $\chi$
Save & Close Save	Cancel Cancel & Close
Estimate	
Milestone Name*:	Amendment A001
Description:	<u> </u>
	<b>v</b>
	Check Spelling
Complete?*:	( yes no
Review Date*	2009-06-22 Select Clear
Notion Date 1	2009-00-22 Velect Velet
Save & Close Save	Cancel Cancel & Close

Once data has been input for either the pay item or non-pay item amendment:

A. Select the "Amendment Issued" button.

ojects: PRA YEL	LL 10(15) G Acquisitions: /DTFH70-C-00007 Amendments	
Project Info 🏹 I	Design Acquisition Account Team Event Log	
Core Solicit	tation Prep Amendments Bids Obligation Tabulation Award Documents	
Core Esti		
ave & Close	Save Delete Cancel Cancel & Close Amendment Issued	* indicates a required fiel
Add New Am	endment	
Amendment Nu	umber*: A001	
Amendment Da	ate*: 2009-06-19 Select Clear	
Pay Item Amendment?:	yes	
Reason*:	Increases quantity for item 15201-0000	
	due to added survey at parking area.	
	<b>*</b>	
Amendments:	7	
Antenanienos.	Amend Pay Items	
	Action Modify	
	Modify Pay Items	
	Pay Item	
	Pay Item #:	
	15201-0000	
	Pay Item Description (US Customary):	
	CONSTRUCTION SURVEY AND STAKING	
	N Pay Item Type:	
	Pay Unit (U.S. Units):	
	LPSM	
	Supplemental Description:	
	CONSTRUCTION SURVEY AND STAKING	
	Line Item Numbers:	
	0020	
	A 0020	
	N	
	Unit Price:	
	\$250,000.00	
	Unit Price (Old):	
	\$200,000.00	
	Total Price: \$250.000.00	
	Total Price (Old):	
	\$200,000.00	
ave & Close	Save Delete Cancel Cancel & Close Amendment Issued	

#### Pay Item Amendment example

Ν	on- Pay Item Amendment example:	
Projects: PRA YELL 10(15) G Acquisitions: / DTFH70-C-00007 Amendments		
Project Info Design	Acquisition Account Team Event Log	
Core Colicitation Pr	ep Amendments Bids Obligation Tabulation Award Occuments	
Save & Close Save	Delete Cancel Cancel & Close Amendment Issued	
	۱	
Add New Amendmer	nt	
Amendment Number*:	A002	
Amendment Date*:	2009-06-22 Select Clear	
Pay Item Amendment?:	no	
Reason*:	Davis - Bacon Wage Rate changes.	
Save & Close Save	Delete Cancel Cancel & Close Amendment Issued	

Once the amendment has been issued, the "Issued" column will be checked under the "Amendment List" tab

Projects: PRA YELL 10(15) G Acquisitions: / DTH70-C-00007 4 Return   Ret				
Project Info Design Acquisition Account Team Event Log				
Core V Solicitation Prep Amendments V Bids V Obligation Tabulation	on Award Docu	uments		
Amendment List Estimates				
Search Filters:				
Reason For Change				
Apply search	Apply Search			
Add New Amendment Items 1-1 of 1				
Amendment Number v Issued Pay Item Amendment? Amendment Date v				
A001			Jun 19, 2009	
Add New Amendment Items 1-1 of 1				

#### E.1.1.3 Undo Amendment Issued.

"Undo amendment issued" can only be performed by Acquisition staff. Undoing an amendment allows the amendment to be edited or deleted.

A Select the "Undo Amendment Issued" button.

Exan	nple of a non-pay item amendment:		
Projects: PRA YELL 10(15	Projects: PRA YELL 10(15) G., Acquisitions: /DTFH70-C-00007 Amendments		
Project Info Design	Acquisition Account Team Event Log		
Core Solicitation Pr	Prep Amendments Bids Obligation Tabulation Award Documents		
Cancel Undo Amenda	nent Issued		
Add New Amendme	nt		
Amendment Number:	A002		
Amendment Date:	June 22, 2009		
Pay Item Amendment?:	no		
Reason:	Davis - Bacon Wage Rate changes.		
	<u>/</u>		
Cancel Undo Amenda	nent Issued		

