

# Application Modifications and Enhancements

***HiCAMS & DOH Vendor Version 6.4 were released Friday, 12/7/2007.***

## OVERVIEW OF THE RELEASE

The Release will incorporate implementation of changes to the Project Certification/Audit Materials window and User Requests including:

- The addition of a Material Type Group filter to the Display Options of the Details window of Project Certification/Audit Materials
- The expansion and addition of filters to the Display Options of Project Certification/Audit Materials
- Validation of a Sample Material's Concrete Class against the Concrete Class of the Concrete Mix Design
- Enhancements to the Summation of Ticket Books Report to include Map Number and the AC Line Description that was used on the ticket
- The addition of the AC binder grade to the Review Tickets window
- Reinstatement of some history records on Samples that had stopped being recorded
- The addition of an indicator to the Bill of Materials called Labor Only. This indicator will identify Line Items which do not require Materials
- A Standard Report displaying how the system calculated Contractual Overrun/Underrun Amount on the Completion tab of the Review Estimates window was calculated
- A Class Roster Standard Report
- Changing the default contract status in the Contract Selection window to be "Activated"
- The addition of Second Tier Subcontractor information to the DBE Payment Tracking report and different report styles

## ***HiCAMS Version 6.4***

### CONTRACT MAINTENANCE – REVIEW CONTRACT DETAILS

- Add History logging when M&T Workflow Status and/or CCU Workflow Status is initially set or changed.
- Re-ordered the GS136-29 and Final Statement Received date field on the Completion tab.
- Added logic to prevent saved CCU Log records from being deleted.
- The contract selection pop-up window will default to contracts in Activated status.
- Corrected a problem that caused certain contracts to display Goals data multiple times on the window.
- Made the M&T Workflow Status field available for update at any point after a contract has been Activated.
- Added word wrap and scrolling to the Comment field on the Completion tab.

## **CONTRACT MAINTENANCE – REVIEW CONTRACT BOM**

- Added the new “Labor Only” indicator to the main grid display to assist users to know which items don’t require any materials.
- The “Check For Materials” indicator will now be set (checked) on items that are marked as Generic, or require Supplemental Descriptions, or those that are not marked as Labor Only but don’t currently have any materials assigned to them.

## **CONTRACT TRACKING – REVIEW MATERIAL RECEIPTS**

- Added an edit to ensure the selected/entered concrete mix design is for a concrete class that matches the concrete class of the material being entered/received.
- Removed the pop-up message “No Material Receipts were found based on the current criteria” when there aren’t any records for the chosen Contract and Line Item combination.

## **CONTRACT TRACKING – REVIEW TICKETS**

- Added Binder Grade to the Job Mix Formula section of the Review Tickets window.
- Removed the pop-up message “No Tickets were found based on the current criteria” when there aren’t any records for the chosen Contract, WBS and Line Item combination.

## **CONTRACT TRACKING – REVIEW PAY ADJUSTMENTS**

- Expanded the PAR Forward Notification process to allow notifications to be defined for each type of PAR. This way, notifications can be tailored to the users who need to receive information about a given PAR type, rather than receiving notifications for all PARs. There are now separate PAR Forward Notifications for QA2A, QA2BC, QA2BN, Samples, Misc. PARs, Corrugated Metal Pipe and Concrete Pavement.

## **CONTRACT TRACKING – AUDIT MATERIALS**

- Please see the notes under the Project Certification section. The modifications to that module are the same as those made to Audit Materials

## **CONTRACT ESTIMATES - GENERATE ESTIMATE**

- A warning message has been added whenever Line Item quantities are included for payment but those Line Item are not marked as “Labor Only” and no materials exist for those Line Items on the Contract Bill of Materials. Additionally, in this case, HiCAMS will send a notification to the contract’s Resident Engineer, Division Construction Engineer and the M&T Records Section Specialist to alert them that materials are missing on items that are being paid. The intention is to encourage users in a timely fashion to keep their materials up to date on CBOM to aid in the Project Certification process.

## **CONTRACT ESTIMATES - REVIEW ESTIMATE**

- Adjusted the Assessment Of Liquidated Damages page in the Final Estimates report to allow the full page of information to print correctly on all types of printers used at the DOT.
- Introduced an edit to limit the Waived damages amount by the Apparent damages amount. Changes that cause the Apparent damages amount to be less than the saved Waived amount will cause the Waived amount to be zeroed out, forcing the user to re-enter a value.
- Updated the Estimate Report For Contractors and Contract Final Quantities reports to display the fuel adjustments as the Fuel Adjustment Standard Report does in 6.4. That is, Current Quantity has been renamed as Estimate Quantity, and changed the display to have the value of the actual payment quantity without the fuel factor applied. Now, one can see that the Fuel Factor multiplied by Unit Price multiplied by the Estimate Quantity equals the Current Amount.
- Updated the Waived field on the Damages tab to format properly when the user types in a value and then hits enter. Previously, the formatting only happened when the user tabbed out of the field, clicked on another field or clicked Save.

