

Project Site Activity

User Guide

Prepared by: Office of IT Project Development and Delivery

Last Updated: May 11, 2024

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DOCUMENT HISTORY

The following table serves as a document history log to track the version number, date, author, and description of each change/revision applied to this document. Authors and Editors of this document should abide by the following document version control numbering format:

| Version | Date | Author | Version/Revision Description |
|---------|----------|---------------------------|--|
| 1.1 | 04/11/22 | Prepared by: Diana Steven | Final. Removed Business Partner Helpful links from this User Guide. |
| 2.0 | 09/11/24 | Prepared by: Diana Steven | Final. Added updated screenshots for the work item screen |

Table 1. Document History Log

PSA

Mobile Application User Guide

1. INTRODUCTION

The main purpose of this document is to provide instructions for using the Project Site Activity (PSA) mobile app. This guide highlights application functionality for PennDOT Inspectors or Consultants to electronically capture necessary project site activity data while in the field.

2. LAUNCH THE PSA APP

To launch the PSA Mobile app after you have installed it, tap the  icon on your iPad home screen.

3. LOG IN

The Mobile PSA app detects whether the user's iPad is connected to a wireless network (via Cellular or Wi-Fi signal). The PSA app access begins by tapping the **Login** button.



Business Partner Helpful Links
[Forgot Username](#) | [Forgot Password](#)
[Account Registration](#) | [Manage My Account](#)

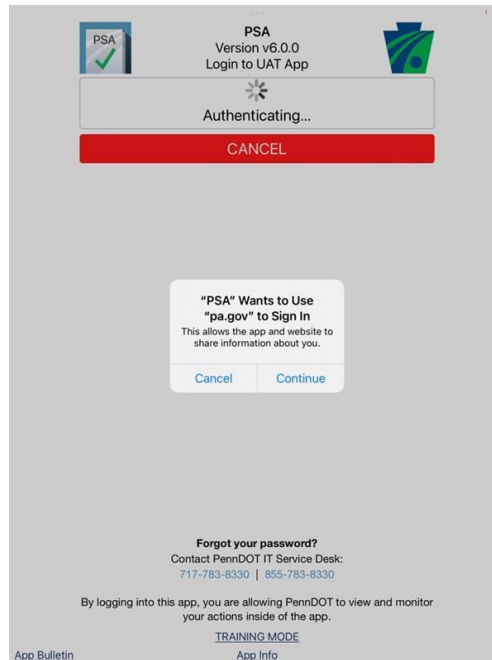
Additional App Assistance
Contact PennDOT IT Service Desk:
717-783-8330 | 855-783-8330

By logging into this app, you are allowing PennDOT to view and monitor your actions inside of the app.

[TRAINING MODE](#)
[App Info](#)

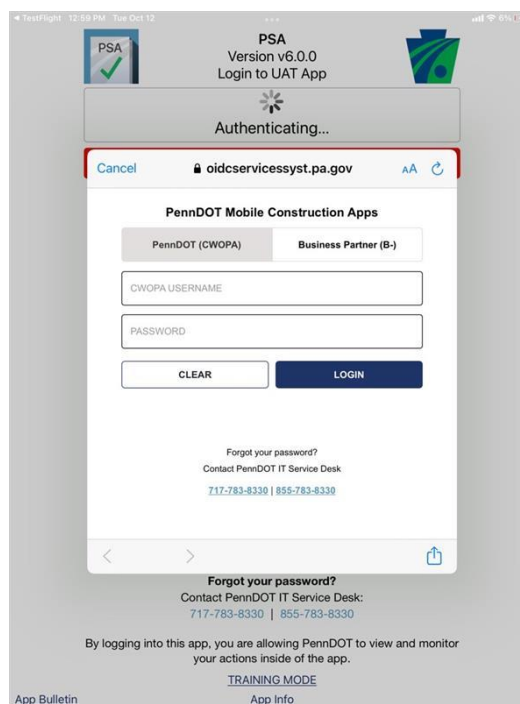
[App Bulletin](#)

A message will display “PSA” wants to use “pa.gov” to sign in. Press Cancel to return to the login button or press continue to be routed to the login screen.

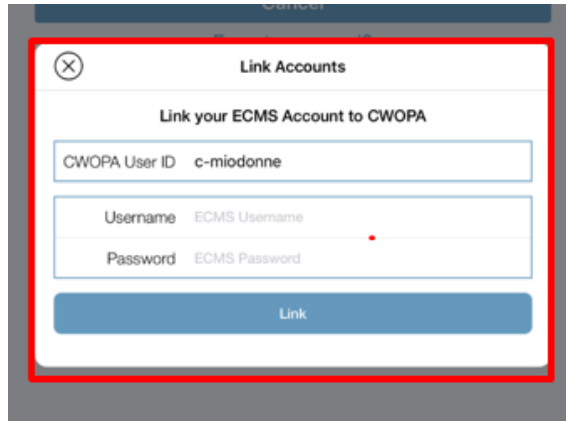


3.1 PENNDOT CWOPA USERS

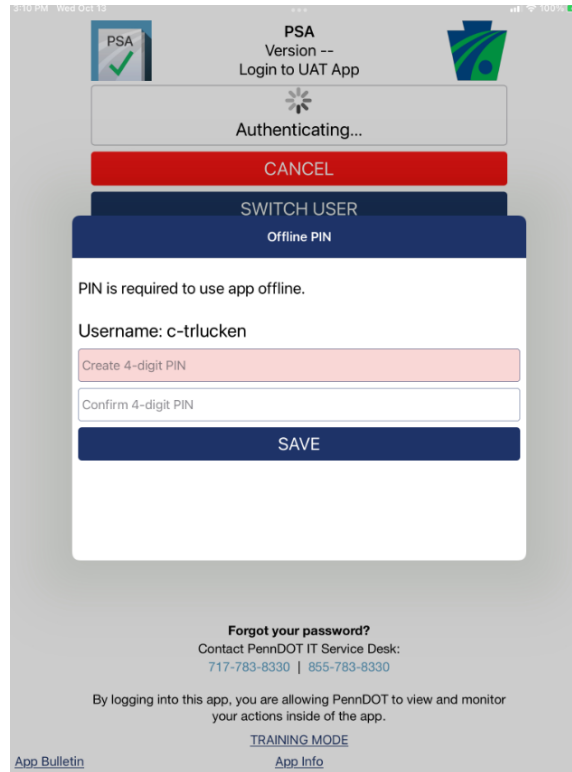
By default, the PennDOT CWOPA tab highlights. To access the PSA app, you will enter your CWOPA username and password. **(It's not necessary to add CWOPA at the beginning of the assigned username or add @pa.gov).** Then, click "Log In."



Once you have entered your CWOPA credentials, you may receive the ECMS Account Link box. This is where you will enter your ECMS username and password, linking the two accounts. The only way to change your linked ECMS account is to contact the IT Service Desk. You can update your ECMS account password in the 'Settings' screen of the PSA App.



A window will display to create a 4-digit PIN which will allow a user to work in the offline mode if the wi-fi or mobile connection on the device is lost. This window will only display upon first login to PSA to “create” and “confirm” a PIN number of the user’s choice per individual device. The PIN may be changed at any time in the application “Settings”. How to change your PIN, reference the Settings section of this document.



PSA
Version --
Login to UAT App

Authenticating...

CANCEL

SWITCH USER

Offline PIN

PIN is required to use app offline.

Username: c-trlucken

Create 4-digit PIN

Confirm 4-digit PIN

SAVE

Forgot your password?
Contact PennDOT IT Service Desk:
717-783-8330 | 855-783-8330

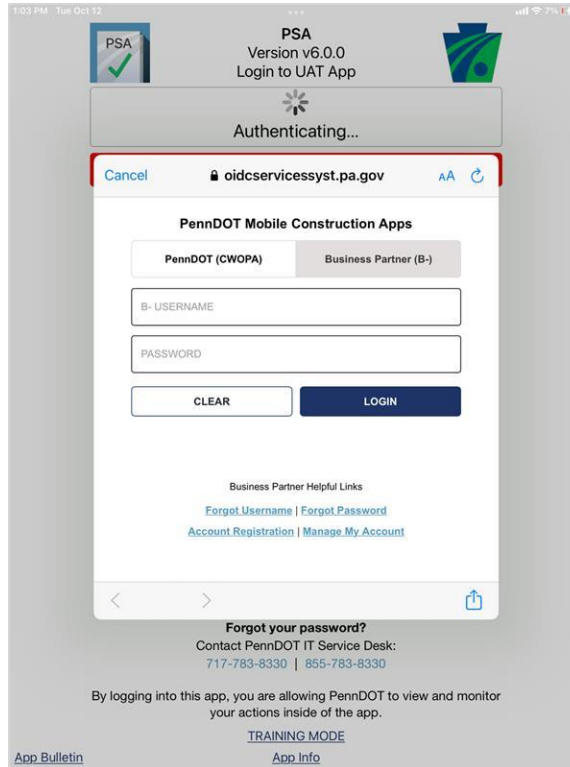
By logging into this app, you are allowing PennDOT to view and monitor your actions inside of the app.

[TRAINING MODE](#)

[App Bulletin](#) [App Info](#)

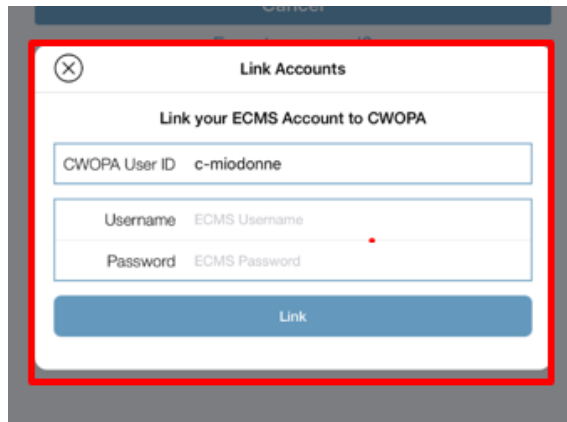
3.2 BUSINESS PARTNER (B-) USERS

To access the PSA app as a business partner, you will enter your CWOPA username and password. Then, click “Log In.”



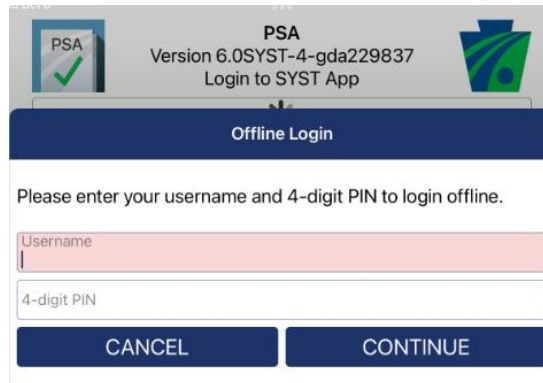
The screenshot shows the PSA app interface. At the top, it says "PSA Version v6.0.0 Login to UAT App". Below this is a loading spinner and the text "Authenticating...". A red box highlights the URL bar showing "oidcservicesyst.pa.gov". Below the URL bar, there are two tabs: "PennDOT (CWOPA)" and "Business Partner (B-)". The "Business Partner (B-)" tab is selected. Below the tabs are input fields for "B- USERNAME" and "PASSWORD". There are "CLEAR" and "LOGIN" buttons. Below the login fields, there are links for "Business Partner Helpful Links": "Forgot Username", "Forgot Password", "Account Registration", and "Manage My Account". At the bottom, there is a "Forgot your password?" section with contact information for the PennDOT IT Service Desk (717-783-8330 | 855-783-8330). A disclaimer states: "By logging into this app, you are allowing PennDOT to view and monitor your actions inside of the app." There are also links for "TRAINING MODE", "App Bulletin", and "App Info".

Once you have entered your B- credentials, you may receive the ECMS Account Link box. This is where you will enter your ECMS username and password, linking the two accounts. The only way to change your linked ECMS account is to contact the IT Service Desk. You can update your ECMS account password in the ‘Settings’ screen.



The screenshot shows a "Link Accounts" dialog box. It has a title bar with a close button (X). The main heading is "Link your ECMS Account to CWOPA". Below this, there are three input fields: "CWOPA User ID" with the value "c-miodonne", "Username" with the value "ECMS Username", and "Password" with the value "ECMS Password". There is a red dot next to the password field. At the bottom, there is a blue "Link" button.

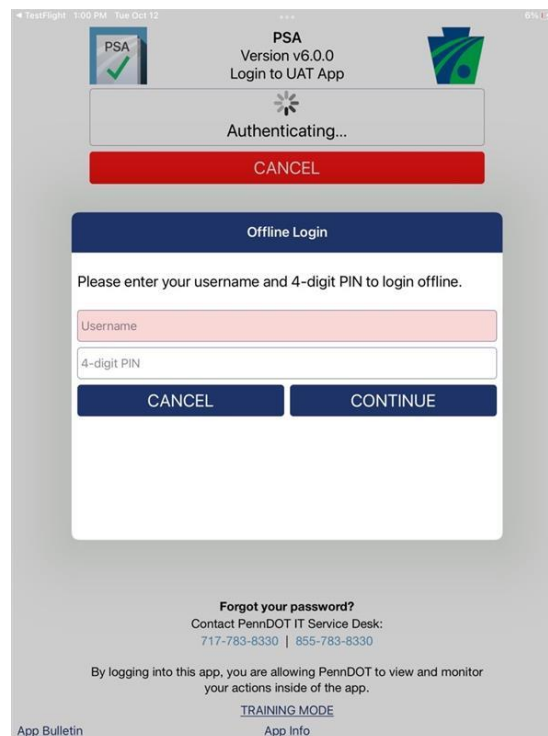
A window will display to create a 4-digit PIN which will allow a user to work in the offline mode if the wi-fi or mobile connection on the device is lost. This window will only display upon first login to “create” and “confirm” a PIN number of the user’s choice per individual device. The PIN is device specific and does not expire. However, the PIN may be changed at any time in the application “Settings”. Reference the Settings section of this document to learn how to change the Offline PIN.



The screenshot shows the 'Offline Login' screen of the PSA app. At the top, there is a header with the PSA logo, the text 'PSA Version 6.0SYST-4-gda229837 Login to SYST App', and a PennDOT logo. Below the header is a dark blue bar with the text 'Offline Login'. The main content area has the instruction 'Please enter your username and 4-digit PIN to login offline.' followed by two input fields: 'Username' and '4-digit PIN'. At the bottom are two buttons: 'CANCEL' and 'CONTINUE'.

3.3 OFFLINE MODE

When there is no Cellular and/or Wi-Fi connection, your username and PIN is required to login to the PSA app.



This screenshot shows the same 'Offline Login' screen as the previous one, but with an additional overlay. At the top, there is a grey bar with the text 'Authenticating...' and a red 'CANCEL' button. Below this, the 'Offline Login' section is visible. At the bottom of the screen, there is a section titled 'Forgot your password?' with contact information for the PennDOT IT Service Desk (717-783-8330 | 855-783-8330). Below this is a disclaimer: 'By logging into this app, you are allowing PennDOT to view and monitor your actions inside of the app.' At the very bottom, there are links for 'App Bulletin' and 'App Info'.

3.4 LOG IN – SESSION TIMEOUTS

A session timeout will occur after 30 minutes of inactivity to the server. Server calls include:



- Pull to Refresh
- Submit
- Returning to the Dashboard screen
- Email

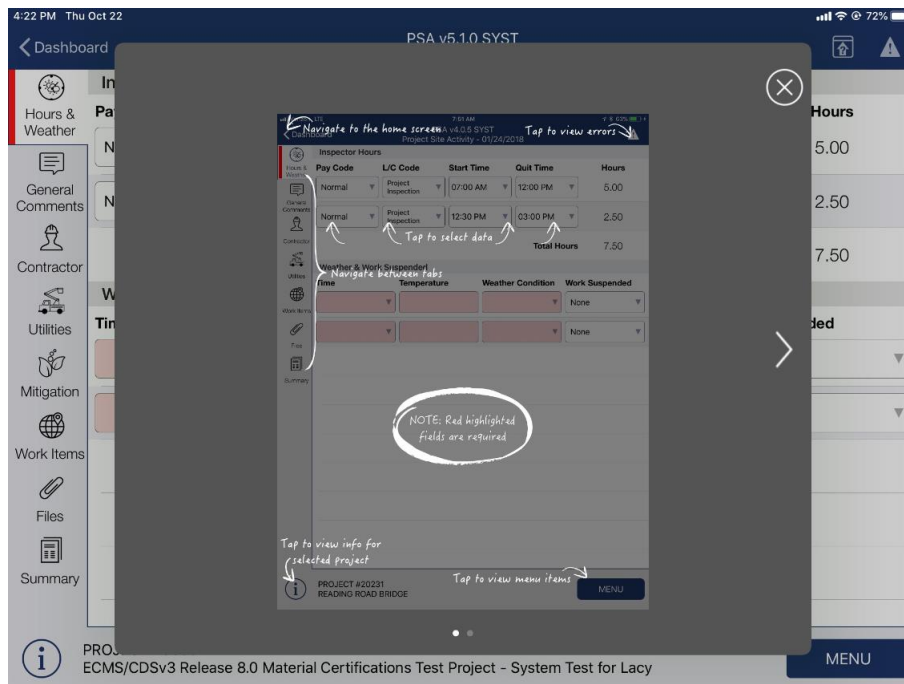
When a Session Timeout occurs, the PSA login screen will display, and credentials will need to be added.

3.5 LOG OUT


After the user is logged into the App, tapping the Log Out  Button logs the user out of the app. Confirmation to continue with the “Logout” will display. Tap “Yes” to continue the log out process or “Cancel” to dismiss.

4. CONTEXTUAL OVERLAYS

Throughout the app, contextual overlays are accessible. Tap the  icon on the Dashboard screen navigation bar to open the Contextual Overlays screen. The overlays provide an overview of the general functionality built into the PSA mobile app. To return to the PSA dashboard, tap the  button. The contextual overlay button may be turned off within the Settings screen.



5. HELP DOCUMENTS

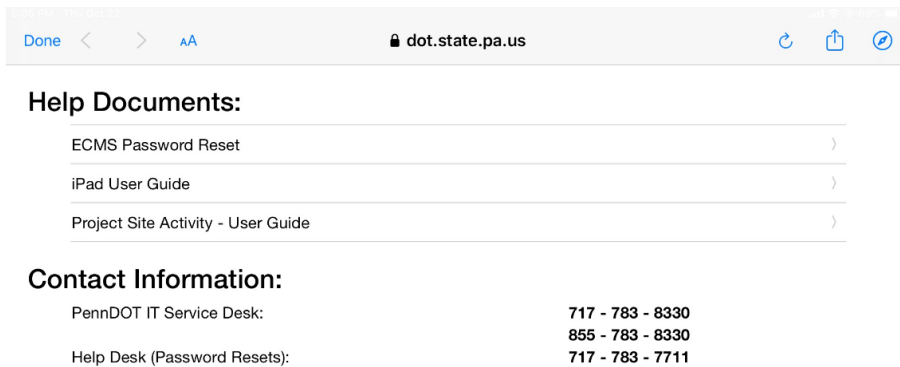
Tap the **Help** icon  on the Home screen navigation bar to open the Help screen. Tap any of the listed topics to view the document on the Device. Scroll through the document by dragging up or down.



The screenshot shows the PSA v5.1.0 SYST Dashboard. At the top, there's a status bar with the time 4:59 PM, date Thu Oct 22, and battery level 69%. Below the status bar is a navigation bar with a Help icon (a question mark in a circle) highlighted with a red box, a settings gear icon, and the text 'PSA v5.1.0 SYST Dashboard'. Below the navigation bar, the user's name 'Diana Steven/PennDOT' is displayed next to a search bar labeled 'Search for PSA'. Below the search bar, there are four tabs: 'Local Drafts (2)', 'In Progress (4)', 'Project Team (28)', and 'Approved (15)'. Below the tabs is a table with the following columns: Project, PSA Date, Status, Inspector, and Progress.

| Project | PSA Date | Status | Inspector | Progress |
|---------|--------------|------------|-----------|------------------------|
| 36002 | Wed 06/03/20 | ECMS Draft | dsteven | <div><div></div></div> |
| 36002 | Thu 10/22/20 | Draft | dsteven | <div><div></div></div> |


Tap any of the listed topics to view the document on the Device. Scroll through the document by dragging up or down. Users can view contact information for the PennDOT IT Service Desk from the Help screen. Users can contact the PennDOT IT Service Desk information for Password related issues.



The screenshot shows the Help Documents screen. At the top, there's a navigation bar with a 'Done' button, a back arrow, a forward arrow, and a 'AA' icon. Below the navigation bar, the URL 'dot.state.pa.us' is displayed. Below the URL, there are three icons: a refresh icon, a share icon, and a search icon. Below the icons, the text 'Help Documents:' is displayed. Below the text, there are three list items: 'ECMS Password Reset', 'iPad User Guide', and 'Project Site Activity - User Guide'. Below the list items, the text 'Contact Information:' is displayed. Below the text, there are two rows of contact information: 'PennDOT IT Service Desk: 717 - 783 - 8330' and 'Help Desk (Password Resets): 855 - 783 - 8330, 717 - 783 - 7711'.

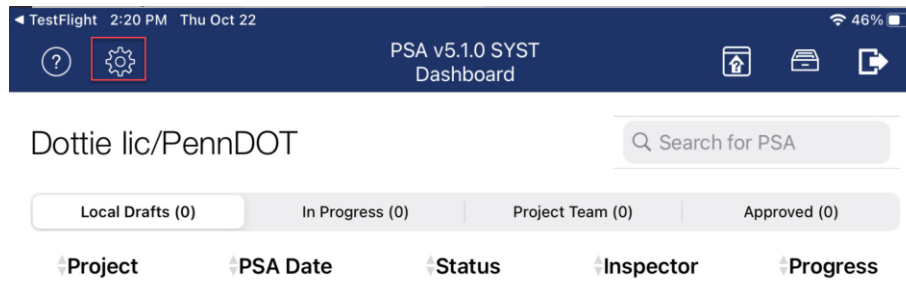
| Help Documents: | |
|------------------------------------|---|
| ECMS Password Reset | > |
| iPad User Guide | > |
| Project Site Activity - User Guide | > |

| Contact Information: | |
|------------------------------|------------------|
| PennDOT IT Service Desk: | 717 - 783 - 8330 |
| | 855 - 783 - 8330 |
| Help Desk (Password Resets): | 717 - 783 - 7711 |

Tap the **Done** icon  to return to the Dashboard.

6. SETTINGS

To access, tap the **Setting** icon () on the Dashboard screen. The Settings screen displays.




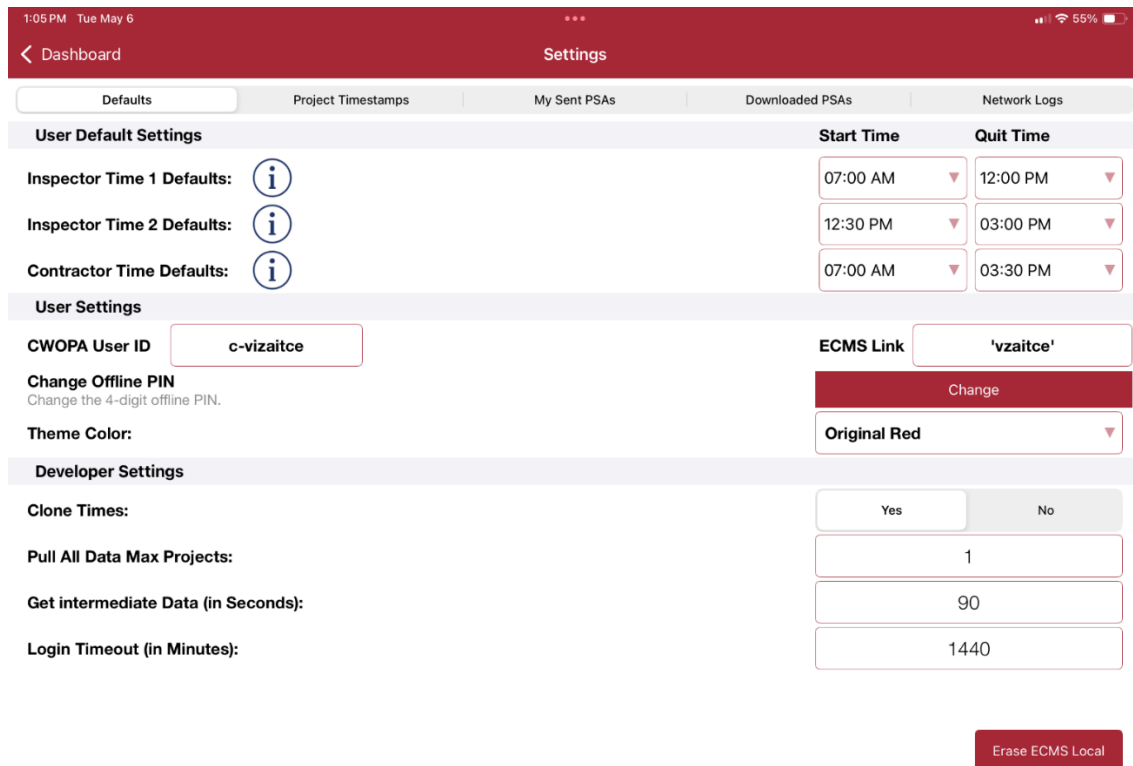
The Settings screen contains 5 different tab. They are:

- Defaults
- Project Timestamps
- My Sent PSAs
- Downloaded PSAs
- Network Logs

6.1 DEFAULTS TAB

The Setting Defaults tab is broken down into three different sections, as follows:

- **User Default Settings**
 - Allows user to enter default values that are consistent when completing a PSA.
- **User Settings**
 - The Default tab provides the ability to view Usernames and the option to change your Offline PIN. With connectivity, tap the Change button next to the Change Offline PIN line item. The Change Offline Pin displays. Like the initial creation of the Offline PIN, create and confirm your new PIN and hit save. A successful Save will occur if the created and confirm PIN entered match.
- **User Display Settings**
 - Allows user to change the PSA mobile app theme color based on the standard iOS color options.
 - Allows the Overlay or Contextual Overlay  button to be turned off and not displayed within the app.
- **Developer Settings**
 - Fields displayed in this heading is mainly for the development purposes. However, to clear all local data from your dashboard, the **Erase ECMS Local** button is available. If tapped, confirmation to erase local data is presented.



