# Overview and Purpose

- InterScope feature review
- Change Order Pilot results
- Website requirements
- SCO project roles and responsibilities
- CO electronic workflow walkthrough
- Q & A

# InterScope

- Internet State Construction Office Project Environment
- Release History
  - 2001 Database and Application
  - 2007 Website
  - 2009 Online Electronic forms
    - Cost Estimates OC-25
    - Designer and Contractor Evaluations
    - 2010 Electronic forms, Workflow, Alerting
      - Change Orders
      - Workflows and alerting for all electronic documents

# InterScope

### Repository of State building project information

- Design and Construction Contract data
- Key project milestone dates
- Change Orders, Payments
- Minority participation
- Performance Evaluations
- Supporting documentation

## - Hierarchical Data Organization

#### > Project

- > Design Contracts for a Project
  - > Packages for a Design Contract
    - > Construction Contracts for a Package
      - > Change Orders for a Construction Contract

## InterScope Futures –

#### - Electronic documents

- Weekly Inspection Reports
- Monthly Progress Reports
- Claim Data
- Pay Applications

## Workflow and Alerting

- Final Acceptance notices (Due, Past Due)
- Final Approval notices

## Technical Requirements

- Internet Explorer 6 (SP2) or greater

#### – Electronic formats:

- MS Word (.doc)
- Adobe (.pdf)
- Image (.gif, .jpg, .bmp, .tif)
- Simple Text (.txt)

## High speed connectivity

T1, Broadband, DSL, etc.

# Change Order Pilot

- July 2009 - February 2010

- 3 Active projects
- 10+ Change Orders
- Results:
  - ✓ Workflow improvements
  - ✓ Cost savings
  - 🗸 Data quality
  - ✓ SCO productivity

## Change Order Pilot Results

- Workflow improvements
  - Turnaround = days versus weeks
- Resource savings
  - Paper
  - Postage
  - Staff / handling
- Improved data quality
- Improved SCO productivity
- Online Availability

## **Change Order Pilot Results**

Change Order	Turnaround	Items	Pages	Comments
16	10 days	8	90	
17	11 days	1	5	
18	41 days	10	184	Returned, Resubmitted
19	16 days	5	53	In Transformation, proc. 2020. In Constant, Information and the second
20	14 days	7	85	
21	4 days	7	97	
		38	514	= 1 paper ream

Annu

March 23, 2010

## **Projected Savings**

# Pages	# Copies	Printing	Ha	Indling	ANNUAL SAVINGS
75	6	\$13.50	\$	10.00	\$48,200
100	6	\$18.00	\$	10.00	\$62,000
125	6	\$22.50	\$	10.00	\$78,500
	# Pages 75 100 125	# Pages # Copies 75 6 100 6 125 6	# Pages         # Copies         Printing           75         6         \$13.50           100         6         \$18.00           125         6         \$22.50	# Pages         # Copies         Printing         Ha           75         6         \$13.50         \$           100         6         \$18.00         \$           125         6         \$22.50         \$	# Pages         # Copies         Printing         Handling           75         6         \$13.50         \$         10.00           100         6         \$18.00         \$         10.00           125         6         \$22.50         \$         10.00

\* INCLUDES OVERHEAD COST

March 23, 2010

## User Requirements

## Designers

- ✓ Prior or Current SCO project
- ✓ Active InterScope logon

## Contractors

- ✓ Vendor Link registration
- ✓ Prior or Current SCO project
- ✓ Active InterScope logon

#### Owners

- ✓ Identified Capital Project Coordinator (CPC)
- ✓ Active InterScope logon

# InterScope – Electronic Change Orders Contractor Registration

## VendorLink – http://www.ips.state.nc.us/IPS



March 23, 2010

# Project Roles and Responsibilities

## Designers

- ✓ CO creation
- ✓ Itemize PCOs with Supporting Documentation
- ✓ Submission to Contractor

## – Contractors

✓ Review and approval

# Project Roles and Responsibilities

- Owners (Agencies)
  - ✓ Review
  - ✓ Contingency Amount inclusion
  - ✓ Approval (after internal review)
- State Construction (Monitors)
   Process facilitation
   Review and Approval

## Project Management

- Workflow and Alerting to "Project Manager"

Owner Project Manager
 CPC of record (default)
 CPC can assign PM by:

 Project
 Design Contract
 Construction Contract
 Any combination

## Project Management

- Workflow and Alerting to "Project Manager"

Designer Project Manager
 All Users for Designer (default)
 Designer can assign PM by:

 Design Contract

 Contractor Project Manager
 All Users for Contractor (default)
 Contractor can assign PM by:

 Construction Contract

#### State Construction Office - Interscope Change Order Processing

WORKFLOW STEP	DESIGNER	CONTRACTOR	OWNER	MONITOR	INTERSCOPE
1 Designer creates Change Order	(1) Creates Change Order PCOs with Supporting documentation				
2 Designer submits CO for review	(2a) - Submits Change Order	(2c) Receives Alert	(2c) Receives Alert	(2c) Receives Alert	(2b) Sends Email Alert to: Contractor Owner Monitor
3 Contractor Reviews and Approves	(3c) Receives Alert	(3a) Approves CO			(3b) Sends Email Alert to: Designer
4 Designer Reviews and Approves	(4a) Approves CO		(4c) Receives Alert		(4b) Sends Email Alert to: Owner
5 Owner Reviews and Approves			(5a) Approves CO	(5c) Receives Alert	(3b) Sends Email Alert to: Monitor
6 Monitor Reviews and Approves	(6c) Receives Alert	(6c) Receives Alert	(6c) Receives Alert	(6a) Approves CO	(6b) Sends Email Alert to: Contractor Owner Designer

