



# PS-CAMS

## 2022 PEPS Conference

Mindi Menzel & Gunalini Rajkumar

December 1, 2022



# PS-CAMS Consultant Portal





txdot.gov/business/peps/manage-active-contracts/manage-active-contracts-ps-cams.html

The instructions for gaining access and using the Consultant Portal are found on the TxDOT.gov website

## Manage active contracts with PS-CAMS

Professional Services - Contract Administration Management System (PS-CAMS) is an online reporting system designed for use by firms with active TxDOT contracts. Project managers can submit required reporting information directly into the system and view their contract data.

The [PS-CAMS online reporting system](#) supports direct entry of the following information:

- Monthly reporting for HUB or DBE utilization (H-3 and H-6 form submission)
- Initial projection and monthly updates of spending projections (required for all firms with active professional services contracts and work authorizations; not applicable to vendors with purchase order contracts)

### Obtain user ID for PS-CAMS

1. To obtain a User ID, follow [these instructions](#) for completing and submitting the three forms:

- [PS-CAMS External User Information Sheet](#)
- [Request for External Access to TxDOT Information Systems](#) (Form 1980)
- [Information Security Compliance Agreement](#) (Form 1828b)

2. In approximately three days you will receive an email with your User ID and login instructions.

### Instructions for using PS-CAMS

Follow [these instructions](#) to log in and begin using the [PS-CAMS online reporting system](#).

### Additional resources

- [Prime Provider Evaluation Criteria](#)
- [Provider Evaluation Update Presentation - July 2019](#)
- [FAQ FAQ](#)

### Contact PS-CAMS Administrator

[PEPS\\_PS-CAMS@txdot.gov](mailto:PEPS_PS-CAMS@txdot.gov)  
512-416-2712



## Texas Department of Transportation

*Providing safe, effective and efficient movement of people and goods.*



PS-CAMS -- portal  
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Professional Services - Contract Administration Management System

### Login

Email

Password

[forgot password?](#)



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Entries are required every month from contract execution until contract termination

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Contract Payments | Projected vs Actual | Evaluations

Pending Payment	Chart	Contract #	Exec Date	Term Date	Total	Pd to HUBs	HUB Target	HUB Curr
Nov 2021		<a href="#">362IDP5998</a>	10/24/2021	10/24/2026	\$1,000,000.00	\$0.00	25.0%	0.0%

Pending Payment: red = overdue; green = on time.

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- Enter the amount you received from TxDOT in the month you receive it.
- Enter the amount you pay your subs in the month you pay them.

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Contract Payments | Projected vs Actual | Evaluations

Home / Contract Payment

Payments for 362IDP5998 [\[show details\]](#) Payment history: [2021](#) [2022](#)

1 Select Pay Period

2 Payment to Contractor \$  Total amount paid to you this reporting period

3 Subcontractor Payments

Subcontractor	Paid This Period	Comment	Paid To Date	DBE	DBE Target	DBE Current
<a href="#">Abc Engineering Services</a>	\$ <input type="text" value="amount"/>	<input type="text" value="comment"/>	\$0.00	✓	20.0%	0.0%
<a href="#">Mlm Surveying</a>	\$ <input type="text" value="amount"/>	<input type="text" value="comment"/>	\$0.00	✓	5.0%	0.0%
<a href="#">Purple Clover Environmental</a>	\$ <input type="text" value="amount"/>	<input type="text" value="comment"/>	\$0.00	—	5.0%	0.0%

4 Certify & Save   I hereby certify that the above payments for November 2021 are true and correct.



If no payments are received or paid to subproviders, enter zeros and submit

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Contract Payments | Projected vs Actual | Evaluations

Home / Contract Payment

Payments for 362IDP5998 [\[show details\]](#) Payment history: [2021](#) [2022](#)

Select Pay Period: Nov 2021

Payment to Contractor: \$ 10000 Total amount paid to you this reporting period

Subcontractor Payments

Subcontractor	Paid This Period	Comment	Paid To Date	DBE	DBE Target	DBE Current
<a href="#">Abc Engineering Services</a>	\$ 0	<input type="text" value="comment"/>	\$ 0.00	✓	20.0%	0.0%
<a href="#">Mlm Surveying</a>	\$ 1500	<input type="text" value="comment"/>	\$ 0.00	✓	5.0%	0.0%
<a href="#">Purple Clover Environmental</a>	\$ 2500	<input type="text" value="comment"/>	\$ 0.00	–	5.0%	0.0%

Certify & Save

I hereby certify that the above payments for November 2021 are true and correct.

any comments you'd like to add with submission of payments



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[Home](#) / Confirmation

 **Confirmation**

This confirms that you successfully completed your payments for **Nov 2021**.

