Navigation Tips – WebgatePrC Reporting Site

CCTS Contract Change Tracking System is available on the AASHTOWare Project WebgatePrC reporting site https://webgateprc.fdot.gov/

FDOT		FDOTHome	About FDOT	Contact Us Of	ces Maps a	Data Performanc	te Projects
AASHTOWare Project Webgate					ι	Jser: AD Log In	B2C Log In
	Home Help					/	
AASHTOWare Project Webgate					-		
D ₂	Welcome to Webgate Reporting site. This is the web interface for the AASHTOWare Project interfaces and reports.						
	This main menu launch page is publicly accessible. Click on the "Log On" link in the upper right corner to login to AASHTOWare Project Webgate to access additional menu options displayed in page header. If you are not already on the FDOT network, login will require you enter your Azure Active Directory login credentials (email address and password), otherwise login will be seamless.						
	Select a link below to access Department of Transportation resources. Some applications will require additional security.						
	AASHTOWare Project Web Interfaces						
	Bid Letting Entry Bid Letting Results Designer Interface AASHTOWare Project Application (PrP, PrC) Citrix Access to AASHTOWare Project (ProjectBids) Other Links Contract Proposal Processing Long Range Estimating						

After login, if the user account has any role that starts with "PrC" in AASHTOWare Project, then CCTS will display in the menu header. PrC roles <u>excluded for CCTS access</u>.

- PrCInspector PrC Inspector
- PrCLDInspector PrC Lead Inspector
- PrCPTS PrC PTS DO Coordinator
- PrCPTSFE PrC PTS CO FE Admin
- PrCView PrC View
- PrCWVAC PrC Warranty/Value Added Coordinator

Elevated CCTS authority is granted to users with CCTS Admin rights, users with following PRC roles. CCTS Admin can search/select contracts statewide having PASS date of all previous fiscal year.

- PrCCCTSAdmin
- ADMIN

FDOT										FDOT Home	About FDOT	Contact Us	Offices	Maps & Data	Performance	Projects
AASHTOWare Project Webgate														User		Log Out
	Home	MMS 📒	JCCTS	Copy Contract	Data Quality	Interfaces	Reports	Report Sections	Help							
AASHTOWare Project Webgate					Information	tion										

Hover over **CCTS** menu option and a submenu will display of the 2 different CCTS options:

- Contract Change Order Information
- Contingency Pay Item Adjustment Information

If you need to add detailed data for a contract change orders having an "Approved" status, choose the <u>Contract Change Order Information</u> submenu item.

If you need to add detailed data for initial contingency items (0999 25, 2999 25, 0999 26) that have a "Approved" status payment estimate item other adjustment (CONF, CONN), choose the <u>Contingency</u> <u>Pay item Adjustment Information</u> submenu item.

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Contract Change Order Information:

Contract / Change Order Information	Contract /	Change	Order	Information
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For selected contract, changes orders listed are only those of Approved status having Change Order Type code (CN, EA, SA, UN, WOTA). CCTS Change Order Information details can only be Added, Updated, or Deleted if contract status not 'Closed' and contract times PAID, PASS has no date.

С	ontract	
	t45 <u>[</u>]	
_	E1T45	
_	T4516 T4517	ge Order to view Records
F	T4517	ge Order to view Records
	T4537	
	T4539	
	T4546	
	T4552	
	T4554	
	T4558	

Search and select a contract number. Contract search limited to contracts having construction contract types and based on following <u>unless user is a CCTS Admin</u>:

- Contract's district match user's district.
- Contracts with no PASS date or with PASS date within the current fiscal year or PASS date within the previous fiscal year and today's date within the current fiscal year.

As start to type the contract number, a list of contracts will be listed of contracts that start with what was typed in the box labeled **Contract**. Not required to type the full contract number and search is not case sensitive so can use lower-or upper-case letters to search for contract. Once contracts are listed, select a contract from the list.

The next step is to select the change order number of the contract. Click on the dropdown box labeled **Change Order**. Only "Approved" change orders with the following CO types will be available for selection.