Example of a pay item amendment.				
Projects: PRA YELL 10(15) G., Acquisitions: /DTFH70-C-00007 Amendments				
Project Info (Design) Acquisition (Account (Team (Event Log)				
Core Solicitation Pr	Core Solicitation Prep Amendments Bids Obligation Tabulation Award Documents			
Core Estimate				
Cancel Undo Amenda	nent Issued			
Add New Amendme	int			
Amendment Number:	A001			
Amendment Date:	June 19, 2009			
Pay Item Amendment?:	yes			
Reason:	Increases quantity for item 15201-0000 due to added survey at parking area.			
Amendments:	<b>v</b>			
	Amend Pay Items Artion			
	Modify			
	Modify Pay Items Pavi Item			
	The second s			
	15201-0000			
	Pay Item Description (US Customary):			
	CONSTRUCTION SURVEY AND STAKING			
	Pay Item Type:			
	Pav Unit (U.S. Units):			
	LPSM			
	Suplamental Description:			
	CONSTRUCTION SURVEY AND STAKING			
	Line Item Numbers:			
	0020			
	A UU2U Bay Team Tunas			
	ray iteli iyus. N			
	Unit Price:			
	\$250,000.00			
	Unit Price (Old): \$200,000.00			
	Total Price:			
	\$250,000.00			
	Total Price (Old): \$200.000.00			
	Λ			
Cancel Undo Amendment Issued				
	N			

#### Example of a pay item amendment:

#### E.1.1.4 Deleting an Amendment.

An amendment may be deleted through the "Amendment" tab. Amendments deleted cannot be retrieved (including estimates developed under the amendment).

Projects: PRA YELL 10(15)	<u>G</u> <u>Amendments</u>
Project Info Design	Acquisition Account Feam Event Log
Core Solicitation Pre	ap Amendments S Obligation Tabulation Award Documents
Save & Close Save	Delete Cancel & Close Amendment Issued
Add New Amendmen	it
Amendment Number*:	A002
Amendment Date*:	2009-06-22 Select Clear
Pay Item Amendment?:	no
Reason*:	Davis - Bacon Wage Rate changes.
	-
Save & Close Save	Delete Cancel & Close Amendment Issued

### E.1.2 Estimates (for Amendments).

The "Estimates" tab appears only when the Pay Item Amendment is toggled "Yes". The Acquisition "Estimate" tab is very similar to the Design module "Estimate" tab. The tab opens sub tabs to allow access to the Schedules, Column Headers, Pay Items (including the Master Pay Item Table), and Construction Estimate (including report generation for the Bid Schedule and Summary of Quantities).

Note: Since an Amendment estimate tracks the changes with strikeout and Amendment numbers; if an error is made, accepted, or saved when modifying an estimate the Amendment will most like need to be deleted and re-inputted (there is no undo command).

- A. Text in the "Description" field is forwarded from previous estimate. Delete the text and substitute with appropriate text explaining the estimate change;
- B. In order to edit the estimate to make changes select the "No" radio button. To issued an amendment with an estimate the radio button must be toggled "Yes"; and
- C. Select "Save" icon to continue.

E	Projects: WY PRA-YELL 1	O(15 Acquisitions: /DTFH70_C-00001_Amendments: A001_Estimates			
(	Project Info V Design Acquisition Account V Team V Event Log				
_	Core Solid auton Prep Amendments Bids Obligation Tabulation Award Documents				
_	Amendment Lise	Estimates			
	Estimate Sch	edules Column Headers Cay Items Construction Estimates			
[	Save & Close Save	Cancel & Close			
[					
	Estimate				
	Milestone Name*:	Amendment A001			
	Description:	Adjustment in quantity for pay item			
		Check Spelling			
в	Complete? <b>*</b> :	C yes ⊚ no			
	Save & Close Save	Cancel & Close			

A full description of how to make changes to an estimate can be found in the Design Module Section.

For an explanation of common amendment changes continue to read the following:

The "Schedules" tab allows the user to modify schedule information (Schedule type, description, termini, CPM days, lane miles, etc.). The "Column Headers" tab allows the user to manipulate the column heading for the Summary of Quantity report. Generally if it is a simple pay item manipulation a user does not have to access these tabs.

Most commonly used tabs will be the "Pay Items" and "Construction Estimates" tabs.

#### E.1.2.1 Project Pay Items.

The "Project Pay Items" tab allows the user to modify, add, or delete pay items in a schedule.