[Download H-3 Form](#)

You can now return to your [Home Page](#)



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Contract Payments

Projected vs Actual

Evaluations

Pending Payment	Chart	Contract #	Exec Date	Term Date	Total	Pd to HUBs	HUB Target	HUB Curr
<u>Dec 2021</u>		<a href="#">362IDP5998</a>	10/24/2021	10/24/2026	\$1,000,000.00	\$1,500.00	25.0%	0.6%

Pending Payment: red = overdue; green = on time.



You can go back one month to make corrections.

If corrections need to be made to other months contact  
PEPS\_PS-  
CAMS@txdot.gov

**Contract Payments** | **Projected vs Actual** | **Evaluations**

[Home](#) / [Contract Payment](#)

**Payments** for 362IDP5998 [\[show details\]](#)

---

1 Select Pay Period

2 Payment to Contractor \$  Total amount

3 Subcontractor Payments



All forms can be accessed from the Print Forms link at the top right

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[Contract Payments](#) | [Projected vs Actual](#) | [Evaluations](#)

Pending Payment	Chart	Contract #	Exec Date	Term Date	Total	Pd to HUBs	HUB Target	HUB Curr
<a href="#">Dec 2021</a>		<a href="#">362IDP5998</a>	10/24/2021	10/24/2026	\$1,000,000.00	\$1,500.00	25.0%	0.6%

Pending Payment: red = overdue; green = on time.



The forms for a specific contract can be found by clicking on a year in the payment history

Contract Payments | Projected vs Actual | Evaluations

Home / Contract Payment

**Payments** for 362IDP5998 [\[show details\]](#) Payment history: **2021** 2022

1 Select Pay Period

2 Payment to Contractor \$  Total amount paid to you this reporting period

3 Subcontractor Payments

Subcontractor	Paid This Period	Comment	Paid To Date	DBE	DBE Target	DBE Current
<a href="#">Abc Engineering Services</a>	\$ <input type="text" value="amount"/>	<input type="text" value="comment"/>	\$0.00	✓	20.0%	0.0%
<a href="#">Mlm Surveying</a>	\$ <input type="text" value="amount"/>	<input type="text" value="comment"/>	\$1,500.00	✓	5.0%	0.6%
<a href="#">Purple Clover Environmental</a>	\$ <input type="text" value="amount"/>	<input type="text" value="comment"/>	\$2,500.00	-	5.0%	1.0%

4 Certify & Save   I hereby certify that the above payments for



The forms for each month can be found here

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Contract Payments | Projected vs Actual | Evaluations

Home / Contract Payment / 2021

### Payments Submitted 2021

October [Download H-3 Form](#)

Contractor was paid \$0.00

Subcontractor	Paid This Period	Comment	Total Paid To Date	HUB Target	HUB Current
Abc Engineering Services	\$0.00		\$0.00	n/a	n/a
Mlm Surveying	\$0.00		\$0.00	n/a	n/a
Purple Clover Environmental	\$0.00		\$0.00	n/a	n/a
					0.0%

November [Download H-3 Form](#)

Contractor was paid \$10,000.00

Subcontractor	Paid This Period	Comment	Total Paid To Date	HUB Target	HUB Current
Abc Engineering Services	\$0.00		\$0.00	n/a	n/a
Mlm Surveying	\$1,500.00		\$1,500.00	n/a	n/a
Purple Clover Environmental	\$2,500.00		\$2,500.00	n/a	n/a
					1.6%



Anyone with the firm who has access can view the evaluations performed, individually

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Contract Payments | Projected vs Actual | **Evaluations**

Evaluations For Firm  Evaluations For Firm PM

Firm Avg: 80.00 Firm PM Avg: 75.00

Pending Action	Contract #	Work Auth	Date	Firm	Firm PM
<a href="#">Review</a>	<a href="#">362IDP5998</a>	<a href="#">362IDP5998-1</a>	10/24/2022	XYZ Engineering, LLC	Menzel, Mary



[Contract Payments](#)
[Projected vs Actual](#)
[Evaluations](#)

[Home](#) / Evaluation

Contract	362IDP5998	Work Auth	1	Eval Date	10/24/2022
Eval Status	Mgmt Approved	Eval'd By	Gunalini Rajkumar	Firm	XYZ Engineering, LLC
PM Score	75.00 %	Firm Score	80.00 %	Firm PM	Menzel, Mary
Comment					

