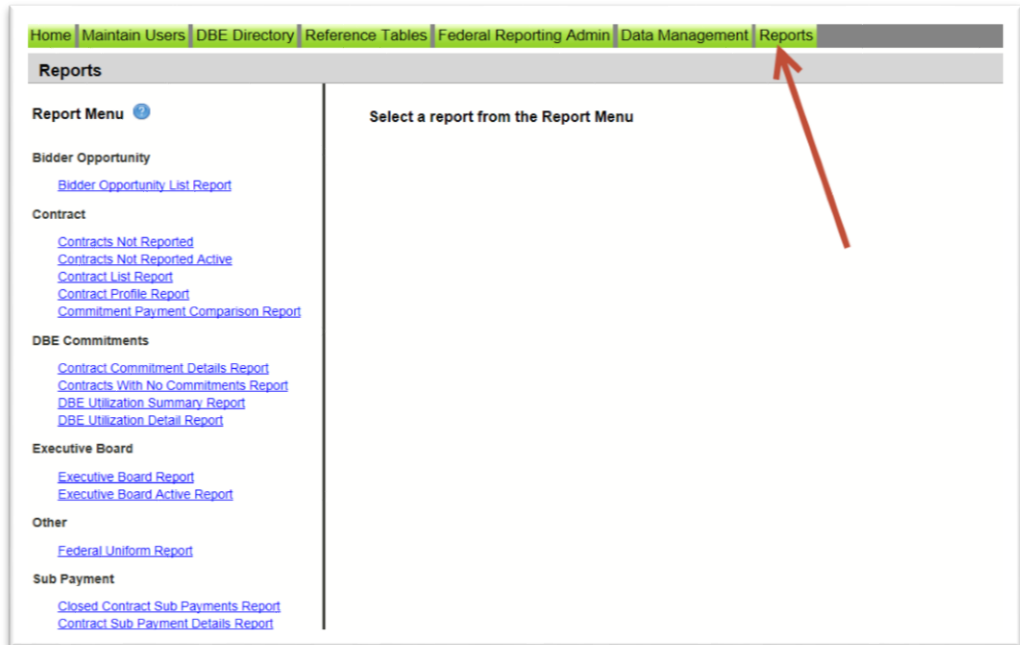


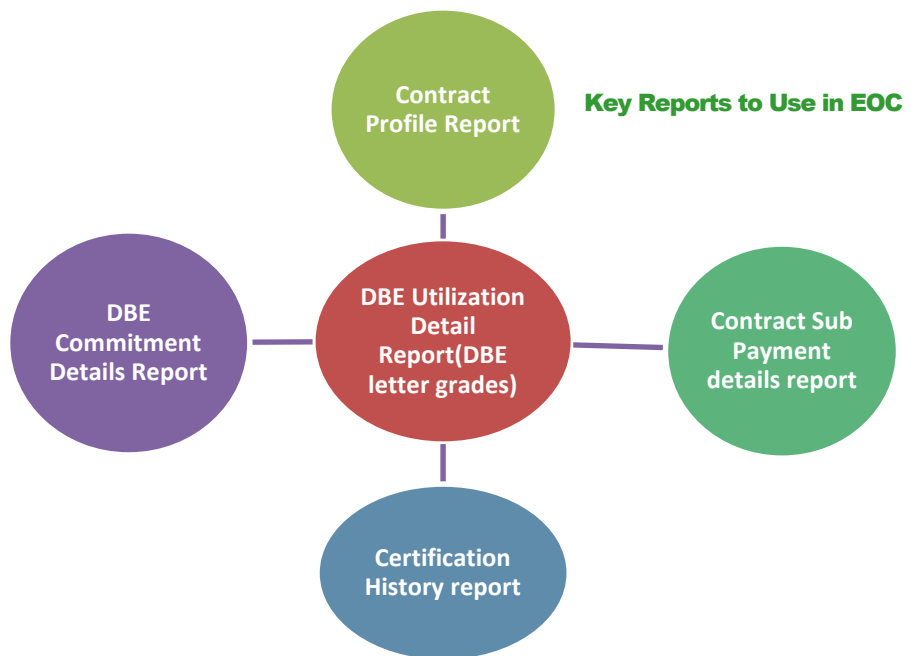
11 REPORTS

Users can run different reports in EOC by selecting the Reports tab. Reports display EOC data that has been submitted by the user.