- CN-Contingency Supplemental Agreement
- EA-Time Extension Agreement
- SA-Supplemental Agreement,
- UN-Unilateral Supplemental Agreement
- WOTA-Contingency Work Order Time Adj

Contract / Change Order Information												
For selected contract, changes orders listed are only those of Approved status having Change Order Type code (CN, EA, SA, UN, WOTA). CCTS Change Order Information details can only be Added, Updated, or Deleted if contract status not 'Closed' and contract times PAID, PASS has no date.												
Contract	Change Order Type	Amount	Days Added	CO Approval Date	Change Order Discovery Date							
T4517 Cle	ar 0030 Supplemental Agreement		546	12/30/2022	9/6/2022							
Description Contractor	0030											
Claim settlement GREAT	AMERI 0026 SURANCE COMPANY											
	0018											
CEI Consultant	Number of Issues											
GREAT AMERICAN INSURAN	NCE COMPANY 2											
Non-FA Part Days Total Amount of 180 \$0.00	of Issues											

Once a CO number is selected the change order details will update to that of the selected CO.

- CO Type
- CO Amount
- CO Days Added

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- CO Approval Date
- CO Discovery Date
- CO Description
- Prime Contractor
- CEI Consultant
- Non-FA Part Days
- Number of Issues
- Total Amount of Issues

The CCTS change order "Issues" information details will be displayed if already has existing data. Information details can only be Added, Updated, or Deleted if contract status not "Closed" and contract times PAID, PASS have no date. This applies to both CCTS Admins and Non-Admins.

Contract / Change Order In	formation							
For selected contract, cha CCTS Change Order Info	nges orders liste mation details ca	d are on an only b	ly those of Approved status havin e Added, Updated, or Deleted if	ng Change Order contract status no	Type code (CN, EA, SA, U t 'Closed' and contract tim	N, WOTA). Is PAID, PASS has no date.		
Contract T4517		ge Order 30 🗸	Type Supplemental Agreement	Amount Days A 546	dded CO Approval Date 12/30/2022	Change Order Discovery Date 9/6/2022		
	ractor REAT AMERICA	N INSUR	ANCE COMPANY					
CEI Consultant GREAT AMERICAN INS Non-FA Part Days Total Ar 180 \$0.00	JRANCE COMF		Number of Issues 2					
Report Amount Premium Cost Amount	Premium Cost Description	Days Added	•	Reason 🗸	/	Description 👻	Responsible Party	Claim Extend
\$0.00 \$0.00	N/A		Contract changes due to COVIE	D-19.		The Takeover agreement dated July 2020 required the Department to grant contract time for Covid.	0 - Unavoidable; no remedial action required	N - Neither
\$0.00 \$0.00	N/A	180	Change resulting from engineer when possible)	ing decision (use	specific reason in lieu of th	s The Takeover agreement dated July 2020 required the Department to grant contract time to offset CEI charges.	0 - Unavoidable; no remedial action required	N - Neither
Showing 1 to 2 of 2								

When allowed to **Add**, **Update** or **Delete** change order information details, an **Add Details** action link will be displayed for adding new detail records and for existing details, each will have **Update** and **Delete** action link. Refer to highlighted below.

Contract / Change Order Information												
For selected contract, changes orders listed are only those of Approved status having Change Order Type code (CN, EA, SA, UN, WOTA). CCTS Change Order Information details can only be Added, Updated, or Deleted if contract status not 'Closed' and contract times PAID, PASS has no date.												
Contract Change Order Type Amount Days Added CO Approval Date Change Order Discovery Date [T4580 citeer 0043 • Supplemental Agreement \$21,109.00 0 1/24/2024 7/20/2023												
Description Ccentrator Incorporation Plan Revision 07 Retroreflective Sign Strip OHLA USA INC												
CEE Consultant Number of Issues OHLA USA INC 1												
Non-FA Part Days Total Amount of Issues \$21,109.00												
Add Details												
Report Amount Premium Cost Premium Cost Description Days Reason Description Amount Added	Responsible Party	Claim Extend										
As defined in CPAM Section 7.3, there is no premium cost for this work effort. There Specification or Policy Countermeasures for shis work effort. There Specification or Policy Countermeasures for this work effort. There is a specification or Policy Countermeasures for this work effort. There is a specification or Policy Countermeasures for this work effort. There is a specification or Policy Countermeasures for this work effort. There is a specification or Policy Countermeasures for this work effort. There is a specification or Policy Countermeasures for the implementation of Not Will on the implementation of Not Specification or Policy Countermeasures for the implementation of Not Specification of Policy Countermeasures for the implementation of Not Specification or Policy Countermeasures for the implementation of Policy Countermeasures for the impl	1 - Avoidable;	N -										
\$21,109.00 \$0.00 was no revolv6 (delays, or inefficiencies compensated as a part of this contract change are used in the intermediation of the contract change are used in the intermediation of the contract change are used in the intermediation of the contract change are used in the intermediation of the contract change are used in the intermediation of the contract change are used in the intermediation of the contract change are used in the intermediation of the contract change are used in the intermediation of the contract change are used in the intermediation of the contract change are used in the intermediation of the contract change are used in the intermediation of the contract change are used in the intermediation of the contract change are used in the intermediation of the contract change are used in the intermediation of the contract change are used in the intermediation of the contract change are used in the intermediation of the contract change are used in the intermediation of the contract change are used in the intermediation of the contract change are used in the contract change are us	Production	Neither	Update Delete									
- materials and equipment. Shouling 1 to 1 of 1												

