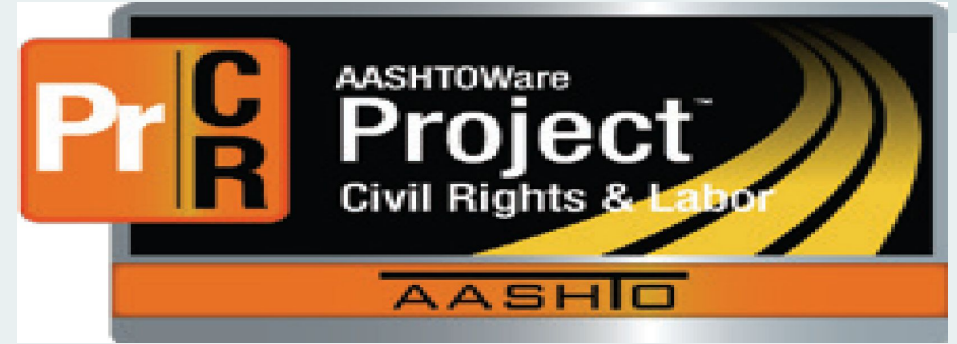
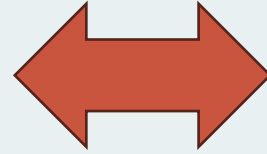


AWP

Construction and CRL Modules





Agenda

- Paving Purchase Orders
- Updated Change Order Approval Tiers
- Updated Estimate Approval Tiers

- Subcontracting Requests
- Contract Times
- Payroll Estimate Exceptions
- "Payroll Required" Feature



Construction

Russell Kees

What does "AWP" stand for?

What does "PO" stand for?

What does "CRL" stand for?



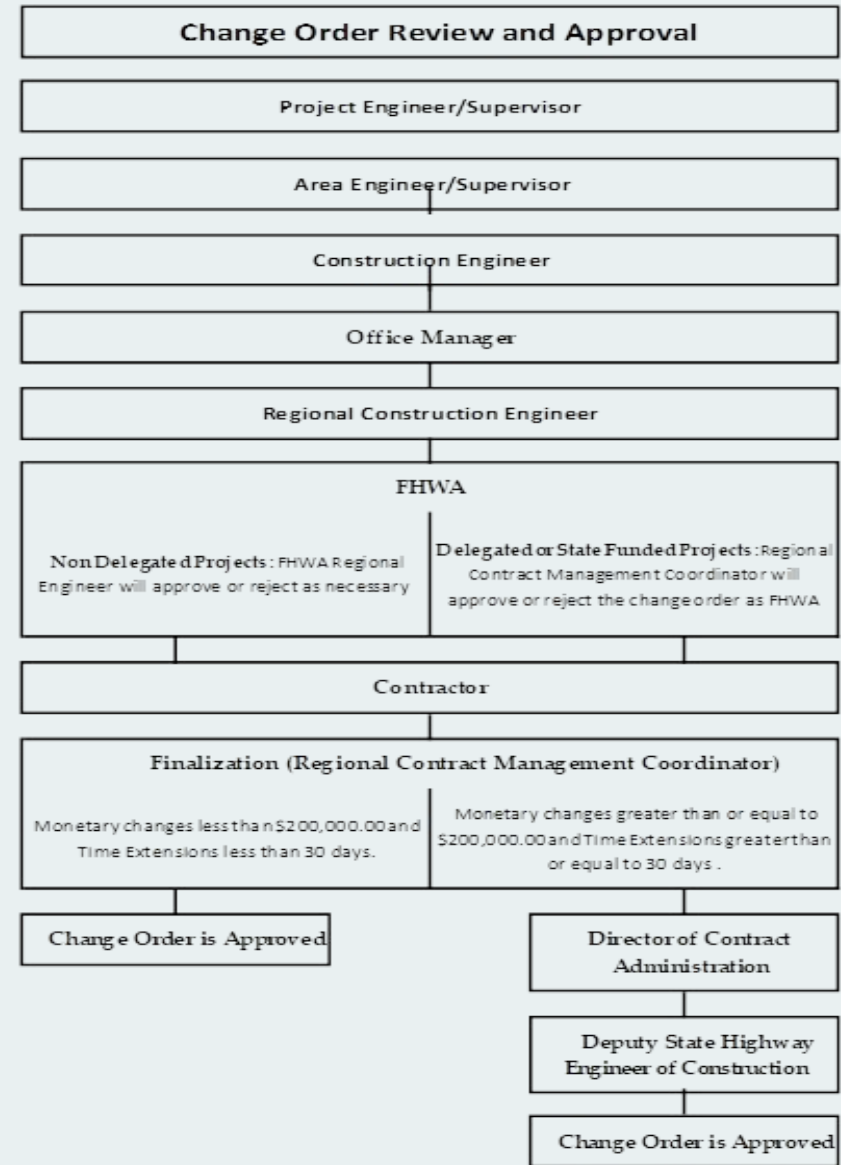
Paving Purchase Orders

- Paving Purchase Orders are now live in AWP. DWR's, estimates, change orders, etc. will now be completed within AWP.
- District trainings were completed in the last couple weeks.
- E-Ticketing is optional for suppliers/contractors.
- The PO's in AWP will be treated the same as our normal construction contracts, just on a smaller scale.