## **FIELD INSPECTION REPORTS – PRECAST CONCRETE**

- Added an edit to ensure the selected/entered concrete mix design is for a concrete class that matches the concrete class of the material being inspected.

## **FIELD INSPECTION REPORTS – PRESTRESSED CONCRETE**

- Added an edit to ensure the selected/entered concrete mix design is for a concrete class that matches the concrete class of the material being inspected.

## **FIELD INSPECTION REPORTS – REVIEW CONCRETE PAVEMENT**

- Changed the column heading on the History tab from “Recommended Status” to “Overall Test Result” in an effort to eliminate confusion about which status is recorded on the History.
- Added an edit to ensure the selected/entered concrete mix design is for a concrete class that matches the concrete class of the material being inspected.

## **SAMPLING**

- Corrected a problem that periodically caused Authorizing Lab to be blanked out when Sample Owner was changed.
- Added an edit to prevent the user from selecting a concrete mix id for a class of concrete that doesn't match the class of concrete assigned to the sampled material.
- Restored logic to track Create, Submit and Forward actions on Sample History.

## PROJECT CERTIFICATION

- Project Certification data will be re-generated for all contracts as part of the 6.4 release.
- Changes and Additions to the Contract Material Quantities tab
  - 3 filters have been added to allow users to restrict the set of records displayed in the window grid. The filters are for Criticality (values are Critical, Non-Critical, Minor, or All), Construction Status (values Changed Since Reviewed, OK, Reviewed, To Be Reviewed or All), and M&T Status (values Changed Since Reviewed, OK, Reviewed, To Be Reviewed or All).
  - Added functionality to allow double-click navigation from a row on the Contract Material Quantities tab to the Detail tab, even if the detail for that record hasn't already been retrieved by the system according to the default user-preference filters. Note: If the selected record isn't in the set of records the system has already retrieved, it may take a minute or two for the system to obtain the detail for that record.
  - Added system-maintained fields that track the Paid, Accepted and Received quantities and date the last time the record was marked as Reviewed. There are separate Reviewed Dates and Reviewed Quantity fields for Construction and M&T. This will help those users focus on what values change over time and so they don't have to repeat analysis on discrepancies they've already reviewed that haven't changed.
  - Added the MSG Group and MSG How Received Code values stored on CBOM for the materials shown in the grid display. To see these fields, the user must scroll to the right portion of the grid.
  - Added a new "Send Notification" button. Clicking this button allows the user to type in a comment message and then to specify the user(s) to send the message to. This should facilitate communication between DOT personnel analyzing/reviewing data for a given contract and those who are responsible for data entry and record keeping to help resolve discrepancies.
  - Adjusted the default sort sequence of records displayed on the Contract Material Quantities tab. Previously the highest level sort by the "Critical" column resulted in an order of Critical, then Minor, then Non-Critical records. This sort has been adjusted to display Critical records, then Non-Critical records, then Minor records.
- Changes and Additions to the Display Options pop-up
  - A Material Type Group dropdown has been added to go with the existing Material and Material Type filters.
  - The various methods of acceptance from MSG have been added as checkbox filters. Users can specify one or more acceptance methods and the system will retrieve records that match any of the criteria (i.e.,

selecting multiple checkboxes will be treated as “or” conditions when retrieving records). The options are: Pretest (with subordinate “Match”, “No Match”, “Alt ID Required” checkbox options), Certification (with subordinate “RE Owner”, “M&T Owner” checkbox options), Approved List, Visual Inspection, Catalog Cut. These options are added to the existing options for “Sample Required Material Types Only”, and “FIR Required Material Types Only”.

- A new “Save Settings” button has been added to allow each user to save their favorite combination of filtering/displaying/sorting/grouping settings as their default for Display Options. Each time the user clicks “Save Settings”, the system will store that combination of filter/display/sort/group as that user’s default preference setting (one saved preference setting per user). Once saved, users can further adjust the settings for specific retrievals and then click the new “Restore Settings” button to reset back to their default settings. The “Restore Defaults” button remains allowing users to easily set the display options to the system default rather than to their personal settings.
- New discrepancy filters at the line item level have been added to allow users to hone in records having specific quantity discrepancies. The 2 new filters are Discrepancy Type and Discrepancy Category.
- The Category defines which calculation(s) should be performed to determine discrepancies. The options are Accepted Quantity less Paid Quantity, Received Quantity less Paid Quantity, and Received Quantity less Accepted Quantity. The user may select any combination of these categories for evaluation.
- The Type defines which kind of numerical variances from the selected Categories to display. Users can choose to display positive discrepancies only, negative discrepancies only, both positive and negative discrepancies, and none, which shows all records whether they result in a discrepancy or not.
- A new filter checkbox has been added to allow the user to designate whether or not materials that are marked as “Not Received” on the Minimum Sampling Guide should be included in the retrieval/display.
- Changes and Additions to the More Info pop-up
  - Within the More Info tab in the Source Information area, the user-id associated with the source record is now listed. For MRR’s and Tickets, the window displays who received the material. For Pay Records and FIRs, the Inspector is displayed. For Samples, the user who sampled the material is displayed. For Work Items, the user who created the record is displayed.