The detail information records will be refreshed after Add, Update, or Delete action. If the sum of the information details "Amount" is greater than the Change Order Amount, a warning message will be displayed Warning the Total Amount of Issues is greater than the Change Order amount.

ADD - Change Order "Issues" Detail:

To add additional detail information, select the Add Details action link and the Add Details data window will be displayed in the foreground. Fields available for data entry are the following with those required indicated with a red star symbol:

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- Amount ★
- Premium Cost Amount *
- Premium Cost Description
- Days Added **★**
- Reason ★ (dropdown list)
- Responsible Party★ (dropdown list)
- Claim Extend
 (dropdown list)
- Description ★

Add Details
Amount Premium Cost Amount Premium Cost Description
Days Added Reason Responsible Party Claim Extend
Description
ERRORS:
 Amount: Field is required Premium Cost Amount: Field is required Days Added: Field is required Reason: Field is required Responsible Party: Field is required Claim Extend: Field is required Description: Field is required
Save

For time extension agreement change orders <mark>will not allow you to enter in a dollar amount – the field</mark> will be grayed out.

The system will not allow you to enter in an invalid value for reason code, responsible party, or claim/extend code, these fields are dropdowns for selecting the appropriate value. If enter in a premium cost amount, then the premium cost description should be populated.

After data entry is completed, click on the SAVE button and the information details will be refreshed. If not want to save the data entered, click on the upper right corner icon to cancel the save action. A message will be displayed if the Add Details was successful or not.

Add Details was successful

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DELETE - Change Order "Issues" Detail:

If need to delete a detail record, select the appropriate **Delete** action link of the detail record to delete. If select delete, a popup message will display to confirm or cancel the delete action.

Add Details	Premium Cost	Premium Cost Description	Davis	Reason 👻	Description 🛩	Responsible		Claim				
Amount +	Amount	 Premium cost Description - 	Days Added	Reason ¥	Less replier v	Party	٠	Extend				
\$21,109.00	\$0.00	As defined in CPAM Section 7.3, there is no premium cost for this work effort. There was no rework, delays, or inefficiencies compensated as a part of this contract change.	0 Spec chan lettin	-	To compensate the Contractor for the implementation of Roadway Design Bulletin 21-07, Wong Way Driving Countermeasures for Artentia at a Collectors, and the incorporation of a new pay tern within multiple FNs. This includes red reto-reflective stips on DO NOT ENTER (R5-1) and WRONG WW (R5-1a) sign columns. The result of this implementation will be a cost 0152,1060 to the Contract and zero (0) ways additional Contract Time granted to the Contractor, the Department and the Contractor agree that FDOT Contract 14580 is amended to include the following additional work, labor, maternias and equipment.	1 - Avoidable; Production Consultant	i	N - Neither	Update	Delete		
\$100.00	\$100.00			nonize project with cent projects or right ly	test	2 - Avoidable; Production FDOT		N - Neither	Update	Delete		
Showing 1 to	2 of 2											
Delete												
Are you sure you want to delete this record?												
					Delete							
						×				1		

Click the **Delete** button to delete the detail record or click on the upper right corner icon to cancel the delete action. A message will be displayed if the **Delete** was successful or not.

Delete was 🖑 ccessful

UPDATE - Change Order "Issues" Detail:

If need to update a detail record, select the appropriate **Update** action link of the detail record to update and the **Update** data window will be displayed in the foreground.

	ad Details eport Amount	Premium Cost Amount	Premium Cost Description	Day	s Reason	Description	Responsible Party	Claim		
\$	21,109.00	5	As defined in CPAM Section 7.3, there is no premium cost for this work effort. There was no rework, delays, or inefficiencies compensated as a part of this contract change.	0	Design Standards, Specification or Policy change after contract letting	To compensate the Contractor for the implementation of Roadway Design Building 24-07, Whong-Wap During Countermasuues for Artenial as of Colectors, and the incorroration of a new pay atten withon madeler. FMs: This includes red retro-reflective strips on DO NOT ENTER (R5-1) and WRONG WAY (R5-1a) sign columns. The result of this implementation will be a cost of 221,109 00 to the Contract and zero (1) days additional contract Time granted to the Contractor, the Department and the Contractor agree that FDOT Contract 14580 is amended to include the following additional work, labor, materials and equipment.	1 - Avoidable; Production Consultant	N - Neither	Update	Delete
34	Shawlan 1 in	1 - 1								

