# WisDOT Construction Management Committee Meeting

When: Wednesday, April 26, 2017  
Time: 9:00 am – 3:00 pm  
Location: SE MIL Hoan Rm - 1001 W. St. Paul Ave, Milwaukee  

Skype Meeting: [Join Skype Meeting](#)

**PLANNED BREAK TIMES:**  
AM – 10:30-10:45  
Lunch – 12:00-1:00  
PM – 2:15-2:30

## ATTENDEES:

| X | Bremser, Sharon | Czerneski, Annette | King, Michael | X | Robinette, James |
| X | Weber, Cathy | Degrave, Chad | Kutka, Justin | X | Roper, Brian |
| X | Hodgson, Tammy | Demeter, Audrey | LeVeque, Joshua | X | Roselle, Jason |
| X | Meinen, Dan | Engstrom, Alicia | Liutikas, Vid | X | Sackman, Heather |
| | Afsari, Nahid | Esse, David | Luck, Ryan | X | Schunke, Fred |
| X | Anguiano, Carlos | Fehrman, Jillene | McNichols, Amanda | X | Stenz, Josh |
| X | Bhathena, Jasmine | Feltes, Katrina | Meurer, Bob | X | Van Fossen, Todd |
| | Bleskacek, Adam | Gallamore, Joe | Mitchell, Mark | X | Veeser, Brenda |
| X | Bliesner, Brian | Grisar, Emlynn | Moriarty, Josh | X | Walsh, Debra |
| | Bohen, Jeff | Higley, Mark | Oemig, Patricia | X | Webb-Franseen, Deb |
| | Buros, Travis | Hubbard, David | Parve, Lance | X | Williams, Geoffrey |
| | Castleberg, David | Jacobsen, Peter | Pritzlaff, Frank |
| | Chapple, Dina | Juneja, Alok | Reed, Kathleen |
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Agenda

1. Introductions

2. Overview
   - Review schedule update
   - Reviewing use of legacy WisDOT applications
   - Masterworks Phase I timeline will be just in time delivery
   - Review WisDOT training schedule for 2017
   - add acronyms for: forms, reports and master libraries

3. Scope of this Statement of Delivery (SOD)
   Discussion in bulleted points
   - Review As-is, To-Be user stories, data entry forms, list of reports, master libraries to be created for SOD
   - Construction Management - Functional Requirements and Deliverables
     - Financial Tracking shall be across all phases of Construction Management
     - All Megas will be able to add in an inflation rate
     - Documentation of terms will be needed
     i. Budget Estimation
        - User will do versioning of budget and provide justification
        - Add risks in the contingency stage
        - User may want report to see follow up estimate by segment, region, etc
     ii. Contractor Pre-Qualification
     iii. PS&E Submittal
        - PS&E can be on shelf for many years between submitted an approved – could note this with a status field
        - Add Q/A post advertisement
     iv. Construction Contract
     v. Construction Change Management
        - Step “Rough order of magnitude…”, “No Change Notification…” should be done in Masterworks
        - Utilize mail merge functionality when possible for notification
        - Contract change order actual, approved $ vs budget $ vs pending $
        - There are different workflows for different regions
        - Add roles Design Project Manager and Construction Project Manager
     vi. Request for Information
     vii. Design Issue Notice
        - New Section – Submittal Management
        - New Section – Punch List
        - New Section – Correspondence
• Set turnaround time

viii. Risk Management

ix. Issue Management

x. Project Schedule

xi. Document Management
• Correspondence/Transmittals, Meeting Minutes, Submittals/Materials may be managed by Document Management Folder
• Document register – creation of document register list
• Update latest file structure and RDA file
• Document Number is unique. MW should autogenerate number for identification
• Expand role names

xii. Financial Tracking
• Inflation rates shall be global or project
• Connected process in As-Is, To-Be should have reference numbers
• Railroad project estimates to come from FIIPS
• Rename C/E, CCO $ to be C/E, Contract Amendments; CCO$ from CCO module in MW to CCO$ from CCO module in MW/AWP, LET$ from AWP to LET@, CCO from AWP
• Add report to see variation of data in Peoplesoft and AWP
• Update pending amount in Build Out Budget (BOB)

xiii. Pay Estimates

xiv. Purchase Orders

xv. Daily Diary

xvi. Explanation of Variation

xvii. Item Daily Record

xviii. Force Account Cost

xix. Construction Project

4. Masterworks Navigation Tree
• Project Navigation Tree
• Contract Navigation Tree
• Enterprise Navigation Tree

5. Integration
• Masterworks Integration with WisDOT systems – Business Process
• Masterworks and AWP Integration – User Stories

6. Data Migration
• Data Migration – Scope
• Data Migration – Process
• Data Migration – Business Requirements
7. Appendix
8. Questions