The screenshot shows the 'Settings' app interface. At the top, there's a status bar with the time '1:05 PM', date 'Tue May 6', and battery level '55%'. Below the status bar is a navigation bar with a back arrow and the text 'Dashboard'. The main content area is titled 'Settings' and has a tab bar at the top with five options: 'Defaults' (selected), 'Project Timestamps', 'My Sent PSAs', 'Downloaded PSAs', and 'Network Logs'. The 'Defaults' tab is active and contains three sections:

- User Default Settings:** This section has three rows, each with an information icon (i) and two time pickers.

| | Start Time | Quit Time |
|----------------------------|------------|-----------|
| Inspector Time 1 Defaults: | 07:00 AM | 12:00 PM |
| Inspector Time 2 Defaults: | 12:30 PM | 03:00 PM |
| Contractor Time Defaults: | 07:00 AM | 03:30 PM |
- User Settings:** This section contains:
 - CWOPA User ID:** A text field with the value 'c-vizaitce'.
 - ECMS Link:** A text field with the value 'vzaitce'.
 - Change Offline PIN:** A button labeled 'Change'.
 - Theme Color:** A dropdown menu currently showing 'Original Red'.
- Developer Settings:** This section contains:
 - Clone Times:** A toggle switch currently set to 'Yes'.
 - Pull All Data Max Projects:** A text field with the value '1'.
 - Get intermediate Data (in Seconds):** A text field with the value '90'.
 - Login Timeout (in Minutes):** A text field with the value '1440'.

At the bottom right of the screen, there is a red button labeled 'Erase ECMS Local'.

2:13 PM Tue Oct 12

Dashboard Settings

Defaults Project Timestamps My Sent PSAs Downloaded PSAs Network Logs

User Default Settings

| | Start Time | Quit Time |
|------------------------------|------------|------------|
| Inspector Time 1 Defaults: ⓘ | 07:00 AM ▼ | 12:00 PM ▼ |
| Inspector Time 2 Defaults: ⓘ | 12:30 PM ▼ | 03:00 PM ▼ |
| Contractor Time Defaults: ⓘ | 07:00 AM ▼ | 03:30 PM ▼ |

User Settings ⓘ

CWOPA

ECMS Local

Change Username

Change Password

User Defaults ⓘ

Theme

Developer

Clone Template

Pull All Data

Change Offline PIN

Change the 4-digit PIN that is required to use app offline.

Username: c-diasteve

Create 4-digit PIN

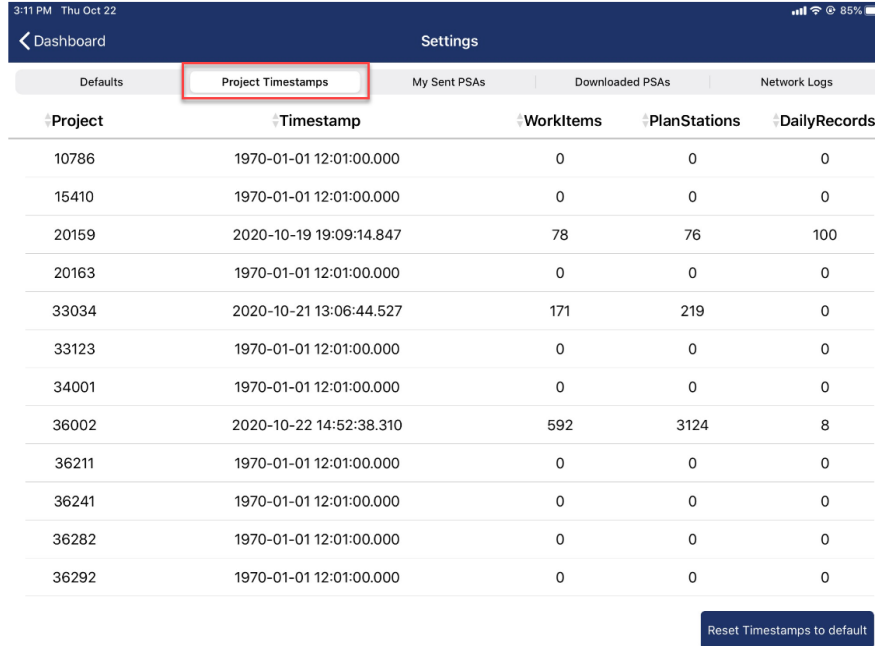
Confirm 4-digit PIN

SAVE

Erase ECMS Local

6.2 PROJECT TIMESTAMPS TAB

Timestamp for every project with Project Number, Work items, Plan Stations and Daily records are available for tracking purpose. Data can be reset for the Project Timestamp from the dashboard view, the Reset Timestamps to Default button is available. If tapped, a confirmation to reset is presented.



| Project | Timestamp | WorkItems | PlanStations | DailyRecords |
|---------|-------------------------|-----------|--------------|--------------|
| 10786 | 1970-01-01 12:01:00.000 | 0 | 0 | 0 |
| 15410 | 1970-01-01 12:01:00.000 | 0 | 0 | 0 |
| 20159 | 2020-10-19 19:09:14.847 | 78 | 76 | 100 |
| 20163 | 1970-01-01 12:01:00.000 | 0 | 0 | 0 |
| 33034 | 2020-10-21 13:06:44.527 | 171 | 219 | 0 |
| 33123 | 1970-01-01 12:01:00.000 | 0 | 0 | 0 |
| 34001 | 1970-01-01 12:01:00.000 | 0 | 0 | 0 |
| 36002 | 2020-10-22 14:52:38.310 | 592 | 3124 | 8 |
| 36211 | 1970-01-01 12:01:00.000 | 0 | 0 | 0 |
| 36241 | 1970-01-01 12:01:00.000 | 0 | 0 | 0 |
| 36282 | 1970-01-01 12:01:00.000 | 0 | 0 | 0 |
| 36292 | 1970-01-01 12:01:00.000 | 0 | 0 | 0 |

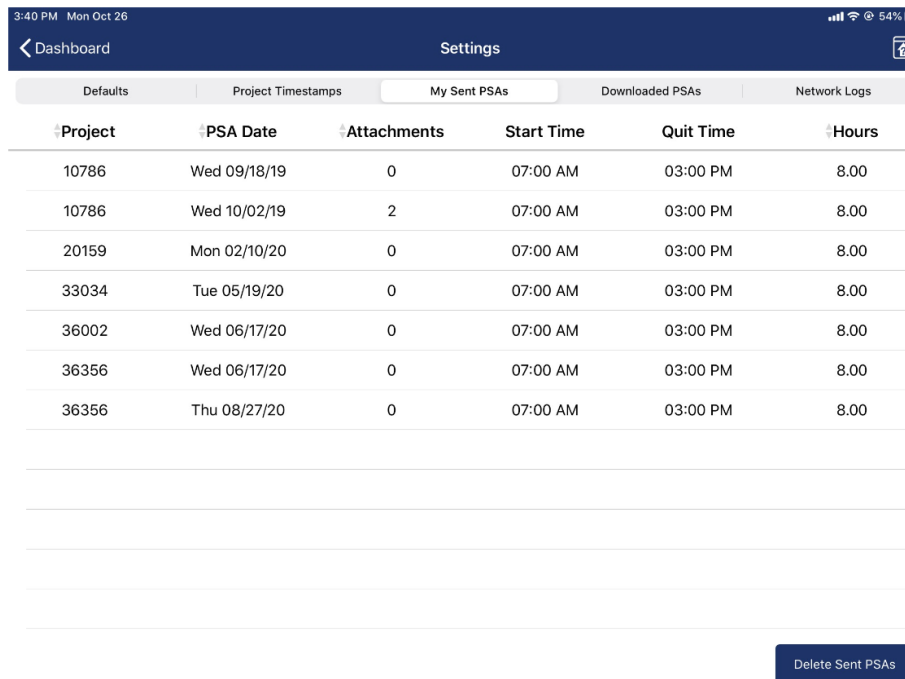
Reset Timestamps to default

NOTE: This is more of an Administrative screen and does not need to be used unless directed to do so by support team/ Mobile development team.

6.3 MY SENT PSAS TAB

The My Sent PSAs Tab allows a user to view all PSA submitted for approval within ECMS. Users may delete Sent PSA's data from this device.

Individual PSAs from this list may be deleted by swiping right to left and tapping on the Red Delete **Delete** button. To Delete all Sent PSA, the Delete Sent PSAs button is available. If tapped, confirmation to erase local data is presented. If tapped, confirmation to delete is presented. Deleting Sent PSAs will delete the history from the device only



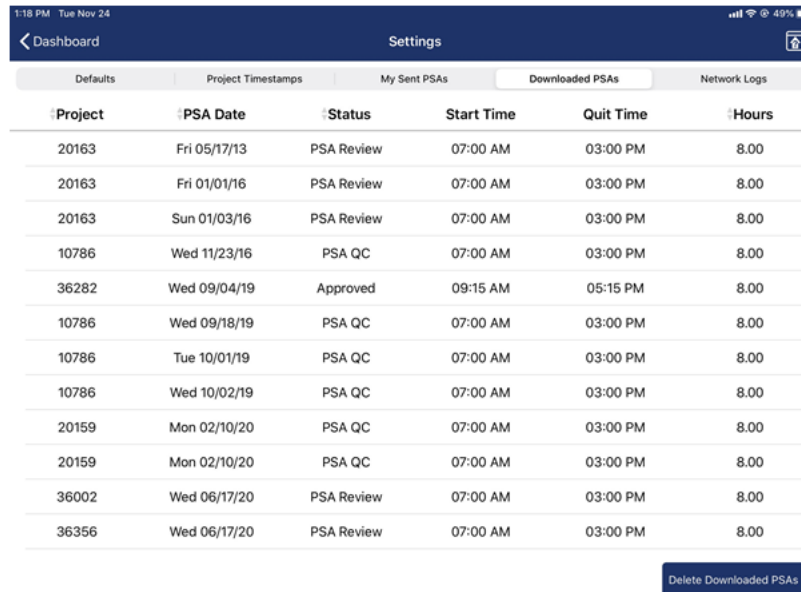
| Project | PSA Date | Attachments | Start Time | Quit Time | Hours |
|---------|--------------|-------------|------------|-----------|-------|
| 10786 | Wed 09/18/19 | 0 | 07:00 AM | 03:00 PM | 8.00 |
| 10786 | Wed 10/02/19 | 2 | 07:00 AM | 03:00 PM | 8.00 |
| 20159 | Mon 02/10/20 | 0 | 07:00 AM | 03:00 PM | 8.00 |
| 33034 | Tue 05/19/20 | 0 | 07:00 AM | 03:00 PM | 8.00 |
| 36002 | Wed 06/17/20 | 0 | 07:00 AM | 03:00 PM | 8.00 |
| 36356 | Wed 06/17/20 | 0 | 07:00 AM | 03:00 PM | 8.00 |
| 36356 | Thu 08/27/20 | 0 | 07:00 AM | 03:00 PM | 8.00 |
| | | | | | |
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Delete Sent PSAs

6.4 DOWNLOADED PSAS TAB

Users have ability to view all the PSAs that were downloaded from ECMS to further edit or make updates before resubmitting it to ECMS.

To delete downloaded PSAs, tap the **Delete Downloaded PSA's** button to clear previously downloaded PSAs from the device. If tapped, confirmation to delete is presented. This feature will delete the history of all downloaded PSAs from the device only



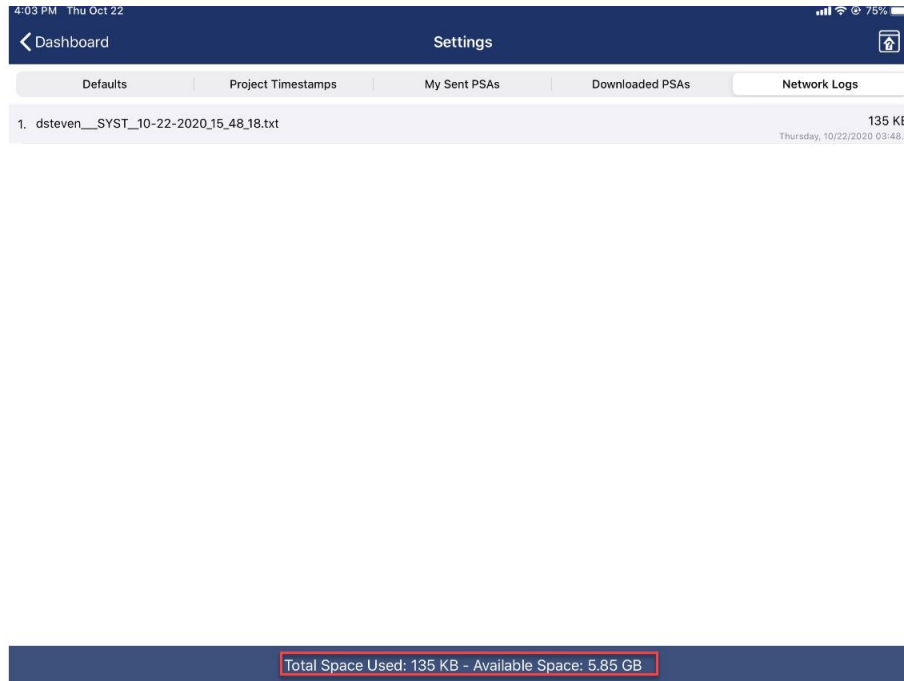
| Project | PSA Date | Status | Start Time | Quit Time | Hours |
|---------|--------------|------------|------------|-----------|-------|
| 20163 | Fri 05/17/13 | PSA Review | 07:00 AM | 03:00 PM | 8.00 |
| 20163 | Fri 01/01/16 | PSA Review | 07:00 AM | 03:00 PM | 8.00 |
| 20163 | Sun 01/03/16 | PSA Review | 07:00 AM | 03:00 PM | 8.00 |
| 10786 | Wed 11/23/16 | PSA QC | 07:00 AM | 03:00 PM | 8.00 |
| 36282 | Wed 09/04/19 | Approved | 09:15 AM | 05:15 PM | 8.00 |
| 10786 | Wed 09/18/19 | PSA QC | 07:00 AM | 03:00 PM | 8.00 |
| 10786 | Tue 10/01/19 | PSA QC | 07:00 AM | 03:00 PM | 8.00 |
| 10786 | Wed 10/02/19 | PSA QC | 07:00 AM | 03:00 PM | 8.00 |
| 20159 | Mon 02/10/20 | PSA QC | 07:00 AM | 03:00 PM | 8.00 |
| 20159 | Mon 02/10/20 | PSA QC | 07:00 AM | 03:00 PM | 8.00 |
| 36002 | Wed 06/17/20 | PSA Review | 07:00 AM | 03:00 PM | 8.00 |
| 36356 | Wed 06/17/20 | PSA Review | 07:00 AM | 03:00 PM | 8.00 |

Delete Downloaded PSA's

NOTE: Deleting previously downloaded PSAs means that users will have to re-Download all PSA data to the device for non-local PSAs.

6.5 NETWORK LOGS TAB

This tab displays network logs of the user. This information helps developers to troubleshoot when any network related issues are identified. This screen also displays Used and available space in the device.



7. MOBILE APP DASHBOARD

By default, the Dashboard displays upon authentication. Users will see a list of all projects they are assigned to them as an Inspector or IIC in ECMS.

4:59 PM Thu Oct 22

PSA v5.1.0 SYST
Dashboard

Diana Steven/PennDOT

Search for PSA

Local Drafts (2)

In Progress (4)

Project Team (28)

Approved (15)

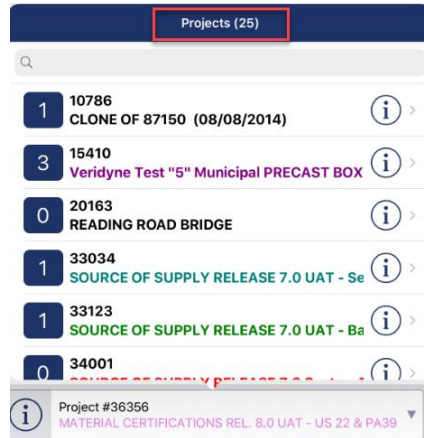
| Project | PSA Date | Status | Inspector | Progress |
|---------|--------------|------------|-----------|------------------------|
| 36002 | Wed 06/03/20 | ECMS Draft | dsteven | <div><div></div></div> |
| 36002 | Thu 10/22/20 | Draft | dsteven | <div><div></div></div> |
| | | | | |
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| | | | | |

Project #36002
ECMS/CDSv3 Release 8.0 Material Certifications Test Project - System Test for Lacy

Create PSA

7.1 PROJECT SELECTION

Tapping on the **Project** list at the bottom to screen lists all Projects available to the user in the PSA App.



7.2 INFO ICON

Tap on the Info icon (i) next to each project displays project details in a glance. **Blue** Checkmark ✓ indicates the project is open in the Dashboard.



Screenshot of info icon:

Project - 10786

Done

Q Search

| | | |
|--|---------------------|-----------------|
| District | SR / Section | Org Code |
| 08 | 0094 / 007 | 0840 |
| Prime - Contractor | County | |
| Azure Excavation and Grading | York | |
| Municipality | Group ID | |
| PENN T | --- | |
| Short Description | | |
| CLONE OF 87150 (08/08/2014) | | |
| Long Description | | |
| This project is only to be used for cloning/copying purposes. Contains 7 Funding Codes, 800+ Construction Item/Fundings, and all the items that could be used for Asphalt/Diesel Price Adjustments. A Structure item is included with a complete CIS. | | |

i >

i ✓

i >

i >

7.3 DASHBOARD TABS

After a project is selected users will return to the **Dashboard** screen, where the following tabs are displayed:

- **Local Draft**
- **In Progress**
- **Project Team**
- **Approved**

| | | | | |
|------------------|----------|-----------------|------------------|--------------|
| Local Drafts (2) | | In Progress (0) | Project Team (8) | Approved (1) |
| Project | PSA Date | Status | Inspector | Progress |

7.3.1 Local Drafts

The **Local Drafts** tab displays the users un-synced draft PSAs.

| Local Drafts (2) | | In Progress (0) | Project Team (8) | Approved (1) |
|------------------|--------------|-----------------|------------------|------------------------|
| Project | PSA Date | Status | Inspector | Progress |
| 20231 | Tue 01/23/18 | Draft | dinsp | <div><div></div></div> |
| 20231 | Mon 01/22/18 | Draft | dinsp | <div><div></div></div> |

Swipe right to left for additional options to display.

- Tapping **Delete** will remove the draft PSA from the device.
- Tapping on **Clone** will create a duplicate copy of the draft PSA, with a different date

| | | | | | |
|--------------|-------|-------|------------------------|--------|-------|
| Tue 01/23/18 | Draft | dinsp | <div><div></div></div> | Delete | Clone |
|--------------|-------|-------|------------------------|--------|-------|

NOTE: Duplicate or Cloned PSAs cannot be created with the same date.

7.3.2 In Progress

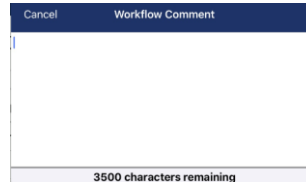
The **In Progress** tab displays user's locally saved PSAs that are in Draft and **Review** status and are submitted to ECMS.

| Local Drafts (1) | | In Progress (1) | Project Team (8) | Approved (1) |
|------------------|--------------|-----------------|------------------|------------------------|
| Project | PSA Date | Status | Inspector | Progress |
| 20231 | Tue 01/23/18 | PSA QC | dinsp | <div><div></div></div> |

PSAs in **In Progress** have different swipe options.



- Tapping on **Back to Draft** will open a '**Workflow Comment**' box for users to enter a comment. The PSA status will change to **Revise** for the user to make changes.



- Tapping on **Re-download** downloads the PSA from ECMS. If a user has made changes to the PSA in ECMS the **Re-download** option allows user to view the changes in the PSA mobile application.
- Tapping on **Delete Local** will delete the local copy from the device and will not affect the PSA that is already submitted to ECMS
- Tapping on **Clone** will create another copy of the PSA on the device.

NOTE: **Duplicated** or **Cloned** PSAs cannot have the original PSA's date.

7.3.3 Project team

The **Project Team** tab displays PSAs progress that are synced and unapproved for other project inspection staff.

| Local Drafts (1) | | In Progress (1) | | Project Team (8) | | Approved (1) | |
|------------------|--------------|-----------------|-----------|------------------|--|--------------|--|
| Project | PSA Date | Status | Inspector | Progress | | | |
| 20231 | Thu 06/01/17 | Draft | dinspic | | | | |
| 20231 | Thu 12/01/16 | Draft | vsalyuk | | | | |
| 20231 | Sat 10/01/16 | PSA Review | vsalyuk | | | | |
| 20231 | Thu 04/21/16 | PSA QC | vsalyuk | | | | |
| 20231 | Wed 04/20/16 | PSA QC | vsalyuk | | | | |
| 20231 | Sun 04/10/16 | Revise | djinsp | | | | |

Swipe right to left on Project Team Tab PSAs will display following options:

- Tapping on **Download** will fetch current project version from ECMS on the device. However, as this section of the PSA displays all other staff's project information. User will not have access to make any changes. Information in this tab will be read only.

- Tapping on **Clone** will create another copy of the PSA on the device.

| | | | | | |
|--------------|--------|-------|--|----------|-------|
| Wed 12/06/17 | Revise | sella | | Download | Clone |
|--------------|--------|-------|--|----------|-------|

NOTE: Duplicate or Clone PSAs cannot have the original PSA's date.

7.3.4 *Approved*

Approved tab displays all Approved PSAs that are submitted to ECMS. Approved PSAs will not be available to edit from mobile application.

| Local Drafts (0) | | In Progress (16) | | Project Team (5222) | | Approved (16) | |
|------------------|--------------|------------------|-----------|---------------------|--|---------------|--|
| Project | PSA Date | Status | Inspector | Progress | | | |
| 20159 | Thu 10/03/19 | Approved | vanapal | | | | |
| 20159 | Thu 05/23/19 | Approved | vanapal | | | | |
| 20159 | Tue 05/14/19 | Approved | vanapal | | | | |
| 20159 | Wed 03/09/16 | Approved | apoddut | | | | |
| 20159 | Tue 03/08/16 | Approved | apoddut | | | | |

NOTE: Only a comment from **Summary** tab can be added to an **Approved** PSA to notify IIC about any updates of the project.

