

Memorandum

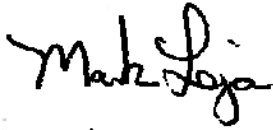
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To: DEPUTY DISTRICT DIRECTORS, Construction
DEPUTY DIVISION CHIEF, Structure Construction
CONSTRUCTION MANAGERS
SENIOR CONSTRUCTION ENGINEERS
RESIDENT ENGINEERS

Date: June 25, 2008

File: Division of Construction
CPD 08-2

From: MARK LEJA
Chief
Division of Construction



Subject: Pavement Asphalt Concrete Reporting System

In 2006, Caltrans developed an online reporting program called the Pavement Asphalt Concrete Reporting System (PACRS) to replace the widely used Microsoft Excel spreadsheet "AcPay." PACRS intended purpose was to assist contractors and resident engineers in managing projects with Asphalt Concrete Quality Control/Quality Assurance (QC/QA) and Hot Mix Asphalt (HMA) QC/QA. The use of PACRS is specified in Section 11 of the special provisions for all Asphalt Concrete QC/QA projects awarded after October 2006 and for some of the HMA QC/QA projects.

Because of difficulties experienced during PACRS implementation, Caltrans has decided to terminate further maintenance and development of PACRS. Some of the issues encountered included usability, programming, inconsistencies with existing specifications, high maintenance, obsolete programming language, lack of application development documentation, and funding for continued maintenance and development.

To minimize the negative impact of PACRS termination on the completion of projects, the Division of Construction recommends that resident engineers execute contract change orders to allow the use of alternative Microsoft Excel spreadsheets in lieu of PACRS. Caltrans developed a modified version of AcPay, ("AcPay3") and tested "AcPay3" and "HMAPay" spreadsheets.

1. For all Asphalt Concrete QC/QA projects with QC/QA standard special provision 39-052, the change order will allow the use of AcPay3 in lieu of PACRS.
2. For HMA, when the special provisions specify PACRS in Section 39-4.03 of Amendments to the May 2006 *Standard Specifications*, a change order is required to allow the use of the newly developed HMAPay spreadsheet in lieu of PACRS.

Sample contract change orders and contract change order memorandums are attached to this construction policy directive (CPD) for reference.

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You can obtain AcPay3 and HMAPay from the Division of Construction website:

<http://www.dot.ca.gov/hq/construc/hma/>

This CPD serves as authorization from both the Division of Construction and the Federal Highway Administration for approval of contract change orders to implement the requirements described above. This change does not require that individual contract change order transmittals be sent to the Division of Construction for approval.

If you have questions or comments regarding this CPD, please contact Ebi Fini, Division of Construction at (916) 227-5459.

- Attachments:
1. SAMPLE: Contract Change Order Memorandum—Use of AcPay3
 2. SAMPLE: Contract Change Order—Use of AcPay3
 3. SAMPLE: Contract Change Order Memorandum—Use of HMAPay
 4. SAMPLE: Contract Change Order—Use of HMAPay
 5. FHWA—Record of Blanket Prior Approval for Major Contract Change Order