March 23, 2010

STATE



INTERSCOPE



CONTRACTOR



#### **Change Order Workflow**

OWNER

STATE



OWNER



STATE



STATE







Online Demo

# Getting Started

- Visit Room #4 today
- Review CO Manual in your package
- Work with your Project Monitor
- Contractors register with Vendor Link
- All request logons
- Interscope: <u>www.nc-sco.com</u> "QuickLinks"



March 23, 2010

🏉 InterScope - State Co	nstruction Office - Page	:: 0	C-24 CHANGE ORDER	- W	indows Int	ernet Explo	orer					
😋 💽 👻 🙋 http://inte	erscope2.doa.state.nc.us:808	0/inte	erscope/changeOrderCreate	e.ac	tion?uid=9526	;		✓ 47	× [	Google		<b>P</b>
<u>File E</u> dit <u>V</u> iew F <u>a</u> vori	tes <u>T</u> ools <u>H</u> elp											
🔆 💠 🌈 InterScope - S	itate Construction Office - Pag	ge :: (	oc-2						۵.	- <b>B</b> -	🖶 🔹 🔂 Page 🔹 🍈 T <u>o</u> r	ols 👻
InterSCOPE :: State	e Of North Carolina - State	e Con	struction Office	u	ser: SCO De	signer				vi	iew: SCO Designer <mark>Logou</mark>	ut
🟠 HOME   🕴 Alerts	🏂 New 🔻   🔎 Find 🔻									📒 P	references 🔻 📔 🥝 Help	•
緈 Back			OC-2	24 0	HANGE ORE	DER					🔯 Document 👻 🔞 Clo	se
旑 Project [ SCO Change	Order Test Project]										SCO File# [0908024 -	A ]
Institution	Agency: MISCELLANEOU	J S/Mi	iscellaneous					State Code/	Item:	-		
F	Package: SCO Change Or	der 1	Test Project					Desi	gner:	SCO Des	signer	_
Proje	ect Start:							Contra	actor:	SCO Cor	ntractor	
MEW CHANGE ORDER												
	Status : Creating							Status Date:				
C	ate Received:							Last Update:				
WORKFLOW ACTIVITY	- current workflow step is	hiah	liahted									
Step Action Role	Organizat	ion	User	Con	npleted On	Alerted 0	Dn	Disposition		C	omments	
1 CREATE DESIGNE	R SCO Desid	iner	<b>—</b>									
2 SUBMIT DESIGNE	R SCO Desig	ner	•									
3 APPROVE CONTRACT	TOR SCO Contra	ctor										
4 APPROVE DESIGNE	R SCO Desig	ner										
5 APPROVE OWNER	Miscellane	ous										
6 APPROVE SCO	St. Construc	ction	Unassigned				_					-
COST AND SCHEDULE	SUMMARY - Note: "Revis	ed C	ontract" days and amour	nts a	are pending	final approva	I.					
	Original Contract	+	Change Orders (Approved)	=	Current	Contract	(+/-)	) This Ord	er	=	(pending Approval)	
Duration (Days)	120	+	17 days	=	137	days	(+/- )	- 0		=	137	
Completion (Date)	03/04/10	+	17 days	=			(+/- )	-		=	03/04/10	
Cost (\$)	\$0	+	\$16,000	=	\$16	6,000	(+/- )	\$0		=	\$16,000	

Step 1a – Change Order Entry

🥖 InterScope - State Construction Office - Page :: OC-24 CHANGE ORDER - Windows Internet Explore	er	
🕞 🕞 👻 🙋 http://interscope2.doa.state.nc.us:8080/interscope/changeOrderCreate.action?uid=9526	🖌 🏕 🗙 Google	<b>₽</b> •
Eile Edit View Favorites Tools Help		
😭 🏟 🌈 InterScope - State Construction Office - Page :: OC-2	🙆 • 🔊 · 🕯	$\Rightarrow \textcircled{P} 2 age \bullet \textcircled{O} Tools \bullet$
DESIGNER SUMMARY  1. Schedule items affected by this change:		
2. Can Contractor mitigate the change without requiring a contract time extension:	V	
3. Select the contractors that will need a contract time extension due to this change		
4. Are additional costs incurred by reason of the time extension ? (if so, include in items 5&6 below):		DEGIONED
5. Estimated Cost of Change:	0.0	0.0
6. Estimated time extension field cost, if any:	0	0
BREAKDOWNS (PCO)		
# DESCRIPTION OF PCO REASON(S) FOR CHANGE(S (Provide adequate detail to enable SCO to properly assign the Provide adequate detail to properly justifi	S) PCO COST = v cause codes	# DAYS (+ or -)
cause codes for each PCO in this change order)"		
1	0.0	0 Delete PCO
REQUIRED - Supporting Documentation ("Browse" to select, then press "Add" to upload)		
Description	Filename	Action
Comments		
Comment		<u>^</u>
Attachments		Liser Action
Priename		Oser Action
Step 1b– Change Order Entry		

