Inspector Daily Report
2.2 Inspector Review (Non-Bid Pay Items)

The Inspector Review (Non-Bid Pay Items) process is used to *add* the Vendor, Crew/Forman's Name, Remarks and Location for Bid Pay Items that were added from the Ticket Package or *review* Non-Bid Pay Items that were added by the Inspector during Creation.

Optional Step

Inspector Daily Reports

Send Save

Daily Report | Personnel & Equipment | Ticket Packages | Bid Pay Items | Non-Bid Pay Items | Materials | Visitors | Issues

STEP 1/9

Click **Non-Bid Pay Items**

General

Contract Reference *
T202106201

Project Number
T202106201

Creation Date
06/14/2023 02:25 PM

Project Name
Pavement & Rehabilitation, Kent I, (US 13-South DuPont Hwy- Harrington to W

Status
Tkt_Pkg_Review

Spec Year
2020

Due Date

First Chargeable Day
05/23/2022

Report Details

Creator
Rose Heinlein

☐ Critical?

Contractor
Diamond Materials LLC

Project Location
Type a ID...

Location Name

Daily Activity Date *
06/16/2023

☐ Overnight?

Time In (Hr)
-

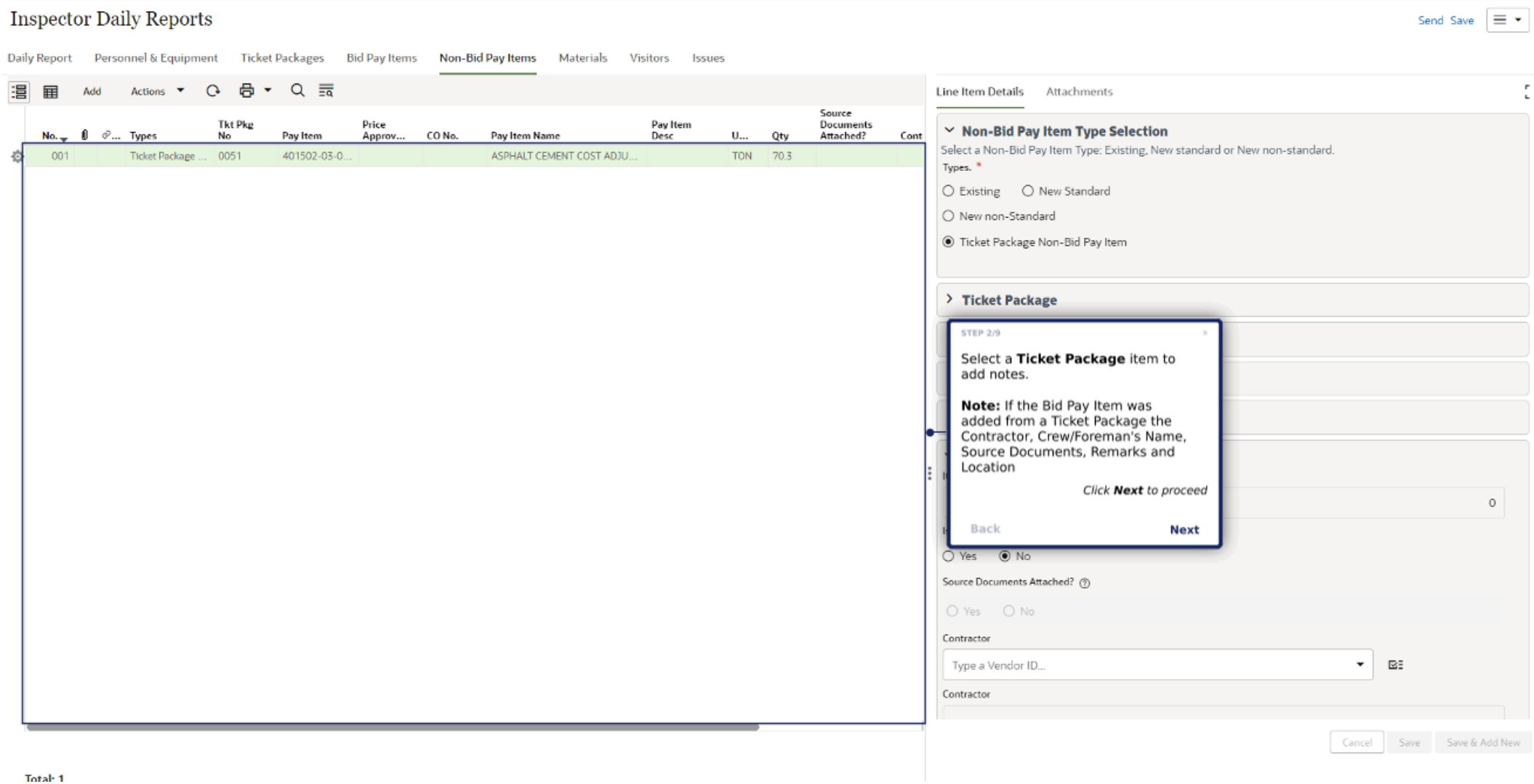
Time In (Min)
-

Time Out (Hr)
-

Time Out (Min)
-

Attachments | Comments | Linked Records | Workflow Progress | Audit Log | Reference Reco

Information
No Attachments.


Inspector Daily Reports
Send Save
Daily Report
Personnel & Equipment
Ticket Packages
Bid Pay Items
Non-Bid Pay Items
Materials
Visitors
Issues
Add
Actions
No.
Types
Tkt Pkg No
Pay Item
Price Approv...
CO No.
Pay Item Name
Pay Item Desc
U...
Qty
Source Documents Attached?
Cont
001
Ticket Package ...
0051
401502-03-0...
ASPHALT CEMENT COST ADJU...
TON
70.3
Total: 1
Line Item Details
Attachments
Non-Bid Pay Item Type Selection
Select a Non-Bid Pay Item Type: Existing, New standard or New non-standard.
Types. *
Existing
New Standard
New non-Standard
Ticket Package Non-Bid Pay Item
Ticket Package
STEP 2/9
Select a Ticket Package item to add notes.
Note: If the Bid Pay Item was added from a Ticket Package the Contractor, Crew/Foreman's Name, Source Documents, Remarks and Location