6:30 PM Thu Oct 22

Dashboard

PSA v5.1.0 SYST

Project Site Activity - 03/08/2016 - Approved

Hours & Weather

General Comments

Contractor

Utilities

Mitigation

Work Items

Files

Summary

PSA v5.1.0 SYST

Project Site Activity - 03/08/2016 - Approved

PSA - Daily Site Activity

| Creation Date | Project Number | PSA Status Code | User Name |
|---------------|----------------|-----------------|---------------------------|
| 03/08/2016 | 20159 | Approved | Archana Podduturi/PennDOT |
| County | Municipality | Section | SR |
| Lancaster | EAST COCALICO | 012 | 272 |

INSPECTOR HOURS

| Pay Code | L/C Code | Start Time | Quit Time | Hours |
|----------|--------------------|------------|-----------|-------|
| Normal | Project Inspection | 07:30 | 13:00 | 5.50 |

WEATHER

| Time | Temperature | Condition | Work Suspended | Created By | Created Timestamp |
|-------|-------------|--------------|----------------|---------------------------|---------------------|
| 07:45 | 55 | Cloudy | None | Archana Podduturi/PennDOT | 03/08/2016 09:37 AM |
| 12:45 | 66 | Partly Sunny | None | Archana Podduturi/PennDOT | 03/08/2016 09:37 AM |

GENERAL COMMENTS

new comment

Created by: Devin J Fessler/PennDOT on 07/14/2016 10:57 AM

CONTRACTOR

No Entries

UTILITIES

PROJECT #20159
READING ROAD BRIDGE

ADD - Comment

CLONE - Use this PSA's info

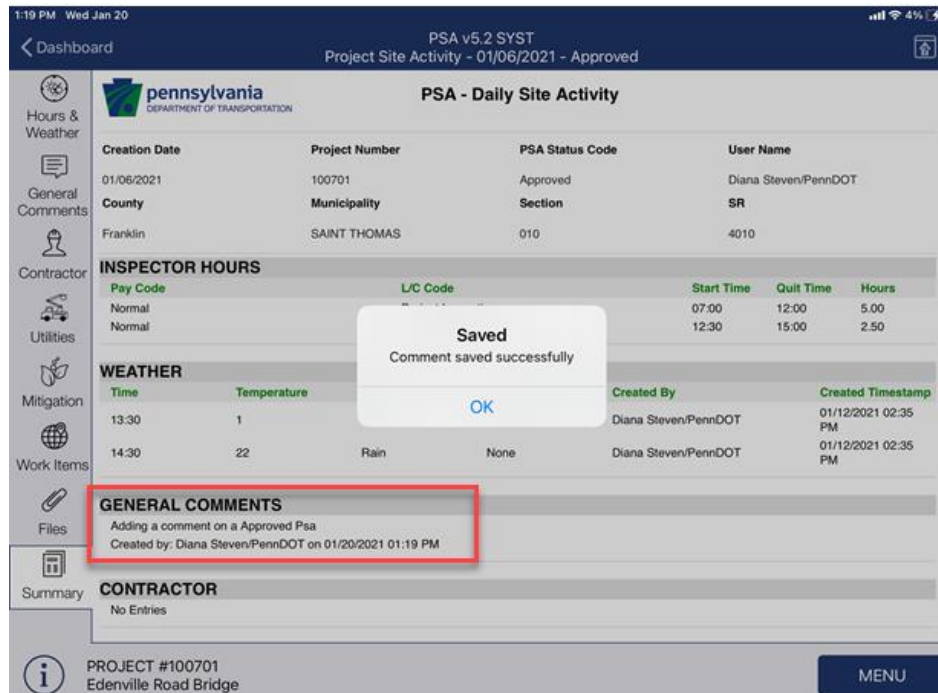
EXPORT - Generate PDF

MENU

The screenshot shows the 'PSA v5.2 SYST' mobile application. A modal window is open for adding a comment to a 'Project Inspection' record. The modal has a title bar with 'Cancel', 'Add Comments', and 'Upload' buttons. The main text area contains the text 'Adding a comment on a Approved Psa'. Below the text area, a purple bar indicates '4966 characters remaining'. The background shows the 'Project Inspection' record details, including 'Creation Date' (01/06/2021), 'County' (Franklin), and a table of 'INSPECTOR HOURS'.

| Start Time | Quit Time | Hours |
|------------|-----------|-------|
| 7:00 | 12:00 | 5.00 |
| 12:30 | 15:00 | 2.50 |

Entered comments is saved in the **Comments** section in the **Summary** tab




Swipe right to left on Project Team Tab PSAs will display following options:






- Tapping on Download will fetch project details on the device. However, as this section for Approved PSAs is not available to make any changes as they are already approved in ECMS (except for the comments in summary section as mentioned above).
- Tapping on *Clone* will create another copy of the PSA on the device.

Sun 03/06/16 Approved apoddut  

















NOTE: Duplicated or Cloned PSAs cannot have the original PSA's date.

7.3.5 Progress Bar

Tapping on the Progress bar  , displayed in each tab, will display the status, of each section, for that PSA to help users identify which section is complete or needs attention.

| Local Drafts (5) | | | | |
|-------------------|--------------|------------|-----------|---|
| In Progress (2) | | | | |
| Project Team (10) | | | | |
| Approved (21) | | | | |
| Project | PSA Date | Status | Inspector | Progress |
| 15410 | Wed 02/05/20 | Draft | dsteven |  |
| 15410 | Fri 04/24/20 | ECMS Draft | dsteven |  |
| 15410 | Thu 02/06/20 | Draft | dsteven |  |
| 15410 | Mon 06/29/20 | Draft | dsteven |  |
| 15410 | Thu 10/22/20 | Revise | dsteven |  |

7.3.6 PSA Progress Statuses

| PSA Progress | Done | Approved (21) |
|---|------|---|
|  Hours and Weather | |  |
|  Contractors | |  |
|  Utilities | |  |
|  Work Items | |  |
|  Attachments | |  |
|  Comments | |  |
|  Mitigation | | |
|  Submitted | | |
|  Passed QC | | |
|  Approved | | |



Indicates incomplete PSA or that section of PSA has errors



Indicates complete information for that section.

NOTE: Section that display **Gray circle** does not have any data.

8. PSA NAVIGATION

Any field highlighted or has **Red** line next to it, throughout out the PSA, refers to incomplete information or an entry error in that area to correct. **Green** indicates complete and correct information.

Examples:

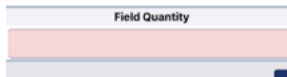


Red vertical line in the *Hour & Weather* icon deNOTEs outstanding errors or missing information in the required field.



View Errors

Tapping on 'View Errors' display the existing errors in this section.



Any fields in the **Work Item** section displayed in red indicate that they are required.



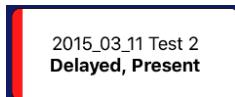
Indicates complete information for that section.

Status of pill box and colors:

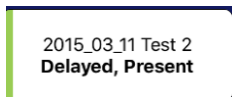


The screenshot displays the PSA v5.2 SYST mobile application interface. At the top, the status bar shows the time (1:49 PM), date (Wed Jan 20), and battery level (12%). The app header includes the title 'PSA v5.2 SYST' and the project name 'Project Site Activity - 01/12/2021 - Draft'. The left sidebar contains navigation icons for Hours & Weather, General Comments, Contractor, Utilities, Mitigation, Work Items, Files, and Summary. The main content area is divided into several sections:

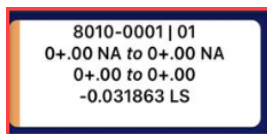
- Hours & Weather:** Two pill boxes are shown. The first pill box is red and contains the text '8010-0001 | 01 0+00 NA to 0+00 NA 0+00 to 0+00 -0.031863 LS'. The second pill box is yellow and contains the text '8010-0001 | 01 0+00 NA to 0+00 NA 0+00 to 0+00 -0.004998 LS'.
- Actual Location:** A dropdown menu showing '0+00 to 0+00'.
- ECMS Data:** A dropdown menu showing 'Tuesday, 01/12/2021'.
- Used Quantity:** A dropdown menu showing 'Tonnage Placed'.
- Remarks:** A dropdown menu showing 'COARSE AGGREGATE, NO. 57 (10010730 : Master)'.
- Reference Info:** A dropdown menu showing 'ABE48A14 - ABE Materials - Easton - (P)'.
- PS Total Field Qty:** 0.035447 3.5447 %
- PS Underrun Qty:** 0.964553 96.4553 %
- Item Total Field Qty:** 0.035447 3.5447 %
- Item Underrun Qty:** 0.964553 96.4553 %
- Wasted Quantity:** -255
- Component Item Qty:** -255
- Payable:** Yes
- Totals:** 529.001TON 6.61%LS
- Available:** 460.001TON
- Payable Quantity:** -255
- Certified Field Qty:** -453.9 TON
- No Concrete Dates Available:**
- Select The Field Qty. Entry Type:** Calculation, Enter Qty., No Qty.
- Percentage to be Paid:** -3.186289 %
- WARNING:** A yellow warning icon is displayed next to the percentage.
- PROJECT #100701:** Edenville Road Bridge
- MENU:** A button is located at the bottom right.



Red deNOTEs errors or incomplete information



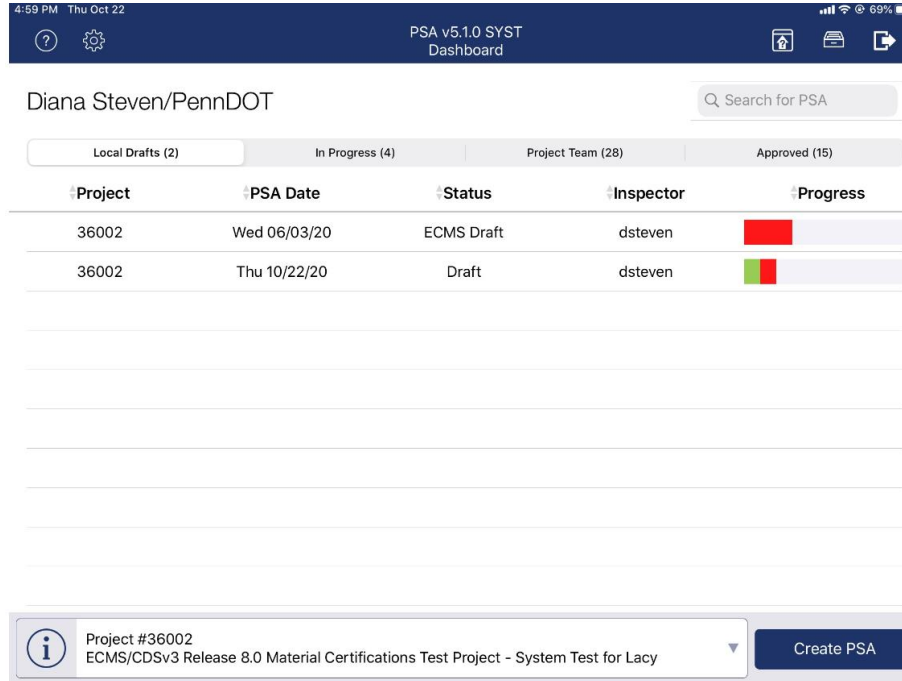
A **Green** bar will display to the left of the pill box when all is correct



An Orange line appears when Work Item Section displays a warning for users look at, this may not be a error but some information for users to be aware off.

9. CREATING A PSA

On the Dashboard, tap on the Create PSA  button to display New PSA the screen.



4:59 PM Thu Oct 22

PSA v5.1.0 SYST Dashboard

Diana Steven/PennDOT

Search for PSA

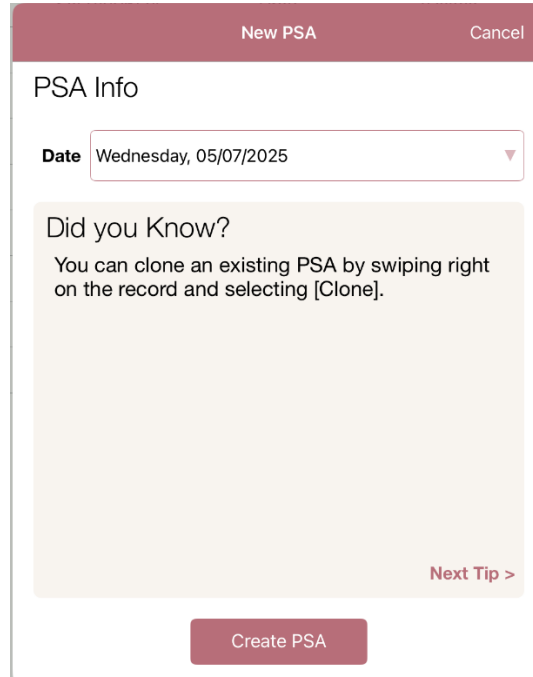
Local Drafts (2) In Progress (4) Project Team (28) Approved (15)

| Project | PSA Date | Status | Inspector | Progress |
|---------|--------------|------------|-----------|------------------------|
| 36002 | Wed 06/03/20 | ECMS Draft | dsteven | <div><div></div></div> |
| 36002 | Thu 10/22/20 | Draft | dsteven | <div><div></div></div> |

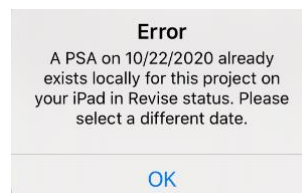
Project #36002
ECMS/CDSv3 Release 8.0 Material Certifications Test Project - System Test for Lacy

Create PSA

On the New PSA screen, users can select *Cancel* to close the window, select a different project from the Project drop down list, change PSA date, scroll through Tips, and create a New PSA.



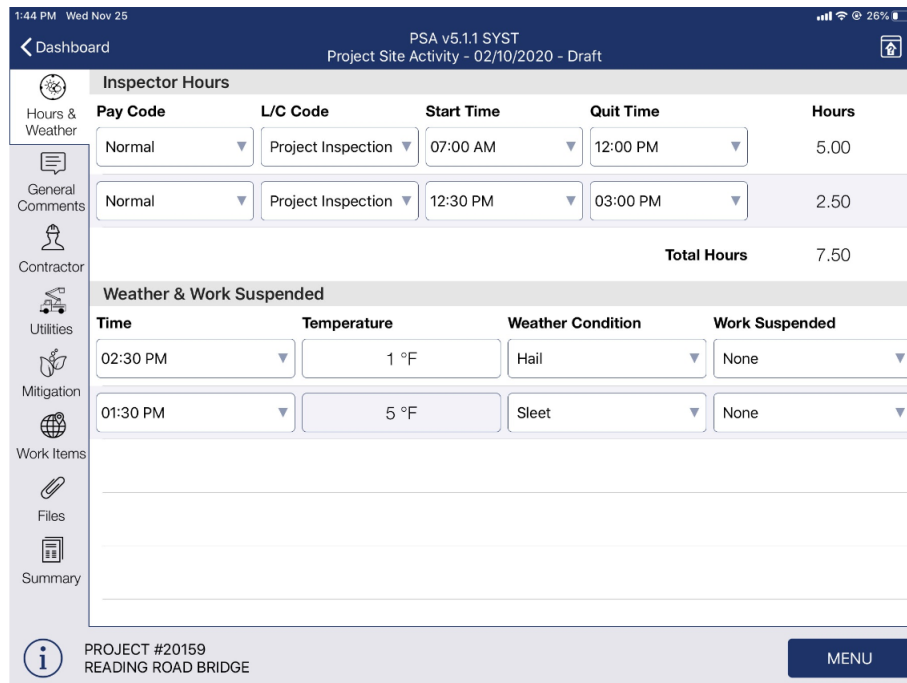
NOTE: Users cannot create 2 PSAs with the same date for the same Project. If a user tries to create a PSA with a date that already exists in ECMS or Mobile application, The following error message will display:



9.1 PROJECT SITE ACTIVITY SCREEN

The PSA dashboard is broken down into the following listed tabs:

- Hours and Weather
- Comments
- Contractor
- Utilities
- Mitigation
- Work Items
- Files
- Summary



The screenshot shows the 'Inspector Hours' section with two entries. The first entry has a 'Pay Code' of 'Normal', 'L/C Code' of 'Project Inspection', 'Start Time' of '07:00 AM', 'Quit Time' of '12:00 PM', and 'Hours' of '5.00'. The second entry has a 'Pay Code' of 'Normal', 'L/C Code' of 'Project Inspection', 'Start Time' of '12:30 PM', 'Quit Time' of '03:00 PM', and 'Hours' of '2.50'. The 'Total Hours' is '7.50'. Below this is the 'Weather & Work Suspended' section with two entries. The first entry has a 'Time' of '02:30 PM', 'Temperature' of '1 °F', 'Weather Condition' of 'Hail', and 'Work Suspended' of 'None'. The second entry has a 'Time' of '01:30 PM', 'Temperature' of '5 °F', 'Weather Condition' of 'Sleet', and 'Work Suspended' of 'None'. The bottom of the screen shows 'PROJECT #20159 READING ROAD BRIDGE' and a 'MENU' button.

| Pay Code | L/C Code | Start Time | Quit Time | Hours |
|--------------------|--------------------|------------|-----------|-------------|
| Normal | Project Inspection | 07:00 AM | 12:00 PM | 5.00 |
| Normal | Project Inspection | 12:30 PM | 03:00 PM | 2.50 |
| Total Hours | | | | 7.50 |

| Time | Temperature | Weather Condition | Work Suspended |
|----------|-------------|-------------------|----------------|
| 02:30 PM | 1 °F | Hail | None |
| 01:30 PM | 5 °F | Sleet | None |

PROJECT #20159
READING ROAD BRIDGE

MENU

9.2 HOURS & WEATHER

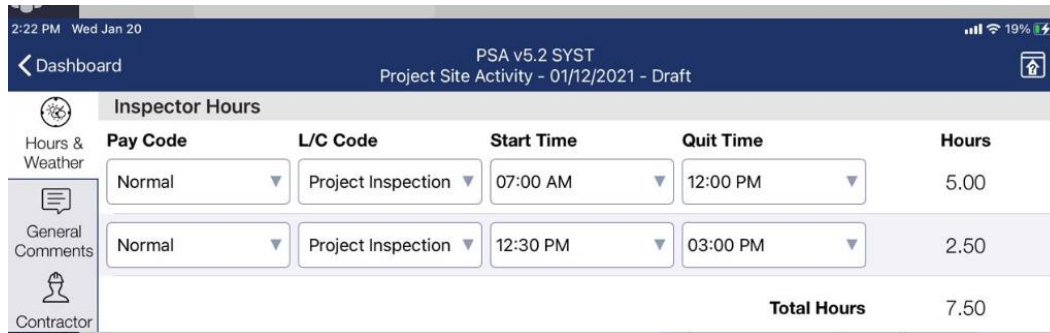
In **Hours and Weather** tab, users can enter **Inspection Hours** and **Weather& Work Suspended** conditions during the worked hours on the PSA. Two entries of **Start** and **Quit Time** on Inspection Hours per day is a required field on a PSA.

- If users have default **Start Time** and **Quit Time** set up, they will pre-populate in the **Inspection Hours** field below. Users can set up default hours from settings option of the PSA App (*refer to 5.1 DEFAULTS section of this document for instructions*).

NOTE:

9.2.1 Inspection Hours

In case default **Inspection Hours** is not set up, users can manually enter hours for the day by tapping on the **Start time** and choosing a time from the drop down.

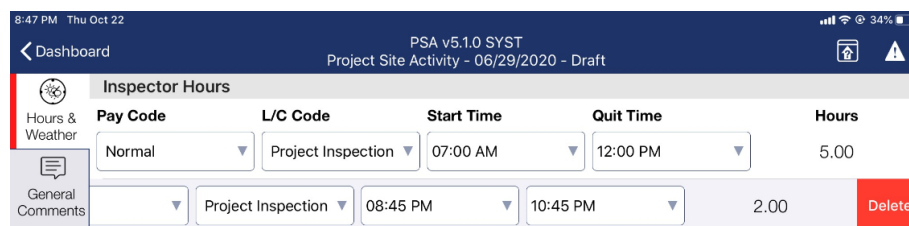


| Pay Code | L/C Code | Start Time | Quit Time | Hours |
|--------------------|--------------------|------------|-----------|-------------|
| Normal | Project Inspection | 07:00 AM | 12:00 PM | 5.00 |
| Normal | Project Inspection | 12:30 PM | 03:00 PM | 2.50 |
| Total Hours | | | | 7.50 |

NOTE:  Red vertical line in the *Hour & Weather* icon denotes outstanding errors.

9.2.2 Delete Inspector Hours

To delete an Inspector Hours entry, swipe the row from right to left to reveal a red Delete Button. Tap the Delete button to delete that row.



| Pay Code | L/C Code | Start Time | Quit Time | Hours | |
|----------|--------------------|------------|-----------|-------|---------------|
| Normal | Project Inspection | 07:00 AM | 12:00 PM | 5.00 | |
| | Project Inspection | 08:45 PM | 10:45 PM | 2.00 | Delete |

NOTE: To cancel the **Delete** option, swipe on the row from left to right or tap anywhere on the screen and the row will revert to normal.

9.2.3 Weather & Work Suspended

Required fields on **Inspection Hour** and **Weather** section are as follows:

- Time
- Temperature
- Weather Condition

| Weather & Work Suspended | | | |
|--------------------------|----------------------|----------------------|----------------|
| Time | Temperature | Weather Condition | Work Suspended |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | Partial |
| 02:15 PM | 12 °F | Partly Sunny | None |

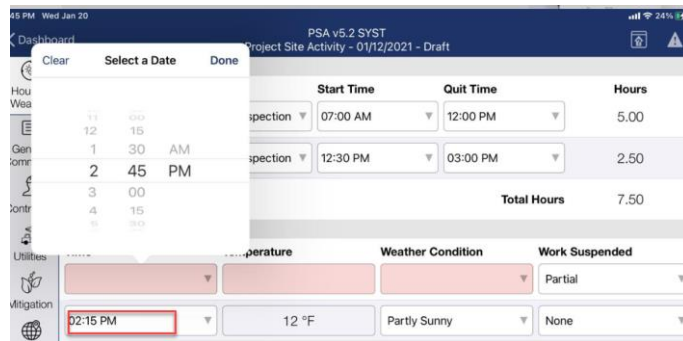
Work Suspended Drop Down

| Clear | Select Item | Done |
|---------|-------------|----------------|
| Full | 02 | Work Suspended |
| None | 01 | Partial |
| Partial | 03 | None |
| Winter | 04 | |

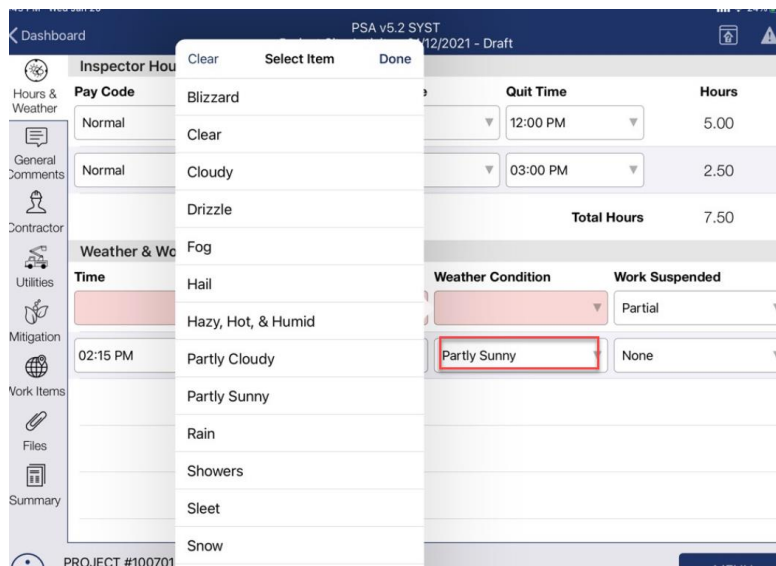
Tap Time fields to enter times temperatures were recorded.

| Inspector Hours | | | | | | |
|----------------------|----------------------|---|---|------------|----------------------|------------------|
| Pay Code | L/C Code | | | Start Time | Quit Time | Hours |
| Normal | <input type="text"/> | | | 12:00 PM | | 5.00 |
| Normal | 7 | 8 | 9 | ± | 03:00 PM | 2.50 |
| | 4 | 5 | 6 | . | | Total Hours 7.50 |
| Weather & Work Sus | | | | | | |
| Time | 1 | 2 | 3 | DEL | Weather Condition | Work Suspended |
| <input type="text"/> | 0 | | | | <input type="text"/> | Partial |
| 02:15 PM | 12 °F | | | | Partly Sunny | None |

Tap Temperature fields to enter temperatures.



Tap Weather Condition fields to select weather condition at the time temperature was taken.




NOTE: At least two Temperature entries are required per day on a PSA.