🖉 Inter	Scope - Stat	e Construction	Office - Page :: OC-24 CH	ANG	ORDER - Win	dows Internet E	xplor	er						- 7	X
66	🕽 👻 🙋 http	o://interscope2.doa	a.state.nc.us:8080/interscope/ch	angeO	rder.action?uid=3	342288source=jsp						✓ 4+ ×	Google	٩	-
* *	6 InterSci	ope - State Constru	uction Office - Page :: OC-2									6	• 🔊 •	🖶 🔹 🔂 Page 🔹 🍈 Tools 🔹	>>
٢	InterSCOP	E :: State Of Nor	th Carolina - State Constructi	on Of	fice		us	er: SCO Designer					v	iew: SCO Designer Logout	^
🟠 но	ME   📍 Aler	ts   💅 New 🔻	🔎 Find 🔻										📒 F	Preferences 🔻 📔 🥝 Help 🔻	
de Ba	ck					OC	-24 Cł	HANGE ORDER				🦸 W	orkflow 🔻	🔯 Document 👻 🔞 Close	
🚔 Pro	ject [ SCO Ch	ange Order Tes	t Project]											SCO File# [0908024 -A ]	
		Institution/	Agency: MISCELLANEOUS/N	liscell	aneous						State (	Code/Item: -			
		P	ackage: SCO Change Order	Test I	Project							Designer: SCO Des	signer		
		Proje	ct Start:								C	ontractor: SCO Cor	ntractor		
🗁 сн/	ANGE ORDER	#[1]													
			Status : Created								Status Date:	2010-03-04 17:44			
			Date Received: 2010-03-04 1	7:44							Last Update:				
🖻 wo	RKFLOW AC	TIVITY - current	vorkflow step is highlighted												
Step	Action	Role	Organiz	ation		User	(	Completed On	Alerted	Dn	Disposition		Com	nents	
1	CREATE	DESIGNER	SCO Des	signer		scodesigner	2	010-03-04 17:45	2010-03-04	17:45	Created				
2	SUBMIT	DESIGNER	SCO Des	signer											
3	APPROVE	CONTRACTOR	SCO Con	tractor											
4	APPROVE	DESIGNER	SCO Des	signer											
5	APPROVE	OWNER	Miscellar St. Coppt	neous		Upperinged									
· · ·	APPROVE	500	St. Const	ruction		Unassigned									
CO 🗖	ST AND SCHE	DULE SUMMARY	- Note: "Revised Contract" d	ays ar	nd amounts are	pending final app	proval.	0				- Out -		Device d Device et	-
			Original Contract	+	Chang (Ap	proved)	=	Current	Contract	(+/-)	In	s Order	=	(pending Approval)	
	Du	ration (Days)	120	+	1	4 days	=	134	days	(+/-)		2	=	136	
	Comp	oletion (Date)	03/04/10	+	1	4 days	=			(+/-)			=	03/04/10	
		Cost (\$)	\$0	+	\$	\$3,000	=	\$3,	000	(+/-)		\$1,000	=	\$4,000	
🚔 DE S	SIGNER SUMN	IARY													
1. Sch	edule items a	ffected by this ch	ange:												
2. Can	Contractor m	itigate the chang	e without requiring a contract	time e	extension:						/				
3. Sele	ect the contrac	tors that will nee	d a contract time extension du	ie to tł	nis change										
4. Are	additional cos	ts incurred by re	ason of the time extension ? (	if so, i	nclude in items	5&6 below):					1				
											CONTR	RACTOR		DESIGNER	
5. Esti	mated Cost o	f Change:										0.0		0.0	
6 Esti	mated time ev	tension field cos	t if anv:									_			V