Click Next to proceed
Back
Next
0
Yes
No
Source Documents Attached?
Yes
No
Contractor
Type a Vendor ID...
Contractor
Cancel
Save
Save & Add New

Inspector Daily Reports

Send Save

Daily Report | Personnel & Equipment | Ticket Packages | Bid Pay Items | Non-Bid Pay Items | Materials | Visitors | Issues

Add | Actions

No.	Types	Tkt Pkg No	Pay Item	Price Approv...	CO No.	Pay Item Name	Pay Item Desc	U...	Qty	Source Documents Attached?	Cont
001	Ticket Package ...	0051	401502-03-0...			ASPHALT CEMENT COST ADJU...		TON	70.3		

Total: 1

STEP 3/9

Select the appropriate value for if 'Source Document Review' is Required

*Click **Next** to proceed*

Back | Next

Line Item Details | Attachments

Non-Bid Pay Item Type Selection

Select a Non-Bid Pay Item Type: Existing, New standard or New non-standard.

Types. *

- ○ Existing ○ New Standard
- ○ New non-Standard
- ◉ Ticket Package Non-Bid Pay Item

Ticket Package

Existing Pay Item

New standard Pay Item

New Non-standard Pay Item

General

Item Quantity

0

Is Source Document Review Required?

○ Yes ◉ No

Source Documents Attached?

○ Yes ○ No

Contractor

Type a Vendor ID...

Contractor

Cancel | Save | Save & Add New

Inspector Daily Reports

Send Save

Daily Report | Personnel & Equipment | Ticket Packages | Bid Pay Items | Non-Bid Pay Items | Materials | Visitors | Issues

Add | Actions

No.	Types	Tkt Pkg No	Pay Item	Price Approv...	CO No.	Pay Item Name	Pay Item Desc	U...	Qty	Source Documents Attached?	Cont
001	Ticket Package ...	0051	401502-03-0...			ASPHALT CEMENT COST ADJU...		TON	70.3		

Total: 1

STEP 4/9

Type the Vendor ID or select from the record picker

*Click **Next** to proceed*

Back | Next

Line Item Details | Attachments

- Ticket Package
- Existing Pay Item
- New standard Pay Item
- New Non-standard Pay Item
- General

Item Quantity: 0

Is Source Document Review Required? Yes No

Source Documents Attached? Yes No

Contractor: Type a Vendor ID...

