

1. INTRODUCTION TO TRNS·PORT PES

This VDOT USER'S MANUAL is divided into eleven chapters and includes helpful appendices that supplement the information provided in the chapters.

1.1 Overview of Manual

Chapter 1 gives an overview of the manual and the Trns·port system and describes the work flow of the PES (Proposal and Estimates System) module.

Chapter 2 provides information about logging on, the mechanics of the Trns·port system, searching with filters and using on-line help.

Chapter 3 gives details about projects (adding, deleting, copying, modifying) and the county.

Chapter 4 gives details about Maintenance-funded projects (adding, deleting, copying, modifying) and the county.

Chapter 5 gives details about prime projects (adding, modifying, deleting) and associating and disassociating projects to the prime project.

Chapter 6 gives details about categories (adding, modifying, copying and deleting).

Chapter 7 gives details about funding the categories (adding, modifying, deleting) and special instructions for funding of Maintenance projects.

Chapter 8 gives details about using the PES worksheet to manage the project's items, assigning line numbers and a method in which two users can combine items together into one project.

Chapter 9 gives details on renumbering the estimate items, generating bid-based prices and generating the detail estimate. Formulas for Mobilization, Construction Surveying and Construction Engineering are in this chapter.

Chapter 10 gives details on creating the proposal, associating projects to the proposal and generating the proposal schedule report.

Chapter 11 gives details on setting up the bid letting. It describes how to assign proposals to the letting and how to add additional information about the letting such as the letting date, time and location.

1.2 Trns·port System Overview

Trns·port is the American Association of State Highway and Transportation Officials' (AASHTO's) information system for managing transportation programs. Trns·port was developed in 1982 by Info Tech, Inc. to help state highway agencies with highway Scheduling and Contract bid collusion and anti-trust investigative efforts. Since that time, provisions for operational and management information support have been added. These activities include decision support, project cost estimates, proposal preparation, bid letting, award management and Scheduling and Contract contract management. AASHTO purchased Trns·port in 1985 and made licensing available to all agencies interested in sharing in the development and use of the software.

1.3 Software Modules

There are five major Trns·port software modules. This manual addresses the PES module.

ESTIMATOR provides a full range of cost estimating and scheduling support capabilities.

PES (Proposal and Estimates System) covers the portion of the project life cycle from the point of design, when an estimate needed to be produced, through the preparation of a proposal for prospective bidders.

LAS (Letting and Award System) manages bid lettings, analyzes bids, produces letting summary reports and maintains planholder information. One of the key functions of the LAS module is vendor file management, including vendor qualification, affiliation, and Disadvantaged Owned Business Enterprise/Woman Owned Business Enterprise (DBE/WBE) information.

Site Manager (Scheduling and Contract Administration System) manages contract information throughout the entire scheduling and contract cycle. The major function of this module is the processing of payment voucher for contractors. In addition, it tract subcontracts, DBE/WBE compliance and contract modifications.

BAMS/DSS (Decision Support System) module performs a variety of analyses of highway scheduling and contract data. This module produces the information that is used to fill in bid-based prices for the PES engineer's estimate. Other applications include executive information requests, summary reports for management, bid management and monitoring analyses, market analyses and cost indexes.

1.4 Trns·port PES Work Flow

Trns·port PES allows the user to give details of the project, estimate prices for the items, and create the proposal, bid-letting packages and standard reports. (See [Flow Chart](#) on page 1-4) The work flow is as follows:

The project manager:

- creates the project and defines the county
- copies the initial project into projects for each discipline of the work, if applicable
- creates the prime project and associates all pertinent projects
- changes the control group number of the copied projects, in order to send those projects to the designers responsible for them

Each designer of the individual projects:

- reviews project as received and makes revisions as necessary
- creates the categories
- funds the categories
- adds items to the categories on the Worksheet
- re-numbers the estimate items
- generates bid-based prices
- assigns prices to non-standard items
- generates the project level preliminary detail estimate (the project manager will generate a prime level detail estimate)
- determines cost for Mobilization, Construction Surveying and revises those items
- determines Construction Engineering % and revises Project record
- generates a final estimate
- changes control group number to CD at First Submission to transfer the project(s), prime project and proposal (if applicable) to Scheduling and Contract Division

Scheduling and Contract Division coordinator:

- creates the proposal
- associates all pertinent projects to the proposal
- assigns the proposal site
- assigns the section number
- generates line numbers
- creates the bid letting
- assigns proposals to bid letting
- generates proposal schedule reports

Note: Each estimate submitted to the Scheduling and Contract Division must be associated to a Prime Project. Therefore, if you are working on a project that is a “stand-alone” project, you are, in effect, the project manager and must create a Prime Project and associate your project.

Note: Although the above Work Flow defines the Scheduling and Contract Division as the entity responsible for creating the proposal, there are instances where the coordinators of SAAP or Maintenance-funded projects may be performing some of these duties.

Trns•port PES gives details of project, estimate prices for items, creates proposals, bid letting packages and reports.