Criterion	Description	Raw Score	Weight	Wtd Score	Target
1.a	Quality of Deliverables: Accuracy	5.00	7.5	37.500	External PM
1.b	Quality of Deliverables: Completeness	4.00	5	20.00	External PM
2	Timeliness of submittals	3.00	7.5	22.500	External PM
3.a	Contract administration - Budget	2.00	1	2.00	External PM
3.b	Contract administration - Schedule	1.00	1	1.00	External PM
3.c	Contract administration - Invoices	4.00	1	4.00	External PM
4	Responsiveness and availability of the PM	5.00	7.5	37.500	External PM
5	Resolution of issues	4.00	2.5	10.000	External PM
6	Communication and coordination	2.00	2.5	5.000	External PM
7	Management of subproviders	1.00	2.5	2.500	External PM
8	Adequate use and prompt payment of HUB/DBE firms	3.00	1	3.00	External PM
9	PM performance	5.00	1	5.00	External PM
1	Firm Responsiveness	4.00	10	40.00	Firm
2	Firm Invoicing	3.00	5	15.00	Firm
3	Firm Resource Management	5.00	5	25.00	Firm



Criterion	Criterion Score	Comment
1.a		Deliverables submitted: were in excellent form; required few, if any, red lines saving TxDOT time
1.b		Deliverables submitted: were complete and organized (e.g. NO missing details/information), AND REQUIRED FEW (less than 10% of deliverable) clarifications to details or notes required and were corrected without causing delays
2		Deliverables submitted: were received on time or within recommended time frames and overall project development progress met expectations
3.a		PM / WA Manager: had some budgeting issues and could have communicated issues more effectively
3.b		PM / WA Manager: frequently missed deadlines which significantly impacted the schedule
3.c		Invoices: were submitted on time with no errors but required little in additional clarification/information (two or less pieces of documentation) prior to approving invoices
4		PM / WA Manager: consistently available and responsive to requests; showed initiative to quickly resolve issues; promptly returned calls or emails; attended meetings; anticipated needs.
5		PM / WA Manager: proactively identified issues and worked well with TxDOT PM to resolve issues in a timely manner with no prompting needed
6		PM / WA Manager: had some issues with communication and coordination; some items were unclear or misleading; some prompting by TxDOT PM was required
7		PM / WA Manager: did not manage subproviders well thus causing delays or other problems, issues, and/or disagreements
8		PM / Firm: prime needed little to no prompting to use subproviders, including HUB/DBE and made a good faith effort to fulfill contract HUB/DBE terms and conditions; met the prompt payment requirements and consistently documented prompt payment in PSCAMS
9		Firm PM / WA Manager: deliverables were high quality, complete, and on-time; managed budget and resources very well; promptly responded (within 12 hours); proactive and anticipated needs; took responsibility for all products
1		Firm: consistently available and responsive when requested; resolved issues quickly; anticipated resource needs to support the project.
2		Firm Invoices: were submitted on time with no errors but required some requests for additional clarification/information (three or more pieces of documentation) prior to approving invoices
3		Firm: exceeded expectations, managed/maintained resources very well with minimal resource adjustments and with little or no impacts to production

**Firm Comment**

[Submit](#)



The person logged into the Portal must have an evaluation as a PM to see their evaluations

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Contract Payments | Projected vs Actual | Evaluations

Evaluations For Firm       Evaluations For Firm PM

Firm Avg: 0      Firm PM Avg: 0

Pending Action	Contract #	Work Auth	Date	Firm	Firm PM
No contract or work authorization evaluations were found.					



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Contract Payments

Projected vs Actual

Evaluations

Evaluations For Firm

Evaluations For Firm PM

Firm Avg: 82.50

Firm PM Avg: 77.38

Pending Action	Contract #	Work Auth	Date	Firm	Firm PM
<a href="#">Review</a>	<a href="#">362IDP5998</a>	<a href="#">362IDP5998-1</a>	10/24/2022	XYZ Engineering, LLC	Menzel, Mary
<a href="#">Review</a>	362IDP5998	362IDP5998-1	10/25/2022	XYZ Engineering, LLC	Menzel, Mindi



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[Contract Payments](#)

[Projected vs Actual](#)

[Evaluations](#)

Evaluations For Firm

Evaluations For Firm PM

Firm Avg: 85.00

Firm PM Avg: 79.75

Pending Action	Contract #	Work Auth	Date	Firm	Firm PM
<a href="#">Review</a>	<a href="#">362IDP5998</a>	<a href="#">362IDP5998-1</a>	10/25/2022	XYZ Engineering, LLC	Menzel, Mindi

# Questions and Discussion



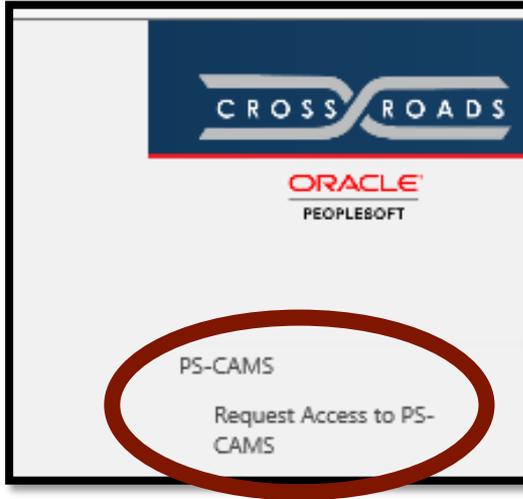
# PS-CAMS Evaluations



# PS-CAMS: Link for Requesting Internal Access



<https://tntoday.dot.state.tx.us/PEPS/pages/MgmtandAdmin-Index.aspx#T1>



**PS-CAMS System Access Request Form**

The Supervisor must request access by filling out and submitting the information below.