Step 1 – Change Order Created

	🗧 InterScope - State Construction Office	e - Page :: OC-24 CHAN	GE ORDER - Wind	lows Internet Explo	orer						_ @ 🗙
Interscore - State Conduction Office - Page : OC2       Image Orders       Image Orders <td>🕒 🕞 👻 🙋 http://interscope2.doa.state.r</td> <td>nc.us:8080/interscope/change</td> <td>eOrder.action?uid=34</td> <td>2288source=jsp</td> <td></td> <td></td> <td></td> <td>✓ 4:</td> <td>🗲 🗙 Google</td> <td></td> <td>P -</td>	🕒 🕞 👻 🙋 http://interscope2.doa.state.r	nc.us:8080/interscope/change	eOrder.action?uid=34	2288source=jsp				✓ 4:	🗲 🗙 Google		P -
COST AND SURCEVEC Summer.       Original Contract       Change Original (percent)       Current Contract (percent)       This Order       Revised Contract (percent)       Revised Contract (percen)       Rev	🚖 🏟 🌈 InterScope - State Construction Of	ffice - Page :: OC-2							🙆 • 🔊 -	🖶 🔹 🔂 <u>P</u> age 🕶 🄇	Tools - ×
Oursion (Dargo)         120         +         14 dargo         +         134 dargo         +         13         2         -         1356           Completion (Dargo)         0304:10         +         14 dargo         -         -         -         0304:10         -         14 dargo         -         -         0304:10         -         0304:10         -         14 dargo         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         04:10         -         0304:10         -         04:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -         0304:10         -	CUST AND SCREDULE SUMMART - NOLE	riginal Contract	+ Change (App	e Orders = iroved)	aı. = C	Current Contract	(+/-)	This Order	=	Revised Contract	
Completion (Date)       030410       +       14 days       =       030410         Cost (S)       S0       +       S3,000       -       S3,000       +       S3,000       -       S4,000         Desioners summary       1. Schedule items affedded by bis change:       -	Duration (Days)	120	+ 14	days	=	134 days	+/-)	2	=	136	
Cost (\$)         \$0         +         \$3,000         +         \$3,000         +         \$1,000         -         \$4,000           Cost (\$)         So         +         \$3,000         +         \$3,000         +/         \$1,000         -         \$4,000           Cost (\$)         So devide integes         So devide integes         So devide integes         -         -         \$4,000           Cost (\$)         Cost (\$) </td <td>Completion (Date)</td> <td>03/04/10</td> <td>+ 14</td> <td>days</td> <td>=</td> <td></td> <td>+/-)</td> <td></td> <td>=</td> <td>03/04/10</td> <td></td>	Completion (Date)	03/04/10	+ 14	days	=		+/-)		=	03/04/10	
	Cost (\$)	\$0	+ \$3	3,000	=	\$3,000	+/-)	\$1,000	=	\$4,000	
1. Schedule items affected by this change: 2. Can Contractor mitigate the change without requiring a contract time extension: 3. Select the contractors that will need a contract time extension due to this change 4. Are additional costs incurred by reason of the extension due to this change 5. Estimated Cost of Change: 5. Estimated Cost of Change: 5. Estimated Cost of Change: 5. Estimated time extension field cost, if any: 5. Estimated time extension field c	DESIGNER SUMMARY										
2. Can Contractor mitigate the change without requiring a contract time extension due to this change 3. Select the contractors mat will need a contract time extension due to this change 4. Are additional costs incurred by reason of the time extension 7 (if ao, include in items 5&6 below):  4. Are additional costs incurred by reason of the time extension 7 (if ao, include in items 5&6 below):  5. Estimated Cost of Change:  6. Estimated Cost of Change:  7. CONTRACTOR  7. DESIGNER  7. Estimated Time extension field cost; if any:  7. Estimate time extension field cost; if any: 7.	1. Schedule items affected by this change:										
3. Select the contractors that will need a contract time extension Que to this change 4. Are additional costs incurred by reason of the time extension ? ( <i>If so, include in items 5&amp;6 below</i> ):  4. Are additional costs incurred by reason of the time extension ? ( <i>If so, include in items 5&amp;6 below</i> ):  5. Estimated Cost of Change:  6. Estimated time extension field cost, if any:  7. DESCRIPTION OF PCO 7. PCO COST # DAYS 7. PCO In this change order)* 7. I. tem 1  7. Description 7. Comment 7. Co	2. Can Contractor mitigate the change witho	out requiring a contract time	e extension:				~			_	
A Are additional costs incurred by reason of the time extension ? (if ao, include in items 5&6 below):  CONTRACTOR DESIGNER  CONTRACTOR DESIGNER  CONTRACTOR DESIGNER  CONTRACTOR DESIGNER  CONTRACTOR DO CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR DESIGNER  CONTRACTOR CONTRACT	3. Select the contractors that will need a con	ntract time extension due to	this change					1			
CONTRACTOR       DESIGNER         5. Estimated Cost of Change:       0.0       0.0         6. Estimated time extension field cost, if any:       0       0       0         7 BREAKDOWNS (PCO)       0       0       0       0         # (Provide adequate detail to enable SCO to properly assign the cause codes for each PCO in this change order)*       PCO cost # DAYS (+ or -)       # DAYS (+ or -)         1.       Item 1       Owner request       1000.0       2       Delete PCO         Estimate       si2000-152 pdf       Remove       Attach         Add PCO       Comment       Image: C	4. Are additional costs incurred by reason of	f the time extension ? (if so	, include in items 5	5&6 below):			~				
5. Estimated Cost of Change:       0.0       0.0         6. Estimated time extension field cost, if any:       0       0 <b>BREAKDOWNIS (PCO) BESCRIPTION OF PCO REASON(S) FOR CHANGE(S)</b> PCO COST # DAY         #       (+ or -)       PCO lin this change order)"       1000.0       2       Delete PCO         1.       Item 1       Owner request       1000.0       2       Delete PCO         estimate       si2000-152.pdf       Remove       Action         estimate       si2000-152.pdf       Browse       Attachnents         Comments       Image: Comment Scodesigner       Comment Create       Image: Comment Scodesigner       Comment Create         Date       Author       CREATE       Comment Create       Comment Create       Image: Create       Image: Create         3.04 EACON       Author       Create       Comment Create       Image: Creat       Image: Create       Image:								CONTRACTOR		DESIGNER	
6. Estimated time extension field cost, if any:   0 0   BREAKDOWNS (PCO)     #   (Provide adequate detail to enable SCO to properly assign the cause codes for each PCO in this change order)*   1.   Item 1   Owner request   1000.0   2   Description   estimate   st2000-152.pdf     Browse     Adt PCO     Comment   0:3-04-210 17/:44.43   scodesigner   Comments     Comment     Oale   Author   CREATE	5. Estimated Cost of Change:							0.0		0.0	
BREAKDOWNS (PCO)         #       DESCRIPTION OF PCO         (Provide adequate detail to enable SCO to properly assign the cause codes for each PCO in this change order)*       Provide adequate detail to properly justify cause codes         1.       Item 1       Owner request       1000.0       2       Delete PCO         Estimate       si2000-152 pdf       Remove       Action         estimate       si2000-152 pdf       Remove       Istach         Add PCO       Comment       Comment       Istach         O alte       Author       Comment       Comment       Istach         03-04-2010 17.44.43       scodesigner       CREATE       Comment       Istach	6. Estimated time extension field cost, if any	r.						0		0	
Description OF PCO       REASON(S) FOR CHANGE(S) Provide adequate detail to properly assign the cause codes for each PCO in this change order)"       PCO cost # DAYS (+ or -)         1.       Item 1       Owner request       1000.0       2       Detee PCO         Estimate       Isl2000-152.pdf       Remove       Attach         Add PCO       Environment       Attach       Item 1       Owner request       Item 2         Owner to a strain the schange order)"       Isl2000-152.pdf       Remove       Attach         Add PCO       Item 4       Comments       Item 4       Item 4         Object (Comment 2)       Item 4       Comment       Item 4       Item 4         03-04-2010 17:44:43       scodesigner       CREATE       Item 4       Item 4											
1.       tem 1       0wner request       1000.0       2       Delete PCO         Description       Filename       Action         estimate       sl2000-152.pdf       Remove         Add PCO       Browse       Attach         Comments       Comment       Image: Comment         Date       Author       Comment         03-04-2010 17:44:43       scodesigner       CREATE	# DESC (Provide adequate detail to enable S PCO in	CRIPTION OF PCO SCO to properly assign the this change order)"	cause codes for ea	ach	Provide ade	REASON(S) FOR CHANG equate detail to properly ju	GE(S) Istify cau	se codes	PCO COST	# DAYS (+ or -)	
Description         Action           estimate         si2000-152.pdf         Remove           Remove         Attach         Attach	1. Item 1			Owner request	t			] [	1000.0	2 Delete f	200 <sup>1</sup>
Description         Action           estimate         si2000-152.pdf         Remove         Remove         Attach         Attach         Attach         Attach         Attach         Attach         Attach         Attach         Image: Common to the second t		againtian				r	ilonomo			Actic	
Attach       Attach       Attach         Add PCO       Add PCO         Comments       Image: Comment of the period of the	estimate	escription		sl2000-152 pdf		г	liename			Remo	ve
Add PCO         Comments           Comment         Image: Comment of the second of the se								Browse		Attac	h
Add PCO         Comments         Comment         Date       Author         O3-04-2010 17:44:43       scodesigner         CREATE								Diowac			
Add PCO         Comments         Comment         Date       Author         O3-04-2010 17:44:43       scodesigner         CREATE											
Comments       Comment         Comment       Image: Comment image:	Add PCO										
Comment.       Image: Comment image: CREATE image: CRE	🛱 Comments										
Date     Author     Comment       03-04-2010 17:44:43     scodesigner     CREATE	Comment:										
Date     Author     Comment       03-04-2010 17:44:43     scodesigner     CREATE       Attachments								~			
03-04-2010 17:44:43 scodesigner CREATE	Date Author					Comment					
Attachments	03-04-2010 17:44:43 scodesigne	er CREATE									
	🚰 Attachments										~