When a project has multiple schedules it is some times easier to use the "search filter" to view only the pay items in the schedule to be modified. This can be done by selecting the desired schedule in the "Search Filters" box and selecting "Apply Search".

If a pay item is shared between multiple schedules and the pay item is to be modified in only one schedule, remember to remove the link. See the Design module for further information.

Note: DO NOT add a "unit price" to pay item 15101-0000 Mobilization. This is a calculated value that is computed when updating the Construction Estimate.

A. Select the edit icon to access the pay item.

P	Projects: WY PRA-YELL 10(15 Acquisitions: JDTH70 C-00001 Amendments: A001 [Estimates: Amendment A001 [Return To List (Estimatelist)]											<u>əlist)</u> 🤰
	Proj		icitation Bron	Isition Acco	Bide	Obligation Tal	aulation ( Award ( Documents )					
	Amendment List Filmates											
_	Estimate Schedules Column Headers / Pay Hems Construction Estimates											
	(Project Pay Items V Add Master Pay Item V Advanced Search											
	Saarb Filtare:											
	Search Hitlers:											
	si	chedule I			Com	olete Over C						
	Ur	nit Price		_		yes .						
	_											
	Ар	ply Searc										
	Add	Master F	ay Items Items	s 1-20 of 21							Jump 1 💽	<u>Next &gt;</u>
9	Ð=		Line Item Number	Pay Item # v	Sched	Pay Item Type	Pay Item Description (US Customary)	Units 🔻	Unit Price v	Quantity <del>v</del>	Total Price ▼	Comp.
		1	A0010	15101-0000	A	N	MOBILIZATION	LPSM	\$226,850.00	ALL	\$226,850.00	yes
		1	A0020	15201-0000	A	N	CONSTRUCTION SURVEY AND STAKING	LPSM	\$240,000.00	ALL	\$240,000.00	yes
		1	A0030	15301-0010	A	N	CONTRACTOR QUALITY CONTROL AND ASSURANCE	LPSM	\$100,000.00	ALL	\$100,000.00	yes
		1	A0040	15401-0000	A	N	CONTRACTOR TESTING	LPSM	\$50,000.00	ALL	\$50,000.00	yes
		11	A0050	15501-0000	A	N	CONSTRUCTION SCHEDULE	LPSM	\$30,000.00	ALL	\$30,000.00	yes
		1	A0060	15705-0100	A	N	SOIL EROSION CONTROL, SILT FENCE	LNFT	\$5.00	3,000	\$15,000.00	yes
		1 I	A0070	15705-0500	A	N	SOIL EROSION CONTROL, TEMPORARY CULVERT PIPE	LNFT	\$60.00	500	\$30,000.00	yes
		1	A0080	20101-0000	A	N	CLEARING AND GRUBBING	ACRE	\$3,000.00	10.0	\$30,000.00	yes
		1	A0090	20220-1000	A	N	REMOVAL, INDIVIDUAL TREE	EACH	\$1,500.00	20	\$30,000.00	yes
F	4	) 🛛	A0100	20401-0000	A	N	ROADWAY EXCAVATION	CUYD	\$8.50	40,000	\$340,000.00	yes
			A0110	30101-2000	A	NM	AGGREGATE BASE GRADING D	TON	\$22.00	20,000	\$440,000.00	yes
		81	A0120	30101-2000	A	QM	AGGREGATE BASE GRADING D (Quality)	Q_TON	\$1.10	20,000	\$22,000.00	yes

#### E.1.2.2 Pay Items.

The "Pay Item" tab allows the user to add, delete or modify a pay item. The following are some of the most common pay item actions when developing an amendment.

#### To revise a quantity:

- B. Input the revised quantity (45,000 cu yds). Some pay items may require quantity splits to multiple accounts;
- C. Include any pertinent remarks as to why the change was required; and
- D. Select "Save" or "Save and Close".