To delete a Weather & Work Suspended record, do the swipe right to left action on the record.



| Time | Temperature | Weather Condition | Work Suspended |
|----------|-------------|-------------------|----------------|
| 11:15 AM | 2 °F | Partly Cloudy | None |
| 02:15 PM | 12 °F | Partly Sunny | None |

NOTE: To view a complete list of all outstanding PSA items, grouped by section, tap the triangle  icon, on the top right corner of the screen. Below is a screenshot of the Icon on the screen and outstanding issues for the **Hours and Weather Section**.

2:53 PM Wed Jan 20

PSA v5.2 SYST
Project Site Activity - 01/12/2021 - Draft

Dashboard

Inspector Hours

| Pay Code | L/C Code | Start Time | Quit Time | Hours |
|--------------------|--------------------|------------|-----------|-------|
| Normal | Project Inspection | 07:00 AM | 12:00 PM | 5.00 |
| Normal | Project Inspection | 12:30 PM | 03:00 PM | 2.50 |
| Total Hours | | | | 7.50 |

Weather & Work Suspended

| Time | Temperature | Weather Condition | Work Suspended |
|----------|-------------|-------------------|----------------|
| 02:15 PM | 12 °F | Partly Sunny | None |

PROJECT #100701
Edenville Road Bridge

MENU

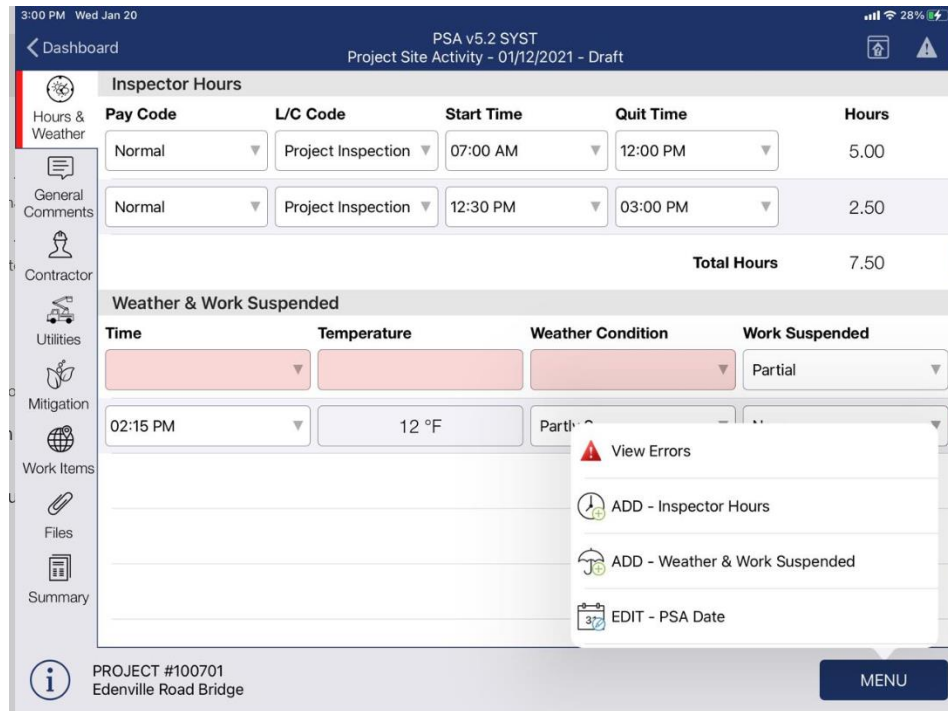
Errors **Done**

Hours & Weather

- Weather Time is required.
- Temperature is required.
- Weather Condition is required.

9.2.4 Hours and Weather Menu Button:

The **Menu** button shown below appears at the bottom of each screen on the PSA App and offers specific functionalities for *Hours and Weather*.



3:00 PM Wed Jan 20

PSA v5.2 SYST
Project Site Activity - 01/12/2021 - Draft

Inspector Hours

| Pay Code | L/C Code | Start Time | Quit Time | Hours |
|--------------------|--------------------|------------|-----------|-------------|
| Normal | Project Inspection | 07:00 AM | 12:00 PM | 5.00 |
| Normal | Project Inspection | 12:30 PM | 03:00 PM | 2.50 |
| Total Hours | | | | 7.50 |

Weather & Work Suspended

| Time | Temperature | Weather Condition | Work Suspended |
|----------|-------------|-------------------|----------------|
| 02:15 PM | 12 °F | Partly Cloudy | Partial |

View Errors

- ADD - Inspector Hours
- ADD - Weather & Work Suspended
- EDIT - PSA Date

PROJECT #100701
Edenville Road Bridge

MENU

 **View Errors**

Tapping on **View Errors** display the existing errors in this section.

 **ADD - Inspector Hours**

Tapping on **the Add Inspector Hours** adds another row to the Inspector Hours section

 **ADD - Weather & Work Suspended**

Tapping on the **Add Weather & Work Suspended** Option adds another row to the Weather & Work Suspended section.

 **EDIT - PSA Date**

Tapping on **Edit PSA Date** option brings up the PSA **Select a Date** list to change the date.

Select a Date

Done

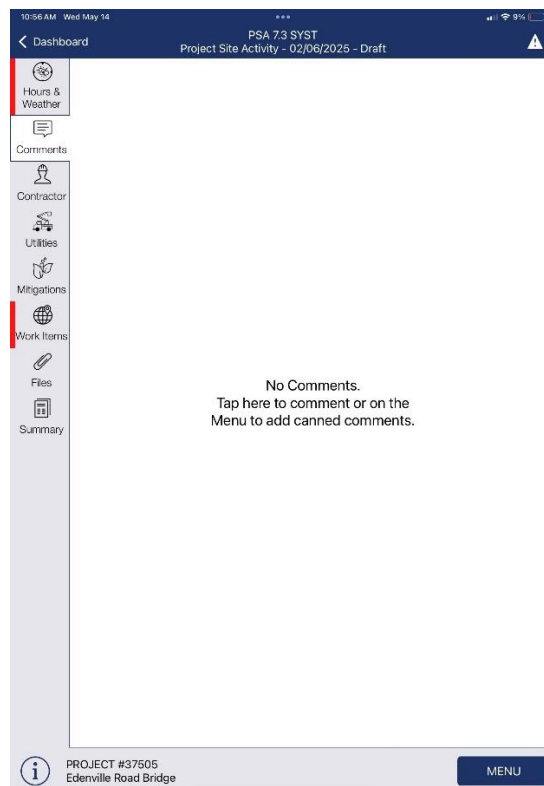
| | | |
|----------|---|------|
| November | 2 | 2017 |
| December | 3 | 2018 |
| January | 4 | 2019 |
| February | 5 | 2020 |
| March | 6 | 2021 |
| April | 7 | 2022 |
| May | 8 | 2023 |

NOTE: While editing PSA data, users are not allowed to change the date of the already existing date PSA

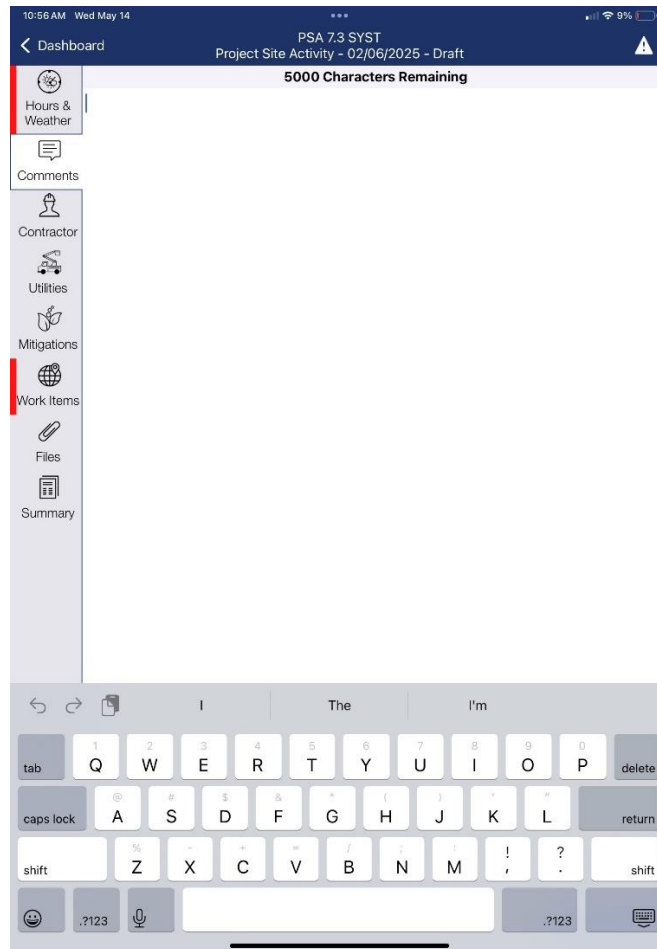
9.3 COMMENTS

From *Comments* section users can add Standard and Project Specific Canned Comments, as well as Manual/Free text comments.

Users have the ability to add new comments by tapping anywhere on '*Comments*' screen and the keyboard will display as shown above.

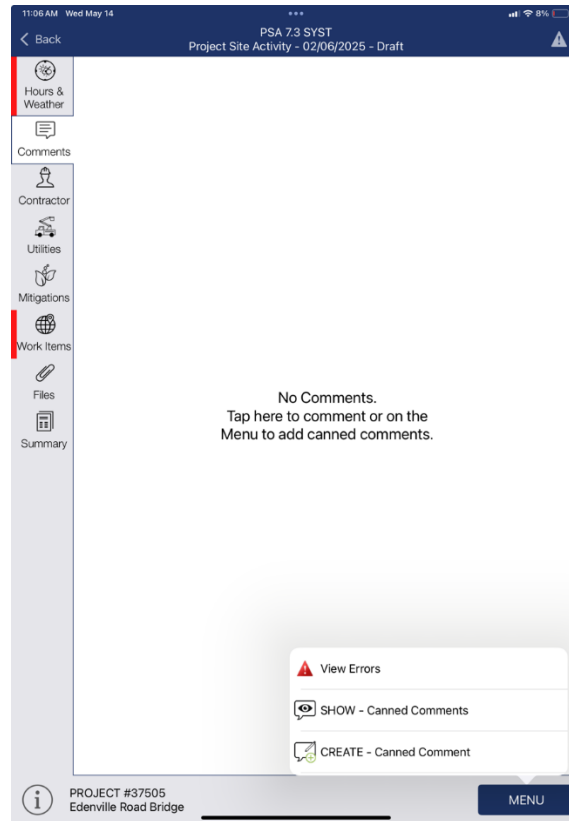


NOTE: The Comments tab has a 5000-character limit



9.3.1 Menu Button for Comments

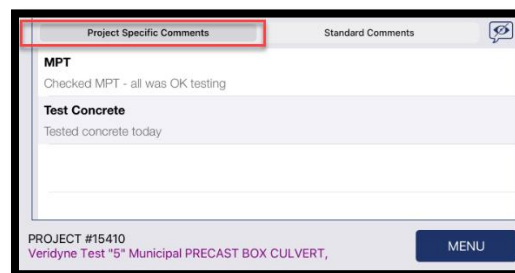
Users can tap on the Menu button to view additional options.



9.3.2 Project Specific and (Standard & Canned) Comments


Tap *Show Canned Comments* to view a list of both *Standard* and *Project Specific Comments*. Selecting a comment, from either tab, adds a blue checkmark next to the comment, and adds the comment to the General Comment area.

Project Specific Comments:



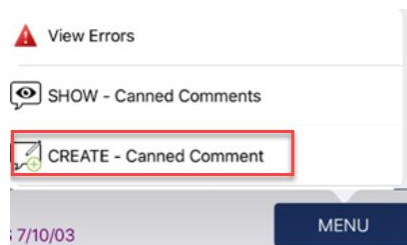
Standard comments:



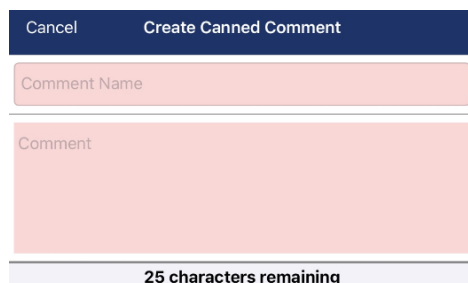
NOTE: Tapping on the eye  icon will close the menu section and return the user to Comments area.

9.3.3 Create Canned Comments

The PSA app supports creation of Canned Comments. To create a canned comment, tap the Menu button, and then the Create Canned Comment button for the following pop-up.



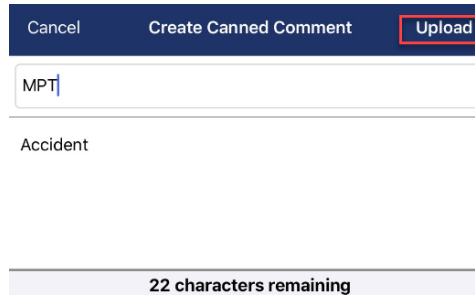
Both the Field displayed below for created Canned Comments are required for users to complete in order to successfully create a Canned Comment



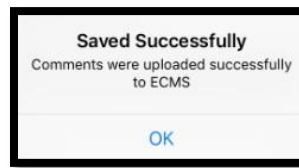
NOTE: There is a 25-character limit for the Comment Name field, and a 250-character limit for the Comment field

Once user enters their canned comments in the template mentioned above, upload option will appear in the dialogue box. Tapping on Upload will save the created Canned Comments in ECMS and will also be shown in the

canned comments area of the Mobile application.



Upon successful upload, users will see a confirmation message.



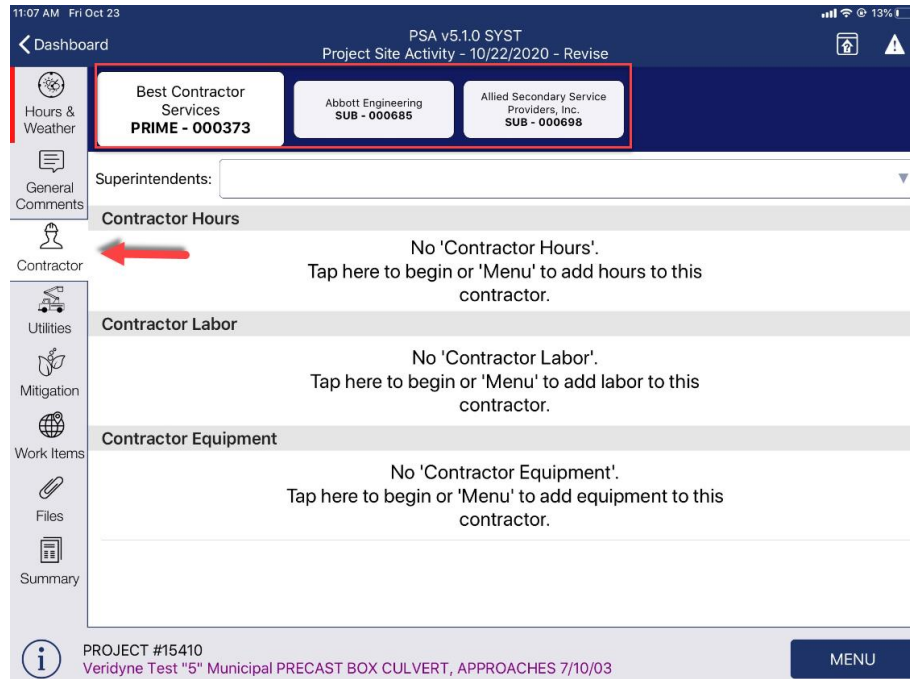
NOTE: There is a 25-character limit for the Comment Name field, and a 250-character limit for the Comment field.

9.4 CONTRACTOR

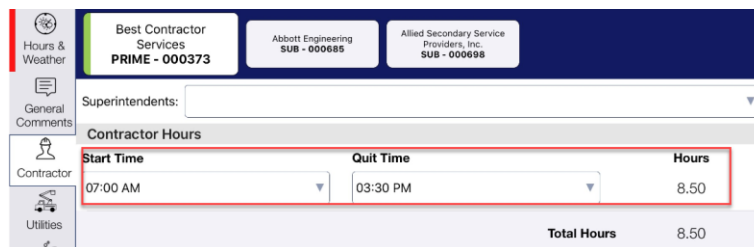
The Contractor screen will display a list of Contractors that are approved in ECMS for that project. Contractor's list will appear blank in case of no approved contractors for the project in ECMS.

Highlighted Pills in the screen below lists the approved Contractor information from ECMS.

- Tapping on a Contractor from the Pill boxes will allow user to enter hours.




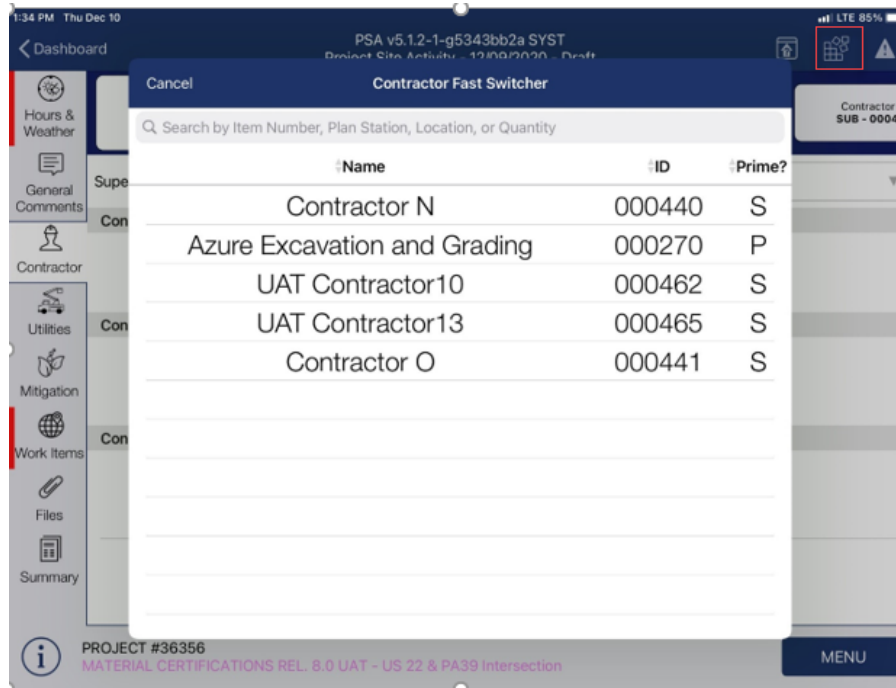
Users can set up default hours for Contractors from settings option on the PSA App (*refer to 5.1 DEFAULTS section of this document for instructions*). In case default hours is not set up, users can manually enter Contractor hours for the day.



NOTE: The Superintendents, Contractor Hours, Contractor Labor or Contractor Equipment fields cannot be populated until a Contractor is approved for the project.

9.4.1 Contractor Fast switch icon

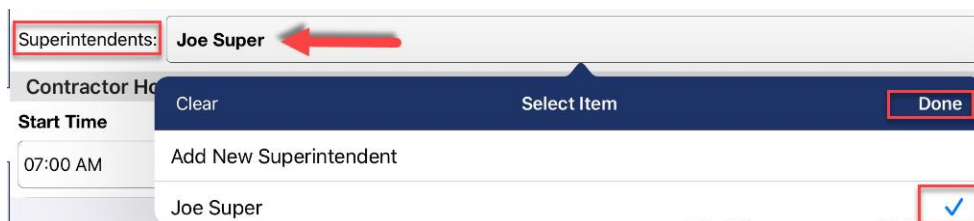
Tapping on the icon  will display the list of Contractors available for the project. Users will have the ability to search for the Contractors by entering a text or any numeric value in the **Search** field.



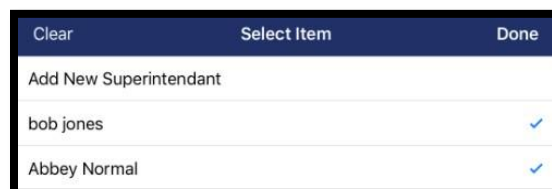
NOTE: This Icon is not available on Projects with just on contractor.

9.4.2 Superintendents

Tap on the dropdown for Superintendents to view the list of Superintendents. Selected one from the Dropdown will have a Blue check mark against it and appear in the Superintendent field.

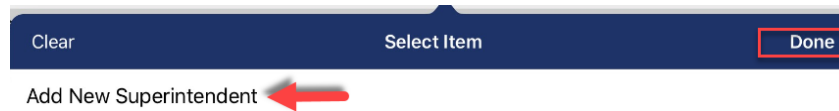


User can tap one or more rows to add multiple superintendents to the PSA. Once selected, a blue checkmark will be displayed.

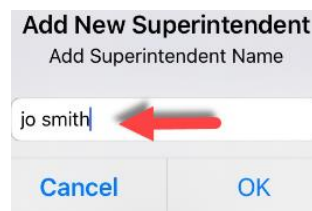


Tapping **Done** will save the Superintendent information.

Users can add a Superintendent by tapping on *Add New Superintendent* and entering the name of the Superintendent.

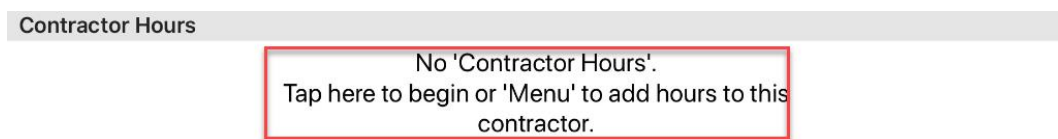


Enter a name into the field and tap the OK button, the name will display Superintendents field, with the other selected Superintendents.




9.4.3 Contractor Hours

Tap on screen shown below to add Contractor Start Time and Quit Time.



| Start Time | Quit Time | Hours |
|-------------|-----------|-------|
| 07:00 AM | 03:30 PM | 8.50 |
| Total Hours | | 8.50 |

NOTE: The Start Time and Quit Time can be auto-populated based on the default from settings area.

9.4.4 Contractor Labor

Tap on screen shown below to enter Labor information.

Contractor Labor

No 'Contractor Labor'.
Tap here to begin or 'Menu' to add labor to this contractor.

Add Labor Screen will appear for users to add Labor information.

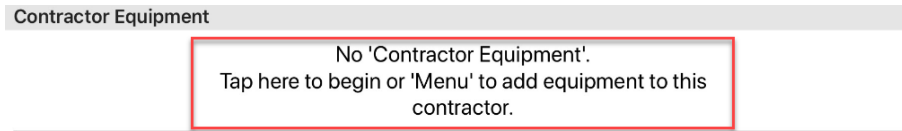
| Cancel | Add Labor | Done |
|----------------------|----------------------|----------------------|
| <input type="text"/> | | |
| STANDARD LABOR | | |
| Carpenter | <input type="text"/> | <input type="text"/> |
| Carpenter - Welder | <input type="text"/> | <input type="text"/> |
| Cement Mason | <input type="text"/> | <input type="text"/> |
| Deck Hand | <input type="text"/> | <input type="text"/> |
| Electric Lineman | <input type="text"/> | <input type="text"/> |
| Electrician | <input type="text"/> | <input type="text"/> |
| Finisher | <input type="text"/> | <input type="text"/> |
| Foreman | <input type="text"/> | <input type="text"/> |

- Tap the + or – Icons to add values to the Labor classification of choice.
- Tap the Search field to key in Labor classifications to search.
- Select Cancel to discard any changes and return to the Labor section
- Tap Done to display the results in the Labor section

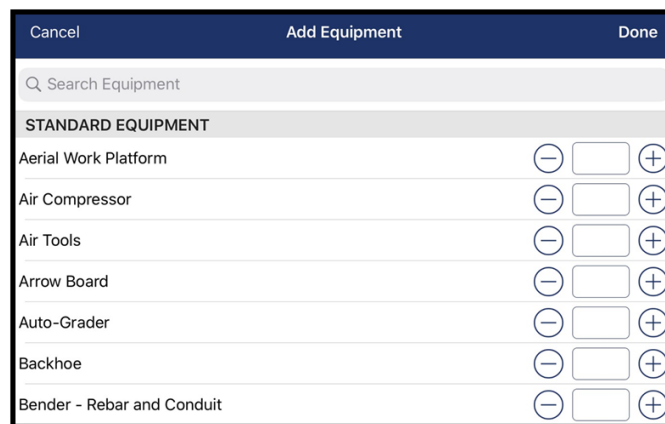
| Cancel | Add Labor | Done |
|----------------------|----------------------|----------------------|
| <input type="text"/> | | |
| STANDARD LABOR | | |
| Carpenter | <input type="text"/> | <input type="text"/> |
| Carpenter - Welder | <input type="text"/> | <input type="text"/> |

9.4.5 Contractor Equipment

Tap on screen shown below to enter Equipment information.