Contractor

Crew / Foreman Name

Location

Project Location

Cancel | Save | Save & Add New

Optional Step

Project Vendors

Vendor ID	Vendor Name	Project Vendor Type	Project DBE?	Status
Active				
AUDIBLE	Audible Lines LLC	Sub-Contractor	Yes	Active
CPPI	Callahan Paving Products Inc	Sub-Contractor	Yes	Active
DelDOT	Delaware Department of Transportation	Owner		Active
DMAT	Diamond Materials LLC	Prime Contractor		Active
D&CINC	Direct & Correct, Inc.	Sub-Contractor	Yes	Active
ECA	Everyone Can Achieve	Sub-Contractor	Yes	Active
JAQUEZ	Jaquez Concrete LLC	Sub-Contractor	Yes	Active
KRISS	Kriss Contracting Inc	Sub-Contractor	Yes	Active
MSLLC	Mattiola Services LLC	Sub-Contractor		Active
RAMT	Ram T Corporation	Sub-Contractor	Yes	Active
ZONE	Zone Striping Inc	Sub-Contractor	No	Active

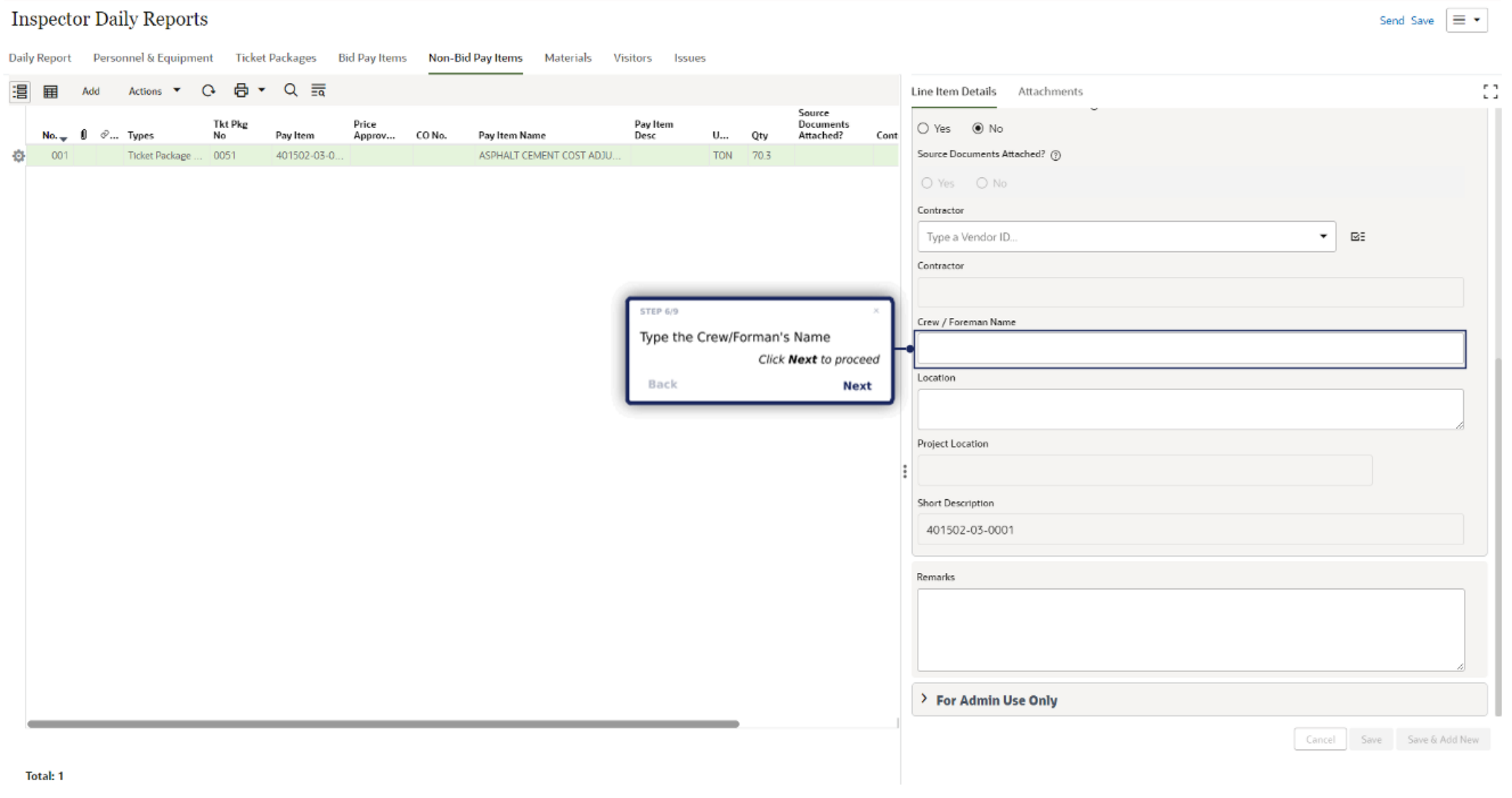
Total: 11

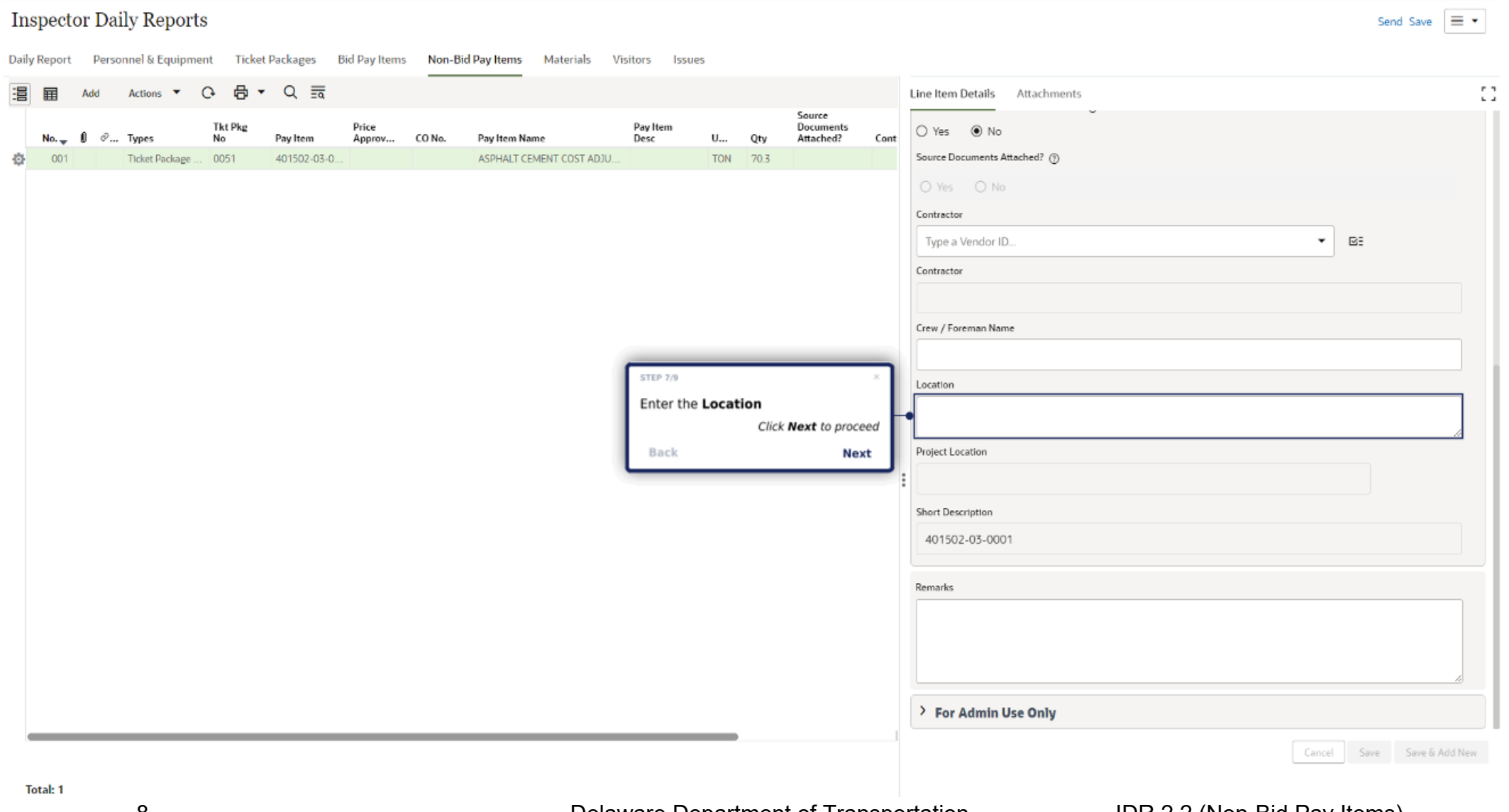
