Automated Construction Management User's Group (ACMUG) Agenda

Thursday, May 12, 2022

9:00 a.m. – 10:30 a.m.
Teams Meeting

Join on your computer or mobile app
[Click here to join the meeting](#)
Or call in (audio only) 608-571-2209
Conference ID: 967 222 246#

Facilitator/Note taker: Sharayah Sikkema (SW Region)

Attendees (highlighted) : David Castleberg, Annette Czerneski, Denise Foster, Jerome Glentz, Chad Hayes, Drew Kottke, Rebecca Olsen, Karen Roberts, Kristie Robinson, Sharayah Sikkema, Jennifer Trudeau, Kristin VanHout, Alex Utrup, Bridget Gifford, Laura Debaere, Brandi Graham, Jennifer Oldenburg

Introduction:

Acceptance of 11/29/2021 meeting minutes:

📄 PDF
ACMUG Minutes 11.29.21.pdf

Action Items:

Agenda Items:

Introductions (All – 15 minutes)
- We have multiple new staff for construction specialists- so let's take a few minutes to introduce ourselves

Legacy System to AWP Construction Migration (David/Annette – 30 minutes)
- Field Manager/Field Net contract migrating into the AWP system. (100 down to 70)
- Annette is contacting field staff – we have 8 active contracts that need to be migrated right away. 1 contract migrated per day. (possible deadline extension)
- Any open contracts that are not finaled are being sent to region computers from consultants – we're pulling in approximately 45 contracts due to the server vulnerabilities
- Once contracts are migrated, they will access their contracts in AWP
- If they need to access information for entry like DWR/Contract Change orders- contact Annette so it can migrate sooner
- When contracts are migrated from Field Manager- Annette will contact for the contract transfer. The contract won't be able to be closed or archived since it will be finished out in AWP and closed in the new system.

Pantry Spreadsheets and Forms Committee Members (Annette – 5 minutes)
- Annette has been updating this info on AWPKB

Final Estimate notification (5 minutes)

Bill B asked if CS could also receive notification once a Final estimate has been approved. Currently this is turned on for Semi-Final estimates; would be helpful if it was on for Final. Annette will get this turned on. ==Update-== Still working on getting these notifications turned on still.

As-built workflow: Getting them from construction as-built creator and eventually routed to the records coordinator (Jerry Glentz/James Bender – 5 minutes)
- Jerry briefly discussed the as-built process and potential concern that region records coordinators may not be made aware of as-builts. All regions spoke and indicated they have a process in place for receiving in, checking, and notifying their records coordinator of the as-built. Jerry & James can check in again with region records coordinators to make sure they are getting what they need from region CS. ==Update?==

E-Finals (Krissy – 10 minutes)
- Krissy provided an update on the E-finals work group and the goal of the work group. E-finals team is reviewing the finals check list in hopes to gain some consistency among the regions. ==Update?==
  - The DT2075 is updated in AWPKB.
  - Krissy reviewed the Source Documents guidance that has been developed
  - E-finals group will draft an e-mail and CSs could pass information/updates on to staff in the regions
  - IRA document pilot projects – if you know of which projects are using this – possibly meet to discuss usage

Semi-Final Requirements (Jennifer Oldenburg – 10 minutes)
- A supervisor wanted to send SF without materials being cleared to try to shorten SF window/finals process time – all regions stated they're not comfortable with sending without materials clear.