Add Labor Screen will appear for users to add Labor information.



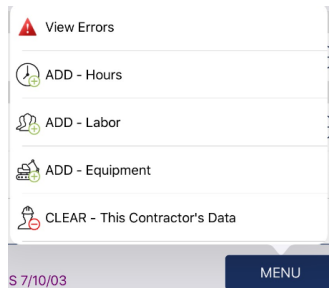
| Cancel | Add Equipment | Done |
|----------------------------|---------------|------|
| Q Search Equipment | | |
| STANDARD EQUIPMENT | | |
| Aerial Work Platform | − [] + | |
| Air Compressor | − [] + | |
| Air Tools | − [] + | |
| Arrow Board | − [] + | |
| Auto-Grader | − [] + | |
| Backhoe | − [] + | |
| Bender - Rebar and Conduit | − [] + | |

- Tap on the + or − Icons to add values to the Equipment of choice.
- Tap the Search field to key in Equipment to search.
- Select Cancel to discard any changes and return to the Equipment section
- Tap Done to display the results in the Equipment section




| Cancel | Add Equipment | Done |
|----------------------|---------------|------|
| Q Search Equipment | | |
| STANDARD EQUIPMENT | | |
| Aerial Work Platform | − 2 + | |
| Air Compressor | − 1 + | |

Tap **Menu** for the following options.



View Errors displays all sections that needs attention. The Add Hours, Add Labor, and Add Equipment provide the same functionality as described above.

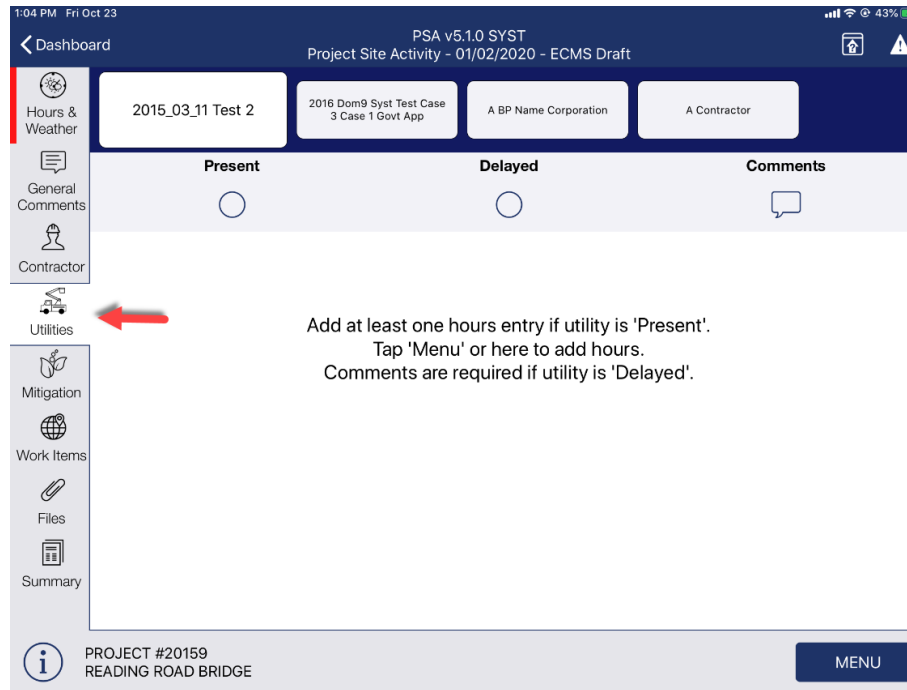
To delete all data associated with this Contractor, tap on the  Button and the following confirmation pop-up window will display



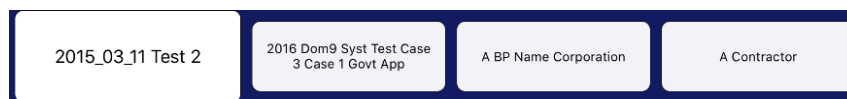
NOTE: Tapping **Yes** will clear all data for the contractor.

9.5 UTILITIES

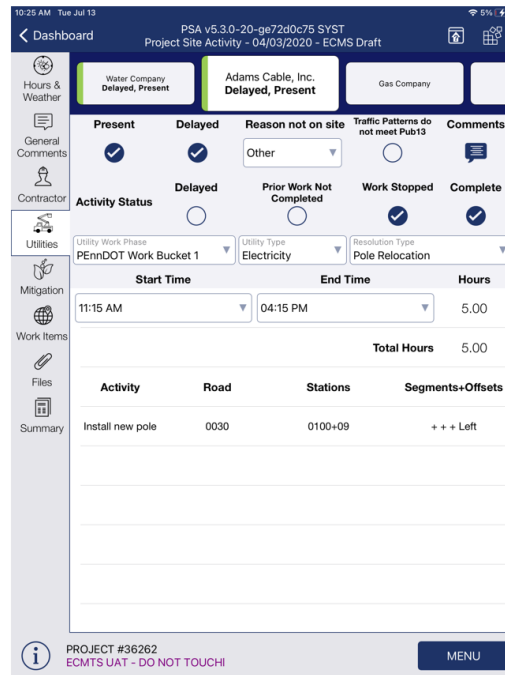
Tap the *Utilities* tab to view the Utilities that can be added to the PSA.



Tap on the Pill boxes to add more *Utilities* information.



For Projects that are currently in URMS Construction status the screen appears as below:



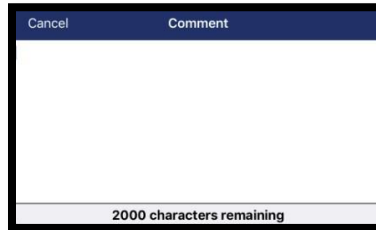
The screenshot shows the PSA Mobile Application Dashboard. At the top, it displays the time (10:25 AM, Tue Jul 13) and the project name (PSA v5.3.0-20-ge72d0c75 SYST). Below this, there are tabs for 'Water Company', 'Adams Cable, Inc.', and 'Gas Company'. The 'Adams Cable, Inc.' tab is selected, showing 'Delayed, Present'. The dashboard includes sections for 'Present', 'Delayed', 'Reason not on site', 'Traffic Patterns do not meet Pub13', and 'Comments'. The 'Delayed' section has a checkbox that is checked. The 'Comments' section has a text input field. Below these sections, there are fields for 'Utility Work Phase' (PEEnDOT Work Bucket 1), 'Utility Type' (Electricity), and 'Resolution Type' (Pole Relocation). There are also fields for 'Start Time' (11:15 AM), 'End Time' (04:15 PM), and 'Hours' (5.00). A 'Total Hours' section shows 5.00. At the bottom, there is a table with columns 'Activity', 'Road', 'Stations', and 'Segments+Offsets'. The first row shows 'Install new pole', '0030', '0100+09', and '++ + Left'. A footer bar contains 'PROJECT #36262', 'ECMTS UAT - DO NOT TOUCH!', and a 'MENU' button.

If a Utility is delayed, tap on the *Delayed* Checkbox and Comments will become required.



This close-up shows the 'Delayed' checkbox, which is checked with a blue checkmark. To its right is the 'Comments' field, which is highlighted with a red asterisk icon, indicating it is a required field.

Tap on the comments  icon to enter comments.



A dialog box titled "Comment" with a "Cancel" button at the top left. It contains a large text input area. At the bottom, it says "2000 characters remaining".

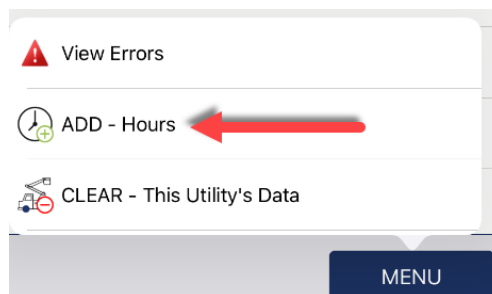
To add Hours, tap on the middle of the screen or tap on the Menu button

Add at least one hours entry if utility is 'Present'.
Tap 'Menu' to add hours.
Comments are required if utility is 'Delayed'.

Start Time and End Time are required.

| Start Time | End Time | Hours |
|----------------------|----------------------|-------|
| <input type="text"/> | <input type="text"/> | 0.00 |
| Total Hours | | 0.00 |

Users can also tap on the Menu button to add hours.



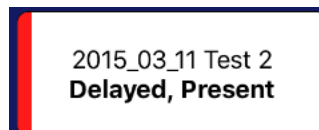
A menu dialog box with three options: "View Errors" (with a red warning triangle icon), "ADD - Hours" (with a clock icon and a red arrow pointing to it), and "CLEAR - This Utility's Data" (with a trash can icon). At the bottom right is a blue button labeled "MENU".

- To delete all data for this Utility, tap *the Clear This Utility's Data* button in Menu and all data for this Utility will be removed.
- Tap on View Errors to view all Errors.
- To delete an individual time entry swipe right to left on a row to reveal the red Delete button.

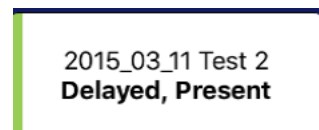
| Start Time | End Time | Hours | |
|------------|----------|--------------------|--------|
| vi | 02:00 PM | 1.00 | Delete |
| | | Total Hours | 1.00 |

Status of pill box and colors:

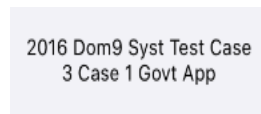
If the Utility has any errors a red bar will display on the left side of the Utility pill box.



A green bar will display to the left of the Utility pill box when all is correct



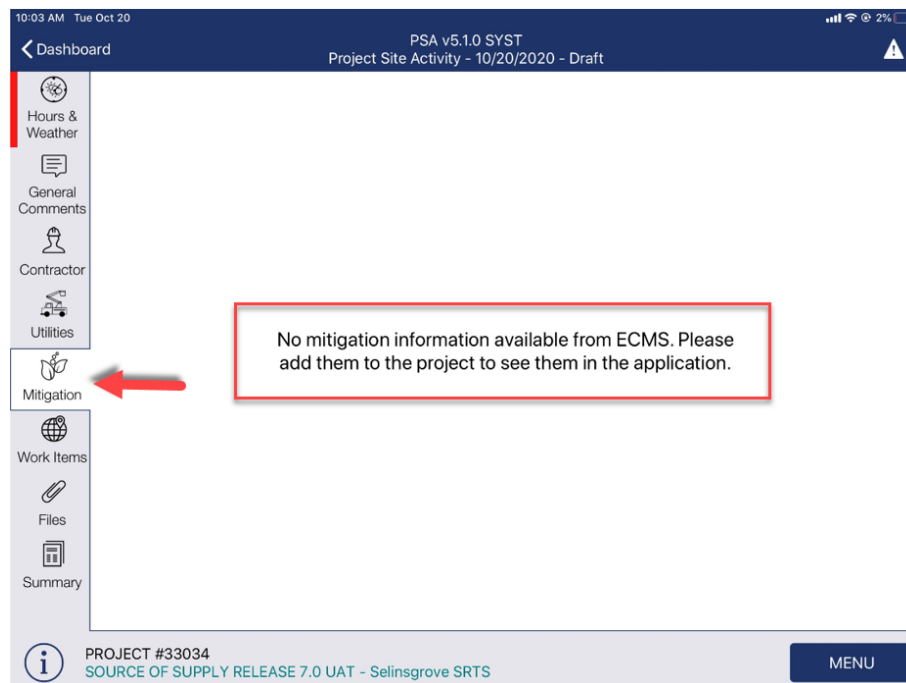
If a Utility is not being used on the PSA, there will be no bar and the whole pill box will display white as shown below.



9.6 MITIGATION

Mitigation (ECMTS) section was introduced in PSA Mobile application in February 2020. This is in place for Inspectors to capture inspection activities along with materials, equipment used, and other project related information. The mobile application displays a list of all mitigation commitments. Inspector selects a mitigation activity and records any observations related to that mitigation item during the current workday and submits the information to ECMS.

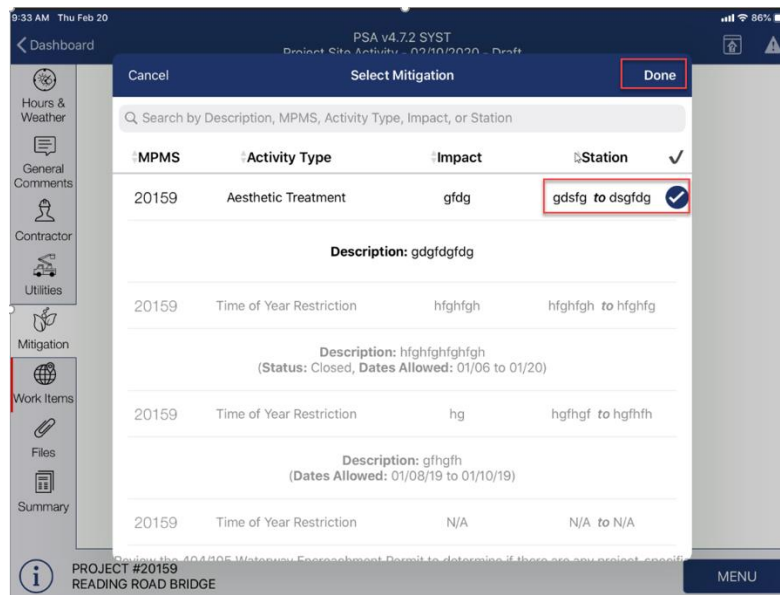
Mitigation information needs to be added in ECMS for the project in order to show up in the Mitigation section on the Mobile app. In case the information is not added in ECMS, user will see the message shown below.



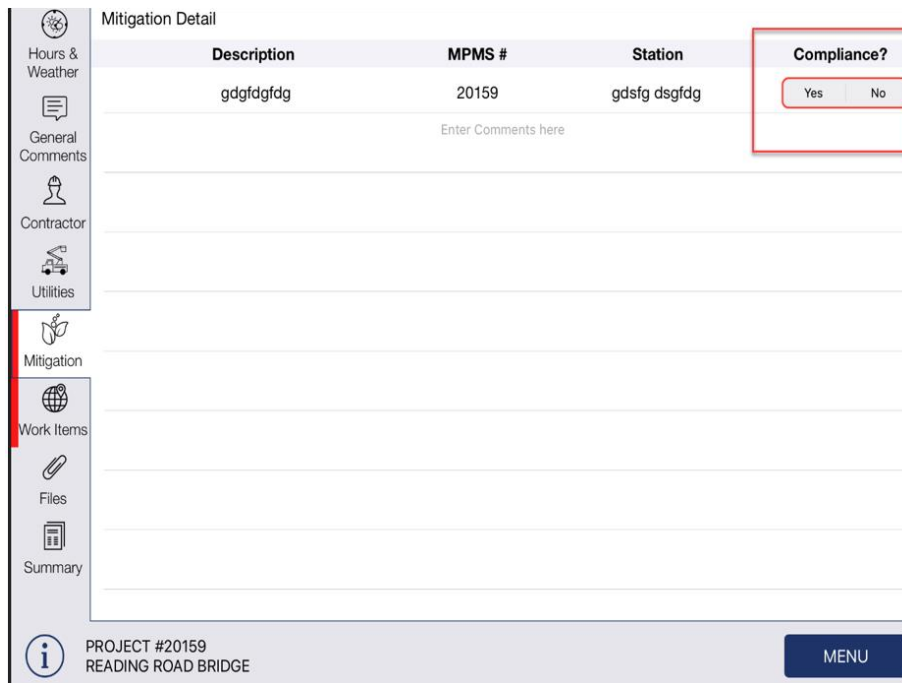
Once Mitigation information is added to the project in ECMS, users can tap on the screen below to add Mitigation activity.



All Mitigation activities for the chosen Project will appear in the screen below. User will have the ability to only select Active mitigation activities.



Users will require to select **Yes** or **No** for the Compliance Question.



| Description | MPMS # | Station | Compliance? |
|---------------------|--------|--------------|-------------|
| gdgfdgfdg | 20159 | gdsfg dsfgdg | Yes No |
| Enter Comments here | | | |

PROJECT #20159
READING ROAD BRIDGE

MENU

In case a user selects **NO** to the above Compliance question, Comments section will become required.

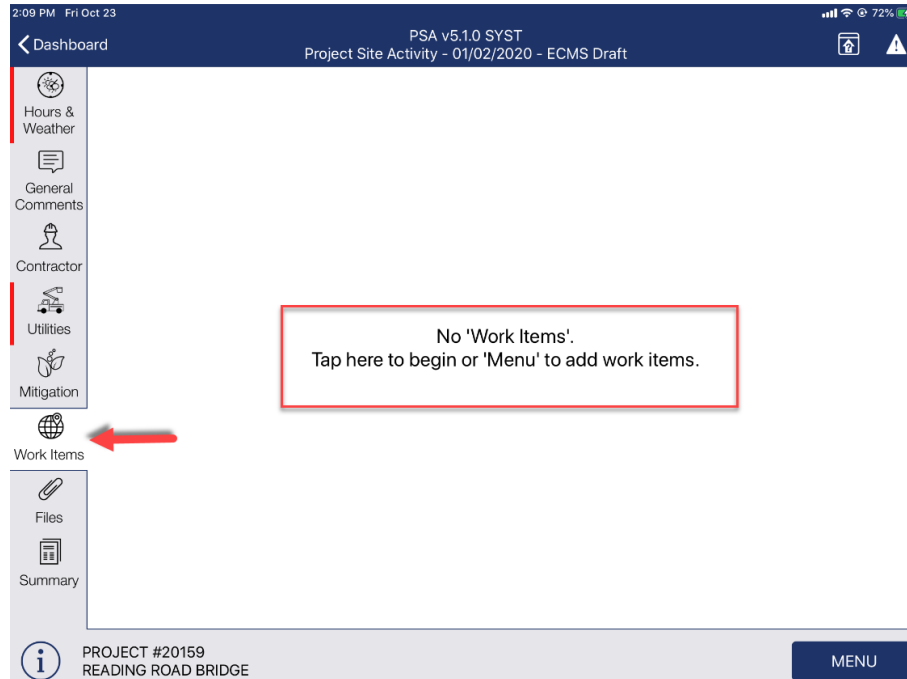


| Description | MPMS # | Station | Compliance? |
|---|--------|--------------|-------------|
| gdgfdgfdg | 20159 | gdsfg dsfgdg | Yes No |
| Comments are required Tap here to begin entering | | | |

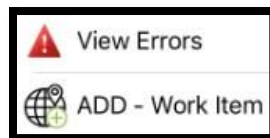
NOTE: Comments will remain as an optional field if a user selects **Yes** to the compliance question.

9.7 WORK ITEMS

Tap on the Work Items tab to add Work Items for the PSA.

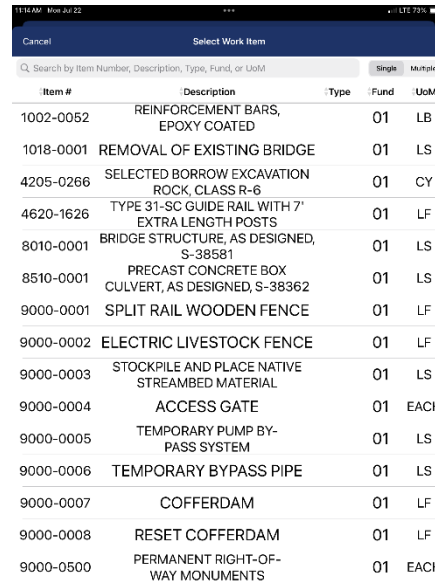


Tap on the Menu button to display the following options.



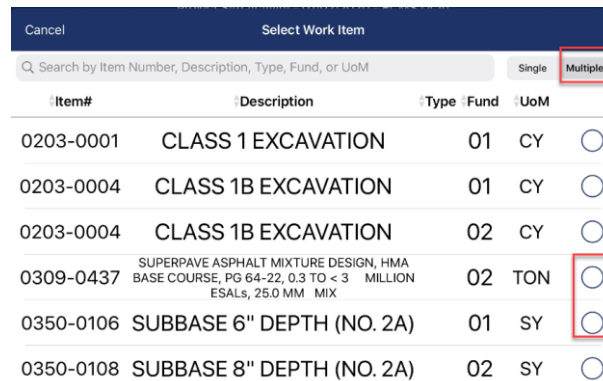
9.7.1 Add – Work Item

Tap the *Add - Work Item* in Menu to display a complete list of project specific work items. Users can select one or multiple work items to the PSA at a time.



| Item # | Description | Type | Fund | UoM |
|-----------|--|------|------|-----|
| 1002-0052 | REINFORCEMENT BARS, EPOXY COATED | 01 | LB | |
| 1018-0001 | REMOVAL OF EXISTING BRIDGE | 01 | LS | |
| 4205-0266 | SELECTED BORROW EXCAVATION ROCK, CLASS R-6 | 01 | CY | |
| 4620-1626 | TYPE 31-SC GUIDE RAIL WITH 7' EXTRA LENGTH POSTS | 01 | LF | |
| 8010-0001 | BRIDGE STRUCTURE, AS DESIGNED, S-38581 | 01 | LS | |
| 8510-0001 | PRECAST CONCRETE BOX CULVERT, AS DESIGNED, S-38362 | 01 | LS | |
| 9000-0001 | SPLIT RAIL WOODEN FENCE | 01 | LF | |
| 9000-0002 | ELECTRIC LIVESTOCK FENCE | 01 | LF | |
| 9000-0003 | STOCKPILE AND PLACE NATIVE STREAMBED MATERIAL | 01 | LS | |
| 9000-0004 | ACCESS GATE | 01 | EACH | |
| 9000-0005 | TEMPORARY PUMP BY-PASS SYSTEM | 01 | LS | |
| 9000-0006 | TEMPORARY BYPASS PIPE | 01 | LS | |
| 9000-0007 | COFFERDAM | 01 | LF | |
| 9000-0008 | RESET COFFERDAM | 01 | LF | |
| 9000-0500 | PERMANENT RIGHT-OF-WAY MONUMENTS | 01 | EACH | |

Users can add several items at once, by placing a checkmark in the circle of each work item being added to the PSA.



| Item# | Description | Type | Fund | UoM |
|-----------|--|------|------|-----------------------|
| 0203-0001 | CLASS 1 EXCAVATION | 01 | CY | <input type="radio"/> |
| 0203-0004 | CLASS 1B EXCAVATION | 01 | CY | <input type="radio"/> |
| 0203-0004 | CLASS 1B EXCAVATION | 02 | CY | <input type="radio"/> |
| 0309-0437 | SUPERPAVE ASPHALT MIXTURE DESIGN, HMA BASE COURSE, PG 64-22, 0.3 TO < 3 MILLION ESALS, 25.0 MM MIX | 02 | TON | <input type="radio"/> |
| 0350-0106 | SUBBASE 6" DEPTH (NO. 2A) | 01 | SY | <input type="radio"/> |
| 0350-0108 | SUBBASE 8" DEPTH (NO. 2A) | 02 | SY | <input type="radio"/> |

If a single Work Item is selected, the app will navigate the users to the Select Plan Station screen.

- Tap the desired Plan Station row to display the Enter Actual Location screen
- Tap the desired Plan Station row to display the Enter Actual Location screen

< Select Work Item
Select Plan Station (Item# 0203-0004)

Search by SR, Sect, ID, Location, Remark, Ramp, or Side Road

| SR/SECT/ID | Location/Remark | Ramp | Side Road | Status |
|------------|---|------|-----------|--------------|
| 0065/--/-- | 125+90.00 LT to 3+32.75 RT SR 1032 ROADWAY | | 1032 | Not Complete |

NOTE: To exit the Select Plan Station screen tap on Select Work Item  , in the upper left corner.

Enter Actual Location

- Enter the start station in the *Location From* field (required) and direction information in the *Direction* field (options)
- Enter the end station in the *Location To* field (optional) and direction information in the *Direction* field (options).
- Tap Done when complete.