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Update		(×
Amount Premium Cost Amount \$ 21,109 \$ 0			
Premium Cost Description As defined in CPAM Section 7.3, there is no premium cost for this work effort. There was no rework, delays, or inefficiencies compensated as a part of this contract			
Days Added Reason	Responsible Party	Claim Extend	
0 004 - Design Standards, Specification Description To compensate the Contractor for the implementation of	1 - Avoidable; Production Consultant 🗸	N - Neither 🗸	
Roadway Design Bulletin 21-07, Wrong-Way Driving Countermeasures for Arterials and Collectors, and the incorporation of a new pay item within multiple FINs. This includes red retro-reflective strips on DO NOT ENTER (R5-1)			
	Save		

After data updates are completed, click on the SAVE button and the information details will be

refreshed. If not want to save the data updated, click on the upper right corner 💌 icon to cancel the save action.

A message will be displayed if the Update was successful or not.

Update was successful

REPORT - Change Order "Issues" Detail:

If need to generate a report of the change order detail records or export them, select the **Report** action link as highlighted below.

Add Details Report									
Amount	Premium Cost Amount	Premium Cost Description	Days Added	Reason	Description	Responsible Party	Extend		
\$21,109.00	\$0.00	As defined in CPAM Section 7.3, there is no premium cost for this work effort. There was no rework, delays, or inefficiencies compensated as a part of this contract change.	nium cost for this work effort. There rework, delays, or inefficiencies isated as a part of this contract		To compensate the Contractor for the implementation of Roadway Design Buildin 21-07, Wong-Way Driving Countermeasures for Artenia and Collectors, and the incorporation of a new pay item within multiple [FNs. This includes red netro-reflective strips on DO NOT ENTER (R5-1) and WRONS WAY (R5-1a) sign columns. The result of this implementation will be a cost of \$21,109.00 to the Contract and zero (0) days additional contract Time granted to the Contractor, the Department and the Contractor agree that FDOT Contract T4580 is amended to include the following additional work, labor, materials and equipment.	1 - Avoidable; Production Consultant	N - Neither	Update	Delete
Showing 1 to	1 of 1								

While the report is being generated a new browser tab will open and when the report is rendered as PDF, a Download prompt to "Open" or "Save as" will be displayed. The report name will default to "CCTSReport.pdf". Either of these 2 options can be used to print or save report.

	Dov	wnloads	þ	Q		\approx	\times
_	Ŀ	What do you want to d	lo with CCTSRep	ort.pd	f?		\times
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J							

If select "Open" from Downloads prompt, the report will open in a new browser window. Then can choose the print icon or the save icon as highlighted below.

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	5-1			2/13/2024 12:39:14 PM	print	save	CCTSReport.pdf	
FL	DOT	Florida Department of Tr web Trnspor CCTS: Contract Change Or	t					
Contract T4580		Type Supplemental Agreement	Amount D: \$21109	nys Added				
CO Appr 1/24/20:			Consultant					
Descript		Contractor						
	orporation Plan Revision 07 I							
	onsultant A USA INC	Number of Issu	21109	Non-FA Part Days				
Sequen		RTS Issue Number:	Final?	alea	-			
Amoun		RTS ISSUE Number:	Final r					
Premiu	ium Cost: \$0.00	delays,	tion 7.3, there is no premium cost sated as a part of this contract char	or this work effort. There was no rework, nge.				
Days A	Added: 0							
Reason	on Code: 4-Design St	ndards, Specification or Policy change after	contract letting					
Respor Party:	onsible 1 - Avoidable	; Production Consultant						
Claim/E	N - Neither							
Descrip	Arterials and NOT ENTER Contract and	te the Contractor for the implementation of F Collectors, and the incorporation of a new pa (R5-1) and WRONG WAY (R5-1a) sign colu zero (0) days additional Contract Time grant ct T4580 is amended to include the following	ay item within multiple FINs. This in mns. The result of this implementa ed to the Contractor, the Departme	cludes red retro-reflective strips on DO tion will be a cost of \$21,109.00 to the nt and the Contractor agree that				
				Page 1 of 1				

If select "Save as" from the Downloads prompt, a File Explorer dialog window will be displayed to save report to computer or network location. Navigate to location to save report. May change the default report name to different name if needed and then select the Save or Cancel button.

