



Connecticut DOT

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Office of Construction

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## CONSTRUCTION BULLETIN

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Construction Division Chief

### **Lump Sum Item Administration in AASHTOWare Project Construction and Materials**

This bulletin updates the administration of Lump Sum items in AASHTOWare Project Construction and Materials.

All New Projects: Effective immediately, the District must process a zero-dollar administrative construction order to facilitate administration for all new projects.

This construction order is to revise all lump sum items in the original contract such that the Quantity value of one (1.00) is transposed with the Unit Price value. This will result in a Unit Price of \$1.00 and a Quantity value equal to the total cost of the lump sum item.

This construction order must be processed as soon as possible after project activation in AASHTOWare Project Construction and Materials, but before any payments are made to the items, or before the need to sublet portions of lump sum items.

Projects Existing as of The Date of This Bulletin: Original contract Lump Sum items on projects existing in AASHTOWare Project Construction and Materials as of the date of this bulletin, should be coordinated on a case-by-case basis, with Jennifer Sweeney, TPE in the Division of Construction Operations, if the construction order cannot be processed (in the same manner as noted for new projects above) before any payments are made to the items, or before portions of lump sum items have been sublet.

Extra Work Items All Projects: Lump Sum items added during the Construction phase of the project, should be entered with the total cost value input into the quantity field, and one dollar (\$1.00) entered in the Unit Price field.