Updated Change Order Approval Tiers

- The Change Order Approval Tiers in AWP have been updated to streamline the process.
- Monetary values under \$200,000 and Time Extensions under 30 days will not require approval from the Director of Contract Administration or the Deputy State Highway Engineer of Construction.
- The updated approval tiers will be submitted to the Specifications Committee for approval and to update the Construction Manual.

Updated Change Order Approval Tiers



PROCESSING FLOW CHART FOR CHANGE ORDER REVIEW/APPROVAL
Figure 110

Updated Payment Estimate Approval Tiers

- After the upgrade to AWP version 5.04, the Area Engineer role will now be the first approver in the Payment estimate approval cycle.
- Prior to the upgrade, the Project Supervisor role was generating the estimate, submitting for approval, and approving the estimate.
- Adding the Area Engineer role to the approval cycle adds an additional layer of project management and allows the Area Engineer to find and correct any discrepancies prior to the estimate approval.

AWP Construction & HaulHub

2025 AWP & HaulHub Statistics

- Number of contracts using e-tickets
 - 299
- Number of suppliers/vendors in HaulHub
 - 65 connected to HaulHub and 58 who had materials e-ticketed or uploaded Certs in 2025 on DOH contracts
- Number of e-tickets generated broken out by material
 - HMA Total Tickets: 41,223
 - AGG Total Tickets: 18,830
 - RMC Total Tickets: 12,145

Thank
you



Civil Rights & Labor

David Ballard

Subcontracting Requests

- Need processed and sent to Contract Administration timely.
- Subs cannot work on a project without an approved subcontract in AWP! Why?

1. Subcontract percentage allowances and DBE commitments will not calculate correctly.

Subcontract Overview

Contract: 2022400003 - WV 869/WV 817 CONN. ROAD AND I/S IMPROVEMENTS

Prime Vendor: 75-3079323 - BEAR CONTRACTING, LLC

Total Calculated Subcontract Amount (non-specialty)	1,331,474.92	Total Calculated Subcontract Item Extended Amount (non-specialty)	1,331,474.92
Total Allowable Maximum Subcontract Percent (non-specialty)	70.00	Total Allowable Maximum Subcontract Amount (non-specialty)	4,439,693.62
Total Towards Maximum Subcontract Percent (non-specialty)	20.99	Total Towards Maximum Subcontract Amount (non-specialty)	1,331,474.92
Total Specialty Subcontract Percent	0.00	Total Specialty Subcontract Amount	0.00

Subcontract

Type search criteria or press Enter System Default Showing 5 of 5 0 changed

Sub Num	Prnt Sub Num	Vendor	Shrt Name	Type	Consent Date
001		27-0738567	R.K. CONSTRUCTION, INC.	DBE - Disadvantaged Business Enterprise	11/06/2025
002		31-1148628	PDK CONSTRUCTION, INC.	DBE - Disadvantaged Business Enterprise	11/12/2025
003		55-0614471	SPECIALTY GROUPS, INC.	NON - Non-DBE subcontract	11/12/2025
004		27-4011754	SWANK CONSTRUCTION COMPANY, LLC	NON - Non-DBE subcontract	11/06/2025
005		80-0656610	MID ATLANTIC MAINTENANCE, INC.	DBE - Disadvantaged Business Enterprise	11/24/2025

2. Subcontractors cannot be added to a DWR and cannot submit payrolls.
3. Causes erroneous overdue payroll estimate exceptions.
4. Causes inaccurate subcontractor prompt payment calculations.

Remark * Sub

GSI poured 4 Cubic Yards of Sand mix concrete in the interior portion of the micropiling wall in order to be level with the existing shoulder.

Contractors On Site 0 changed

Contractor	Prime	Equipment	Personnel	DBE Certified	Payroll Required? ▼
WEST VIRGINIA PAVING, INC.	Yes	No	No	No	Yes

Start Time ▼ End Time ▼ Hours ▼

01/05/2026 1:00:00 PM 01/05/2026 2:00:00 PM 1.000

Contractor Equipment

Item ID	Item Description	Project	Category	Records
636014-001	FLAGGER	2025220007	0001	1

Proj Ln Num Supplemental Description Attention Tot Qty Posted Tot Qty Posted to Dt

0090 No 2.000 48.000

Subcontracting Requests

If they're not in AWP before the subcontractor starts working:

- Defeats the purpose of CRL by allowing subcontractors to “bypass” the system.
- Causes inaccurate DWR's.
- Prevents valid overdue payroll estimate exceptions and causes erroneous overdue payroll estimate exceptions.
- Causes inaccurate subcontracting percentage calculations.
- Causes inaccurate DBE commitment calculations.
- Causes inaccurate subcontractor prompt payment calculations.