-> · 🛧 🖆 🕨 T	This PC →	OSDisk (C:)	~	ර් Search OSDis	k (C:)		
anize 🔻 New fol	e 🔻 New folder						
🔁 Links	^	Name	Date modified	Туре	Size		
👌 Music		ActiveDirectory	3/14/2023 10:04 AM	File folder			
OneDrive		BentleyDownloads	6/9/2020 10:29 AM	File folder			
Oracle		Bin	5/29/2020 8:38 AM	File folder			
Pictures		BJS	5/29/2020 8:41 AM	File folder			
Pictures		BJS_INTRAWEBSHARE	5/29/2020 8:41 AM	File folder			
Saved Games		BJS_OUTPUTDIR	1/31/2024 9:02 AM	File folder			
		BJS_USERDIR	5/29/2020 8:41 AM	File folder			
Searches		BlueZone	1/29/2021 10:15 AM	File folder			
source		CADD	5/5/2020 4:15 PM	File folder			
Tracing		CITRIXprograms	7/27/2020 3:46 PM	File folder			
🚪 Videos		COBOL	7/22/2020 4:27 PM	File folder			
This PC		Common Files	5/5/2020 4:16 PM	File folder			
- 19 - F	~	CoolGen-CPO	10/12/2023 9:28 AM	File folder			
File nam <mark>e: CC</mark> I	TSReport.p	df					
Save as type: Ado	be Acroba	at Document (*.pdf)					

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						2/13/2024 12:39:14 PM
FDO	T)	Florida D	Department of Transp web Trnsport	ortation		
		CCTS: Cont	tract Change Order I	nformation		
Contract	Change Order	Туре		Amount	Days	Added
T4580	0043	Supplemental Agre	eement	\$21109	0	
CO Approval Date	Change Or	der Discovery Date	Design Consu	lltant		
1/24/2024	7/20/202	3				
Description			Contractor			
Incorporation Pla	an Revision 07 Re	troreflective Sign Strip	OHLA USA INC			
El Consultant			Number of Issues	Total Amount	of Issues	Non-FA Part Days
OHLA USA INC			1	21109		
Sequence:	1	RTS Issue Numbe	r:		Final? False	е
Amount:	\$21109.00					
Premium Cost:	\$0.00	delays				his work effort. There was no rework
Days Added:	0					
Reason Code:	4-Design Stan	dards, Specification or P	olicy change after contra	act letting		
Responsible Party:	1 - Avoidable; I	Production Consultant				
Claim/Extend:	N - Neither					
Description:	Arterials and C NOT ENTER (I Contract and z	ollectors, and the incorp R5-1) and WRONG WAY	oration of a new pay iter (R5-1a) sign columns. contract Time granted to	n within multiple FI The result of this in the Contractor, the	Ns. This incluc mplementation Department a	-Way Driving Countermeasures for fes red retro-reflective strips on DO will be a cost of \$21,109.00 to the and the Contractor agree that equipment

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Contingency Pay Item Adjustment Information:

Contract search criteria; contracts having contingency items (0999 25, 2999 25, 0999 26) with item adjustment types (CONF, CONN). CCTS Contingency Pay Item Adjustments Information details can only be Added, Updated, or Deleted if contract status not 'Closed' and contract times PAID, PASS has no date

С	ontract	
	t458	
_	T4580	
P	T4581	I Estimate to view Records
	T4582	
	T4583	
	T4585	
	T4586	
	T4587	
	T4589	

Search and select a contract number. Contract search limited to contracts having construction contract types and based on following <u>unless user is a CCTS Admin</u>:

- Contract's district match user's district.
- Contracts with no PASS date or with PASS date within the current fiscal year or PASS date within the previous fiscal year and today's date within the current fiscal year.

As start to type the contract number, a list of contracts will be listed of contracts that start with what was typed in the box labeled **Contract**. Not required to type the full contract number and search is not case sensitive so can use lower-or upper-case letters to search for contract. Once contracts are listed, select a contract from the list.

The next step is to select the pay estimate number of the contract. Click on the dropdown box labeled **Estimate**. Only contract estimates having contingency items (0999 25, 2999 25, 0999 26) and "Approved" pay estimates with the following other item adjustment types will be available for selection.