11.1 KEY REPORTS

Below is a listing of reports that are helpful to the EOC user. These reports will assist user to track their DBE Commitment percentage, DBE payments, DBE grades and overall contract data.



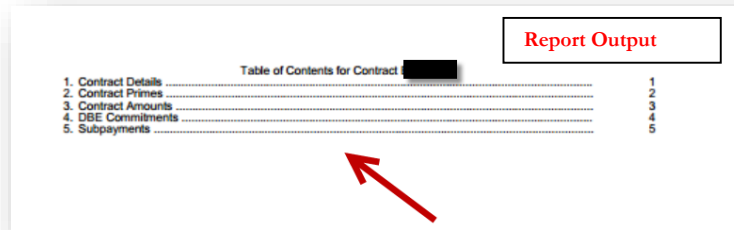
❖ Below are the steps outlined on how to run the different EOC reports:

1) Contract Profile Report: This report allows you to view contract details for a specific contract. It gives detailed information such as general contract information, contract amounts, DBE commitments and DBE sub payments.



To run the report, complete the following steps:

- Enter Contract ID
- Click Submit



2) Contract Commitment Details Report: The user can view DBE Commitment details such as work type & DBE percentage for a specific contract. This is similar to the DBE Anticipated statement.



To run the report, complete the following steps:

- Enter contract ID
- Click Submit

The screenshot shows a 'Report Output' window with a table of DBE commitment details. A red arrow points to the table. The table has the following columns: NAICS Description, Specialty Code, Date Submitted, Commitment Amount, DBE Credit Amount, % Of Contract, Date Reported, and Current Status. The data is as follows:

NAICS Description	Specialty Code	Date Submitted	Commitment Amount	DBE Credit Amount	% Of Contract	Date Reported	Current Status
Sub: Tier - 01							
237310 - Highway, Street, and Bridge Construction	338 - ASPHALT RUBBER BINDER	12/13/2012	\$2,000.00	\$2,000.00	0.23%		ACCEPTED
238990 - All Other Specialty Trade Contractors	705 - OBJECT MARKERS AND DELINEATORS	3/1/2012	\$52,722.75	\$52,722.75	6.17%	3/1/2012	READY
Sub Total			\$54,722.75	\$54,722.75	6.41%		
Contract Total			\$54,722.75	\$54,722.75	6.41%		

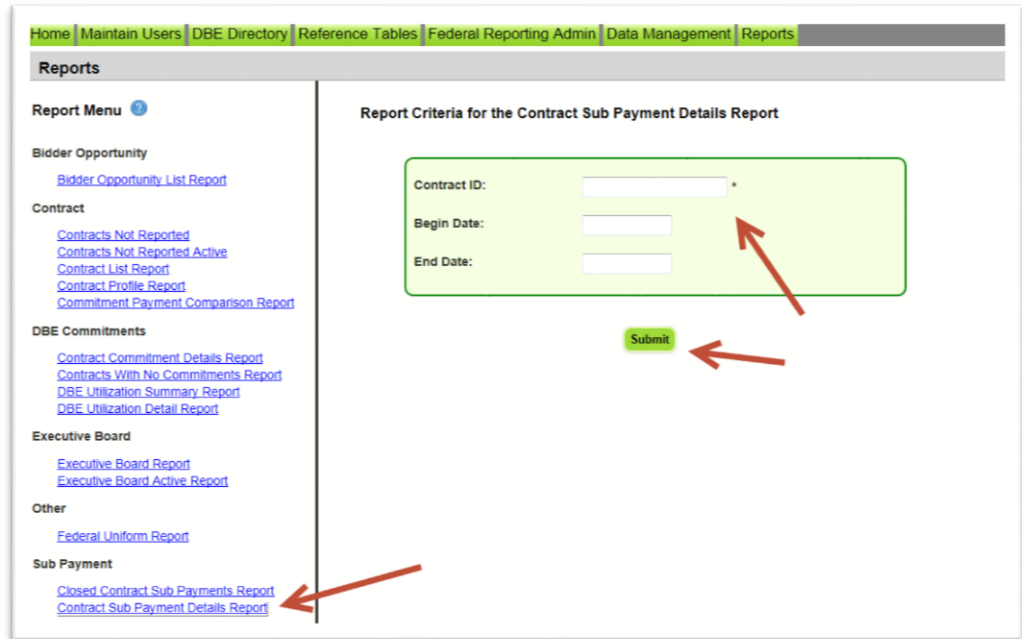
3) DBE Utilization Detail Report: This report provides the user a snap shot of their DBE utilization letter grades. This DBE Utilization report is based off the **DBE Commitments** that are reported in EOC. This is why we strongly encourage our EOC users to submit DBE commitments for their Subs as this will have an impact on their DBE letter grades.