Amendment List V	Estimates	, ,,	
Estimate V Scher	dules Column Headers Pay Items (	Construction Estimates	
Save & Close Save	Delete Cancel Cancel & Close Save 8	Previous Save & Next View Previous Vie	w Next * indicates a re
Pay Item #: 20401	L-0000 Pay Item Description: ROADWAY I	EXCAVATION	
Pay Item Type: N	Pay Unit (0.5. Units): COTD		
Design Pay Item			
Supplemental		*	
Description:			
		*	
		_	
Line Item Numbers*:	Schedule Line Item Number		
	A - 0100		
Pay Item Type*:	N .		
,			
Contract Quantity*:	⊂yes ® no		
Bid Decimal*:	0 •		
Column Headings &	Accounts		
Column Heading:	Column Headings CONST	'R Account*	
	D:Plan & Profile	iity*:	Delete
	4500		
	Accou	int*:	
	CON	01 PRA Funds	
	Dele	te	
	Aug P		
	Colur	nn Heading Total: 45,000	
	Add Column Heading		
		Quantitu	Prico
			Flice
	Column Headings	Quantity	
	Column Headings Plan & Profile	45,000	\$382,500.00
	Column Headings Plan & Profile Accounts CON01	45,000	\$382,500.00
	Column Headings Plan & Profile Accounts COND1	45,000	\$382,500.00 \$382,500.00
Unit Price:	Column Headings Plan & Profile Accounts COND1 8.50	45,000 45,000 BHUP [CBUP]	\$382,500.00 \$382,500.00
Unit Price: Remarks:	Column Headings Plan & Profile Accounts CON01 8.50 cuyds going to waste.	45,000 45,000 BHUP (CBUP	\$382,500.00 \$382,500.00
Unit Price: Remarks:	Column Headings Plan & Profile Accounts CON01 8.50 cuyds going to waste.	45,000 45,000 BHUP [CBUP	\$382,500.00 \$382,500.00
Unit Price: Remarks:	Column Headings Plan & Profile Accounts CONDI 8.50 cuyds going to waste. Amendment A001 increases the q by 5,000 cuyds due to design c	45,000 45,000 BHUP CBUP uantity hange.	\$382,500.00 \$382,500.00
Unit Price: Remarks:	Column Headings Plan & Profile Accounts CONDI 8.50 Cuyds going to waste. Amendment A001 increases the q by 5,000 cuyds due to design c (maximum characters: 4000) [3829] remain	45,000 45,000 BHUP CBUP uantity hange.	\$382,500.00 \$382,500.00
Unit Price: Remarks: Quantity:	Column Headings Plan & Profile Accounts CON01 8.50 cuyds going to waste. Amendment A001 increases the q by 5,000 cuyds due to design c (maximum characters: 4000) [3829] remain 45,000	45,000 45,000 BHUP CBUP uantity hange.	\$382,500.00 \$382,500.00
Unit Price : Remarks : Quantity : Total Price :	Column Headings Plan & Profile Accounts CON01 8.50 Cuyds going to waste. Amendment A001 increases the q by 5,000 cuyds due to design c (maximum characters: 4000) [3829] remain 45,000 \$382,500.00	45,000 45,000 BHUP CBUP uantity hange.	\$382,500.00 \$382,500.00
Unit Price : Remarks : Quantity : Total Price :	Column Headings Plan & Profile Accounts CON01 8.50 Cuyds going to waste. Amendment A001 increases the q by 5,000 cuyds due to design c (maximum characters: 4000) 3829 remain 45,000 \$382,500.00	45,000 45,000 BHUP CBUP uantity hange.	\$382,500.00 \$382,500.00
Unit Price: Remarks: Quantity: Total Price: Summary of Quantity Remarks:	Column Headings Plan & Profile Accounts CON01 8.50 cuyds going to waste. Amendment A001 increases the q by 5,000 cuyds due to design c (maximum characters: 4000) 3829 remain 45,000 \$382,500.00	45,000 45,000 BHUP CBUP uantity hange.	\$382,500.00 \$382,500.00
Unit Price: Remarks: Quantity: Total Price: Summary of Quantity Remarks:	Column Headings Plan & Profile Accounts CON01 8.50 Cuyds going to waste. Amendment A001 increases the q by 5,000 cuyds due to design c (maximum characters: 4000) 3829 remain 45,000 \$382,500.00	45,000 45,000 BHUP CBUP uantity hange.	\$382,500.00 \$382,500.00
Unit Price: Remarks: Quantity: Total Price: Summary of Quantity Remarks:	Column Headings Plan & Profile Accounts CON01 8.50 Cuyds going to waste. Amendment A001 increases the q by 5,000 cuyds due to design c (maximum characters: 4000) 3829 remain 45,000 \$382,500.00 [] [] [] [] [] [] [] [] [] [] [] [] []	45,000 45,000 BHUP CBUP uantity hange.	\$382,500.00 \$382,500.00

#### To delete a pay item:

Select the pay item from the pay item table and select the "Delete" icon. A challenge statement will ask the user to confirm the action.