- CONF Contingency-Part Work Order Amt
- CONN Contingency-Non-Part Work Order Amt

Contingency	Pay Item Adjustments In	nformation									
Contingency Pay Item Adjustments Information Contract search criteria; contracts having contingency items (0999 25, 2999 25, 0999 26) with item adjustment types (CONF, CONN). CCTS Contingency Pay Item Adjustments Information details can only be Added, Updated, or Deleted if contract status not 'Closed' and contract times PAID, PASS has no date. Contract Contrac											
T4580	Clear	OHLA USA INC	0027	1/25/2024 12:00:00.0000000 AM	440158-1-52-01 ¥	0265 🗸	0999 25	\$4,129	.59		
Туре	Discovery Date	Amount	0027		Remarks						
CONF 3/	/2/2023 12:00:00.00000	00 AM \$4,129.59	WO 001 - To	compensate the Contractor for a Con	trolled Release Terminal	I (CRT) Syster	m at Sta 1370)+70 LT	0	\$0.00	Select
Showing 1	I to 1 of 1										
-											

Please select a Line Item Adjustment to view Initial Contingency Pay Items

Once an **Estimate** number, **Project** number, and **Line Item** number is selected the contingency pay item adjustment information details will update to that of selected.

- Prime Contractor
- Estimate Approval Date
- Item Code
- Amount To-Date

The Other Item Adjustment Types (CONF, CONN) of the selected estimate, project, and item line number are listed. Each will have a **Select** action link. Click on the **Select** action link to view the CCTS contingency pay item adjustment "Issues" details. Refer to highlighted above.

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- Other Item Adjustment Type detail (row displayed per type CONF, CONN)
 - Item Adjustment Type
 - Item Adjustment Discovery Date
 - o Item Adjustment Amount
 - Item Adjustment Remarks
 - o Item Adjustment Number of Issues
 - Item Adjustment Total Amount of Issues

ntingency Pay Item Adjustments Information								
iontract search criteria; contracts having contingency items (0999 25, 2999 25, 0999 26) with item adjustment types (CONF, CONN). CTS Contingency Pay Item Adjustments Information details can only be Added, Updated, or Deleted if contract status not 'Closed' and contract times PAID, PASS has no date.								
Contract Contractor T4581 Clear JOHNSON BROS. CORPORATION, A SOUT	Estimate Approval Date HLAND C 0009 • 11/18/2022 12:00:00.0000	Project Line litem Item Code To Date 0000 AM 441631-1-52-01 ▼ 0285 ▼ 0999 25 \$501.65						
Issues	Total Amout of Issues							
CONN 6/24/2022 12:00:00.0000000 AM \$501.65 For WO #09 1	\$501.65 Select							
Showing 1 to 1 of 1								
Add Details Report								
Amount Premium Cost Amount Premium Cost Description Work Ord	ler Reason	Description	Responsible Party Claim Extend					
\$501.65 \$501.65 There are premium costs because there is no added value for repairing 9/27/202 the damaged existing property.	22 known 3rd Party (This code may only be used on Projects let in or after January Order	Vork Order will compensate the Contractor for the additional cost of \$501.65 for repairs to damaged g guardrail along outside shoulder of \$8 BR 25 (US 27) at station 446+70. Payment of this Work includes mobilization, maintenance of traffic, removal and disposal of damaged materials and the ation of 12.5 LF of new guardrail.	5 - Avoidable; N - 3rd party Neither Update Delete					
Showing 1 to 1 of 1								

The CCTS contingency pay item adjustment "Issues" details information will be displayed if already has existing data. Information details can only be Added, Updated, or Deleted if contract status not "Closed" and contract times PAID, PASS have no date. This applies to both CCTS Admins and Non-Admins.

When allowed to **Add**, **Update** or **Delete** contingency pay item adjustment "Issues" details, an **Add Details** action link will be displayed for adding new detail records and for existing details, each will have **Update** and **Delete** action link. Refer to highlighted above.

The detail information records will be refreshed after Add, Update, or Delete action. If the sum of the information details "Amount" is greater than the Pay Estimate Line Item Amount, a warning message will be displayed Warning the Total Amount of Issues is greater than the Estimate Line amount.