User First Name:

User Last Name:

Network Username:

D/D/O:

(Ctrl-Click to select multiple Districts)

Role:  [\\* Role Explanation \\*](#) [Access Criteria](#)

Type of Work:

- All (Browse Manager Only)
- Architectural
- Bridge Inspection
- Engineering
- Geotech
- Materials Engineering
- Scientific
- Survey
- Utility

Supervisor's Name:

Supervisor's Phone Number:

Action:

Comments:

For questions about your request, please email [PEPS\\_PS-CAMS](mailto:PEPS_PS-CAMS)

# PS-CAMS Evaluations: Contract-level



**Contract**

Contract No: 111IDP1222 Prime Firm: ABCYZ Consu Firm Project Mgr: Bob, Smith TxDOT Project Mgr: Gunalini Raju TxDOT Admin: Mary L Menze  
PS Nbr: Service Center: Rural Service Ce

(Hide Details...)

**Contract Information**

Original Amt: \$350,000.00 Executed: 2/20/2020 D/D/O: 01 PARIS  
Splmnt Amt: \$100,000.00 Termination: 2/20/2025 Orig Term Dt: 2/20/2025  
Total Amt: \$450,000.00 Funding: Federal Work Type: Engineering  
Comtd Amt: \$0.00 Contract Type: ID Discipline: BRG On/Off Re  
Spent Amt: \$0.00 Last Issue Dt: 2/20/2022  
Avlbl Amt: \$450,000.00 Close Out Dt: Status: Executed  
Project Name: Asgn'd Goal: 0.00 %  
Description of Work: Comment:

**Supplementals**

#	Executed	Purpose
1	2/20/2020	correct Attach E

**Contract Team**

Firm	Role	Paid
ABCYZ Consultant	Prm	\$0.00

**Prompt Payment Audits**

Req'd	Completed	Comment
10/5/2021	N	
10/5/2022	N	
10/5/2023	N	

**Work Authorization Summary**

#	Proj Name	Executed	Terminated	Total	Spent	Remaining	TxDOT PM	Admin
1	SH 146 & SH 288	3/9/2020	10/1/2023	\$101,266.98	\$0.00	\$101,266.98		

Rectangular Snip

# PS-CAMS Evaluations: Work Authorization-level



Work Auth **Subprovider**

Contract No: 362IDP5998    WA No: 1    Prime Firm: XYZ Engineeri    Firm Project Mgr: Menzel, Mindi    TxDOT WA Proj Mgr: Gunalini Rajk    TxDOT WA Admin: [Not set]

PS Nbr: \_\_\_\_\_    PS PO: \_\_\_\_\_    Serv Ctr: Urban Service C

[Show Details...]

**Progress Reports**

Date	Status

**Supplementals**

#	Executed	Purpose

**Tasks**

#	Name	Expected

**Deliverables**

Due	Recv'd	Deliverable

**CSJs / Plans**

#	Prime	Highway
0094-01-026		SH 183

**Budgets**

CSJ	Budgeted
0094-01-026	\$500,000.00

**Projections**

CSJ	Obligated	Spent
0094-01-026	\$500,000.00	\$200,000.00

**Subproviders**

Firm Name	Utilization
ABC Engineerin	\$30,000.00
MLM Surveying	\$20,000.00
Purple Clover	\$0.00

1 2

**Invoice Summary**

#	Firm Invoice #	Invoice Date	Received Date	Executed Date	Amount	Status
1	23321	1/21/2022		2/1/2022	\$200,000.00	Approved

Navigation icons: Home, Back, Forward, Print, Refresh, Logout

# PS-CAMS: All – Starting Evaluation



**Contract** | **Evaluation**

Contract No: 111IDP1222    Prime Firm: ABCYZ Consu    Firm Project Mgr: Bob, Smith    TxDOT Project Mgr: Gunalini Raju    TxDOT Admin: Mary L Menze

ERP No: \_\_\_\_\_

**Evaluation History**

Date	Type	WA	Firm Project Manager	Status	Evaluator
10/5/2021	Work Auth	1	Bob, Smith	Preliminary	