< Select Location (Item# 8010-0001)
Enter Actual Location

Same as Work Item Location? ☒

Location From

Direction From

Location To

Direction To

Work Item


| Item # | Type | Fund | UoM | Description |
|-----------|------|------|-----|--|
| 8010-0001 | | 01 | LS | BRIDGE STRUCTURE, AS DESIGNED, S-38581 |

Work Item Location

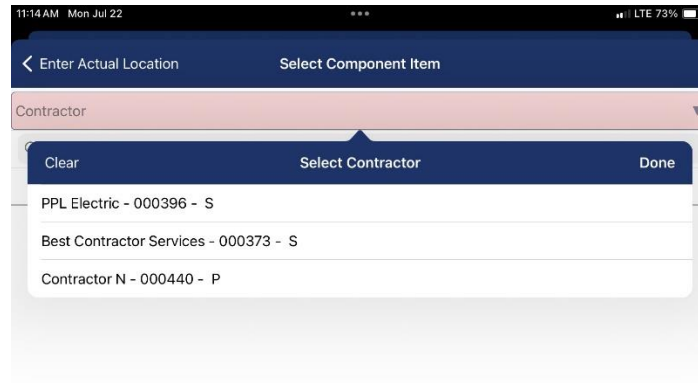
| SR | Sect | Side Road | Ramp | Location Start | Direction | Begin Side |
|------|------|-----------|------|----------------|-----------|------------|
| 0477 | 0 | | | 0 | | |

| Entire Project | Type | ID | Location End | Direction | End Side |
|----------------|------|----|--------------|-----------|----------|
| N | STA | | | | |

Remarks

NOTE: Select the Same as Plan Station  option if the work being performed includes the entire Plan Station. Otherwise, enter the actual start station in the *Location From* field and actual end station in the *Location To* field.

For 8xxx work items an additional screen has been added to display component Items:



Please select contractor to populate the list of
component sequence

11:14 AM Mon Jul 22 LTE 73%

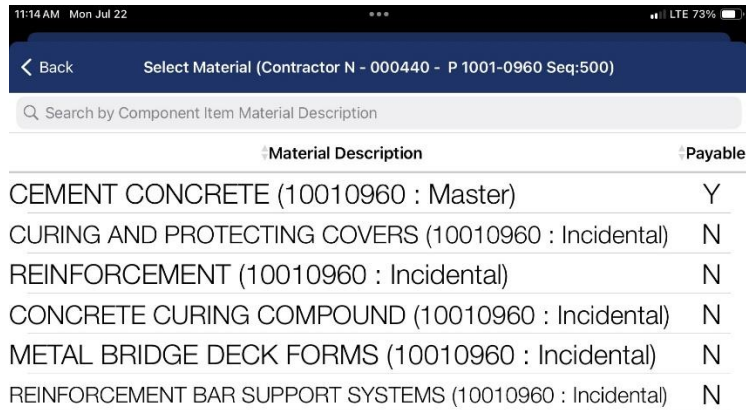
< Enter Actual Location Select Component Item

Contractor
Contractor N - 000440 - P

Search by Component Item Description

| Seq | CI | CI Description |
|------|-----------|---|
| 100 | 0204-0100 | CLASS 3 EXCAVATION |
| 200 | - | Elastomer Membrane Waterproofing System Installed on Other Surfaces |
| 300 | 0680-0121 | MEMBRANE WATERPROOFING SYSTEM INSTALLED ON OTHER SURFACES |
| 400 | 0703-0025 | NO. 57 COARSE AGGREGATE |
| 500 | 1001-0960 | CLASS AAP CEMENT CONCRETE |
| 600 | 1001-0001 | CLASS AA CEMENT CONCRETE |
| 700 | 1001-0010 | CLASS A CEMENT CONCRETE |
| 800 | 1001-0730 | SELECTED BORROW EXCAVATION, STRUCTURE BACKFILL |
| 900 | 1080-0431 | PRESTRESSED CONCRETE SPREAD BOX BEAMS, 48" X 17" |
| 1000 | 1001-0611 | 6" STRUCTURE FOUNDATION DRAIN |

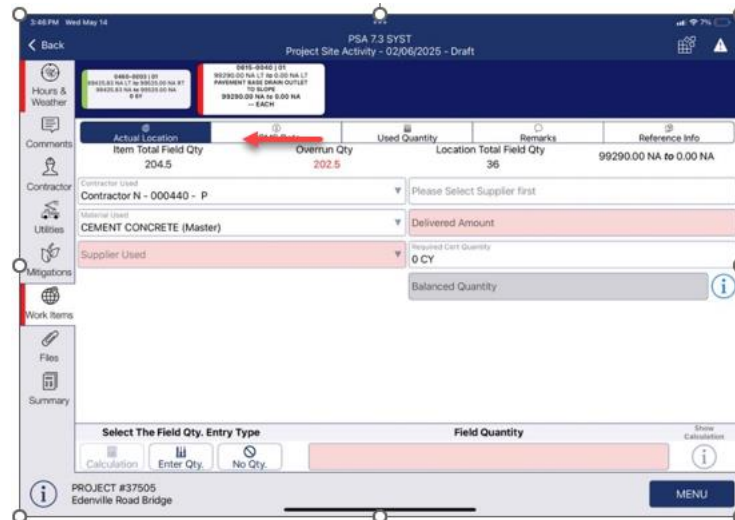
Materials available in a selected sequence (500 in this case)



| Material Description | Payable |
|---|---------|
| CEMENT CONCRETE (10010960 : Master) | Y |
| CURING AND PROTECTING COVERS (10010960 : Incidental) | N |
| REINFORCEMENT (10010960 : Incidental) | N |
| CONCRETE CURING COMPOUND (10010960 : Incidental) | N |
| METAL BRIDGE DECK FORMS (10010960 : Incidental) | N |
| REINFORCEMENT BAR SUPPORT SYSTEMS (10010960 : Incidental) | N |

9.7.2 Actual Location

Actual Location tab will display all details of the work item, fields that are not applicable for the work item will be greyed out.



PSA 7.3 SYST
Project Site Activity - 02/06/2025 - Draft

Actual Location

| Item | Total Field Qty | Overrun Qty | Used Quantity | Location Total Field Qty | Remarks | Reference Info |
|-------|-----------------|-------------|---------------|--------------------------|---------|----------------|
| 204.5 | 204.5 | 202.5 | 36 | 99290.00 NA to 0.00 NA | | |

Contractor Used: Contractor N - 000440 - P

Material Used: CEMENT CONCRETE (Master)

Supplier Used: 0 CY

Balanced Quantity

Select The Field Qty, Entry Type

Field Quantity

PROJECT #37505
Edenville Road Bridge

MENU

9.7.3 ECMS Data

The ECMS Data tab displays the Category of the material type and details of the material selected with its status. This is a reference section for Users to look up for information that is saved for this PSA in ECMS.



PSA v5.1.0 SYST
Project Site Activity - 01/02/2020 - ECMS Draft

0203-0001 | 01
179+87.00 LT to 181+87.00 RT
SR 0065 ROADWAY
179+87.00 LT to 181+87.00 RT
-- CY

Actual Location | **ECMS Data** | Used Quantity | Remarks | Reference Info

ECMS Work Item
0203-0001 | 01

ECMS Plan Station
CLASS 1 EXCAVATION

Status
Not Complete | Complete | Final Measured

Current Qty: 1.000000
Original Qty: 1.000000
Used Qty: 1.000000
Available Qty: 0.000000
Pending WO Qty: 0.000000
UOM: CY

SR/Sect or Side Rd: 1032
Plan Station: Entire to Location
Ramp/ID: --/--
Remarks: SR 0065 ROADWAY
Location Qty: 210.000000
Material Type: Master Category: Conversion Factor: 1.42x

Select The Field Qty. Entry Type
Calculation | Enter Qty. | No Qty.

Field Quantity
[Redacted]

PROJECT #20159
READING ROAD BRIDGE

MENU

9.7.4 Used Quantity

Used Quantity tab displays Date, name of the inspectors, Actual location Field Qty and comments and NOTES of the inspector.



| Date | Inspector | Actual Location | Field Qty | Notes |
|----------|------------------|-----------------|-----------|-------|
| 08/27/20 | Mike Lentz | Entire Project | -12.00 | |
| 08/27/20 | Diana Steven | Entire Project | 12.00 | |
| 08/27/20 | Diana Steven | Entire Project | Test | |
| 08/26/20 | Dottie Inspector | Entire Project | -3.00 | |
| 08/25/20 | Dottie Inspector | Entire Project | 250.00 | |
| 07/13/20 | Dottie Inspector | Entire Project | 50.00 | |

Select The Field Qty. Entry Type
Calculation | Enter Qty. | No Qty.

Field Quantity
-12 LF

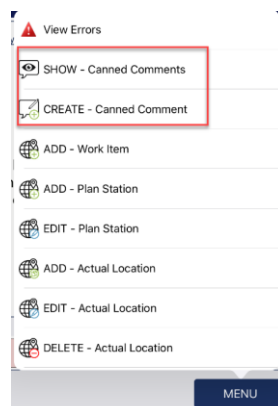
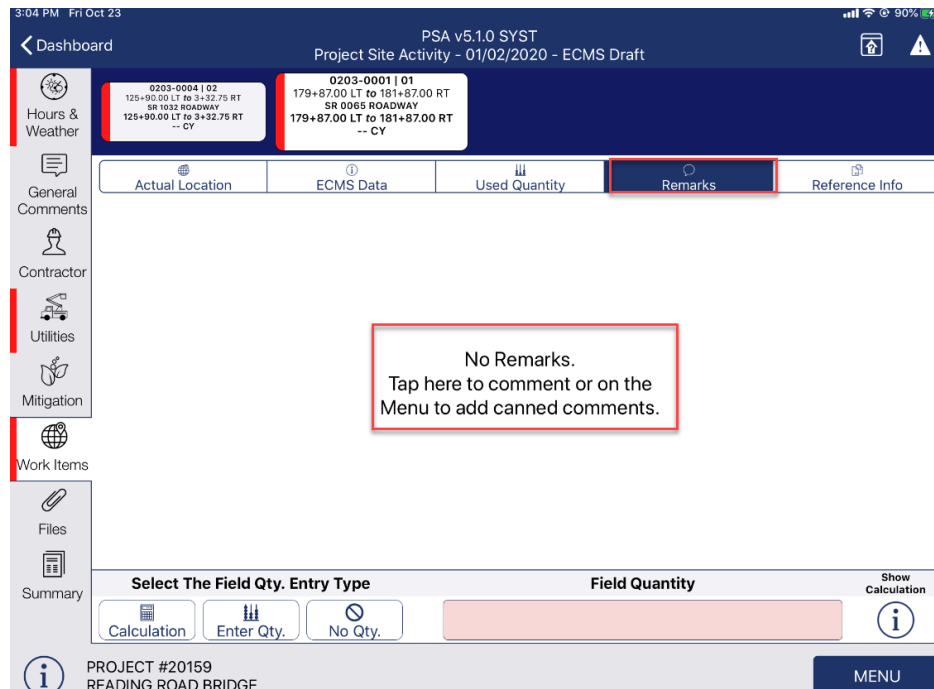
PROJECT #36356
MATERIAL CERTIFICATIONS REL. 8.0 UAT - US 22 & PA39 Intersection

MENU

9.7.5 Remarks

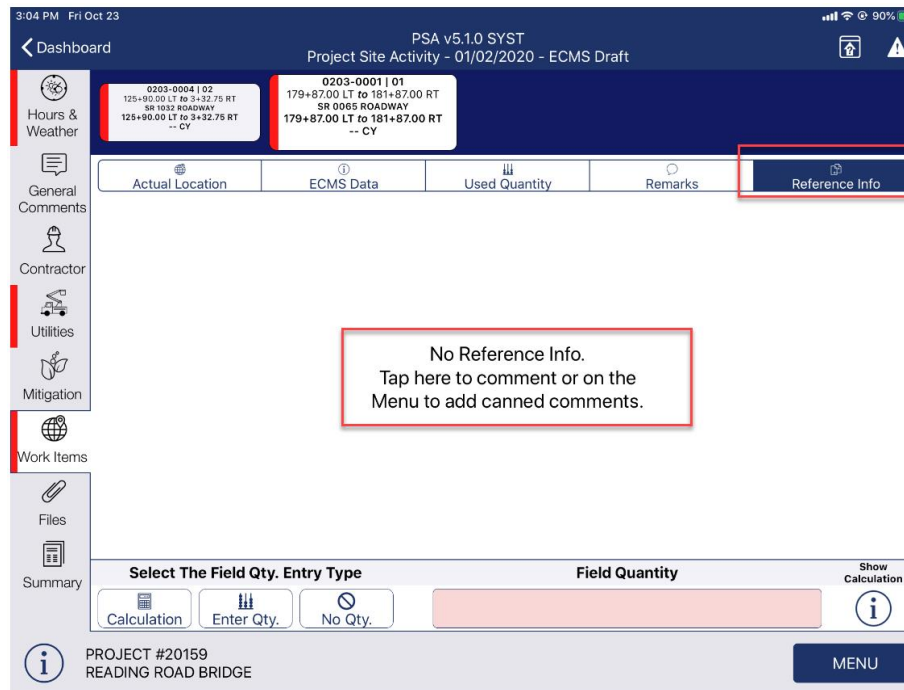
The Remarks tab will allow inspectors to add any Remarks or any canned comments that are specific to the work item of the PSA.

Menu options will allow users to create a Canned Comment or select a Project Specific Comment. (Refer to the General comment section of this document)



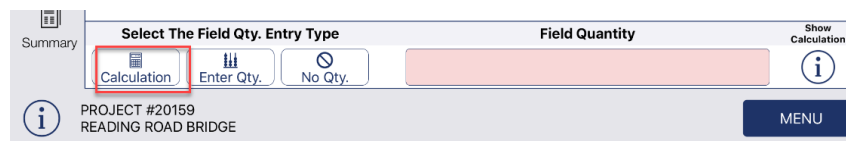
9.7.6 Reference Info tab

User can store supporting records, such as computations, test results, photos, etc., in Reference Info tab.

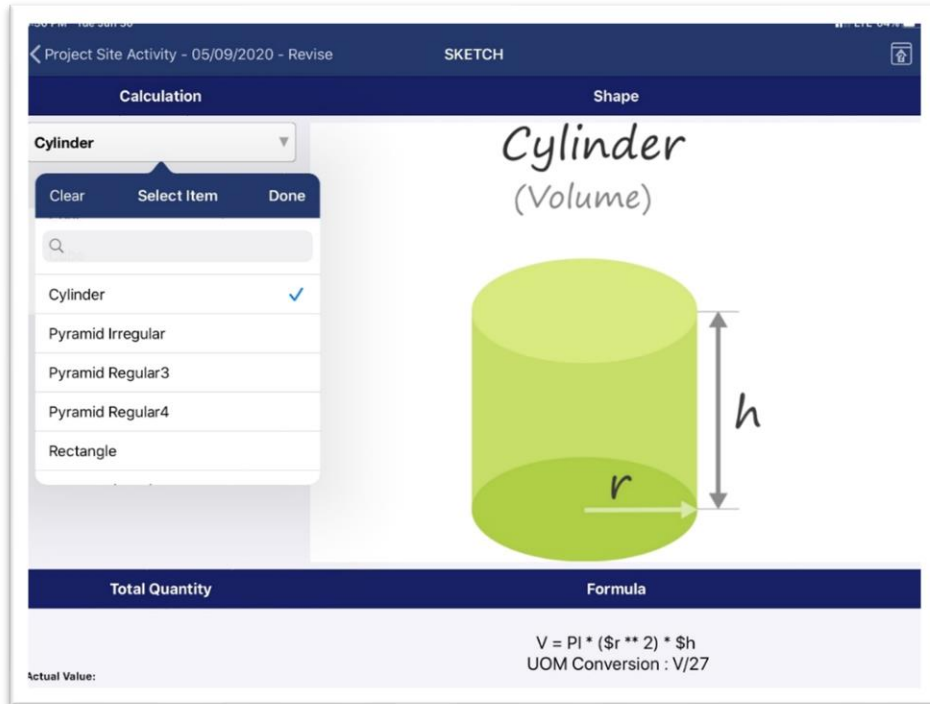


9.7.7 Show Calculation

The Calculation button is a predefined list of item specific shapes with mathematical formulas to automatically compute field quantity for payment.



Upon tapping the Calculation button, the screen below will appear with a drop down to choose a shape for calculation and displays Total Quantity and formula.



Project Site Activity - 05/09/2020 - Revise SKETCH

Calculation Shape

Cylinder

Clear Select Item Done

Cylinder ✓

Pyramid Irregular

Pyramid Regular3

Pyramid Regular4

Rectangle

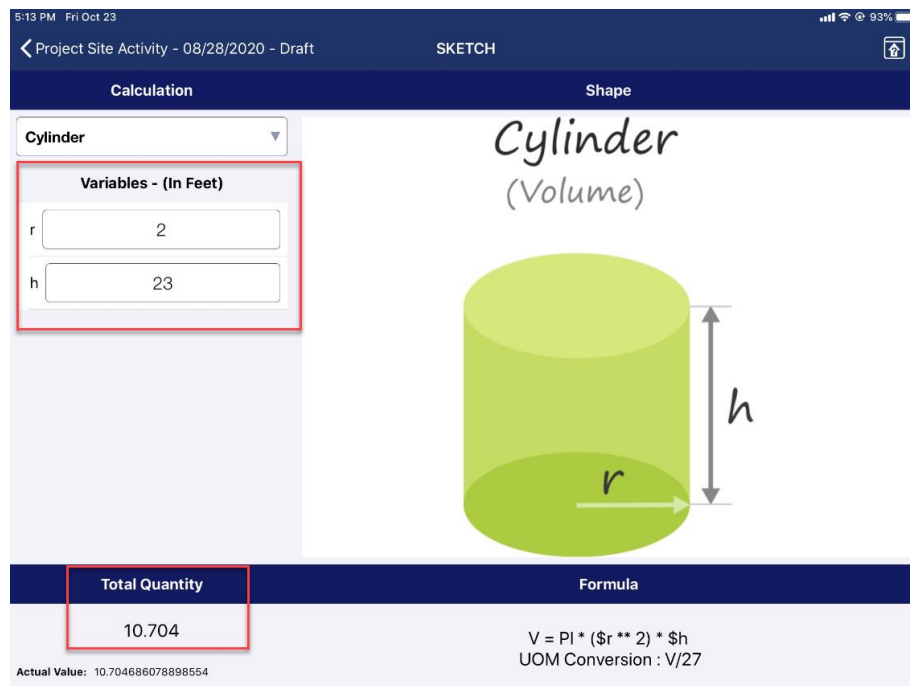
Cylinder (Volume)

Diagram of a cylinder with radius r and height h .

Total Quantity Formula

Actual Value:

$V = PI * (r ** 2) * h$
UOM Conversion : V/27



5:13 PM Fri Oct 23 Project Site Activity - 08/28/2020 - Draft SKETCH

Calculation Shape

Cylinder

Variables - (In Feet)

r 2

h 23

Cylinder (Volume)

Diagram of a cylinder with radius r and height h .

Total Quantity Formula

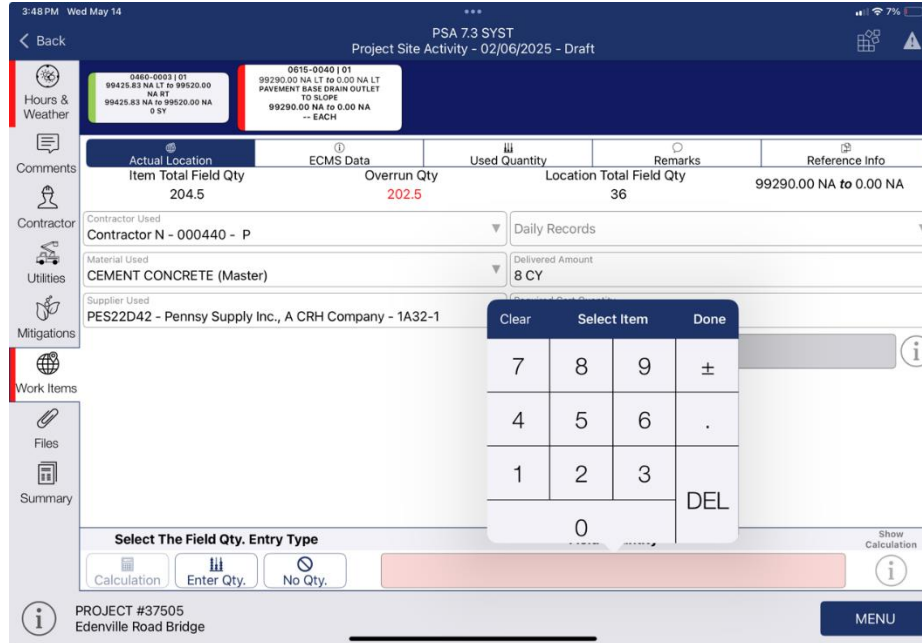
10.704

Actual Value: 10.704686078898554

$V = PI * (r ** 2) * h$
UOM Conversion : V/27

9.7.8 Enter Qty

The Enter Qty button field allows user to enter the actual Qty used into the field for payment.



3:48 PM Wed May 14 PSA 7.3 SYST
Project Site Activity - 02/06/2025 - Draft

0515-0040191
99290.00 NA LT to 0.00 NA LT
PAVEMENT BASE DRAIN OUTLET
TO SLOPE
99290.00 NA to 0.00 NA
-- EACH

| Actual Location | ECMS Data | Used Quantity | Remarks | Reference Info |
|-------------------------------|----------------------|--------------------------------|---------|------------------------|
| Item Total Field Qty 204.5 | Overrun Qty 202.5 | Location Total Field Qty 36 | | 99290.00 NA to 0.00 NA |

Contractor Used
Contractor N - 000440 - P

Material Used
CEMENT CONCRETE (Master)

Supplier Used
PES22D42 - Pennsy Supply Inc., A CRH Company - 1A32-1

Delivered Amount
8 CY

Select The Field Qty. Entry Type


Calculation Enter Qty. No Qty.

PROJECT #37505
Edenville Road Bridge

MENU

9.7.9 No Qty

When the *No Qty* is selected the screen turns red, the *Field Quantity* field is greyed out and displays a “0” qty. The user must also enter comments in the Remarks tab, explaining the reason for a zero payment



The screenshot displays the PSA v5.1.0 SYST mobile application interface. At the top, the status bar shows the time as 5:18 PM on Fri Oct 23, and the battery level is at 92%. The app title is "PSA v5.1.0 SYST" and the project name is "Project Site Activity - 08/28/2020 - Draft".

The main content area is divided into several sections. On the left, there is a vertical menu with icons for "Hours & Weather", "General Comments", "Contractor", "Utilities", "Mitigation", "Work Items", "Files", and "Summary". The "Work Items" icon is highlighted with a red border.

The top right section contains four project cards. The first card is "0867-0012 | 01 Entire Project -45 LF". The second card is "0205-0264 | 01 336+50.00 LT to 342+00.00 RT EMBANKMENT WIDENING 336+50.00 LT to 342+00.00 RT 30 CY". The third card is "1001-0201 | 01 0+23.54 CL to 0+43.54 CL ENTIRE PROJECT 0+23.54 CL to 0+43.54 CL 52.98 LB". The fourth card is "0205-0001 | 01 Entire to Location Entire to Location 0 CY".

Below the project cards, there are five tabs: "Actual Location", "ECMS Data", "Used Quantity", "Remarks", and "Reference Info". The "Remarks" tab is selected and highlighted with a red border.

The main content area is a large red rectangle. In the center, there is a white box with the text: "Remarks are required when no quantities entered. Tap here to begin or 'Menu' to add canned comments." This box is also highlighted with a red border.

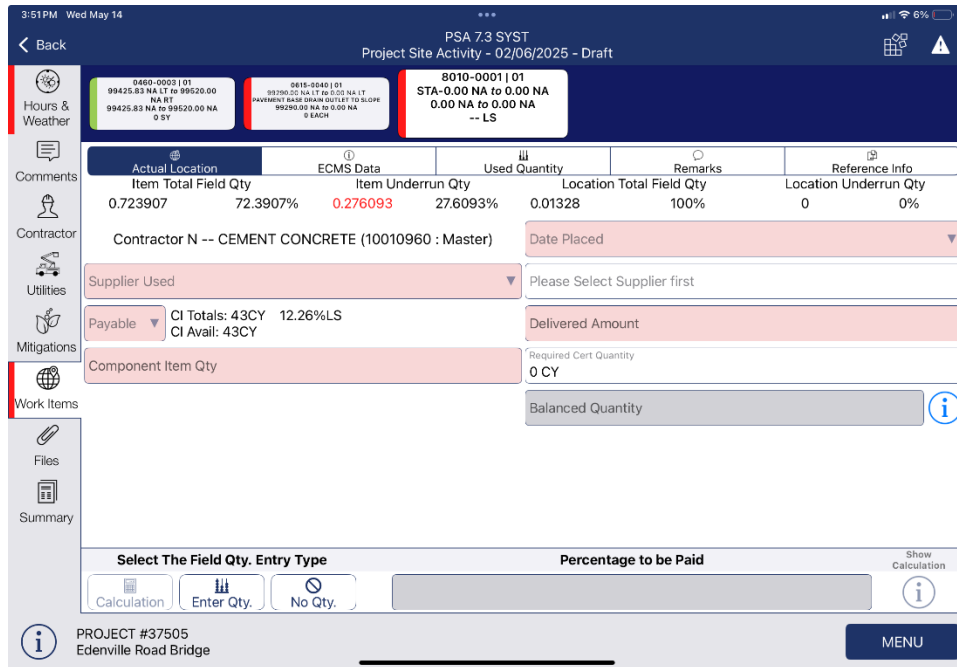
At the bottom, there is a section titled "Select The Field Qty. Entry Type". It contains three buttons: "Calculation", "Enter Qty.", and "No Qty.". The "No Qty." button is selected and highlighted with a red border.