STEP 5/9

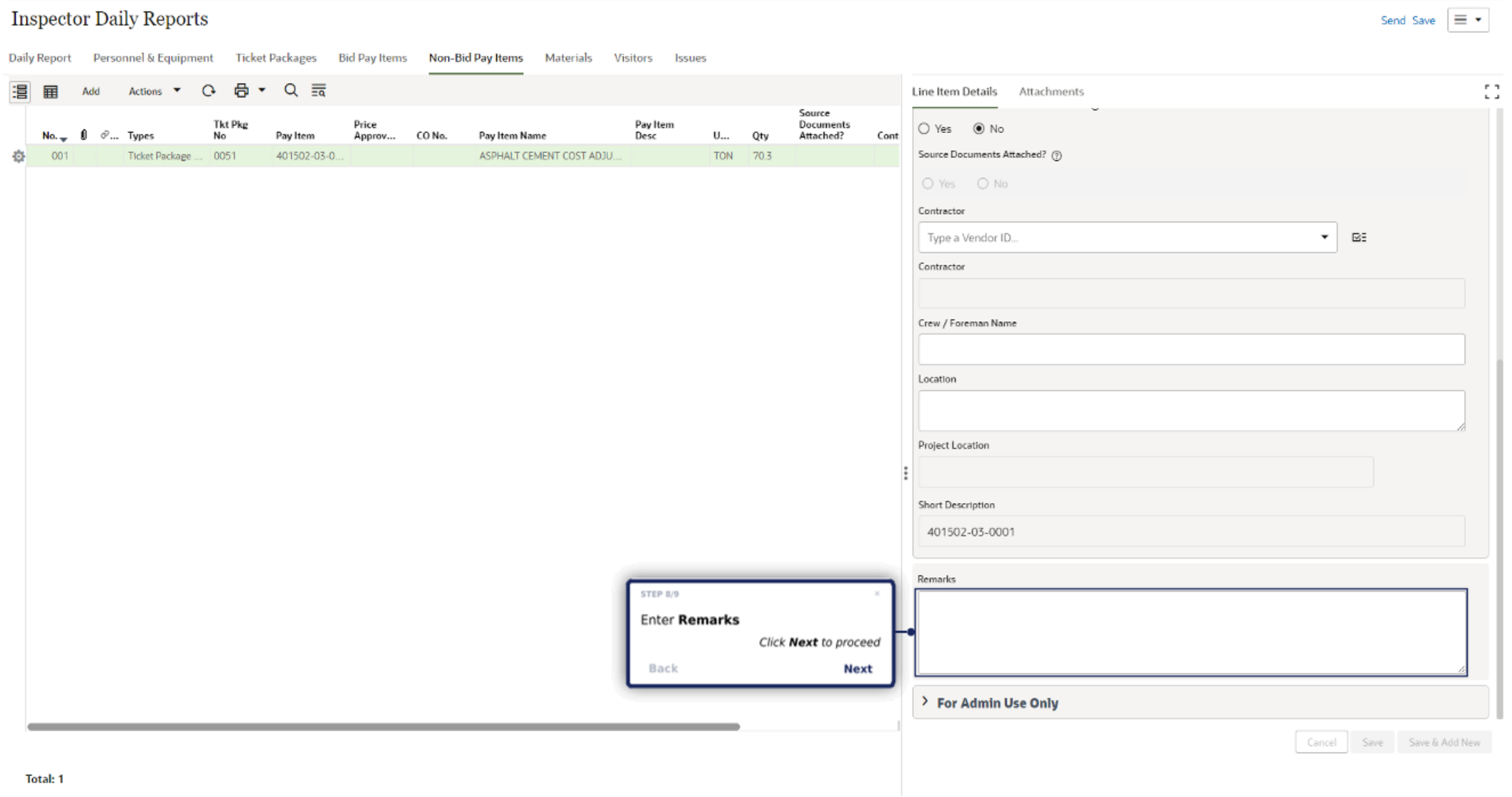
Double-Click on the **Vendor**

Back Next

Cancel Select


Inspector Daily Reports
Send Save
Daily Report
Personnel & Equipment
Ticket Packages
Bid Pay Items
Non-Bid Pay Items
Materials
Visitors
Issues
Add
Actions
No.
Types
Tkt Pkg No
Pay Item
Price Approv...
CO No.
Pay Item Name
Pay Item Desc
U...
Qty
Source Documents Attached?
Cont
001
Ticket Package ...
0051
401502-03-0...
ASPHALT CEMENT COST ADJU...
TON
70.3
STEP 6/9
Type the Crew/Forman's Name
Click Next to proceed
Back
Next
Line Item Details
Attachments
Yes
No
Source Documents Attached?
Yes
No
Contractor
Type a Vendor ID...
Contractor
Crew / Foreman Name
Location
Project Location
Short Description
401502-03-0001
Remarks
For Admin Use Only
Cancel
Save
Save & Add New
Total: 1


Inspector Daily Reports
Send Save
Daily Report
Personnel & Equipment
Ticket Packages