Step 1 – Change Order Created

🧭 Inte	rScope - Sta	te Constructio	n Office - Page :: OC-24 CH	IANGE	ORDER - Wi	ndows Internet E	xplore	er						
06	🕽 👻 🙋 htt	p://interscope2.d	oa.state.nc.us:8080/interscope/ch	iangeOr	rderSubmit.actio	n						🖌 🛃 🗙	Goog	gle 🔎 🗸
* 4	e InterSo	ope - State Const	ruction Office - Page :: OC-2										• 5	] ▼ 🖶 ▼ 📴 <u>P</u> age ▼ 🍈 T <u>o</u> ols ▼ 🏾
	InterSCOF	PE :: State Of No	rth Carolina - State Construct	ion Off	īce		us	er: SCO Designer						view: SCO Designer Logout
🟠 но	DME   📍 Alei	rts   🏂 New 🔻	-   🔑 Find 👻										[	📴 Preferences 🔻 📔 🕢 Help 🔻
					2 Alerts g	enerated.Change (	Order i	s Submitted. No	changes can be	e made.				
de Ba	ick					OC	-24 CH	IANGE ORDER				🧬 W	orkflov	w 🔻 🔯 Document 👻 🚫 Close
🚔 Pro	oject [ SCO CI	hange Order Te	st Project]											SCO File# [0908024 -A ]
		Institutio	n/Agency: MISCELLANEOUS/N	liscella	aneous						State Coo	de/Item: -		
			Package: SCO Change Order	Test P	Project						De	esigner: SCO Des	igner	
- 2		Proj	ect Start:								Con	tractor: SCO Con	tracto	r
🖾 СН	ANGE ORDER	#[1]												
			Status : Submitted								Status Date: 201	10-03-08 14:18		
-			Date Received: 2010-03-04 1	17:44							Last Update:  201	10-03-08 14:18		
🖾 wo	ORKFLOW AC	TIVITY - curren	t workflow step is highlighted											
Step	Action	Role	Organiz	tation		User	C	Completed On	Alerted O	n .	Disposition		C	omments
2	CREATE	DESIGNER	SCO De	signer		scodesigner	20	010-03-04 17:45 010-03-08 14:18	2010-03-04 1	7:45	Created			
2		CONTRACT		tracto		acodesigner	20	10-03-00 14.10			Submitted			
3	APPROVE	CONTRACT	300 000	il acto										
- 4	APPROVE	OWNER	SCO De Miscella	signer										
6	APPROVE	SCO	St. Const	truction		Unassigned								
🛱 co	ST AND SCH		Y - Note: "Revised Contract" o	lavs an	nd amounts an	e pending final apr	roval							
			Original Contract	+	Char (A	nge Orders pproved)	=	Current (	Contract	(+/-)	This (	Order	-	Revised Contract (pending Approval)
	Du	ration (Days)	120	+		14 days	=	134	days	(+/-)		2	=	136
	Com	pletion (Date)	03/04/10	+		14 days	=			(+/-)			=	03/04/10
		Cost (\$)	\$0	+		\$3,000	=	\$3,	000	(+/-)	\$1	,000	=	\$4,000
🗳 de	SIGNER SUMI	MARY												
1. Sch	edule items a	affected by this o	hange:											
2. Car	Contractor m	nitigate the char	ge without requiring a contract	time e	xtension:						/			
3. Sel	ect the contra	ctors that will ne	ed a contract time extension d	ue to th	is change									
4. Are	additional cos	sts incurred by r	eason of the time extension ?	(if so, ir	nclude in item	s 5&6 below):					/			
_											CONTRA	CTOR		DESIGNER
5. Esti	mated Cost o	f Change:										0.0		0.0

