

Automated Construction Management User's Group (ACMUG) Agenda

Thursday, May 14, 2026

8:30 a.m. – 10:30 a.m.

Teams Meeting

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Facilitator/Note taker: Lisa Koca (NC Region)

Attendees (highlighted) : David Castleberg (BPD), Adam Bleskacek (BPD), Anthony Reddy (BPD), Trisha Ganshert (BPD), Kendra Jelinek (NC), Lisa Koca (NC), Winter King (NC), Carolyn LaVake (NC), Laura Debaere (NE), Lindsay Furtak (NW), Stacy Lehmann (NW), Margaret Brown (SE), Josephine Dagley (SW), Sharayah Streich (SW), Melanie Boyung (SW), Craig Wilkinson (SW), Vanessa Chapman (SW), Paul Piccione (BPD), Chad Hayes (BPD), Nicolas Perna (FHWA), Kristin VanHout (NE)

Introduction: NCR

Accepted 02/12/2026 meeting minutes –



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minutes.pdf

Action Items:

ACM Distribution Lists –

• **DOT DL ACM -Additions/Deletions**

- **NWR –**
- **SWR –**
- **Central Office –**
- **SER –**
- **NER –**
- **NCR – Remove Kendra Jelinek**

Agenda Items:

Agenda Item #1	Introductions of new staff & announcements <ul style="list-style-type: none">• Annette retired, actively working to fill the position. Updating PD before posting.
Agenda Item #2	When is contract activated in each region, immediately when getting execution notice? (Adam) <ul style="list-style-type: none">• Per AWPKB contract shouldn't be activated until consultant contract has NTP, only thing that would prevent us from activating it in AWP after execution notice. If needs to be activated sooner find someone to cover PE role until consultant contract has NTP issued. No discrepancies with this being the normal process. AWPKB link: https://awpkb.dot.wi.gov/Content/constr/LETContract/ContractPrep/Activate.htm?HighLight=activation

	<ul style="list-style-type: none"> • Issue with consultant PE staff not having access to AWP soon enough to get materials information entered/updated before contractor starts work. • Discussion regarding possible solutions to issue and things to consider. Likely will have a small group (including materials, CS, etc.) meet to discuss best possible way to prevent issues with this.
<p>Agenda Item #5</p>	<p>Updates (Adam & David)</p> <ul style="list-style-type: none"> • AWP 5.05 upgrade Status <ul style="list-style-type: none"> ○ Decision as to if update is going to go live on 05/14/2026 at 10am. ○ Permissions issue with mobile inspector, working on that ○ Testing to do with customizations with entities ○ Preconstruction almost fully tested ○ Construction tested through <ul style="list-style-type: none"> ▪ One enhancement is the ability to un-approve a change order. Once the change order is approved there will be the possibility to un-approve, update and then send back the change order for re-approving. However, there will be some circumstances when they cannot be sent back. This will help prevent multiple change orders to correct original errors on one. Should be able to send back to add approval levels, for things like time changes. Documentation will be updated for this. • Implementation Projects status <ul style="list-style-type: none"> ○ AWP Materials - Enhancements in Materials. Trying to streamline and make more efficient. Nothing critical here to be tested before upgrade. Pilot projects are going. Want to be able to create sample records with a sampler, but the person who samples is sometimes different than who enters it in the system. Able to select different person who is qualified as the one who sampled rather than the one doing the entry. Special qualification for entry person to be in the system and used in data entry. ○ AWP CRL – Currently testing, looking for update on 05/14/2026 about how screens and processes changing and how vendors will be trained and updated for this upgrade. Currently in payrolls and implementing payments. Hoping to merge with the PeopleSoft Interface. ○ AWP PeopleSoft Interface – Hoping will merge with PeopleSoft so won't have to be entered manually by staff into the system. Will go in and review the estimate, but not have to manually enter the estimate anymore, but staff still would be reviewing and approving the estimate for payment. ○ Some design/preconstruction potential updates with estimating. Will be working with BITS to figure out how that would work. • HaulHub – Moving forward with platform for e-ticketing. Doing pilot projects, but production run contracts where there is a provision for e-ticketing that goes above what the standard specification is. These require load tickets for concrete pavement, concrete masonry, and asphalt tonnage on contract. The contractor is expected to provide the electronic tickets for these; we don't specify which platform for this they have to use but WisDOT uses HaulHub. They can connect for free to HaulHub platform form whatever platform they are using. Determining if department will continue to use HaulHub in the future or not. New function - station information can be added. Can use HaulHub even if not pilot project, some tickets still come in e-ticket format because of plant/contractor having the e-ticketing function set-up already, staff can check. More information in AWPKB on e-Ticketing including training sessions under e-Ticketing. • OnStation – Mobile platform where project staff can go out and locate themselves on a station and offset, they can take pictures and have the ability to drop flags for different things. If contractor has OnStation, can share information with contractor as well. The department has about 100 licenses, consultants must purchase their own

	<p>licenses. OnStation recorded trainings are in AWPKB, if consultant staff have interest to watch, suggest April 16, 2026 training.</p> <ul style="list-style-type: none"> • AWPKB – With Annette leaving, she was the one who would make the updates to AWPKB. Transitioning some of those responsibilities and Trisha has access to do posting in AWPKB. Things can be posted, but it might take a little more time. If you have something that needs to be posted can either put them on the support site or send them directly to Trisha.
<p>Agenda Item #3</p>	<p>BPD HCCI/Letting Report and Information Changes (Lisa)</p> <ul style="list-style-type: none"> • Counter Sheet no longer created. Replaced with Proposal Status Report • Corrected summary of all bids received report no longer created. Replaced with As read/apparent bid results. Waiting for more information on this one (temporarily being saved in Bid Letting Reports in Box). • No longer notified day Letting is to open. • Hard copies of plans & proposals – distribution issues • David noted mentioning communication of changes and hard copy delivery issues to Rielly and Deanna to see if that can help with communications of changes and etc.
<p>Agenda Item #4</p>	<p>AWP notifications and other associated questions (SWR – Madison Office - Craig)</p> <ul style="list-style-type: none"> • Q: As AWP has evolved, is it still necessary to receive every AWP notice email for every region? Is there a way to filter this by region? Maybe after we activate a contract, and it is assigned to the region it only goes out to the region assigned? We currently get 30 emails a day that have nothing to do with our region. Using Outlook filters caused too many things to be filtered out so that is not a solution for us. A: Due to how the roles were set up in AWP there is not a good way to filter out the emails for other regions unless someone manually assigned and removed roles for each contract. Potential sharing for those that want of Outlook filters that work for other CS. • Q: This is somewhat related to question one. Is there a way to create a “dashboard” for LET Specialists? So that when we go in, we only see the projects we are assigned to? Maybe our role could be assigned in contract authority or something similar to have that type of ability. A: Dashboards are set up by role so there is no way to have a specific dashboard for each person. You can customize the filters but there is no way to change what is seen or not seen on the dashboard besides utilizing the filters. • Q: We believe there maybe several tasks that we are duplicating work from AWP. As in, sending a notice from AWP that a project has 15 days to finish the Semi-Final as well as from the LET. Does the Prime get a notice when all approvals have been signed off on a change order and also get a notice from the LET. Or could that happen? To eliminate one email the Specialists send. A: Adam is going to see about providing a current listing of what is sent to who/what roles from AWP. This list should help everyone know what we still need to forward/share and what is already being sent by AWP and to what role(s).
<p>NEXT MEETING: August 13, 2026 SER to Host</p>	