Bid Pay Items
Non-Bid Pay Items
Materials
Visitors
Issues
Add
Actions
No.
Types
Tkt Pkg No
Pay Item
Price Approv...
CO No.
Pay Item Name
Pay Item Desc
U...
Qty
Source Documents Attached?
Cont
001
Ticket Package ...
0051
401502-03-0...
ASPHALT CEMENT COST ADJU...
TON
70.3
STEP 7/9
Enter the Location
Click Next to proceed
Back
Next
Line Item Details
Attachments
Yes
No
Source Documents Attached?
Yes
No
Contractor
Type a Vendor ID...
Contractor
Crew / Foreman Name
Location
Project Location
Short Description
401502-03-0001
Remarks
For Admin Use Only
Cancel
Save
Save & Add New
Total: 1


Inspector Daily Reports
Send Save
Daily Report
Personnel & Equipment
Ticket Packages
Bid Pay Items
Non-Bid Pay Items
Materials
Visitors
Issues
Add
Actions
No.
Types
Tkt Pkg No
Pay Item
Price Approv...
CO No.
Pay Item Name
Pay Item Desc
U...
Qty
Source Documents Attached?
Cont
001
Ticket Package ...
0051
401502-03-0...
ASPHALT CEMENT COST ADJU...
TON
70.3
Line Item Details
Attachments
Yes
No
Source Documents Attached?
Yes
No
Contractor
Type a Vendor ID...
Contractor
Crew / Foreman Name
Location
Project Location
Short Description
401502-03-0001
STEP 8/9
Enter Remarks
Click Next to proceed
Back
Next
Remarks
For Admin Use Only
Cancel
Save
Save & Add New
Total: 1

Inspector Daily Reports

Send Save

Daily Report | Personnel & Equipment | Ticket Packages | Bid Pay Items | Non-Bid Pay Items | Materials | Visitors | Issues

Add | Actions

No.	Types	Tkt Pkg No	Pay Item	Price Approv...	CO No.	Pay Item Name	Pay Item Desc	U...	Qty	Source Documents Attached?	Cont
001	Ticket Package ...	0051	401502-03-0...			ASPHALT CEMENT COST ADJU...		TON	70.3		

Total: 1

Line Item Details | Attachments

Yes | No

Source Documents Attached?

Yes | No

Contractor

Type a Vendor ID...