Places the agency in violation of Federal regulations.

Contract Times

- Work Begin Dates and Substantial Work Completion Dates need entered timely.
- Improvement has been made, but we're still getting entries 1-2 months after the fact.
- Civil Rights & Labor job performance is very dependent on these dates being entered in a timely manner.
- Punch List Completion Date – DO NOT enter until all work is complete. Entering this date triggers the final Labor and DBE reviews. When the CRLMS-DT is entered payroll and subcontractor payment submissions are “shut off”.

WKBG-DT		No	Construction
Work Begin Date	05/01/2025 12:00 AM	05/01/2025 12:00 AM	Neither
<hr/>			
SWKC-DT		Yes	Construction
Substantial Work Completion Date	12/30/2025 12:00 AM	12/30/2025 12:00 AM	Close Contract
<hr/>			
PLIC-DT	District - District Office	Yes	Construction
Punch List Completion Date	12/18/2025 12:00 AM	12/18/2025 12:00 AM	No work items on punch list

Payroll Estimate Exceptions

- Can no longer “acknowledge” – exceptions must be resolved before estimates can be processed.
- 85% of overdue payroll estimate exceptions are caused by inaccurate DWR's.

How can they be prevented on our end?

DWR Posting Date and Contractor Start/End Dates MUST match.

Contract Daily Work Report Summary

[Redacted]

DWR Date: 05/28/2025 [Redacted] Sequence: 1

General

Notes (For Approved DWRs ONLY)

Contractors On Site

Contractor Equipment

Contractor Personnel

Postings

Acceptance Records

Search: Type search criteria or press Enter [Advanced] Showing 1 of 1

Select Contractors...

Contractor

ADVANCED PAINTING & CONTRACTING, LLC

Start Time ▼ End Time ▼

05/23/2025 07:00 AM [Calendar] 05/23/2025 05:00 AM [Calendar]

A separate DWR **MUST** be completed for each day work was performed.

Contract Daily Work Report Summary

▼ [Redacted]

DWR Date: 10/29/2025 [Redacted] Sequence: 1 Status: Approved

General

Notes (For Approved DWRs ONLY)

Contractors On Site


Contractor Equipment

Contractor Personnel

Postings

Acceptance Records

Force Account Contractors

Q Type search criteria or press Enter  Advanced Showing 1 of 1

Contractor	
MID ATLANTIC MAINTENANCE, INC.	
Start Time ▼	End Time ▼
09/02/2025 8:00:00 AM	10/14/2025 11:59:00 PM

“Payroll Required” Feature

Federally Funded Projects

When to Select “YES”

- A contractor is on-site and work is being performed by reportable classifications.

Reportable classifications: Laborer, Operator, Carpenter, Electricians, Truck Drivers, Painters, Ironworkers, Cement Masons/Concrete Finishers

When to Select “NO”

- A contractor is not on-site and no work is being performed.
- A contractor is on-site, but no work is being performed by reportable classifications.
- A contractor is on-site and work is being performed by non-reportable classifications.

Non-reportable classifications: Inspectors, Surveyors, Quality Control Employees, Owners, Managerial & Professional Employees, Material Suppliers, Guards/Watchmen

“Payroll Required” Feature

State Funded Projects

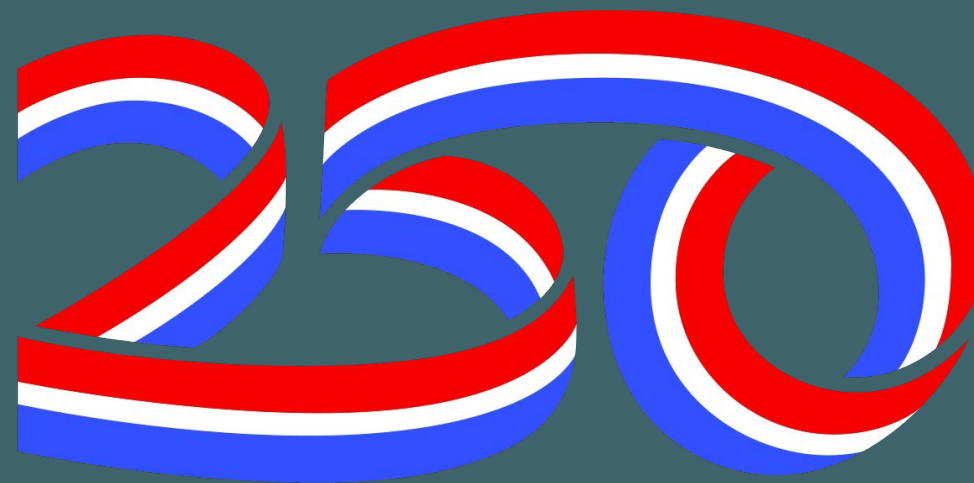
ALWAYS SELECT “NO”

Typical State Funded Projects are:

- Projects with no Federal Project Number
- Projects with an “NFA” Federal Project Number
- Projects with a “FEMA” Federal Project Number



AMERICA



Thank
you