Projects: WY PRA-YELL 10(1)	i Acquisitions: /DTFH70_C-00001_Amendments: A001_Estimates: Amendment A001_Design Pay Items
Project Info Design A	cquisition Account Team Event Log
Core Solicitation Pre	Amendments Bids Obligation Tabulation Award Documents
Amendment List E	mates
Estimate Sched	Column Headers Pay Items Construction Estimates
Save & Close Save Del	ete Cancel Cancel & Close Save & Previous Save & Next View Previous View Next
Pay Item #: 15705-05 Pay Item Type: N	00 Pay Item Description: SOIL EROSION CONTROL, TEMPORARY CULVERT PIPE Pay Unit (U.S. Units): LNFT
Design Pay Item Supplemental Description:	×

Note that in the pay item table, deleted pay items are struck out.

Add	dd Master Pay Items   Items 1-20 of 21 Jump 1 +   Next>										
+-		Line Item Number	Pay Item # <b>v</b>	Sched	Pay Item Type	Pay Item Description (US Customary)	Units 🔻	Unit Price ▼	Quantity 🔻	Total Price <del>v</del>	Comp.
	1	A0010	15101-0000	A	N	MOBILIZATION	LPSM	\$226,850.00	ALL	\$226,850.00	yes
	11	A0020	15201-0000	A	N	CONSTRUCTION SURVEY AND STAKING	LPSM	\$240,000.00	ALL	\$240,000.00	yes
	81 🛛	A0030	15301-0010	A	N	CONTRACTOR QUALITY CONTROL AND ASSURANCE	LPSM	\$100,000.00	ALL	\$100,000.00	yes
	11	A0040	15401-0000	A	N	CONTRACTOR TESTING	LPSM	\$50,000.00	ALL	\$50,000.00	yes
П	11	A0050	15501-0000	A	N	CONSTRUCTION SCHEDULE	LPSM	\$30,000.00	ALL	\$30,000.00	yes
	11 I	A0060	15705-0100	A	N	SOIL EROSION CONTROL, SILT FENCE	LNFT	\$5.00	3,000	\$15,000.00	yes
	1. ľ	<del>40070</del>	15705-0500	*	N	SOIL EROSION CONTROL, TEMPORARY CULVERT PIPE	LNFT	\$60.00	500	\$30,000.00	yes
	81 🛛	A0080	20101-0000	A	N	CLEARING AND GRUBBING	ACRE	\$3,000.00	10.0	\$30,000.00	yes

To add a new pay item to the schedule, go to the "Master Pay Item" tab.

E. Find the desired pay item and select the "add" icon.

	Projects: WY PRA-YELL 10(15 Estimates: Amendment A001 Design Pay Items 4 Return Rev										
	Project Info	Design Acquisi	ition ount Y Team Y Event Log								
	Core Solicitation Prep Amendm Bids Obligation Tabulation Award Documents										
	Amendment List Estimates										
	Estimate Schedules Column /s Pay Items Construction Estimates										
	Proj	Project Pay Items Add Master Pay Item Advanced Search									
	Search Filt	ers:									
	Ke	ywords	Show C selected C all								
	Pay Item M	lumber 635									
	Apply Sean	Clear									
				<u>150 200 250 </u>	300 400 500 550 600 900 [all]						
	Items 61-7	7 of 77		< Previous   Jump							
	Options	Pay Item # 🔻	Pay Item Description (US Customary) v	Pay Item Type 🔻	U.S. Pay Units v						
	<b>(</b> ]	63506-0300	TEMPORARY TRAFFIC CONTROL, ADVANCE WARNING ARROW PANEL, TYPE C	N	HOUR						
	<b>E</b>	63506-0400	TEMPORARY TRAFFIC CONTROL, POLICE OFFICER	N	HOUR						
	<b>a</b>	63506-0500	TEMPORARY TRAFFIC CONTROL, FLAGGER	N	HOUR						
	<b>a</b>	63506-0600	TEMPORARY TRAFFIC CONTROL, PILOT CAR	N	HOUR						
	<b>4</b> 0	63506-0700	TEMPORARY TRAFFIC CONTROL. TRAFFIC AND SAFETY SUPERVISOR	N	HOUR						
	-			1	HOOK						
E		63506-0800	TEMPORARY TRAFFIC CONTROL, PORTABLE CHANGEABLE MESSAGE SIGN	N	HOUR						
E		63506-0800 63507-0100	TEMPORARY TRAFFIC CONTROL, PORTABLE CHANGEABLE MESSAGE SIGN TEMPORARY TRAFFIC CONTROL, ADVANCE WARNING ARROW PANEL, TYPE A	N N	HOUR DAY						

F. Before editing the added pay item, select the "Project Pay Item" to determine the line item number (this added item is between A0200 and A0210).