**Edit Evaluation Information**

Firm Name: ABCYZ Consultant    Firm Seq: 0    Vendor #: \_\_\_\_\_

Firm P.M.: Bob, Smith    Firm Seq: \_\_\_\_\_    Eval Type: Work Auth

Contract: 111IDP1222    Exec: 2/20/2020    Work Auth: 1    WA Exec: 3/9/2020

Eval Status: Preliminary    PM Score %: 0.00    Firm Score %: 0.00    Eval Stage: Annual

Approved Dt: \_\_\_\_\_    No Work Done:     Mgmt Approved Dt: \_\_\_\_\_

Evaluator Comment

Firm Response

Firm Response By: \_\_\_\_\_    Firm Response Date: \_\_\_\_\_

Firm Response Comment

Rectangular Snip

Icons: [New] [Print] [Save] [Refresh] [Home] [Close]

# PS-CAMS: All – Picking Who to Evaluate



If there is more than one consultant PM who has worked on the project, you can select them in the Firm PM drop down.

Work Auth Evaluation Subprovider

Contract No: 362IDP5998 WA No: 1 Prime Firm: XYZ Engineeri Firm Project Mgr: Menzel, Mindi TxDOT WA Proj Mgr: Gunalini Rajkumr TxDOT WA Admin: [Not set]

PS Nbr: PS PO Nbr:

Date	Type	WA	Firm Project Manager	Status	Evaluator
10/25/2022	Work Auth	1	Menzel, Mindi	Mgmt Approved	Gunalini Rajkumar
10/24/2022	Work Auth	1	Menzel, Mary	Mgmt Approved	Gunalini Rajkumar

Insert Evaluation Information

Firm Name: XYZ Engineering, LLC Firm Seq: 0 Vendor #: Emp Seq: Eval Type: Work Auth

Firm PM: Menzel, Mindi (highlighted) Emp Seq: Contract: 2021 Work Auth: 1 WA Exec: 12/7/2021

Eval Status: Menzel, Mary Firm Score %: Eval Stage: Annual

Approved By: Mgmtm Aprvl By: Approved Dt: No Work Done: Mgmtm Approved Dt:

Evaluator Comment:

Firm Response:

Firm Response By: Firm Response Date: Firm Response Comment:

Navigation icons: Home, Back, Forward, Print, Save, Refresh

# PS-CAMS: All – Scoring Evaluation



Contract
Evaluation
Score Eval

Contract No	Prime Firm	Firm Project Mgr	TxDOT Project Mgr	TxDOT Admin
111IDP1222	ABCYZ Consu	Bob, Smith	Gunalini Raju	Mary L. Menze
ERP No				

Evaluation Criteria

No	Criterion Name	Target	Weight	Score
1.a	Quality of Deliverables: Accuracy	PM	7.5	3
1.b	Quality of Deliverables: Completeness	PM	5	
2	Timeliness of submittals	PM	7.5	
3.a	Contract administration - Budget	PM	1	
3.b	Contract administration - Schedule	PM	1	
3.c	Contract administration - Invoices	PM	1	
4	Responsiveness and availability of the PM	PM	7.5	
5	Resolution of issues	PM	2.5	
6	Communication and coordination	PM	2.5	
7	Management of subproviders	PM	2.5	

Total PM Score 
 Total Firm Score

Edit PM Score

Number	Criterion	1	2	3	4	5
		Unsatisfactory		Satisfactory	Excellent	
1.a	Quality of Deliverables: Accuracy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Description	Deliverables contained significant errors, apparent that QA/QC was not completed.		A reasonable level of corrections were required		Deliverables were submitted in excellent form. Few, if any, corrections were required saving TxDOT time
		<input style="width: 100%; height: 20px;" type="text" value="Information and quantities are correct"/>				
	TxDOT Comment	<input style="width: 100%; height: 40px;" type="text"/>				

# PS-CAMS: All – Evaluation in TxDOT PM Approved Status



Contract | Evaluation | Score Eval

Contract No: 111IDP1222 | Prime Firm: ABCYZ Consu | Firm Project Mgr: Bob, Smith | TxDOT Project Mgr: Gunalini Rajku | TxDOT Admin: Mary L. Menze

ERP No: [ ]

Evaluation History

Date	Type	WA	Firm Project Manager	Status	Evaluator
10/29/2021	Contract		Bob, Smith	TxDOT PM Aprvd	Gunalini Rajkumar

Edit Evaluation Information

Firm Name: ABCYZ Consultant | Firm Seq: 0 | Vendor #: [ ]  
Firm PM: Bob, Smith | Emp Seq: [ ] | Eval Type: Contract  
Contract: Preliminary | Score %: 57.25 | Firm Score %: 60.00 | Eval Stage: Annual  
Approved By: Mgmt Approved Reviewed By Ext PM | Mgmt Aprvl By: [ ]  
Approved Dt: 10/29/2021 | No Work Done: [ ] | Mgmt Approved Dt: [ ]

Evaluator Comment: [ ]

Firm Response

Firm Response By: [ ] | Firm Response Date: [ ]  
Firm Response Comment: [ ]

[ ] [ ] [ ] [ ] [ ] [ ]



Eval Status: TxDOT PM Aprvd  
Mgmt Approved  
Reviewed By Ext PM



After scoring the evaluation, put it in TxDOT PM approved status. Print the evaluation and send to your manager through DocuSign.