Contractor

Crew / Foreman Name

Location

Project Location

Short Description

401502-03-0001

Remarks

fgh

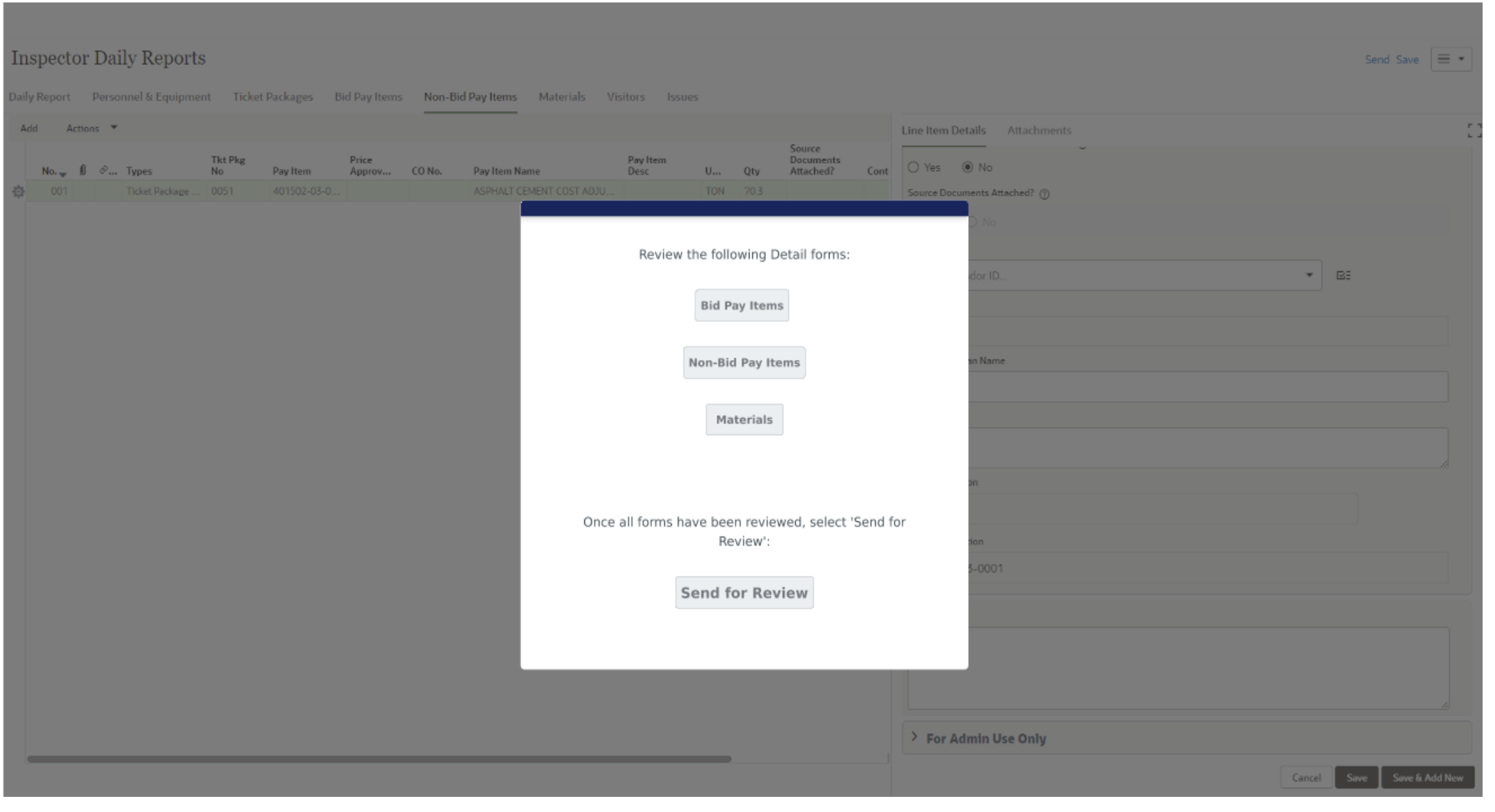
STEP 9/9

Click **Save** if changes were made, or click **Next** if no changes were made.

Back | Next

For Admin Use Only

Cancel | Save | Save & Add New


Inspector Daily Reports
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Daily Report
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Non-Bid Pay Items
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Add
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No.
Types
Tkt Pkg No
Pay Item
Price Approv...
CO No.
Pay Item Name
Pay Item Desc
U...
Qty
Source Documents Attached?
Cont
001
Ticket Package ...
0051
401502-03-0...
ASPHALT CEMENT COST ADJU...
TON
70.3
Line Item Details
Attachments
Yes
No
Source Documents Attached?
Review the following Detail forms:
Bid Pay Items
Non-Bid Pay Items
Materials
Once all forms have been reviewed, select 'Send for Review':
Send for Review
For Admin Use Only
Cancel
Save
Save & Add New