PTS to PrC Stockpile Transfer

Use the following instructions to migrate stockpile paid in the Pay Item Tracking System (PTS) to AASHTOWare Project Construction (PrC). As a reminder, stockpile PTS entries were transferred to PrC as installed work.

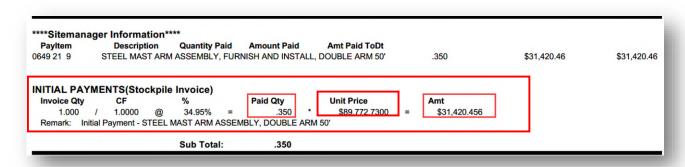
A. New Stockpile

Use *Creating a Stockpile* instructions from the System Support FDOT webpage

B. No installation since sunset of PTS

This scenario is for contracts that made stockpile payments in PTS but have not had any installation payment of the stockpiled item in PrC (i.e., the stockpiled material is still stockpiled).

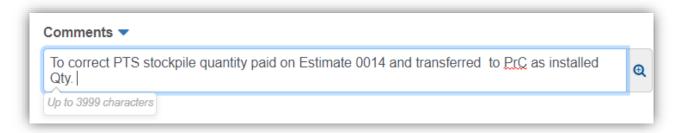
1. Run the Estimate Details report under the PTS tab in the <u>SCOC application</u>. Find the *Paid Quantity* and *Amt* under the INITIAL PAYMENTS (Stockpile Invoice) for the pay item(s) you want to stockpile in PrC. This *Paid Quantity* is the Quantity that was transferred to PrC as installed work.



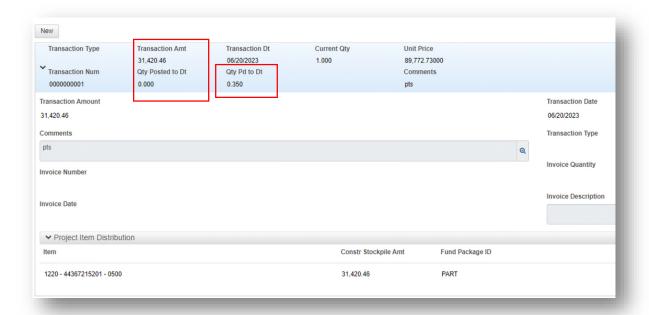
- 2. In PrC create a Daily Work Report (DWR) to adjust the installed quantity for each pay item stockpiled in PTS.
 - a) The DWR entry will be a negative quantity which equals the *Paid Qty* from the report in step B.1.



b) Add a comment to explain the purpose for the negative quantity.

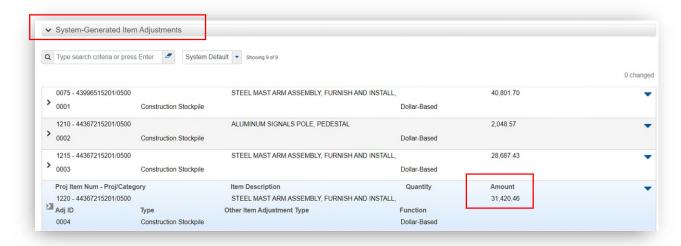


- c) Approve the DWR.
- 3. In PrC create a new stockpile for the pay items you adjusted on the DWR
 - a) Enter the Item Recovery Percentage as 100%
 - b) Enter the recovery date (must be on or after the DWR approval date from step B.2.)
 - c) Enter the Construction Stockpile Amount that equals the *Amt* from the Estimate Details report.
 - d) Save the new stockpile transaction Ensure the Qty Posted to Dt and the Qty Pd to Dt in the new PrC stockpile matches the Paid Qty and Amt in the Estimate Details report. The dollar amount is used in the payment and recovery of stockpile. The transaction Information entered is for information only.

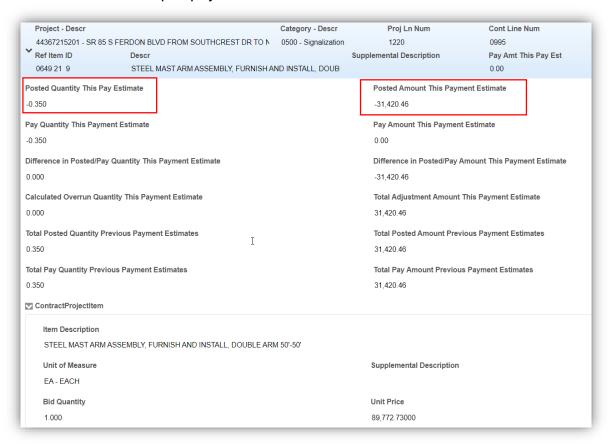


4. Run an estimate.

a) A system-generated Item Adjustment will be created from the Stockpile module to pay the initial stockpile payment.



b) The DWR entry will create a negative payment on the pay item to negate the stockpile payment.



- c) On the following estimate periods, when work is performed on this item, PrC will automatically recover stockpile.
- d) As an option, a zero-dollar estimate can be generated between estimate periods to reconcile stockpile balances. Ensure no additional DWRs are approved until after this step is taken and notify the contractor of the action.

C. Installation since sunset of PTS (original stockpile has been depleted)

This scenario is for contracts that made stockpile payments in PTS and have installed the entire quantity (i.e., the stockpiled material is depleted).

No stockpile entry in PrC is needed. The following two options are sufficient for tracking payments:

Option 1 is to create a correction DWR in PrC to deduct quantity stockpiled in PTS. Follow steps B.1. thru B.2. above to create a correction DWR. Process this DWR

accordingly. It is advised to spread the deduction out, if needed, to avoid running a negative estimate.

Option 2 is to track payments independent from PrC. Ensure final quantity does not include stockpiled amount.

D. Installation since Sunset of PTS (original stockpile has remaining balance)

This scenario is for contracts that made stockpile payments in PTS and have installed a portion of quantity in PrC without any adjustment to the stockpile payment (i.e. the stockpiled material has a remaining balance).

If the original stockpiled material has a remaining balance, the following two options are sufficient for tracking payments:

Option 1 is to create a correction DWR in PrC to deduct the original quantity stockpiled in PTS and create a new stockpile in PrC for the remaining stockpile balance, by following steps below:

- 1. Follow steps B.1. thru B.2. above to run an Estimate Details report and create a correction DWR
- 2. In PrC create a new stockpile for remaining stockpile material balance
 - a) Enter Item Recovery Percentage as 100%
 - b) Enter the recovery date (must be on or after than the DWR approval date from step 2)
 - c) Enter the Construction Stockpile dollar amount that accounts for the remaining stockpile material balance.

Construction Stockpile dollar amount = Amt – (Installed Quantity x Unit Price)

Amt = original stockpile dollar amount from the Estimate Details report Installed Quantity = actual installed quantity paid to date Unit Price = stockpile unit price from the Estimate Details report

- d) Save the new stockpile transaction verify the *Qty Posted to Dt* and the *Qty Pd to Dt* in the new PrC stockpile for accuracy.
- 3. Process this DWR and stockpile accordingly to avoid running a negative estimate.
 - a) A system-generated Item Adjustment will be created from the Stockpile module to pay the initial stockpile payment.

- b) The DWR entry will create a negative payment on the pay item.
- c) On the following estimate periods when work is performed on this item, PrC will automatically recover stockpile.

Option 2 is to track payments independent from PrC. Ensure final quantity does not include stockpiled quantity.