# PS-CAMS: All – Evaluation in Management Approved Status



Contract Evaluation Employee

Contract No: 111IDP1222 Prime Firm: ABCYZ Consu Firm Project Mgr: Bob, Smith TxDOT Project Mgr: Gunalini Rajku TxDOT Admin: Mary L Menze

ERP No: [ ]

Evaluation History

Date	Type	WA	Firm Project Manager	Status	Evaluator
10/29/2021	Contract		Bob, Smith	Mgmt Approved	Gunalini Rajkumar

Edit Evaluation Information

Firm Name: ABCYZ Consultant Firm Seq: 0 Vendor #: [ ]

Firm PM: Bob\_Smith Emp Seq: [ ] Eval Type: Contract

Contract: [ ] 2/20/2020 Work Auth: 1 WA Exct: [ ]

Eval Status: **Mgmt Approved** Score %: 60.00 Firm Score %: 60.00 Eval Stage: Annual

Reviewed By Ext PM

Approved By: [ ] Mgmtm Aprvl By: Danny M Neal II

Approved Dt: 10/29/2021 No Work Done: [ ] Mgmtm Approved Dt: 10/29/2021

Evaluator Comment: [ ]

Firm Response

Firm Response By: [ ] Firm Response Date: [ ]

Firm Response Comment: [ ]

After your manager has approved the evaluation, add their name and put the evaluation in Management Approved status

# PS-CAMS: All – Evaluation in Management Approved Status



Contract Evaluation Employee

Contract No: 111IDP1222 Prime Firm: ABCYZ Consu Firm Project Mgr: Bob, Smith TxDOT Project Mgr: Gunalini Rajku TxDOT Admin: Mary L Merze

ERP No: [ ]

Evaluation History

Date	Type	WA	Firm Project Manager	Status	Evaluator
10/29/2021	Contract		Bob, Smith	Mgmt Approved	Gunalini Rajkumar

Edit Evaluation Information

Firm Name: ABCYZ Consultant Firm Seq: 0 Vendor #: [ ]

Firm PM: Bob, Smith Emp Seq: [ ] Eval Type: Contract

Contract: Preliminary TxDOT PM Aprvd 2/20/2020 Work Auth: 1 WA Exec: [ ]

Eval Status: Mgmt Approved Score %: 80.00 Firm Score %: 80.00 Eval Stage: Annual

Approved By: [ ] Mgmt Apprvl By: Danny M Neal II

Approved Dt: 10/29/2021 No Work Done: [ ] Mgmt Approved Dt: 10/29/2021

Evaluator Comment: [ ]

Firm Response

Firm Response By: [ ] Firm Response Date: [ ]

Firm Response Comment: [ ]

[ ] [ ] [ ] [ ] [ ] [ ]

The evaluation must be in at least Management Approved status for it to be counted in the ESA and for the Firm to view it in the portal



Once the evaluation has been reviewed by the external PM, the status is changed to Reviewed by external PM

Work Auth Evaluation Subprovider

Contract No: 362IDP5998 WA No: 1 Prime Firm: XYZ Engineeri Firm Project Mgr: Menzel, Mindi TxDOT WA Proj Mgr: Gunalini Rajkum: [Not set] TxDOT WA Admin: [Not set]

PS Nbr: [ ] PS PO Nbr: [ ]

Evaluation History

Date	Type	WA	Firm Project Manager	Status	Evaluator
10/25/2022	Work Auth	1	Menzel, Mindi	Reviewed By Ext PM	Gunalini Rajkumar
10/24/2022	Work Auth	1	Menzel, Mary	Mgmt Approved	Gunalini Rajkumar

Edit Evaluation Information

Firm Name: XYZ Engineering, LLC Firm Seq: 0 Vendor #: [ ]

Firm PM: Menzel, Mindi Emp Seq: [ ] Eval Type: Work Auth

Contract: 362IDP5998 Exec: 10/24/2021 Work Auth: 1 WA Exec: 12/7/2021

Eval Status: Reviewed By Ext PM Score %: 79.75 Firm Score %: 85.00 Eval Stage: Annual

Approved By: Gunalini Rajkumar Mgmt Aprvl By: Danny M Neal II

Approved Dt: 10/25/2022 No Work Done: [ ] Mgmt Approved Dt: 10/25/2022

Evaluator Comment

Firm Response

Firm Response By: Mindi Menzel Firm Response Date: 10/28/2022

Firm Response Comment

It has been a pleasure to work with TxDOT.

