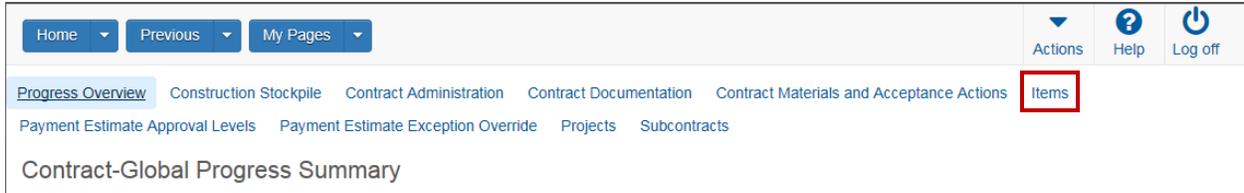


## HOW TO VIEW ALL ATTENTION FLAGS ON DWR POSTING AT A GLANCE

This is how to view all attention flags on your postings for a Contract at a glance.

Navigation > Contract Progress Component OR Contract Administration Component > Contract Number

Items Quick Link at the top of page



Home Previous My Pages Actions Help Log off

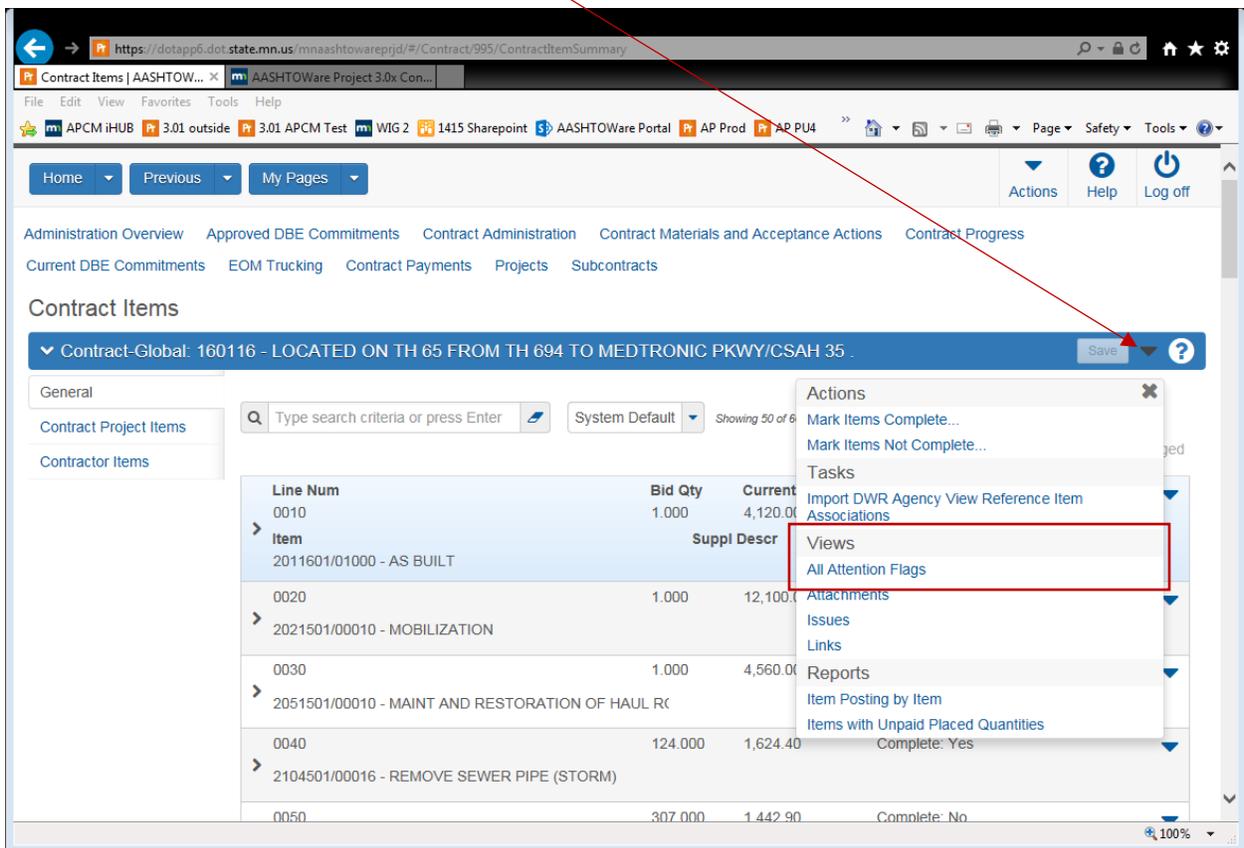
Progress Overview Construction Stockpile Contract Administration Contract Documentation Contract Materials and Acceptance Actions **Items**

Payment Estimate Approval Levels Payment Estimate Exception Override Projects Subcontracts

Contract-Global Progress Summary

Click on Open Component Actions Menu

Select Views: All Attention Flags



Contract Items | AASHTOWare Project 3.0x Con...