To run the report, complete the following steps:

- Select Contract Category
- Fill in Report Begin Date and End Date
- Fill in Fund type
- Click Submit button

IAICS	Specialty Area	Report Output	DBE Credit	DBE %	Reporte
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	Contract Dollars: \$504,665.81		\$25,361.00	5.03%	
252717557 - HIGHWAY STRIPING INC	Tier: 01			5.03%	
07310 - Highway, Street, and Bridge Construction	OTHR - Other Specialty Code		\$25,361.00		11/19/20
[REDACTED]	Contract Dollars: \$0.00		\$3,609.90	> 100%	
201154043 - QUALITY CONSTRUCTION PERFORMANCE INC	Tier: 01			> 100%	

4) Contract Sub Payment Details Report: User can view payments, the NAICs and Specialty area, total payment amounts, and date reported information.



To run the report, complete the following steps:

- Enter Contract ID
- Enter begin & end dates (optional). You can leave the dates blank
- Click Submit

NAICS Description	Specialty Area	Credit Amount	Date Submitted	Date Reported	Current Status
DBE Credit: \$28,938.96					
Payment Date: 10/22/2012	Service From: 09/17/2012	Service To: 10/21/2012	Work Complete:	Final Payment: N	
Total Payment Amount: \$10,730.00	Retainage Amount: \$0.00	Zero Payment Reason:			
238990-All Other Specialty Trade Contractors	710-PAINTED PAVEMENT MARKINGS	\$0.00	11/05/2012	11/05/2012	SUBMITTED
Payment Date: 09/20/2012	Service From: 07/16/2012	Service To: 08/19/2012	Work Complete:	Final Payment: N	
Total Payment Amount: \$2,935.28	Retainage Amount: \$0.00	Zero Payment Reason:			
237310-Highway, Street, and Bridge Construction	700-HIGHWAY SIGNING	\$2,935.28	10/22/2012	10/22/2012	READY
Payment Date: 08/29/2012	Service From: 07/01/2012	Service To: 07/31/2012	Work Complete:	Final Payment: N	
Total Payment Amount: \$10,827.42	Retainage Amount: \$0.00	Zero Payment Reason:			
238990-All Other Specialty Trade Contractors	710-PAINTED PAVEMENT MARKINGS	\$10,827.42	08/29/2012	08/29/2012	READY
Payment Date: 07/19/2012	Service From: 06/01/2012	Service To: 06/30/2012	Work Complete:	Final Payment: N	
Total Payment Amount: \$5,465.35	Retainage Amount: \$0.00	Zero Payment Reason:			
238990-All Other Specialty Trade Contractors	710-PAINTED PAVEMENT MARKINGS	\$5,465.35	07/19/2012	07/19/2012	READY
Payment Date: 04/05/2012	Service From: 02/01/2012	Service To: 02/29/2012	Work Complete:	Final Payment: N	
Total Payment Amount: \$9,710.91	Retainage Amount: \$0.00	Zero Payment Reason:			
238990-All Other Specialty Trade Contractors	710-PAINTED PAVEMENT MARKINGS	\$9,710.91	04/05/2012	04/05/2012	READY

5) Certification History Report: User can view certification information for a specific firm to view the NAICS that the sub is certified in and when their certification was removed.