To the right of the "No Qty." button, there is a "Field Quantity" field that is greyed out and displays "0 CY". To the right of this field is a "Show Calculation" button with an information icon.

At the very bottom, there is a footer bar with the text "PROJECT #36356 MATERIAL CERTIFICATIONS REL. 8.0 UAT - US 22 & PA39 Intersection" and a "MENU" button.

9.7.10 Date Placed field.

The Date Placed field is where users enter the date when the material was placed at the project site. This field is required for items that fall under Asphalt/Diesel Price Adjustments.



The screenshot displays the PSA 7.3 SYST mobile application interface. At the top, the status bar shows the time as 3:51 PM on Wednesday, May 14, and the battery level at 6%. The app title is "PSA 7.3 SYST" and the subtitle is "Project Site Activity - 02/06/2025 - Draft".

Below the header, there are three tabs for different project items:

- 0460-0003 | 01**: 99425.83 NA LT IN 99520.00 NA RT 99425.83 NA IN 99520.00 NA 0 SY
- 0615-0040 | 01**: 99700.25 NA LT IN 0.00 NA LT PAVEMENT BASE GRAN OUTLET TO SLOPE 99200.00 NA IN 0.00 NA 0 EACH
- 8010-0001 | 01**: STA-0.00 NA to 0.00 NA 0.00 NA to 0.00 NA -- LS

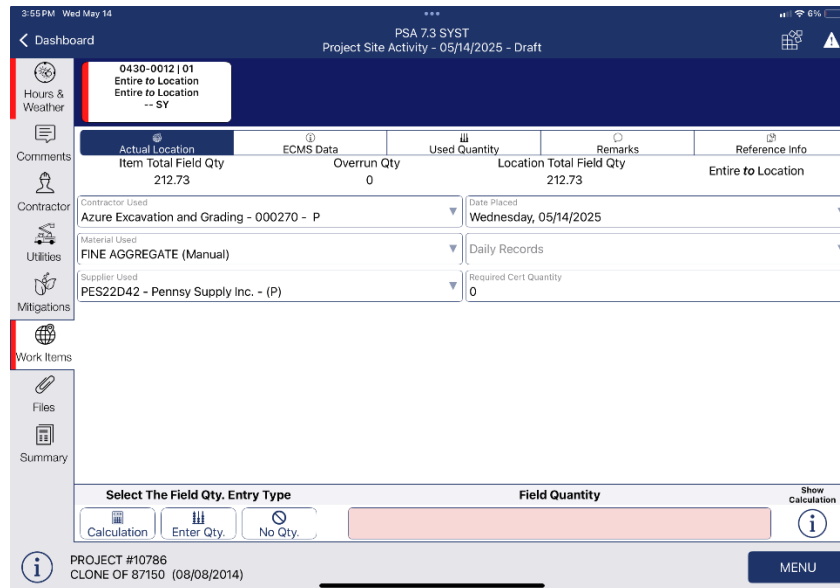
The main data table shows the following information:

| Actual Location | ECMS Data | Used Quantity | Location Total Field Qty | Remarks | Reference Info |
|---|-------------------|---------------|--------------------------|------------------------------|-----------------------|
| Item Total Field Qty | Item Underrun Qty | | | | Location Underrun Qty |
| 0.723907 | 72.3907% | 0.276093 | 27.6093% | 0.01328 | 100% |
| Contractor N -- CEMENT CONCRETE (10010960 : Master) | | | | Date Placed | |
| Supplier Used | | | | Please Select Supplier first | |
| Payable | | | | Delivered Amount | |
| CI Totals: 43CY CI Avail: 43CY | | | | Required Cert Quantity | |
| Component Item Qty | | | | 0 CY | |
| | | | | Balanced Quantity | |

At the bottom, there is a section for "Select The Field Qty. Entry Type" with options: Calculation, Enter Qty., and No Qty. The "Percentage to be Paid" field is currently empty. A "Show Calculation" link is also present. The footer shows "PROJECT #37505 Edenville Road Bridge" and a "MENU" button.

9.7.11 Materials Used Field

The Material Used field pop-up displays all Materials associated with the work item and will indicate if there are Master, Manual or Bulletin materials.

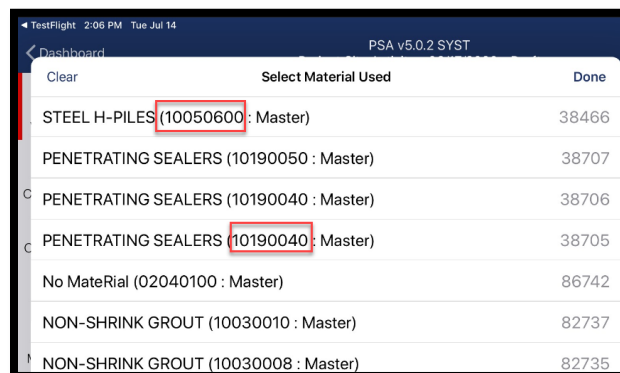


The screenshot shows the PSA 7.3 SYST mobile application dashboard. The top bar displays the time (3:55 PM), date (Wed May 14), and battery level (6%). The dashboard includes a sidebar with icons for Hours & Weather, Comments, Contractor, Utilities, Mitigations, Work Items, Files, and Summary. The main content area shows a project summary for "0430-0012 | 01 Entire to Location -- SY". Below this, there are fields for "Actual Location", "ECMS Data", "Used Quantity", "Remarks", and "Reference Info". The "Used Quantity" field is highlighted, showing "Item Total Field Qty: 212.73", "Overrun Qty: 0", and "Location Total Field Qty: 212.73". Below these fields, there are dropdown menus for "Contractor Used" (Azure Excavation and Grading - 000270 - P), "Material Used" (FINE AGGREGATE (Manual)), "Supplier Used" (PES22D42 - Pennsy Supply Inc. - (P)), and "Date Placed" (Wednesday, 05/14/2025). At the bottom, there is a "Select The Field Qty. Entry Type" section with buttons for "Calculation", "Enter Qty.", and "No Qty.", and a "Field Quantity" input field. A "MENU" button is located at the bottom right.

NOTE: Users can select No Material in material used field, if no material is used at the project site.



NOTE: Material Used field drop down will display Component Numbers on LS Work Items (example below).



The screenshot shows a dropdown menu for "Material Used" with a list of materials and their component numbers. The list includes:

| Material | Component Number | Quantity |
|---------------------|------------------|----------|
| STEEL H-PILES | 10050600 | 38466 |
| PENETRATING SEALERS | 10190050 | 38707 |
| PENETRATING SEALERS | 10190040 | 38706 |
| PENETRATING SEALERS | 10190040 | 38705 |
| No MateRial | 02040100 | 86742 |
| NON-SHRINK GROUT | 10030010 | 82737 |
| NON-SHRINK GROUT | 10030008 | 82735 |

The component numbers 10050600 and 10190040 are highlighted with red boxes.

9.7.12 Supplier Used Field

The Supplier Used field will display Suppliers based on the material selected in the Material Used field. When there are multiple suppliers, the dropdown will list all suppliers for the selected material. If the dropdown has Primary supplier of the material, it will be indicated with (P) following by the name of the supplier (example below).

11:15 AM Mon Jul 22

PSA v7.0 SYST-(UAT)

Project Site Activity - 07/17/2024 - Draft

8010-0001 | 01

STA-0

-- LS

| Actual Location | ECMS Data | Used Quantity | Remarks | Reference Info |
|----------------------|-------------------|--------------------------|-----------------------|----------------|
| Item Total Field Qty | Item Underrun Qty | Location Total Field Qty | Location Underrun Qty | |
| 0.401707 40.1707% | 0.598293 59.8293% | 0.007778 36.345794% | 0.013622 63.654206% | |

Contractor N -- METAL BRIDGE DECK FORMS (10010001 : Master)

Date Placed

Supplier Used

BRIDS 15 - Bridge Deck Solutions, LLC -...

No Concrete Dates Available

Payable

CI Totals: 48CY 15.19%LS

CI Avail: 0CY

Required Cert Quantity

0 EACH

Component Item Qty

Select The Field Qty. Entry Type

Percentage to be Paid

Show Calculation

Calculation

Enter Qty.

No Qty.

PROJECT #37505

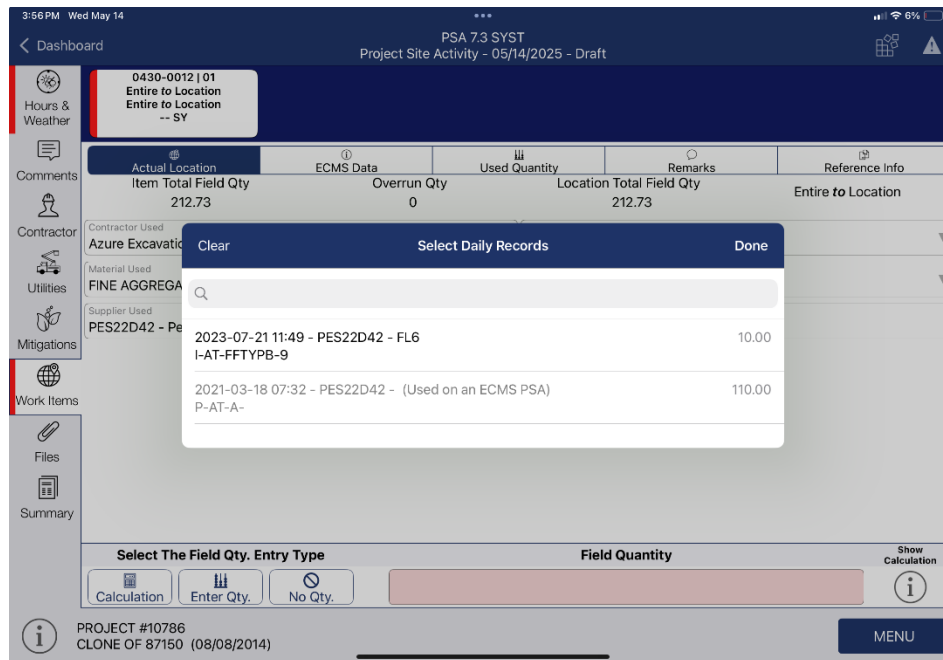
Edenville Road Bridge

MENU

9.7.13 Daily Records field

The Daily Records field will display data from the MC CID Mobile app, users will have the ability to select multiple Daily Records on different work items of a PSA. If a Daily record has been already used, there will be an indication and it cannot be used on the PSA

Series number in the screenshot below refers to the cylinder series from MC CID Mobile App.



The screenshot shows the 'PSA 7.3 SYST' mobile application interface. A 'Select Daily Records' dialog box is open, displaying a list of records. The background interface includes a sidebar with navigation options like 'Hours & Weather', 'Comments', 'Contractor', 'Utilities', 'Mitigations', 'Work Items', 'Files', and 'Summary'. The main content area shows a table with columns for 'Actual Location', 'ECMS Data', 'Used Quantity', 'Remarks', and 'Reference Info'. The 'Used Quantity' column shows a value of 0. The 'Remarks' column shows 'Entire to Location'. The 'Reference Info' column shows 'Entire to Location'. The 'Select Daily Records' dialog box has a search bar and a list of records with their dates, times, and quantities.

| Actual Location | ECMS Data | Used Quantity | Remarks | Reference Info |
|--------------------------------|------------------|------------------------------------|--------------------|--------------------|
| Item Total Field Qty 212.73 | Overrun Qty 0 | Location Total Field Qty 212.73 | Entire to Location | Entire to Location |

Select Daily Records

| | |
|--|--------|
| 2023-07-21 11:49 - PES22D42 - FL6 I-AT-FFTPB-9 | 10.00 |
| 2021-03-18 07:32 - PES22D42 - (Used on an ECMS PSA) P-AT-A- | 110.00 |

Select The Field Qty. Entry Type

Calculation Enter Qty. No Qty.

Field Quantity

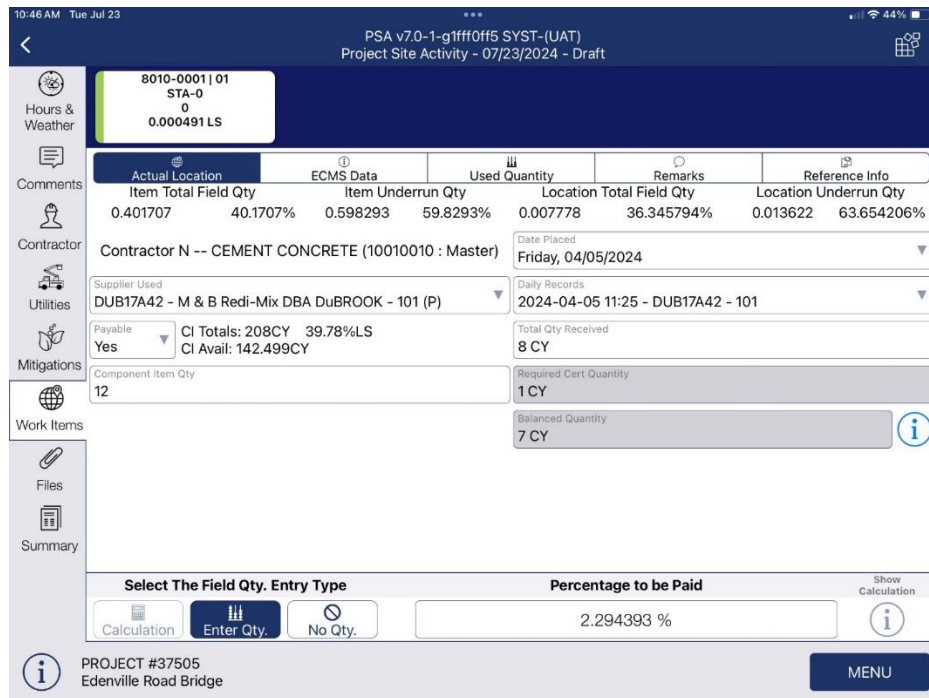
PROJECT #10786
CLONE OF 87150 (08/08/2014)

MENU

9.7.14 Certified Field Qty

Certified Field Qty displays the converted value of the *Field Quantity* along with the Unit of measure. Conversion factor for the Field Qty will appear in ECMS data tab on the same screen.

Conversion category decides the value in Certified Field Qty. Screenshot below displays a conversion factor: .378125x



10:46 AM Tue Jul 23

PSA v7.0-1-g1fff0ff5 SYST-(UAT)
Project Site Activity - 07/23/2024 - Draft

8010-0001 | 01
STA-0
0
0.000491 LS

| Actual Location | ECMS Data | Used Quantity | Remarks | Reference Info |
|----------------------|-------------------|--------------------------|-----------------------|---|
| Item Total Field Qty | Item Underrun Qty | Location Total Field Qty | Location Underrun Qty | |
| 0.401707 | 40.1707% | 0.598293 | 59.8293% | 0.007778 36.345794% 0.013622 63.654206% |

Contractor N -- CEMENT CONCRETE (10010010 : Master)

Date Placed: Friday, 04/05/2024

Supplier Used: DUB17A42 - M & B Redi-Mix DBA DuBROOK - 101 (P)

Daily Records: 2024-04-05 11:25 - DUB17A42 - 101

Payable: Yes

CI Totals: 208CY 39.78%LS
CI Avail: 142.499CY

Component Item Qty: 12

Required Cert Quantity: 1 CY

Balanced Quantity: 7 CY

Select The Field Qty. Entry Type: Calculation, Enter Qty., No Qty.

Percentage to be Paid: 2.294393 %

PROJECT #37505
Edenville Road Bridge

MENU

ECMS data tab to view the conversion factor.

6:08 PM Fri Oct 23

PSA v5.1.0 SYST
Project Site Activity - 05/19/2020 - Draft

0203-0001 | 05
Entire to Location
12 CY

0309-0001 | 01
Entire to Location
Entire to Location
12 SY

0901-0001 | 02
Entire to Location
Entire to Location
0.0168 LS

0620-1075 | 02
Entire to Location
Entire to Location
-- LF

0620-1100 | 01
Entire to Location
Entire to Location
12 LF

Actual Location ECMS Data Used Quantity Remarks Reference Info

ECMS Work Item

0309-0001 | 01

ECMS Plan Station

SUPERPAVE ASPHALT MIXTURE DESIGN, HMA BASE
COURSE, PG 58-28, < 0.3 MILLION ESALS, 37.5 MM
MIX, 4 1/2" DEPTH

Status

Not Complete Complete Final Measured

Current Qty: 62,780.900000 SR/Sect or Side Rd: 0094/007

Original Qty: 62,780.900000 Plan Station: Entire to Location

Used Qty: 0.000000 Ramp/ID --/--

Available Qty: 62,780.900000 Remarks:

Pending WO Qty: 0.000000 Location Qty: 62,780.900000

UOM: SY Material Type: Master Category: Conversion
Factor: 0.240625x

Select The Field Qty. Entry Type Field Quantity Show Calculation

Calculation Enter Qty. No Qty. 12 SY

PROJECT #10786
CLONE OF 87150 (08/08/2014)

MENU

9.7.15 Balanced Quantity

Balanced Quantity field will appear only for bituminous (Bulletin 41) and Concrete (Bulletin 42) Materials.
Wasted Quantity field will help users track wasted quantity on a PSA.

9:55 AM Tue Jun 3

PSA 7.3 SYST

Project Site Activity - 04/09/2025 - PSA Review

8010-0001 | 01

STA-0

0 LS

| Actual Location | ECMS Data | Used Quantity | Remarks | Reference Info |
|----------------------|-------------------|--------------------------|-----------------------|---|
| Item Total Field Qty | Item Underrun Qty | Location Total Field Qty | Location Underrun Qty | |
| 0.723907 | 72.3907% | 0.276093 | 27.6093% | 0.696059 72.438235% 0.264841 27.561765% |

-- CEMENT CONCRETE (10010001 : Master)

Date Placed

Thursday, 12/12/2024

Supplier Used

DUB17A42 - M & B Redi-Mix DBA DuBROOK - 701 - (P)

Daily Records

2024-12-12 14:31 - DUB17A42 - 701

Payable

No

CI Totals: 48CY 15.19%LS

CI Avail: 43.5CY

Delivered Amount

10 CY

Component Item Qty

10

Required Cert Quantity

16 CY

Balanced Quantity

-6 CY

Work Items

Files

Summary

Select The Field Qty. Entry Type

Percentage to be Paid

Show Calculation

Calculation

Enter Qty.

No Qty.

0 %

PROJECT #37505

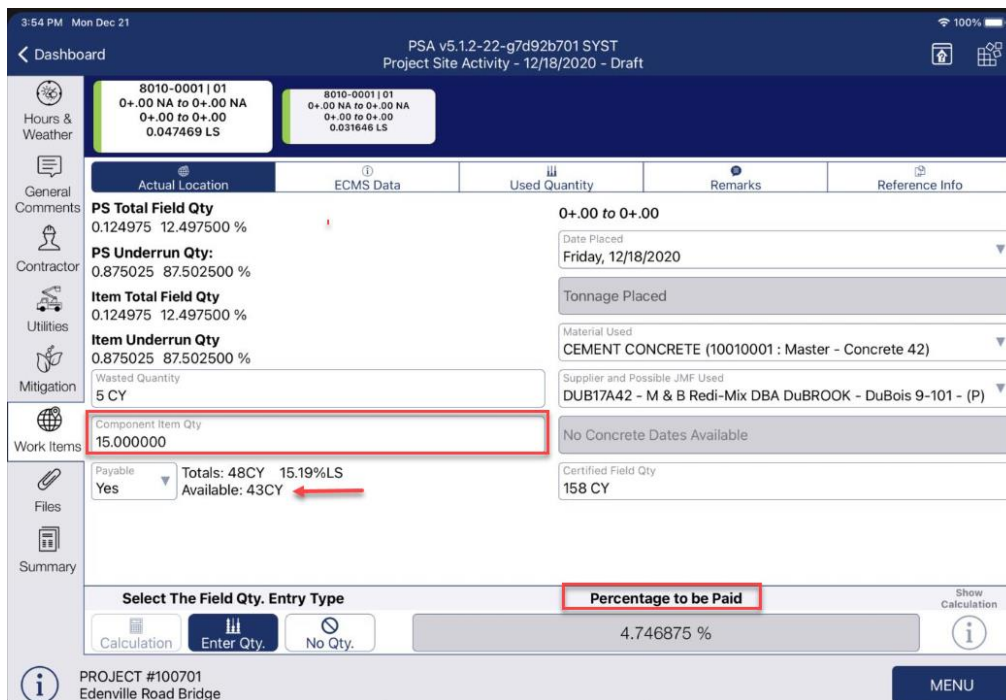
Edenville Road Bridge

MENU

9.7.16 Component Item Qty

Component Item Qty field is available for users to enter the quantity of the selected component item material used.

- Based on the “Available” component item quantity, users can enter a value in the “Component item Qty” field to auto populate the percentage paid in the “Percentage to be Paid” field.

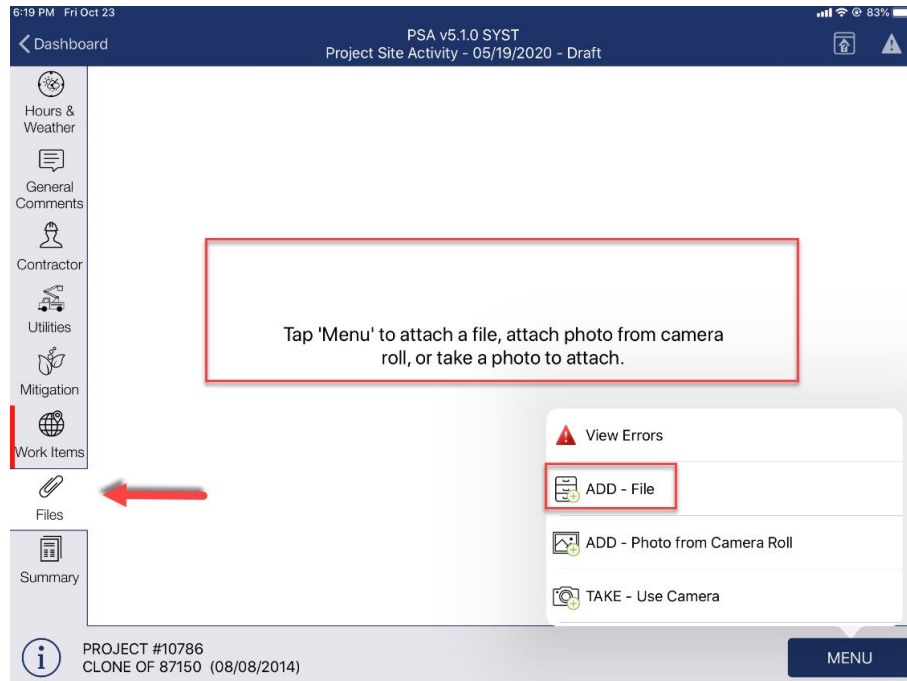


The screenshot displays the PSA mobile application interface. At the top, the status bar shows the time as 3:54 PM on Monday, December 21, and the battery level at 100%. The app header includes the title 'PSA v5.1.2-22-g7d92b701 SYST' and the project name 'Project Site Activity - 12/18/2020 - Draft'. A sidebar on the left contains navigation icons for Hours & Weather, General Comments, Contractor, Utilities, Mitigation, Work Items, Files, and Summary. The main content area is divided into several sections. The top section shows two summary cards for item 8010-0001 | 01, displaying '0+ .00 NA to 0+ .00 NA' and '0+ .00 to 0+ .00' with values '0.047469 LS' and '0.031646 LS' respectively. Below this is a table with columns: Actual Location, ECMS Data, Used Quantity, Remarks, and Reference Info. The table contains data for 'PS Total Field Qty' (0.124975, 12.497500 %), 'PS Underrun Qty' (0.875025, 87.502500 %), 'Item Total Field Qty' (0.124975, 12.497500 %), and 'Item Underrun Qty' (0.875025, 87.502500 %). A 'Wasted Quantity' field shows '5 CY'. The 'Component Item Qty' field is highlighted with a red box and contains the value '15.000000'. Below this, a 'Payable' dropdown is set to 'Yes', and 'Totals: 48CY 15.19%LS' is displayed, with 'Available: 43CY' indicated by a red arrow. To the right, there are fields for 'Date Placed' (Friday, 12/18/2020), 'Tonnage Placed', 'Material Used' (CEMENT CONCRETE (10010001 : Master - Concrete 42)), and 'Supplier and Possible JMF Used' (DUB17A42 - M & B Redi-Mix DBA DuBROOK - DuBois 9-101 - (P)). A 'Certified Field Qty' field shows '158 CY'. At the bottom, a 'Select The Field Qty. Entry Type' section has buttons for 'Calculation', 'Enter Qty.', and 'No Qty.'. The 'Percentage to be Paid' field is highlighted with a red box and shows '4.746875 %'. A 'Show Calculation' button is next to it. The footer shows 'PROJECT #100701 Edenville Road Bridge' and a 'MENU' button.