ADD – Contingency Pay Item Adjustment "Issues" Detail:

To add additional detail information, select the Add Details action link and the Add Details data window will be displayed in the foreground. Fields available for data entry are the following with those required indicated with a red star symbol:

- Amount ★
- Work Order Date **★**
- Premium Cost Amount *
- Premium Cost Description
- Reason ★ (dropdown list)
- Responsible Party ***** (dropdown list)
- Claim Extend **★** (dropdown list)
- Description ★

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Add Details	×
Amount Work Order Date Premium Cost Amount S mm/dd/yyyy * S *	
Premium Cost Description	
Reason Responsible Party Claim Extend	
Description	
ERRORS: • Amount: Field is required • Work Order Date: Field is required	
 Premium Cost Amount: Field is required Reason: Field is required Responsible Party: Field is required Claim Extend: Field is required Description: Field is required 	
Save	

The system will not allow you to enter in an invalid value for reason code, responsible party, or claim/extend code, these fields are dropdowns for selecting the appropriate value. If enter in a premium cost amount, then the premium cost description should be populated.

After data entry is completed, click on the SAVE button and the information details will be refreshed. If

not want to save the data entered, click on the upper right corner icon to cancel the save action. A message will be displayed if the Add Details was successful or not.

Add Details was successful

DELETE - Contingency Pay Item Adjustment "Issues" Detail:

If need to delete a detail record, select the appropriate **Delete** action link of the detail record to delete. If select delete, a popup message will display to confirm or cancel the delete action.

d Detail sport	s								
mount	Premium Cost Amount	Premium Cost Description	Work Order Date	Reason	Description	Responsible Party	Claim		
501.65	\$501.65	There are premium costs because there is no added value for repairing the damaged existing property.	9/27/2022	Damage to Existing Property caused by known 3rd Party (This code may only be used on Projects let in or after January 2014)	This Work Order will compensate the Contractor for the additional cost of \$501.65 for repairs to damaged existing guardrail along outside shoulder of \$85 x 25 clu \$27 at station .446 r/t.0 Payment of this Work Order includes mobilization, maintenance of traffic, removal and disposal of damaged materials and the installation of 15 z F of new guardrail.	5 - Avoidable; 3rd party	N - Neither	Update	Dele
showing	1 to 1 of 1								
Dele	ete								×
Are	e you sure yo	ou want to delete this re	ecord?						
					Delete				

Navigation Tips – WebgatePrC Reporting Site

Click the **Delete** button to delete the detail record or click on the upper right corner icon to cancel the delete action. A message will be displayed if the **Delete** was successful or not.

Delete was

UPDATE - Contingency Pay Item Adjustment "Issues" Detail:

If need to update a detail record, select the appropriate **Update** action link of the detail record to update and the **Update** data window will be displayed in the foreground.

Add Detai Report	s								
Amount	Premium Cost Amou	nt Premium Cost Description	Work Order Date	Reason	Description	Responsible Party	Claim		
\$501.65	\$501.6	There are premium costs becaus there is no added value for repair the damaged existing property.		Damage to Existing Property caused by known 3rd Party (This code may only be used on Projects let in or after January 2014)	This Work Order will compensate the Contractor for the additional cost of \$501.65 for reparis to damaged existing guardrai along outside shoulder of \$58 gz 62 (US 27) at station .446+70 Payment of this Work Order includes mobilization, maintenance of traffic, removal and disposal of damaged materials and the installation of 12 5.1 For new guardrail.	5 - Avoidable; 3rd party	N - Neither	Update	Delete
Showing	1 to 1 of 1								
Upda	te								×
Amo	int	Wo	ork Order Date	Prer	nium Cost Amount				
\$		501.65	9/26/2022	x \$	501.65			1	
Prem	ium Cost Des	cription							
		remium costs becau: he damaged existinį		no added value for					
Reas	on		Respor	sible Party	Claim Extend				
02	21 - Damage	to Existing Property c	€ ∨ 5-/	Avoidable; 3rd party	▼ N - Neither ▼				
Desc	ription								
a gi st	ditional µardrail a ation 446	rder will compensations of \$501.65 for long outside shoul +70. Payment of the n, maintenance of the	r repairs to der of SB SI is Work Ordo	o damaged existing R 25 (US 27) at er includes					
					Save				

After data updates are completed, click on the SAVE button and the information details will be

refreshed. If not want to save the data updated, click on the upper right corner 💌 icon to cancel the save action.

A message will be displayed if the Update was successful or not.

Update was successful

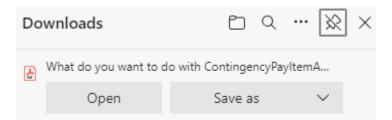
REPORT - Contingency Pay Item Adjustment "Issues" Detail:

If need to generate a report of the contingency pay item adjustment detail records or export them, select the **Report** action link as highlighted below.