Projects: WY PRA	10(15 Esti	mates: Amendme	ent A001	Design Pay Items				4 <u>Return</u>   <u>Retu</u>	rn To List (Estimate	<u>dist)</u> 🕐		
Project Info VI	/ Project Info Y C											
Core Solicit	Core Solicite rep Amendments (Bids Obligation Tabulation (Award (Documents)											
Amendment Estimates												
Estimate												
Project	Project Pay Items Vadd Master Pay Item V Advanced Search											
The followi	na Construction F	stimates are now	out of c	late:								
	ng construction E.	sumates are now		1000.								
Schedule /	N N											
Search Filters	Search Filters:											
Keywords	Keywords Total Price											
Schedule 🗖	Schedule 🗖 A Complete C ves C no											
Unit Price	Unit Price											
Apply Search												
Add Master Pay	Items Items 2	1 22 of 22						< D	rouious I turon	2 -		
nad naster ruy	Teens 2		Cabad	Day Itan Tuna	Day Man Description (US Systemany)	lloite -	Unit Duise a	<u></u>	Tetal Price -	Comp.		
	ne item Number	Fay Item # *	scheu	ray item type	Pay Item Description (05 customary)	Units #	Unit Price #	Quantity +	Total Price V	comp.		
		63506-0800		N	TEMPORARY TRAFFIC CONTROL, PORTABLE CHANGEABLE MESSAGE SIGN	HOUR	\$0.00	0	\$0.00	no		
	210	99901-0000	A	DI	PARTNERING	LPSM	\$5,000.00	ALL	\$5,000.00	yes		
Add Master Pay Items 21-22 of 22 <												

G. Select the "edit" icon to access the pay item.

Pri	Project Pay Items Y Add Master Pay Item Y Advanced Search										
Search Fi	Search Filters:										
ĸ	eywords										
Pay Item	Pay Item Number 635										
Apply Sea	Apply Search   Clear										
	150 200 250 300 400 500 550 600 900 /										
Items 61-	77 of 77		< Previous   Jump 4 💌								
Options	Pay Item # 🔻	Pay Item Description (US Customary) v	Pay Item Type 🔻	U.S. Pay Units v							
<b>E</b>	63506-0300	TEMPORARY TRAFFIC CONTROL, ADVANCE WARNING ARROW PANEL, TYPE C	N	HOUR							
<b>E</b>	63506-0400	TEMPORARY TRAFFIC CONTROL, POLICE OFFICER	N	HOUR							
<b>E</b>	63506-0500	TEMPORARY TRAFFIC CONTROL, FLAGGER	N	HOUR							
<u>.</u>	63506-0600	TEMPORARY TRAFFIC CONTROL, PILOT CAR	N	HOUR							
	63506-0700	TEMPORARY TRAFFIC CONTROL, TRAFFIC AND SAFETY SUPERVISOR	N	HOUR							
; ) 🛛	63506-0800	TEMPORARY TRAFFIC CONTROL, PORTABLE CHANGEABLE MESSAGE SIGN	N	HOUR							
	63507-0100	TEMPORARY TRAFFIC CONTROL, ADVANCE WARNING ARROW PANEL, TYPE A	N	DAY							

- H. Select the schedule in which the pay item will be added;
- I. Input the four digit line item number
- J. Modify the "Pay Item Type", determine if the item is to be a "Contract Quantity", and change the bid decimal if necessary;
- K. Select the "Column Heading" from the pick-list;
- L. Input the quantity and account (the quantity may have to be split if more than one account number is present);
- M. Input the "Unit Price". This may be achieved by using either the BHUP method, CBUP method, or simply inputting and a value;
- N. Input a reason for adding the pay item;
- O. Select the appropriate icon to exit the screen.