# PS-CAMS: All – Evaluation for No Work Done



The evaluation only needs TxDOT PM Approved status

Contract Evaluation

Contract No: 111IDP1222 Prime Firm: ABCYZ Consu Firm Project Mgr: Bob, Smith TxDOT Project Mgr: Gunalini Rajku TxDOT Admin: Mary L Menze

ERP No: [ ]

Evaluation History

Date	Type	WA	Firm Project Manager	Status	Evaluator
10/29/2021	Contract		Bob, Smith	TxDOT PM Aprvd	Gunalini Rajkumar
10/29/2021	Contract		Bob, Smith	Reviewed By Ext PM	Gunalini Rajkumar

Edit Evaluation Information

Firm Name: ABCYZ Consultant Firm Seq: 0 Vendor #: [ ]  
Firm PM: Bob, Smith Emp Seq: [ ] Eval Type: Contract

Contract: 111IDP1222 Exec: 2/20/2020 Work Auth: 1 WA Exec: [ ]  
Eval Status: TxDOT PM Aprvd PM Score %: 0.00 Firm Score %: 0.00 Eval Stage: Annual  
Approved By: Gunalini Rajkumar Mgmt Apprvl By: [ ]  
Approved Dt: 10/29/2021 No Work Done:  Mgmt Approved Dt: [ ]

Evaluator Comment: [ ]

Firm Response

Firm Response By: [ ] Firm Response Date: [ ]  
Firm Response Comment: [ ]

File Print Save Refresh Home

# Questions and Discussion

## New Functionality



# Contract Errors and Omissions screen



**Contract**

Contract No: 362IDP5998 | Prime Firm: XYZ Engineeri | Firm Project Mgr: Menzel, Mindi | TxDOT Project Mgr: Gunalini Rajki | TxDOT Admin: [Not set]

PS Nbr: | Service Center: Urban Service C

[Hide Details...]

**Contract Information**

Original Amt: \$1,000,000.00 | Executed: 10/24/2021 | D/D/O: 36 PEPS DIVIS  
 Splmnt Amt: \$0.00 | Termination: 10/24/2026 | Orig Term Dt:  
 Total Amt: \$1,000,000.00 | Funding: Federal | Work Type: Engineering  
 Comtd Amt: \$500,000.00 | Contract Type: ID | Discipline: PS&E  
 Spent Amt: \$200,000.00 | Last Issue Dt: 10/24/2024  
 Avlbl Amt: \$500,000.00 | Close Out Dt: | Status: Executed  
 Project Name: | Asgnd Goal: 16.00%

Description of Work: | Comment:

**Supplementals**

#	Executed	Purpose

**Contract Team**

Firm	Role	Paid
XYZ Engineering,	Prm	\$10,000.00
ABC Engineering S	Sub	\$0.00
MLM Surveying	Sub	\$1,500.00

**Prompt Payment Audits**

Req'd	Completed	Comment
12/24/2022	N	
12/24/2023	N	
12/24/2024	N	

**Work Authorization Summary**

#	Proj Name	Executed	Terminated	Total	Spent	Remaining	TxDOT PM	Admin
1		12/7/2021	12/1/2023	\$500,000.00	\$200,000.00	\$300,000.00		

**Errors and Omissions**

CCSJ	CSJ	Change Order

**Contract** | **Errors & Omissions**

Contract No: 362IDP5998 | Prime Firm: XYZ Engineeri | Firm Project Mgr: Menzel, Mindi | TxDOT Project Mgr: Gunalini Rajki | TxDOT Admin: [Not set]

ERP No: |

**Errors and Omissions**

CCSJ	CSJ	Change Order	Comment

**Insert Errors and Omissions Information**

Project Id: | CCSJ: | CSJ: | Change Ord #: |  
 Firm Contact Name: | Phone: | Email: |  
 PS A/R Item Id: | TxDOT EO Coord: |

**District E&O Committee Meeting**

Reimbrs Required:  | Comit Decision Date: |  
 Notif Letter Amt: | Notif Letter Date: |

**District Meeting with Consultant**

District Mtg Reqst:  | District Mtg Date: |  
 Notif Letter Amt: | Notif Letter Date: |

**Administrative Review**

Admin Revv Reqst:  | Admin Revv Date: |  
 Notif Letter Amt: | Notif Letter Date: |