The screenshot shows a web interface with a left sidebar titled "Reports" and a main content area titled "Report Criteria for the Certification History Report".

Report Menu

- Bidder Opportunity
 - [Bidder Opportunity List Report](#)
- Contract
 - [Contracts Not Reported](#)
 - [Contracts Not Reported Active](#)
 - [Contract List Report](#)
 - [Contract Profile Report](#)
 - [Commitment Payment Comparison Report](#)
- DBE Commitments
 - [Contract Commitment Details Report](#)
 - [Contracts With No Commitments Report](#)
 - [DBE Utilization Summary Report](#)
 - [DBE Utilization Detail Report](#)
- Executive Board
 - [Executive Board Report](#)
 - [Executive Board Active Report](#)
- Other
 - [Federal Uniform Report](#)
- Sub Payment
 - [Closed Contract Sub Payments Report](#)
 - [Contract Sub Payment Details Report](#)
- Vendor
 - [Certification History Report](#)

Report Criteria for the Certification History Report

Vendor ID:

- OR -

Vendor Name:

Red arrows point from the "Certification History Report" link in the Vendor section to the "Search Vendors" button and the "Submit" button.

To run the report, complete the following steps:

- Enter Vendor ID(e.g.F000000000) or Vendor Name
- Click Submit

NAICS	Certification Status	Certification Begin Date	Certification End Date	<input type="button" value="Report Output"/>
Vendor Overall Certification Status: CERT Begin Date: 01/26/2005 End Date: 01/03/2011				
238990	CERT	01/26/2005	01/03/2011	
Vendor Overall Certification Status: REMOVED Begin Date: 01/04/2011 End Date: 05/02/2011				
238990	REMOVED	01/04/2011	05/02/2011	
Vendor Overall Certification Status: CERT Begin Date: 05/03/2011 End Date: .				
238990	CERT	05/03/2011		

6) Bidder Opportunity List Report: User can view what they have submitted for their bidders list. The report shows information such as subs listed on the bidders list and their specialty area.

Reports

Report Menu

Bidder Opportunity

[Bidder Opportunity List Report](#)

Contract

[Contracts Not Reported](#)

[Contracts Not Reported Active](#)

[Contract List Report](#)

Report Criteria for the Bidder Opportunity List Report

Proposal ID / LAP Agreement ID:

Submit

To run the report, complete the following steps:

- Select Contract Category and Proposal ID
- Click Submit

Bidder Opportunity List Report

Report Output

Prime Vendor: [REDACTED]

Proposal ID: [REDACTED] Bidder Opportunity List Not Submitted

Sub Vendor ID	Sub Vendor Name	Specialty Area
[REDACTED]	JENKINS PAINTING INC	515 - PIPE HANDRAIL FURNISHING, ERRECTING, AND PAINTING
		56X - BRIDGE PAINTING (INCLUDES 561, 562)

11.2 Other Useful Reports

❖ Other useful reports listed in the reports tab include:

1) Commitment Payment Comparison Report: User can compare Payments & DBE Commitments that have been submitted in EOC for a specific contract. It compares the two and lists the difference.

Report Output

Total DBE Commitment Credit	Total DBE Payment Credit Amount
\$52,722.75	\$15,580.45

SUB AGREEMENT TOTALS

Sub	TIER	Hired By	DBE Commitment Credit Amount	DBE Payment Credit Amount	Difference
HIGH TECH STRIPING INC	01	[REDACTED]	\$52,722.75	\$15,580.45	\$37,142.30

NAICS TOTALS


NAICS	DBE Commitment Credit	DBE Payment Credit	Difference
Sub: [REDACTED] HIGH TECH STRIPING INC Tier: 01 Hired By: [REDACTED]			
237310-Highway, Street, and Bridge Construction	\$0.00		\$0.00
238990-All Other Specialty Trade Contractors	\$52,722.75	\$15,580.45	\$37,142.30

To run the report, complete the following steps:

- Enter Contract ID
- Click Submit

2) Contracts Not Reported: User can view the firm's contracts that have not been reported to the Executive board and federal highway. The Report displays information such as contract ID, prime, financial project #, Fed%, contract amounts and date information.