Step 2 – Change Order Submitted

	🛛 Alert -	OC-24 CHANGE ORDER for Interscope SCO File#: 0908024 -A is Submitted - Message (HTML)	
:	<u>F</u> ile <u>E</u> d	lit <u>V</u> iew Insert Format Iools <u>A</u> ctions <u>H</u> elp Adobe <u>P</u> DF	
	A Reply	🚑 Reply to All   🚔 For <u>w</u> ard   🛃 🗈   😼   🔻   🍅   🎦 🗙   🗢 🔹 🖈 🗚   🞯 🥫	
	From:	StateConstructionOffice@doa.nc.gov Sent: Mon 3/8/2010 2:19 PM	
	To: Cc:	Gioielli, Mike	
	Subject:	Alert - OC-24 CHANGE ORDER for Interscope SCO File#: 0908024 -A is Submitted	
	North C	Carolina State Construction Office - InterScope System Alert	^
	Date:	Mon Mar 08 14:18:36 EST 2010	
	To:	mike.gioielli@doa.nc.gov	
	From:	North Carolina State Construction Office	
		310 N. Willmington St., Suite 450 Raleigh, North Carolina 27601	
		Telephone: (919) 807-4100 Fax: (919) 807-4110 Web: www.nc-sco.com	
	You ar	re receiving an alert concerning the following document in InterScope :	
	Alert - O	C-24 CHANGE ORDER # 1 for SCO File#: 0908024 A Title: SCO Change Order Test Project Workflow Step - 2 of 6 - Submitted - DESIGNER: SCO Designer	
	Click he	ere to logon to InterScope and view it.	
			~
		Step 2 – Alert	

🧐 Inte	Scope - Stat	e Construction	Office - Page :: OC-24 CH/	NGE	ORDER - Win	dows Internet E	xplore	er								_ 6	
06	🕽 🗸 🙋 http	o://interscope2.doa	a.state.nc.us:8080/interscope/cha	ngeOri	derApprove.actic	חכ						*	4 X	Google			<b>-</b>
* 4	6 InterSci	ope - State Constru	uction Office - Page :: OC-2											• 🔊 -	🖶 🝷 🔂 Page	▼	• '
٢	InterSCOP	E :: State Of Nor	th Carolina - State Constructio	n Offi	ice		use	er: SCO Contracto	r					vie	w: SCO Contracto	or Logout	
🟠 но	)ME   📍 Aler	ts   🔑 Find 🔻												📒 F	Preferences 🔻	🕜 Help 🔻	
					2 Alerts gei	nerated.Change (	Order i	s Submitted. No	changes can be	made.							
🗢 Ba	ck					OC	-24 CH	ANGE ORDER					💞 Wa	orkflow 🔻	🔯 Document	🔹 🔞 Close	
🗳 Pro	ject [ SCO Ch	ange Order Tes	t Project]												SCO File# [09	08024 -A ]	
		Institution/	Agency: MISCELLANEOUS/Mi	scella	neous						State C	ode/Item: -					
		P	ackage: SCO Change Order 1	est P	roject							Designer:	SCO Des	igner			
		Proje	ct Start:								C	ontractor:	SCO Con	tractor			
🗳 СН.	ANGE ORDER	#[1]															
			Status : Submitted								Status Date: 2	010-03-08	14:32				
		I	Date Received: 2010-03-04 17	:44							_ast Update: 2	010-03-08	14:32				
🖻 wo	RKFLOW AC	TIVITY - current v	vorkflow step is highlighted														
Step	Action	Role	Organiza	tion		User	C	ompleted On	Alerted O	n	Disposition			Comr	nents		
1	CREATE	DESIGNER	SCO Desi	gner		scodesigner	20	010-03-04 17:45	2010-03-04 17	7:45	Created						
2	SUBMIT	DESIGNER	SCO Desi	gner		scodesigner	20	010-03-08 14:18	2010-03-08 14	1:29	Submitted						
3	APPROVE	CONTRACTOR	SCO Contr	actor		scocontract	20	010-03-08 14:32			Submitted						
4	APPROVE	DESIGNER	SCO Desi	gner													
5	APPROVE	OWNER	Miscellane	ous													
6	APPROVE	SCO	St. Constru	ction		Unassigned											
🗳 со	ST AND SCHE	DULE SUMMARY	- Note: "Revised Contract" da	ys an	d amounts are	pending final app	oroval.										
			Original Contract	+	Chan <u>c</u> (Ap	proved)	=	Current (	Contract	(+/-)	This	s Order		=	Revised Con (pending App	tract roval)	
	Du	ration (Days)	120	+	14	4 days	=	134	days	(+/-)		2		=	136		
	Comp	oletion (Date)	03/04/10	+	14	4 days	=			(+/-)				=	03/04/1	0	
		Cost (\$)	\$0	+	\$	3,000	=	\$3,	000	(+/-)	9	\$1,000		=	\$4,000		
凒 DE	SIGNER SUMM	IARY															
1. Sch	edule items a	ffected by this ch	ange:														
2. Can	Contractor m	itigate the chang	e without requiring a contract t	me e	tension:						•						
3. Sele	ect the contrac	tors that will nee	d a contract time extension du	e to th	is change												
4. Are	additional cos	ts incurred by re	ason of the time extension ? (ii	so, in	clude in items	5&6 below);					•						
											CONTR	ACTOR			DESIGNED		
5 Ecti	moted Cost of	Change:									CONTR	ACTOR			DESIGNER	-	1.
5. ESI	mateu Cost o	onange.										0.0			0.	U	