μ	Core Solicitation Pr	ep Y Amendments Y Bids Y Obligation Tabulation Y Award Y Documents
-	Amendment List	
h	Cestillate   Scilet	laies Colonni neaders Pay Items Consulación Estimates
	1 This item has not	yet been completed. Please edit and save to complete
	Save & Close Save	Delete Cancel Cancel & Close Save & Previous Save & Next View Previous View Next * indicates a required f
	Pay Item #: 63506 Pay Item Type: N	-0800 Pay Item Description: TEMPORARY TRAFFIC CONTROL, PORTABLE CHANGEABLE MESSAGE SIGN Pay Unit (U.S. Units): HOUR
	Design Pay Item	
	Supplemental Description:	× v
	Line Item Numbers*	Schedule Line Item Number
	Pay Item Type*:	
	Contract Quantity*:	
	Bid Decimal*:	
	Column Headings &	Accounts
Ŋ	Column Heading:	Column Headings CONSTR Account*
		F:Temporary Traffic Control  Quantity*: 10000 Account*: CON01 PRA Funds
		Add Account
		Column Heading Total: 10,000
		Add Column Heading
	Unit Price:	50 ВНИР СВИР
	Remarks:	Added by Amendment A001 at NPS request.
		(maximum characters: 4000) 3961 remaining.
	Quantity:	10,000
	Total Price:	\$500,000.00
	Summary of Quantity Remarks:	

#### E.1.2.3 Construction Estimates.

The "Construction Estimates" tab allows the user to modify the unit price for mobilization by either percentage or a user selected value. It also allows the user to round the estimated total of the bid items (which effects the mobilization price) and provides a summary of all incentive and contract quantity items. The construction estimate must be updated (or saved) each time a modification is made to a pay item and a new bid item total is required.

A. Select "Edit" icon to update the estimate for a particular schedule.

Proj	Projects: WY PRA-YELL 10(15 Acquisitions: JDTH70 C:00001 Estimates: Amendment A001										
Pr	Project Info Design Acquisition Account Team Vevent Log										
	Core Solicitation Prep Amendments Bids Obligation Tabulation Award Occurrents										
- (	Amendment List > Estimates										
	Estimate V Schedules V Column Headers V Pay Items V Construction Estimates										
Se	Search Filters:										
s	Schedule	•									
A	pply Sear	ch									
S.	eate Cons	truction Estimate Items 1-1 of	1								
<u> </u>	\	Schedule Letter v	Estimate Total of Bid Items v	Total Estimated Incentive v	Total Estimated Construction Cost v	Up To Date					
А	)⊉	A	\$2,625,650.00	\$262,000.00	\$2,887,650.00						
	ate Cons	truction Estimate Items 1-1 of	1								

- B. If necessary, adjust the mobilization price;
- C. Select "Save" or "Save and Close" to update the estimate; and
- D. Print the appropriate reports.