Contract	Prime	Primary Project	Fed %	LTD Reported Contract Amount	Contract Amount Not Yet Reported	DBE Credit Not Yet Reported	Execution Date	Completed Date
		428714-1-72-01			\$38,200.00	\$0.00	06/03/2010	06/30/2010
		421656-1-52-01	100.00%	\$2,219,385.97	-\$48,682.05	\$477,113.50	12/08/2010	04/25/2012
		227921-2-52-01	100.00%	\$1,666,445.18	\$82,847.34	\$4,702.21	05/24/2011	10/12/2012


Report Output

To run the report, complete the following steps:

- Select District
- Select the Funding Type(specifies whether it a federal or state project)
- Click Submit

3) Contract List Report: User can view their list of contracts that have executed or been released or granted notice to proceed or even completed.

Contract Category: 'CONST'									
District : ALL									
Contract	Prime ID	Prime Name	Primary Project	Awarded Amount	Execution Date	NTP Date	Date Completed	Fed %	
			427651-1-52-01	\$3,091,087.65	10/12/2012	11/13/2012		100.00%	

Report Output

To run the report, complete the following steps:

- Select the Contract Category
- Select Contract Status
- Select Funding Type
- Select Date to use selection
- Select Dates
- Click Submit

4) Contracts with No Commitments Report: Enables user to view the contracts that do not have any DBE participation.

Contract	DBE Participation	Execution Date	FED %	Status	Reason	Contract Amount	Contingency Amount	FHWA Report Date	Category
Prime Vendor: A-1 FLORIDA SCD, INC. - F28297774									
E1M27	DBE Participation not yet determined	03/12/2013		Ready		\$65,000.00	\$ 0.00	11/27/2013	MAINT
Prime Vendor: AM ENGINEERING & SURVEYING - F66197776									
C3006	DBE Participation not yet determined	10/23/2013		Do Not Report	POSTPONE	\$1,500,000.00	\$ 0.00		CNSLT
		10/23/2013		Do Not Report	POSTPONE	-\$1,468,428.00	\$ 0.00		CNSLT
		10/23/2013		Do Not Report	POSTPONE	\$73,900.00	\$ 0.00		CNSLT

To run the report:

- Select the Contract Category, District, funding type
- Click **Submit**

5) DBE Utilization Summary Report: Enables user to view the DBE utilization summary, it lists the contract amount, DBE credit, DBE% and completion date for the firms contracts.

Amount	DBE Credit	DBE %	Completion Date
\$504,665.81	\$25,361.00	5.03%	
\$0.00	\$3,609.90	> 100%	
\$0.00	\$34,945.32	> 100%	1/3/2012
\$1,615,801.98	\$130,750.50	8.09%	
\$2,120,467.79	\$194,666.72	9.18%	

To run the report, complete the following steps:

- Select Contract Category
- Fill in Report Begin Date and End Date
- Fill in Fund type
- Click Submit button

6) Closed Contract Sub Payments Report: User can view contracts that have been closed for a specific time period. It outlines information such as contract ID, district, execution date, contract amount and federal %, DBE credit amounts.

Contract ID	District	Contract Category	Execution Date	Federal %	Contract Award Amount	Current Contract Amount	Current Federal Contract Amount	Current State Contract Amount	Dbe Credit Amount	Federal DBE Credit Amount	State DBE Credit Amount
[redacted]	01	CONST	02/26/2010	0.00%	\$929,636.00	\$887,344.78	\$0.00	\$887,344.78	\$0.00	\$0.00	\$0.00

To run the report, complete the following steps:

- Fill in Begin and End release dates
- Click Submit button