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Administration Overview Approved DBE Commitments Contract Administration Contract Materials and Acceptance Actions Contract Progress

Current DBE Commitments EOM Trucking Contract Payments Projects Subcontracts

Contract Items

Contract-Global: 160116 - LOCATED ON TH 65 FROM TH 694 TO MEDTRONIC PKWY/CSAH 35 Save ?

General

Contract Project Items

Contractor Items

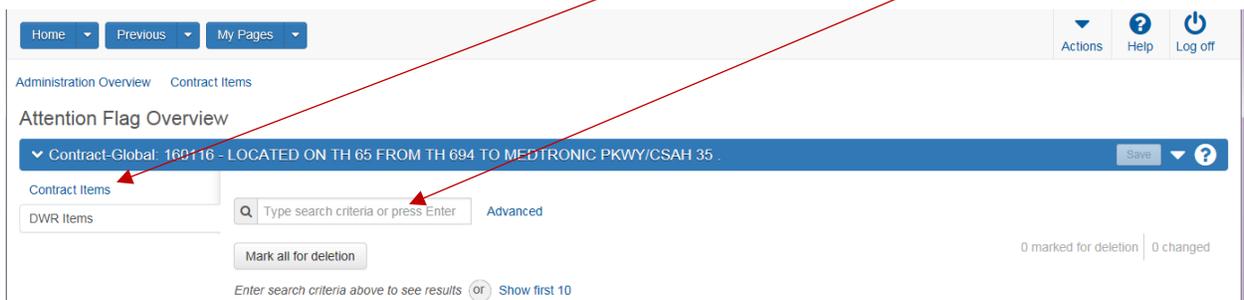
Type search criteria or press Enter System Default Showing 50 of 6

Line Num	Bid Qty	Current	Suppl Descr
> 0010	1.000	4,120.00	2011601/01000 - AS BUILT
> 0020	1.000	12,100.00	2021501/00010 - MOBILIZATION
> 0030	1.000	4,560.00	2051501/00010 - MAINT AND RESTORATION OF HAUL RC
> 0040	124.000	1,624.40	2104501/00016 - REMOVE SEWER PIPE (STORM)
0050	307.000	1,442.90	Complete: No

Actions

- Mark Items Complete...
- Mark Items Not Complete...
- Tasks
- Import DWR Agency View Reference Item Associations
- Views**
  - All Attention Flags**
- Attachments
- Issues
- Links
- Reports
- Item Posting by Item
- Items with Unpaid Placed Quantities Complete: Yes

An Attention Flag Overview window will open, click on DWR Items. Then Click into Search Box and hit enter.



Home Previous My Pages Actions Help Log off

Administration Overview Contract Items

Attention Flag Overview

Contract-Global: 160116 - LOCATED ON TH 65 FROM TH 694 TO MEDTRONIC PKWY/CSAH 35 Save ?

Contract Items

DWR Items

Type search criteria or press Enter Advanced

Mark all for deletion 0 marked for deletion | 0 changed

Enter search criteria above to see results of Show first 10

## HOW TO VIEW ALL ATTENTION FLAGS ON DWR POSTING AT A GLANCE

All Attention Flags will show.

Attention Flag Overview

Contract-Global: 160116 - LOCATED ON TH 65 FROM TH 694 TO MEDTRONIC PKWY/CSAH 35

Contract Items

DWR Items

Mark all for deletion

0 marked for deletion | 0 changed

Item ID	Flag Set By	Flag Set Date/Time	DWR Date
2531618/00010	MnAdICarl1Jen	02/07/2017 1:41:17 PM	09/12/2016
Description: TRUNCATED DOMES			
Last Modified: MnAdICarl1Jen			
Last Modified Date/Time: 02/07/2017 1:41:17 PM			
Comments: Calcs in comments need to be checked			
2211503/00060	MnAdIRich1Cor	02/07/2017 2:47:25 PM	09/23/2016
Description: AGGREGATE BASE (CV) CLASS 6			
Last Modified: MnAdIRich1Cor			
Last Modified Date/Time: 02/07/2017 2:47:25 PM			
Comments: COMPS NEED TO BE CHECKED .			
2531501/02320	MnAdIGoed1Dou	02/09/2017 8:36:34 AM	10/23/2016
Description: CONCRETE CURB AND GUTTER C			
Last Modified: MnAdIGoed1Dou			
Last Modified Date/Time: 02/09/2017 8:36:34 AM			
Comments: sxgdhsrthj			
2521618/00005	MnAdIAshf1Ste	02/09/2017 10:02:46 AM	02/07/2017
Description: CONCRETE WALK			
Last Modified: MnAdIAshf1Ste			
Last Modified Date/Time: 02/09/2017 10:02:46 AM			
Comments: Juan can you review comps.			

To address the attention flag, you need to navigate to the specific DWR (pay attention to the User)

If computation checks are needed:

1. Make appropriate checks
  - a. If math is ok
    - i. delete the attention flag
    - ii. enter "Comps checked by (your initials) and the date you checked"
  - b. If math is incorrect
    - i. Tell inspector who did the DWR that their math is incorrect
      1. Entry needs to be corrected
      2. If DWR has already been approved and included on an estimate, a new DWR will need to be corrected with bookkeeping entry.