Core V Solicitation Pr	Ameno	iments	Bids Obligation Tabulation	Award Document	ts \					
Amendment List Y	Estimates									/
Generate FE Reports	enerate FE G	nn Heade	Separate Design Summary Br	n Estimates	Of Quantities Rep	ort Generat	te PF Sum Of Our	ntities	Report Genera	
A This Consolidation	sumate is up	o to date.								N
Save & Close Save	Delete Car	cel Ca	ncel & Close				* in	dicates i	a required field	Construction Estimate
Construction Estima	te									By: Wade Western
Schedule*:	A -									Modified: 2009-06-23 17 By: Wade Western
Total Cost of Items (excluding Mobilization):	\$1,515,500.	00								
Item 15101 Mobiliz	ation									
Calculated*:	20.0 %	\$ 303,10	00.00							
Used*:		\$35310	<b>(</b> B							
Estimate Total of Bio	i Items									
Calculated:	\$1,818,600.	00								
Used*:	1868600.00									
Estimated Quality Material Incentive:	Pay Item #	Descri	ption			Quantity	U.S. Pay Units	Unit Price	Total Price	
	30101- 2000	AGGRE	GATE BASE GRADING D (Quality	)		15,000	Q_TON	\$1.	\$18,750.00	
	40101- 0100	SUPERF	AVE PAVEMENT, 3/8-INCH NOMI N ESAL (Quality)	NAL MAXIMUM SIZE A	AGGREGATE, <0.3	3,000	Q_TON	\$2.3	\$6,750.00	
									\$25,500.00	
Estimated Quality Smoothness Incentive:	1 No E	stimated	Quality Smoothness Incentive							
Estimated Quality Roughness Incentive:	Pay Item	ay Item Description Quantity U.S. Pay Units					U.S. Pay Units	Unit Price	Total Price	
	40101- 0100	SUPERF	AVE PAVEMENT, 3/8-INCH NOMI N ESAL (Quality)	NAL MAXIMUM SIZE A	AGGREGATE, <0.3	3,000	Q_TON	\$1.	50 \$4,500.00	
									\$4,500.00	
Other Estimated	Pay Item	<i>x</i>	Description	Quantity	U.S. Pay Unit	s l	Unit Price	Tota	l Price	
Incentive:	99901-000	2	PARTNERING ASPHALT ESCALATION	All	LPSM		\$5,000.0	0	\$5,000.00	
	99905-000	2	FUEL ESCALATION	All	LPSM		\$50,000.0	0	\$50,000.00	
								\$75,	000.00	
Total Estimated Ince	ntive									
Calculated:	\$105,000.00	,								
Total Estimated Con-	struction Co	ast								
Calculated*:	\$1,973,600.	00								
Remarks:							*			
	I						Ψ.			
Contract Quantity D	av Items									
Contract Quantity Pay	Pay Item	# De	scription		Quantity	U.S. Pay Ur	nits Unit Pr	ice	Total Price	
Items:	20101-000	2 CU	EARING AND GRUBBING		10	ACRE	\$2,	500.00	\$25,000.00	
	63401-010	2 PA	VEMENT MARKINGS, TYPE A, SO VEMENT MARKINGS, TYPE A, SO	LID YELLOW	40,000	LNFT		\$0.30	\$3,000.00	
	63401-020	2 PA	VEMENT MARKINGS, TYPE A, BR	DKEN YELLOW	3,000	LNFT		\$0.25	\$750.00	
									\$40,750.00	
	L									

#### E.1.2.4 Reports.

Acquisition users may regenerate the Bid Schedule and BODEE reports by selecting the "Core" tab.

The Bid Schedule may be regenerated in either Adobe Acrobat (PDF) or Microsoft Excel format. The BODEE may be regenerated only in Adobe Acrobat (PDF) format.



#### Example of Bid Schedule Report.

The Bid Schedule Report should reflect changes made in the amendment. Below are examples of:

- A. A Deleted pay item;
- B. A change in quantity for a pay item; and
- C. An added pay item.

	Amendment	Item No.	Pay Item No.	Description	Quantity	Unit	Unit Price	Amount
		A0010	15101-0000	MOBILIZATION	1			
					ALL	LPSM	\$LPSM	\$
		A0020	15201-0000	CONSTRUCTIO	N SURVE	Y AND STAKIN	G	
					ALL	LPSM	<pre>\$LPSM</pre>	\$
		A0030	15301-0010	CONTRACTOR	QUALITY	CONTROL AN	D ASSURANCE	
					ALL	LPSM	\$LPSM	\$
		A0040	15401-0000	CONTRACTOR	TESTING			
					ALL	LPSM	\$LPSM	\$
		A0050	15501-0000	CONSTRUCTIO	N SCHED	ULE		
					ALL	LPSM	<pre>\$LPSM</pre>	\$
		A0060	15705-0100	SOIL EROSION	CONTRO	L, SILT FENCE		
N					3000	LNFT	s	\$
$\left  A \right\rangle$	A001	<del>- A007</del> 0	-15705-0500	-SOIL EROSION	CONTRO	L, TEMPORARY	CULVERT PIPE	
					-500	-LNFT	<u> </u>	-\$
		A0080	20101-0000	CLEARING ANI	D GRUBB	ING		
					10	ACRE	\$	\$
		A0090	20220-1000	REMOVAL, INE	IVIDUAL	. TREE		
N					20	EACH	s	\$
B	A001	A0100	20401-0000	ROADWAY EX	CAVATIO	N		
V					45000	CUYD	s	\$
		A0110	30101-2000	AGGREGATE B	ASE GRA	DING D		
					20000	TON	\$	\$
		A0130	40101-0100	SUPERPAVE PA	AVEMENT	r, 3/8-inch no:	MINAL MAXIMUM SI	IZE AGGREGATE,
				<0.3 MILLION E	SAL			
					10000	TON	s	\$