Step 3 – Contractor approval

🥖 Inter	rScope - Stat	te Constructio	n Office - Page :: OC-24 Cl	HANGE	ORDER - Wind	ows Internet E	xplore	er							_ 7	×
Ge	🕽 🗸 🙋 http	o://interscope2.d	pa.state.nc.us:8080/interscope/cf	hangeOrd	erApprove.action	1						🖌 🛃 🗙	Google	•	P	-
* *	C InterSco	ope - State Const	ruction Office - Page :: OC-2									6	- 🔊	🔹 🖶 👻 🔂 Page 🤜	• 💮 T <u>o</u> ols 👻	»
٢	InterSCOP	E :: State Of No	rth Carolina - State Construct	tion Offic	ce		use	er: SCO Designer						view: SCO Designer	Logout	^
🟠 но	DME   📍 Aler	ts   岁 New 🔻	🔎 Find 🔻											Preferences 🔻 🛛 🤇	🧿 Help 🔻	
					1 Alert gene	erated.Change O	rder is	s Submitted. No c	hanges can be r	nade.						
💠 Ba	ick					OC	-24 CH	IANGE ORDER				💞 W	orkflow	🔹 🔯 Document 🔹	🔇 Close	
🚔 Pro	oject [ SCO Ch	nange Order Te	st Project]											SC0 File# [090	8024 -A ]	
		Institutio	n/Agency: MISCELLANEOUS/	Miscella	neous						State C	ode/Item: -				
			Package: SCO Change Order	r Test Pr	oject						[	Designer: SCO Des	signer			
		Proj	ect Start:								Co	ontractor: SCO Co	ntractor			
🖾 СН/	ANGE ORDER	#[1]														
			Status : Submitted								Status Date: 2	010-03-08 14:46				
			Date Received: 2010-03-04	17:44							Last Update:  2	010-03-08 14:46				
🖾 wo	ORKFLOW AC	TIVITY - current	workflow step is highlighted													
Step	Action	Role	Organi	zation		User	C	ompleted On	Alerted On	1	Disposition		Co	mments		
1	CREATE	DESIGNER	SCO De	signer		scodesigner	20	010-03-04 17:45	2010-03-04 17	:45	Created					
2	SUBMII	CONTRACTO	SCO De	signer		scodesigner	20	010-03-08 14:18	2010-03-08 14	:29	Submitted					
4	APPROVE	DESIGNER	SCO De	signer		scodesigner	20	110-03-08 14:32	2010-03-06 14		Submitted					
5	APPROVE	OWNER	Miscella	aneous		acoucaigner	20	10-00-00 14.40			ouomittou					
6	APPROVE	SCO	St. Cons	truction		Unassigned										
🖻 со	ST AND SCHE	DULE SUMMAR	XY - Note: "Revised Contract" (	davs and	l amounts are p	ending final app	roval.									_
			Original Contract	+	Change (App	e Orders roved)	=	Current C	Contract	(+/-)	This	Order	=	Revised Contra (pending Appro	act val)	
	Du	ration (Days)	120	+	14	days	=	134 0	lays	(+/-)		2	=	136		
	Comp	pletion (Date)	03/04/10	+	14	days	=			(+/-)			=	03/04/10		
		Cost (\$)	\$0	+	\$3	,000	=	\$3,0	000	(+/-)	\$	1,000	=	\$4,000		
🖻 de s	SIGNER SUMN	IARY														
1. Sch	edule items a	ffected by this c	hange:													
2. Can	Contractor m	itigate the chan	ge without requiring a contrac	t time ext	tension:						1					
3. Sele	ect the contrac	tors that will ne	ed a contract time extension d	ue to this	s change											
4. Are	additional cos	sts incurred by r	eason of the time extension ?	(if so, ind	clude in items 5	&6 below):					/					
											CONTR	ACTOR		DESIGNER		
5. Esti	mated Cost of	f Change:										0.0		0.0		~