9.8 FILES

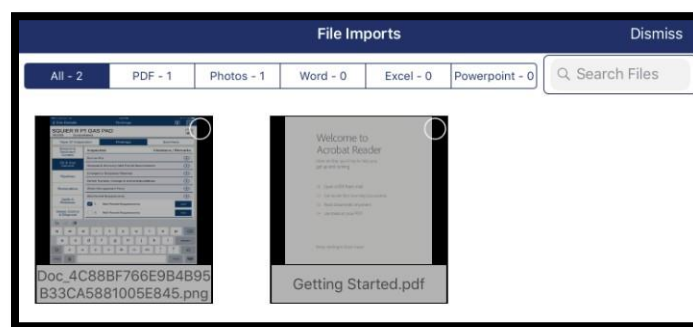
Tap the Files tab to attach a document or a photo to the PSA. Users can tap open the Menu option and select

Add file to attach a document to the PSA.



NOTE: Users can add up to 10 documents or photos to each PSA.

Tapping on Add Files navigates to *File Imports* screen.

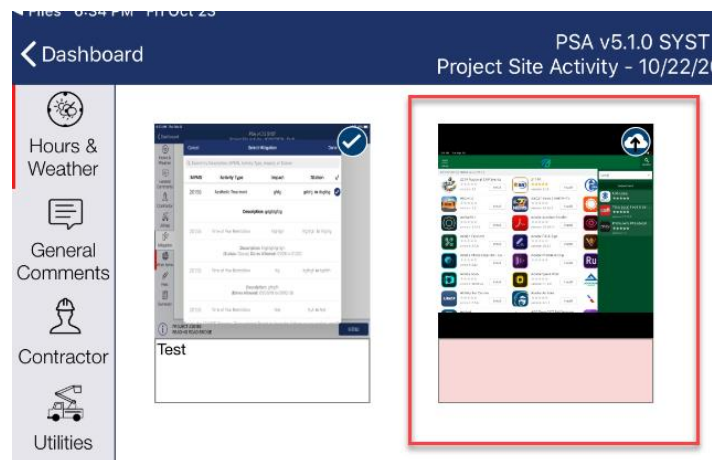


NOTE: Users can Search Files on this screen, sort by file type (PDF, Photo, Word, etc.) and rename an uploaded file.

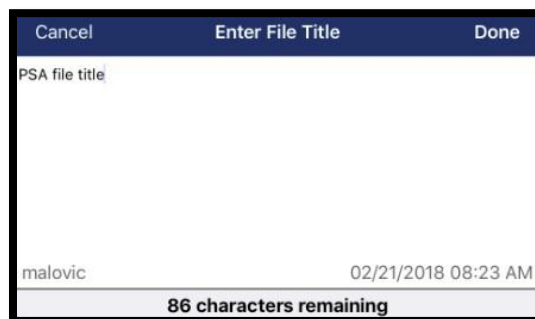
Users can upload a photo from the device's camera roll to PSA. Select a File, tap on the *Import* button on the right corner of the pop-up screen.




The red box indicates the imported File needs a title. Tap on the red box for the Enter File Title pop-up to display.

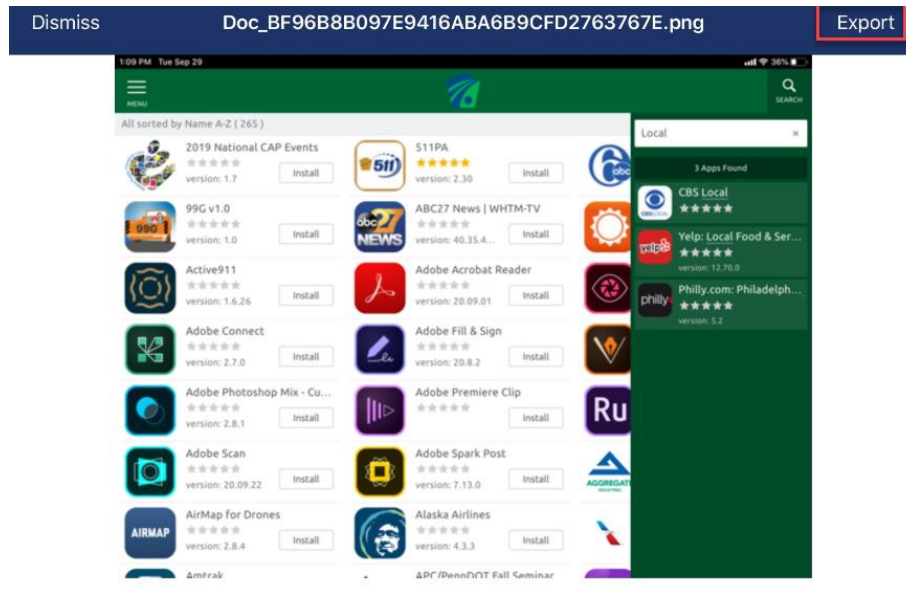


Tap on the red box for the Enter File Title pop-up to display.



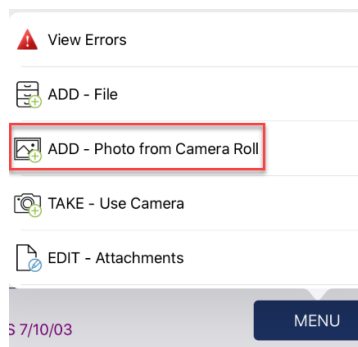
NOTE: A cloud  icon, in the upper right corner, indicates the file is updating.

Tapping on the Image that is uploaded to PSA is also available for Exporting back to the device.

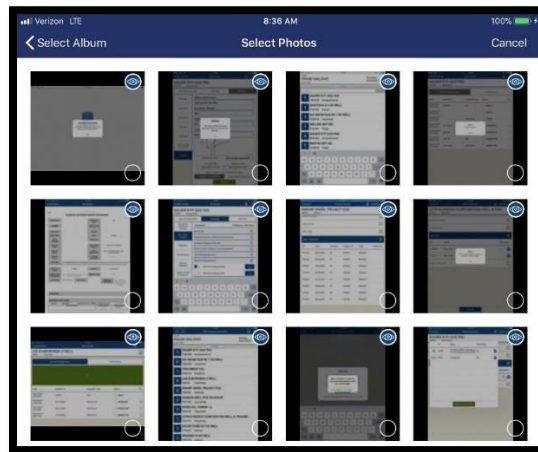


9.8.1 Add – Photo from Camera Roll

Tap on the Add – Photo from Camera Roll to select and attached Photos from the Album.



The selected album opens displaying all photos stored in the album. Users can select up to 10 Photos at a time to be uploaded to PSA.

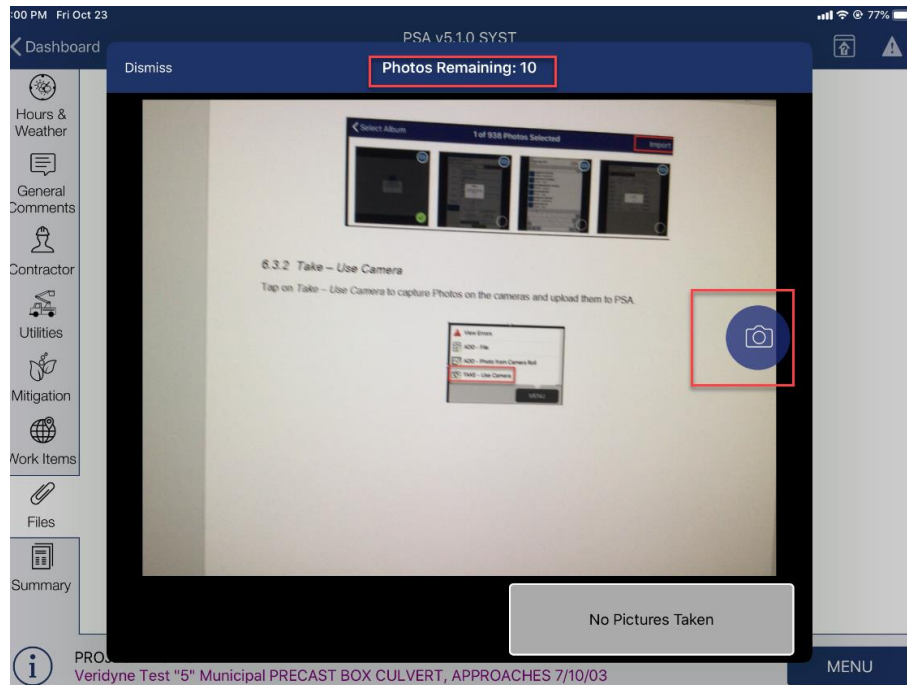
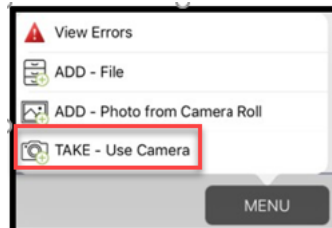


Tap the photo(s) to attach to the PSA, then tap Import to add to the PSA





9.8.2 Take – Use Camera

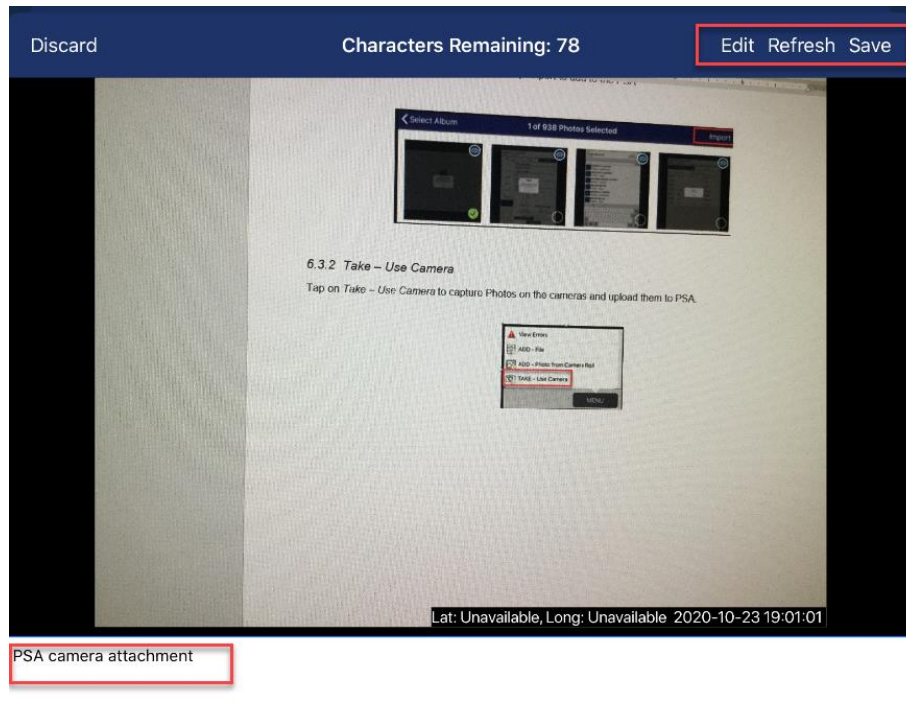
Tap on *Take – Use Camera* to capture Photos on the cameras and upload them to PSA.



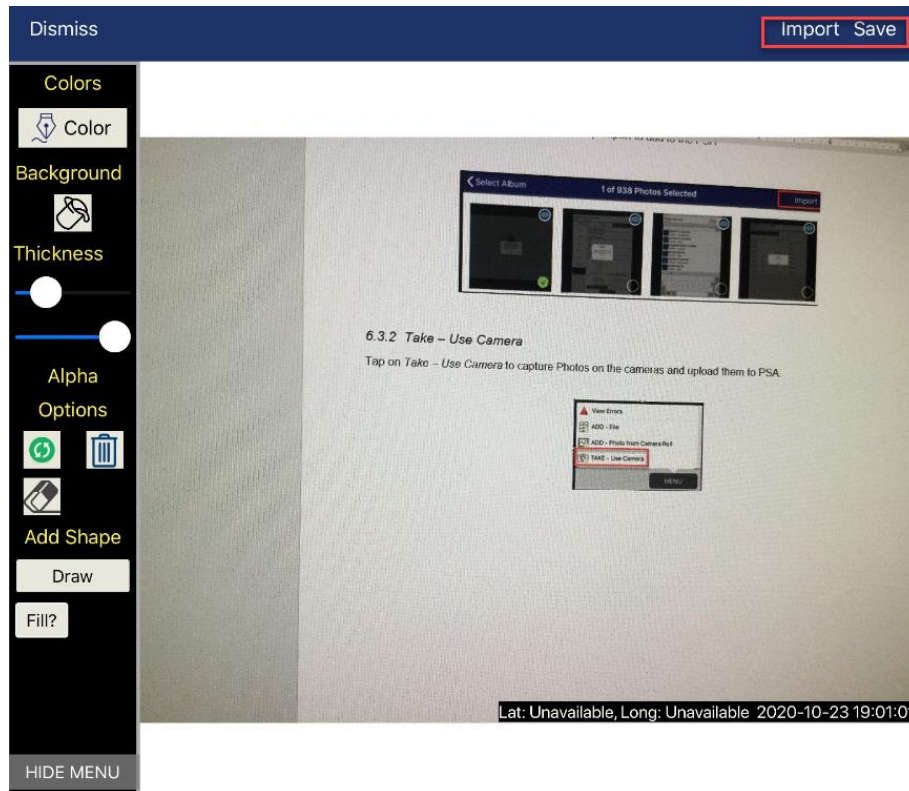
NOTE: Users will be prompted to grant access to the camera and camera roll apps when they try to add attachments for the first time in the PSA.

Tap on the Flash  Icon to toggle the Flash between Auto, On, and Off. Tap on the Camera  Icon to take a picture

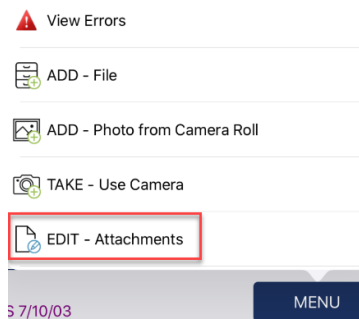
After the picture is taken tap the input field to add a description of the picture.





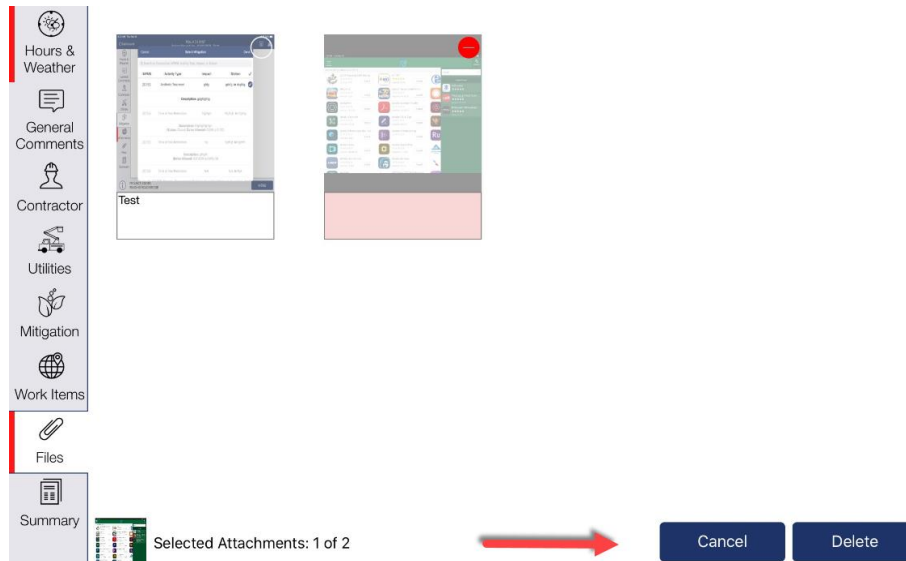
Tap in the Edit button to bring up the following screen to edit the picture.



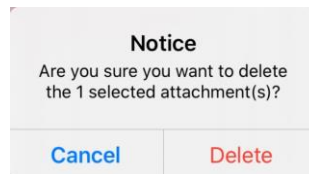
Tapping on the last option in the Menu *EDIT- Attachments* will allow users to select multiple uploaded files and delete them from the PSA.



To remove a file, tap on the empty  circle for the file to be removed, and it will turn to a red  circle



Tap Cancel to keep the selected file(s) or tap Remove to receive the following message. Tap **Delete** to remove the selected file(s) or Cancel to keep them.



9.9 SUMMARY SECTION

The Summary tab displays a summarized view of the entire PSA, as shown in the next 3 Screenshots.

7:22 PM Fri Oct 23

PSA v5.1.0 SYST
Project Site Activity - 10/22/2020 - Revise

PSA - Daily Site Activity

| Creation Date | Project Number | PSA Status Code | User Name |
|---------------|----------------|-----------------|----------------------|
| 10/22/2020 | 15410 | Draft | Diana Steven/PennDOT |
| County | Municipality | Section | SR |
| Delaware | CONCORD | H06 | 0001 |

INSPECTOR HOURS

| Pay Code | L/C Code | Start Time | Quit Time | Hours |
|----------|--------------------|------------|-----------|-------|
| Normal | Project Inspection | 07:00 | 12:00 | 5.00 |

WEATHER

| Time | Temperature | Condition | Work Suspended | Created By | Created Timestamp |
|-------|-------------|--------------------|----------------|----------------------|---------------------|
| 07:45 | 12 | Hazy, Hot, & Humid | None | Diana Steven/PennDOT | 10/22/2020 06:50 PM |
| 14:45 | 25 | Rain | None | Diana Steven/PennDOT | 10/22/2020 06:50 PM |

GENERAL COMMENTS

Accident occurred on the project this date at (TIME) at (LOCATION). Refer to file folder (FILE) for accident report, and for the police report (REPORT).
Fatalities (Y or N) or Injuries (Y or N)
Checked MPT - all was OK testing

CONTRACTOR

Best Contractor Services

| Start Time | Quit Time | Superintendent | Equipment Name | Equip. Qty | Labor Name | Labor Qty |
|------------|-----------|---------------------|----------------|------------|------------|-----------|
| 07:00 | 15:30 | jobby m jo smith | | | | |

PROJECT #15410
Veridyne Test "5" Municipal PRECAST BOX CULVERT, APPROACHES 7/10/03

MENU

7:23 PM Fri Oct 23

PSA v5.1.0 SYST
Project Site Activity - 10/22/2020 - Revise

CONTRACTOR

Best Contractor Services

| Start Time | Quit Time | Superintendent | Equipment Name | Equip. Qty | Labor Name | Labor Qty |
|------------|-----------|---------------------|----------------|------------|------------|-----------|
| 07:00 | 15:30 | jobby m jo smith | | | | |

UTILITIES

| Utility | Present | Delay | Start Time | Quit Time | Total Hours | Created By | Created Timestamp |
|------------|---------|-------|------------|-----------|-------------|------------|-------------------|
| No Entries | | | | | | | |

MITIGATION

| MPMS | Activity | Category | Station | Compliance? |
|------------|----------|----------|---------|-------------|
| No Entries | | | | |

WORK ITEMS

Work Item: 03090428

SR/Sect: / Side Road: -- Ramp: -- Type: E Fund: 04
ID: -- Status: Not Complete

Plan Station Location: test
Actual Location: test
Quantity: 0.01 SY
Date Placed: 2020-09-22
Material: 58398 - HMA BASE COURSE (Master - Bituminous 41), 0.378125x Qty: 0.003781

FILES

| File Name | Created By | Created Timestamp |
|-----------|------------|-------------------|
|-----------|------------|-------------------|

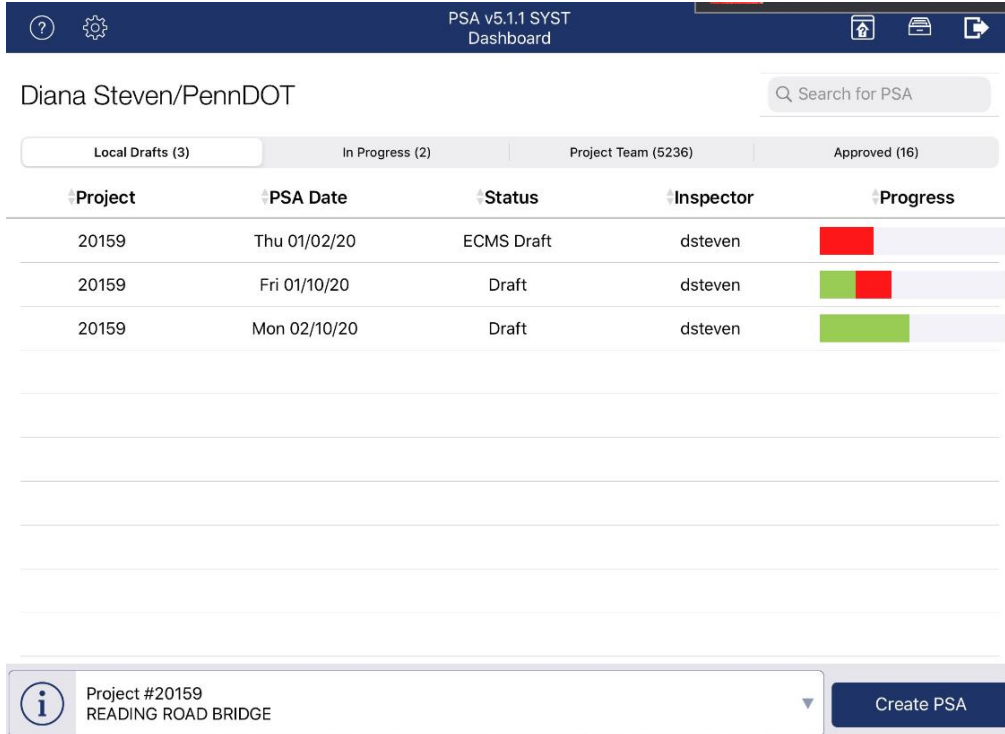
PROJECT #15410
Veridyne Test "5" Municipal PRECAST BOX CULVERT, APPROACHES 7/10/03

MENU

Confidential

10. EDIT AN EXISTING PSA

Users can edit an existing PSAs from **In Progress** tab by swiping left and tapping on **Back to Draft**, which will open a **'Workflow Comment'** box for users to enter a comment. PSA will then become available for user to add more information and status will be changed to **"revise"** from **"PSA QC"**



PSA v5.1.1 SYST
Dashboard

Diana Steven/PennDOT

Search for PSA


Local Drafts (3) In Progress (2) Project Team (5236) Approved (16)

| Project | PSA Date | Status | Inspector | Progress |
|---------|--------------|------------|-----------|------------------------|
| 20159 | Thu 01/02/20 | ECMS Draft | dsteven | <div><div></div></div> |
| 20159 | Fri 01/10/20 | Draft | dsteven | <div><div></div></div> |
| 20159 | Mon 02/10/20 | Draft | dsteven | <div><div></div></div> |

Project #20159
READING ROAD BRIDGE

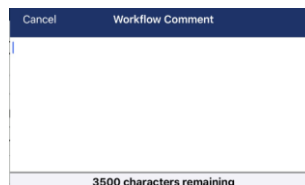
Create PSA

Swiping left on a record from above screenshot will bring the option mentioned below



PSA QC dsteven Back to Draft Re-download Remove Local Clone

'Workflow Comment' box:



Cancel Workflow Comment

3500 characters remaining

NOTE: Users will not be able to edit any sections of an approved PSA.