



Tips for Smooth Project Advertisement

The Engineering Applications Unit has noted an increasing trend of projects not being validated in AASHTOWare Project Preconstruction prior to project advertisement. Over the last 7 months, 63% of projects had errors preventing them from proceeding with advertisement. Did you know that for all CDOT projects, only a couple brave souls in the EA Unit have been responsible for rectifying these validation errors?

Prior to being permitted to request the 1180, there are three required AASHTOWare validation reports used to check that all pay items have been included and the project is within budget. Execution of these three validation reports is required for project advertisement:

1. Validate Proposal (which also validates project)
2. Validate Proposal & Project prior to Ad
3. Proposal Price Schedule

More detail is provided below regarding common error descriptions and a regional error breakdown @ [Preconstruction Project/ Proposal Validation Error Audit 2020](#)

Please contact kelly.sheridan@state.co.us for support.

Did you know that for all CDOT projects, only two individuals are responsible for ensuring your project’s contract documents get properly posted for AD? These two project advertisement warriors have the following tips for success:

<ol style="list-style-type: none"> 1. Ensure the project title/sub-account is consistent on all contract documents. 2. Required standard special provisions current? Download fresh vs. pulling SSPs from your last project! 3. Include the asterisks on the Force Account Items. 4. All plan sheets have page numbers? 	<ol style="list-style-type: none"> 5. Appropriate M&S Standards checked on the M&S Standards plans list? 6. Does the numbering in the table of contents match the numbering in the Project Special Provisions? 7. Are the PDF plans searchable? 8. Kindly drop contract documents on appropriate REPROJOBS/Repro - AD Plans & Specs location (Please don't email).
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More information on project AD package errors is @ [ProjectAdPackageErrorReport](#).

Please contact jack.stiller@state.co.us for support.