Step 4 – Designer approval

🦉 InterSco	pe - Stat	e Constructi	on Office - Page :: OC-24 C	HANG	E ORDER	- Windows Internet Ex	xplo	rer							_ 7
00-	🙋 http	://interscope2.d	loa.state.nc.us:8080/interscope/c	hangeO	rderApprov	ve.action						v 4 🗙	Google		P -
* *	🍯 InterSco	ppe - State Cons	truction Office - Page :: OC-2										- 🔊 -	🖶 🔹 🔂 Bage 🔹 🄇	Tools +
😥 In	terSCOPI	E :: State Of No	orth Carolina - State Construc	tion Of	ffice		u	ser: Mike Gioielli						view: ALL	ogout
🟠 НОМЕ	🕴 📍 Aleri	ts   🏂 New	🕶   🔎 Find 👻								📰 Repo	orts 🔻 📔 📰 Lists	👻   🔡 P	Preferences 🔻   🔞 H	ielp 🔻
					1 Ale	ert generated.Change O	rder	is Submitted. No c	hanges can be r	nade.					
🗢 Back						OC-	24 C	HANGE ORDER				💣 W	orkflow 🔻	🔯 Document 👻 🌀	Close
🗳 Project	[ SCO Ch	ange Order T	est Project]											SCO File# [09080	24 -A ]
		Institutio	n/Agency: MISCELLANEOUS/	Miscell	laneous						State Co	de/Item: -			
			Package: SCO Change Orde	r Test I	Project						D	esigner: SCO Des	igner		
		Pro	ject Start:								Coi	ntractor: SCO Con	tractor		
🚔 CHANGE		#[1]													
			Status : Submitted								Status Date: 20	10-03-08 14:56			
			Date Received: 2010-03-04	17:44							Last Update: 20	10-03-08 14:56			
	LOW ACT	IVITY - currer	t workflow step is highlighted												
Step A	ction	Role	Organi	zation		User		Completed On	Alerted On		Disposition		Comr	nents	
1 CF	REATE	DESIGNER	SCO De	signer		scodesigner	1	2010-03-04 17:45	2010-03-04 17	:45	Created				
2 SI	UBMIT	DESIGNER	SCO De	signer		scodesigner	1	2010-03-08 14:18	2010-03-08 14	:29	Submitted				
3 AP	PROVE	CONTRACT	OR SCO Co	ntractor		scocontract	1	2010-03-08 14:32	2010-03-08 14	:33	Submitted				
4 AP	PROVE	DESIGNER	SCO De	signer		scodesigner		2010-03-08 14:46	2010-03-08 14	:47	Submitted				
5 AP	PROVE	OWNER	Miscella	ineous		mgiolelli	- 1	2010-03-08 14:56			Submitted				
6 APF	PROVE	SCO	St. Cons	tructio	on 📃										
🗁 COST A	ND SCHE	DULE SUMMA	RY - Note: "Revised Contract"	davs a	nd amoun	ts are pending final app	roval	L							
			Original Contract	+		Change Orders (Approved)	=	Current C	Contract	(+/-)	This	Order	=	Revised Contract (pending Approval)	
	Dur	ration (Days)	120	+		14 days	=	134 0	lays	(+/-)		2	=	136	
	Comp	letion (Date)	03/04/10	+		14 days	=			(+/-)			=	03/04/10	
		Cost (\$)	\$0	+		\$3,000	=	\$3,0	000	(+/-)	\$1	1,000	=	\$4,000	
CONNER		GENCY													
								The Owner o	ertifies that the co	ontinge	ncy fund balanc	e after this change	is (\$)		\$0
🗁 DE SIGN	ER SUMN	IARY													
1. Schedule	e items a	ffected by this	change:												
2. Can Con	ntractor m	itigate the cha	nge without requiring a contrac	t time (	extension:						•				
3. Select th	e contrac	tors that will n	eed a contract time extension o	lue to t	his chang	e									
4. Are addit	tional cos	ts incurred by	reason of the time extension ?	(if so, i	include in	items 5&6 below):					•				

Step 5 – Owner approval

🤌 InterScope - State Construction Office - Page :: OC-24 CHANGE ORDER - Windows Internet Explorer														- 7 🛛	
🕒 🔿 👻 http://interscope2.doa.state.nc.us:8080/interscope/changeOrderApprove.action										Google				<u>ہ</u>	
😭 🏟 🌈 InterScope - State Construction Office - Page :: OC-2												• 🔊 -	🖶 🔹 🔂 Page 🗸	() T <u>o</u> ols - '	
$\bigcirc$	InterSCOPE :: State Of North Carolina - State Construction Office user: Mike Gioielli												view: ALL	Logout	
										📰 Reports	r   😑 Lists	▼   📰 I	Preferences 🔻   🄇	🛛 Help 🔻	
					2 Alerts generated.Change	Order i	s Approved. No o	changes can be	made.						
de Ba	Back OC-24 CHANGE ORDER										🧬 W	orkflow 🔻	Document 🔻	🚫 Close	
🚔 Pro	oject [ SCO Cl	hange Order Test	Project]										SCO File# [090	8024 -A ]	
	Institution/Agency: MISCELLANEOUS/Miscellaneous									State Code/Item: -					
		Pa	ackage: SCO Change Orde	roject					Desigr						
Project Start:									Contractor: SCO Contractor						
🗳 сн	ANGE ORDER	#[1]													
Status : Approved										Status Date: 2010-03-08 14:59					
Date Received: 2010-03-04 17:44										Last Update: 2010-03					
Step	Action Role Organization			zation	User	User Co		Alerted On		Disposition		Com	ments		
1	CREATE	DESIGNER	R SCO De		scodesigner	20	10-03-04 17:45 2010-03-		7:45	Created					
2	SUBMIT	ITT DESIGNER S		esigner	scodesigner	20	010-03-08 14:18 2010-03		4:29	Submitted					
3	APPROVE	CONTRACTOR	SCO Co	SCO Contractor		20	10-03-08 14:32 2010-03-0		4:33	Submitted					
4	APPROVE	DESIGNER	SCO De	SCO Designer		20	10-03-08 14:46 2010-03-08		4:47	Submitted					
5	APPROVE	SCO	Miscell St. Cons	St Construction		20	2010-03-08 14:59 2010-0		4:57	Approved					
200					inglotein		10-00-00 14:00			Approved					
<u> </u>	ST AND SCH	DULE SUMMARY	- Note: "Revised Contract"	days and	d amounts are pending final app	proval.	Current	Contract	1.13	This Ords	-		Davia ad Cantra	ot	
			Unginal Contract	+	(Approved)		Current Contract		(+/-)	inis Order		_	(Approved)		
	Du	ration (Days)	120	+	14 days		134	days (+/-)		2 days		=	134 days		
Complet		pletion (Date)	03/04/10	+	14 days	=	**	(+/-)		<b>*</b> 4.000		=	*****		
		Cost (\$)	\$0	+	\$3,000	=	\$3,	000	(+/-)	\$1,000		=	\$3,000		
🖾 ov	VNER CONTIN	GENCY													
The Owner certifies that the contingency fund balance after this change is (\$)														\$0	
🗁 DE	SIGNER SUM	MARY													
1. Sch	1. Schedule items affected by this change:														
2. Car	2. Can Contractor mitigate the change without requiring a contract time extension:										<b>v</b>				
3. Select the contractors that will need a contract time extension due to this change															
4. Are additional costs incurred by reason of the time extension ? (if so, include in items 5&6 below):										•					
										CONTRACTOR	2		DESIGNER		

Step 6 – State Construction approval