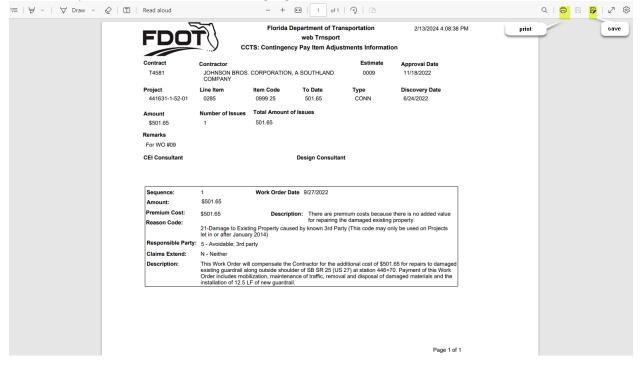
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Add Detail Report	ls								
Amount	Premium Cost Amount	Premium Cost Description	Work Order Date	Reason	Description	Responsible Party	Claim Extend		
\$501.65		There are premium costs because there is no added value for repairing the damaged existing property.	9/27/2022	Damage to Existing Property caused by known 3rd Party (This code may only be used on Projects let in or after January 2014)	This Work Order will compensate the Contractor for the additional cost of \$501 65 for repairs to damaged existing quartical along outside shoulder of \$8 \$52 \$20 (US 27) a tation 449+70. Payment of this Work Order includes mobilization, maintenance of taffic, removal and disposal of damaged materials and the installation of 125 LF of new guardrail.	5 - Avoidable; 3rd party	N - Neither	Update	Delete
Showing	1 to 1 of 1								

While the report is being generated a new browser tab will open and when the report is rendered as PDF, a Download prompt to "Open" or "Save as" will be displayed. The report name will default to "ContingencyPAyItemAdjustment.pdf". Either of these 2 options can be used to print or save report.



If select "Open" from Downloads prompt, the report will open in a new browser window. Then can choose the print icon or the save icon as highlighted below.



If select "Save as" from the Downloads prompt, a File Explorer dialog window will be displayed to save report to computer or network location. Navigate to location to save report. May change the default report name to different name if needed and then select the Save or Cancel button.

CCTS Contract Change Tracking System Navigation Tips – WebgatePrC Reporting Site

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ganize 🔻 New fo	lder					•
🔁 Links	^	Name	Date modified	Туре	Size	
👌 Music		ActiveDirectory	3/14/2023 10:04 AM	File folder		
OneDrive		BentleyDownloads	6/9/2020 10:29 AM	File folder		
Oracle		Bin	5/29/2020 8:38 AM	File folder		
Pictures		BJS	5/29/2020 8:41 AM	File folder		
Pictures		BJS_INTRAWEBSHARE	5/29/2020 8:41 AM	File folder		
Saved Games		BJS_OUTPUTDIR	1/31/2024 9:02 AM	File folder		
		BJS_USERDIR	5/29/2020 8:41 AM	File folder		
Searches		BlueZone	1/29/2021 10:15 AM	File folder		
source		CADD	5/5/2020 4:15 PM	File folder		
Tracing		CITRIXprograms	7/27/2020 3:46 PM	File folder		
📑 Videos		COBOL	7/22/2020 4:27 PM	File folder		
This PC		Common Files	5/5/2020 4:16 PM	File folder		
- 19 P	~	CoolGen-CPO	10/12/2023 9:28 AM	File folder		
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FDO	Navigat	2/13/2024 4:08:38 PM							
Contract T4581	Contractor JOHNSON BROS. (COMPANY	CORPORATION, A S	OUTHLAND	Estimate 0009	Approval Date 11/18/2022				
Project	Line Item	Item Code	To Date	Туре	Discovery Date				
441631-1-52-01	0285	0999 25	501.65	CONN	6/24/2022				
Amount	Number of Issues Total Amount of Issues								
\$501.65	1	501.65							
Remarks									
For WO #09									
CEI Consultant	Design Consultant								
Sequence:	1	Work Order Date	9/27/2022						
Amount:	\$501.65								
Premium Cost:	\$501.65	Description			there is no added value				
Reason Code:	for repairing the damaged existing property. 21-Damage to Existing Property caused by known 3rd Party (This code may only be used on Projects let in or after January 2014)								
Responsible Party:	5 - Avoidable; 3rd party								
Claims Extend:	N - Neither								
Description:	This Work Order will compensate the Contractor for the additional cost of \$501.65 for repairs to damaged existing guardrail along outside shoulder of SB SR 25 (US 27) at station 446+70. Payment of this Work Order includes mobilization, maintenance of traffic, removal and disposal of damaged materials and the installation of 12.5 LF of new guardrail.								

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