**Accounts Receivable Activities**

FIN Notif: | Dmnd Letter: | Fnl Dmnd Let: | Pmnt Rcvd: |  
 Collection Amt: | Deposit Nbr: | Dist Notif: |

Comment: | Status: Preliminary  
 Closeout Dt: |

**Error and Omission Phases**

Phase Nbr	Phase Name	Phase Comment

**Insert Errors and Omissions Phase Information**

Phase Type: Under Committee Review | Start Date: | End Date: |  
 Comment: |  
 TxDOT Cntct: |

# Work Authorization – Subprovider screen



Work Auth

Contract No 362IDP5998 WA No 1 Prime Firm XYZ Engineeri Firm Project Mgr Menzel, Mindi Tx:DOT WA Proj Mgr Gunalini Rajk Tx:DOT WA Admin [Not set]

PS Nbr PS PO Serv Ctr Urban Service C

[Show Details...]

Progress Reports

Date	Status

Supplementals

#	Executed	Purpose

Tasks

#	Name	Expected

Deliverables

Due	Recv'd	Deliverable

CSJs / Plans

#	Prime	Highway
0094-01-026	SH 183	

Budgets

CSJ	Budgeted
0094-01-026	\$500,000.00

Projections

CSJ	Obligated	Spent
0094-01-026	\$500,000.00	\$200,000.00

Subproviders

Firm Name	Utilization
ABC Engineerin	\$30,000.00
MLM Surveying	\$20,000.00
Purple Clover	\$0.00

1 2

Invoice Summary

#	Firm Invoice #	Invoice Date	Received Date	Executed Date	Amount	Status
1	23321	1/21/2022		2/1/2022	\$200,000.00	Approved

Work Auth Subprovider

Contract No 362IDP5998 WA No 1 Prime Firm XYZ Engineeri Firm Project Mgr Menzel, Mindi Tx:DOT WA Proj Mgr Gunalini Rajkum Tx:DOT WA Admin [Not set]

PS Nbr PS PO Nbr

Subprovider Commitment

Firm Name	Vendor No	CCCIS No	Utilization
ABC Engineering Services	0	0	\$30,000.00
MLM Surveying	0	0	\$20,000.00
Purple Clover Environmental	0	0	\$0.00

Edit Subprovider Commitment (H2)

Firm Name ABC Engineering Services Vendor Id 0 CCCIS No 0

Firm Comtd (H2) \$30,000.00 Total Comtd (H2) \$50,000.00 HUB % of WA Total 10.00%

Comment

# Reports





PS - CAMS

Track Firm RFQ **Contract** **Report** Control Maintain Help

Produce Report 'Work Auth Standard Details'

Reports

- Contract System
- RFQ System

Parameters

D/D/O Scope

- Select D/D/Os
- Select Region
- At D/D/Os

Contract Status

- Preliminary
- Executed
- Terminated
- Completed
- Suspended

Select D/D/Os and Work Types

01 PARIS	Engineering
02 FORT WORTH	Geotech
03 WICHITA FALLS	Materials Engineering
04 AMARILLO	ROWAPS
05 LUBBOCK	Scientific

Contract 111IDP1222

Work Authorization 111IDP1222 - 1



# PS-CAMS: Reports Expanded



- Reports
  - Contract System
    - Contracts
      - Summary
        - By D/D/O & Work Type
        - By Termination Date
        - For One TxDOT Project Manager
        - For All TxDOT Project Managers
        - For One TxDOT Administrator
        - For All TxDOT Administrators
        - By Firm
        - Contracts By Executed Date
        - For Five Year Dollar Value
      - Detail
        - Contract Details
        - Contract Firm Details
        - Contract Firm Payment Details
        - Contract Firm Contacts
      - Specific Deliverable w/o Work Auth
        - Projects By D/D/O & Work Type
        - Summary By CSJ
        - Project Details
        - Invoice Summary for Projects
        - Invoice Details for Project

- Work Authorizations
  - Summary
    - By D/D/O & Work Type
    - By Work Auth Status
    - For One TxDOT Project Manager
    - For All TxDOT Project Managers
    - For One TxDOT Administrator
    - For All TxDOT Administrators
    - By CSJ
    - Executed Work Auths By Date
    - By D/D/O & Termination Date
  - Detail
    - Work Authorization Details

- Invoices
  - Summary
    - By D/D/O & Work Type
    - By Work Authorization
    - By Invoice Status
    - Spending for All CSJ/Functions
    - Spending for CSJ/Function
  - Detail
    - Invoice Details
    - Invoice Details for WorkAuth
  - Evaluations
    - Summary
      - For Firm Proj Mgr
      - For Firm
    - ESA
      - PS-CAMS ESA
    - Detail
      - Evaluation Details

# Contact Information

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