## STANDARD REPORTS

- **CONTRACT OVERRUN/UNDERRUN COMPUTATION REPORT:** This new report will calculate and display the pro rata extension days allowed based on the system determination of contractual overruns/underruns at any time on the contract.
  - Running the report at any time for a contract will display the Fiscal Overrun/Underrun to-date by comparing the most recent estimate's amount paid to date to the contract's original bid amount. Then the dollar amount adjustments paid to date are removed (AC & Fuel price adjustments, Pay Factors, and payments on line items from SA's that grant time to CT00) from the total payment to date to show the adjusted current contract amount. That amount is then compared to the original contract bid amount to determine the contractual overrun/underrun percent and dollars. The contractual overrun/underrun percent is then applied to the original contract calendar days to yield the HiCAMS calculated time extension allowed by pro rata. This result may or may not then be applied by the user in the pro rata days field on the Damages tab in Review Estimates.
  - The system also tallies the total adjusted contract days by adding the pro rata extension days to the original calendar days plus the time extensions allowed by SA's.
- **DBE PAYMENT REPORT:** Made the following changes:
  - Added a Second Tier Subcontractor parameter/filter to the report.
  - Added a Report Style parameter to allow the user to specify whether to display the output data in "Summary" form, in "Line Item Breakdown" form, or in "Estimate Breakdown" form.
  - In the "Include" parameter section, the checkbox options for "Estimate Breakdown" and "Estimate Line Item Breakdown" have been removed (and are now included under the new Report Style parameter mentioned earlier). A new Second Tier indicator has been added to allow the user to designate whether or not to display Second Tier data.
  - Removed the logic to only display approved Subcontracts as of the Estimate To Date. Note: This may give the appearance that the subcontractor should have been paid on each estimate. Users should verify the Subcontract Approval Date against the various estimates to determine when the payments really should have been made.
  - Modified the report to only pull information from estimates in a Paid status.
  - Removed the "Goals Unit Price" column from the Estimate Line Item Breakdown version of the report.
  - In the Summary version of the report, the "Goals Unit Price" column header has been changed to "Subcontract Goals Amount" and the value is the sum of the goals unit price multiplied by the subcontracted line item quantity for each line item on the subcontract.

- Modified the report to show the most recent estimate for the selected contract where the estimate thru date falls between the report parameter for Estimate Period From and To.
- **FUEL ADJUSTMENT REPORT:** Modified the layout to rename Current Quantity as Estimate Quantity, and changed the display to have the value of the actual payment quantity without the fuel factor applied. Now, one can see that the Adjusted Unit Price multiplied by the Fuel Factor multiplied by the Estimate Quantity equals the Current Amount.
- **SUMMATION OF TICKETS:** For non-asphalt materials, the existing report layout has been modified to include Map Number. For asphalt materials, the existing report layout has been expanded to also display Map Number, and the AC Line Item Description.

## **QUERY TOOL**

- **CONTRACTS:** Updated the Estimate To Date field to be consistent with the Contract Details window display.

## **REFERENCES – BATCH PRINTING**

- Provided multi-lab selection via a dropdown parameter and pop-up window for manual batch printing.
- The Batch Print Criteria button has been enhanced to allow users to update the parameters that will be used in the scheduled batch printing job. The users can control the parameters within HiCAMS for the job that previously could only be adjusted via updates to .ini files. This modification includes the ability to select multiple labs, set the number of copies to print and to control dates for re-runs.
- Added date validation checks on the Authorizing Date parameters.

## **REFERENCES – MASTER BILL OF MATERIALS**

- Added a “Labor Only” indicator to designate which Master Bill of Materials items don’t require any materials at all. Items that are not labor only should have materials assigned either by M&T on the Master Bill of Materials or by RE Office Personnel on the Contract Bill of Materials before payments are made on these items. Authorized personnel, primarily from Materials & Test are responsible for setting/maintaining this indicator on each item. Note: Materials can still be added to items marked as “Labor Only” if desired. The intention of the indicator is to aid in Project Certification such that items involving materials at least have some materials on them. There is no way the system can verify that all materials or even the correct materials are assigned to the correct items, only that items involving materials have some materials tracked.

## **REFERENCES – MASTER PAY ITEMS**

- The new “Labor Only” indicator is displayed on the window. This is display only information as HiCAMS Master Pay Item data is a downstream feed from Project Services’ SPECS system.

## **REFERENCES – MATERIALS**

- A new Concrete Class dropdown designation has been added to the window. A concrete class must be assigned for materials belonging to a concrete material type to aid in validity checks throughout the system.

## ***DOH Vendor Version 6.4***

## **STANDARD REPORTS**

- CLASS ROSTER: A new Class Roster report has been developed to provide the list of students enrolled in a selected Course/City/Start Date/Location parameter combination. The report will list the instructor's name and each student's name, the company or DOT Division they belong to, the method of payment for the class, the date the fee was received, and any comments that have been entered.

## **QUERY TOOL**

- PRODUCER/SUPPLIER - General (FACILITIES): The query tool has been updated with fields from the General Tab of the Facility Type window.