



PS&E Draft Proposal USER GUIDE



ORACLE Primavera Unifier (Development)

DelDOT > M&O > T12345678

PS&E Submission

+ Create View: All Records

Project ID	FAP No.	Project Number	Project Name	Creator	Creation Date	Environmental Statement Attached?	Right of Way Statement At
2023-00013		T12345678	Test project	Karynn Reed	02/28/2023 02:29 PM	Yes (Cleared)	Yes (Cleared)
PSE-0007		T12345678	Test project	Karynn Reed	02/28/2023 02:19 PM	Yes (Cleared)	Yes (Cleared)
2023-00013		T12345678	Test project	Rose Heinlein	02/24/2023 08:29 AM	No	No
2023-00013		T12345678	Test project	Rose Heinlein	02/09/2023 08:06 AM	No	No
PSE-0004		T12345678	Test project	Rose Heinlein	02/08/2023 05:09 PM	No	No
PSE-0003		T12345678	Test project	Rose Heinlein	02/08/2023 03:42 PM	No	No
PSE-0002		T12345678	Test project	Rose Heinlein	02/08/2023 02:53 PM	No	No
PSE-0001		T12345678	Test project	Rose Heinlein	02/08/2023 01:55 PM	No	No

Total: 8

1. In a Unifier project, expand **Design Phase** folder on the navigation pane to the left and click **PS&E – PS&E Submission** to go to PS&E Submission module
2. Click **+ Create** to start a new PS&E record



Create New PS&E Submission

Send Save ☰

Draft Proposal Documents

▼ Draft Proposal Request
Please include the following if applicable:
- Breakout Sheets
- Road User Cost Information
- DBE Goal (Federal Projects only)
- OJT Requirement (Federal Projects only)

Comments regarding Draft Proposal

▼ Special Provisions
Please ensure Revised Specs, if any, have been provided to Engineering Support.
Any modifications to Special Provisions needed?
If modifications are needed please provide information:

Comments Linked Records Linked Mail ☰

Hide



Information
No Comments are available.



Create New PS&E Submission - Project No. 2023-00078 - Google Chrome
unifier-test.deldot.gov/bp/mod/bp/record/new/uxpsesub/65306/183176?_uref=uuu97113835t9

Create New PS&E Submission

Send Save [Menu]

Draft Proposal Documents

Add [Dropdown] Actions [Dropdown] View Comments by: All [Dropdown] [Download] [Refresh] [Print] [Search]

	Description	Document Category
[Add] [Folder] [Line Item]		

Total: 1

Folder Details

Name: Attachments

Folder Path:

Create New PS&E Submission - Project No. 2023-00078 - Google Chrome
unifier-test.deldot.gov/bp/mod/bp/record/new/uxpsesub/65306/183176?_uref=uuu97113835t9

Create New PS&E Submission

Send Save [Menu]

Draft Proposal Documents

Add [Dropdown] Actions [Dropdown] View Comments by: All [Dropdown] [Download]

Name	Description	Document Category
Attachments		

Total: 1

Line Item Details

Name * [Dropdown] [Attachment Icon]

Description [Text Area] [Browse...] [Document Manager...]

Document Category * [Dropdown] [Select] [Required]

> Admin Only

Cancel Save Save & Add New



1. Draft Proposal Request: attach any needed files in the documents tab and leave a comment of any items to be noted
2. Special Provisions: Add any comments for Special Provisions and make sure to inform Engineering Support
3. Documents:
 - a. Click on the Add button then click Line Items
 - b. On the right hand side click on the Paperclip and Browse the for the documents
4. Once ready to request the Draft Proposal click on Send in the upper right hand corner

PS&E Submission

Send Save

PS&E Submission Documents

▼ Draft Proposal Approval

While reviewing and working on changes to the draft proposal with Engineering support, select No.

Once the draft proposal is approved by the PM, select Yes to enter the information in the Statements and Additional information sections below for the official PS&E process to be sent to Eng

Does the Project Manager approve the Draft Proposal? *

Yes No
Required



If "No" select "No" and Send the record on
If "Yes" select "Yes" and fill out all required
Fields and attach Documents

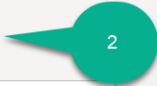
Comments regarding Draft Proposal

▼ Special Provisions

Please ensure Revised Specs, if any, have been provided to Engineering Support.

Any modifications to Special Provisions needed?

If modifications are needed please provide information:



Comments Linked Records Linked Mail Workflow P > []

Post



Information
No Comments are available.

PS&E Submission

Send Save

PS&E Submission Documents



Attach all Required Documents

Any modifications to Special Provisions needed?

If modifications are needed please provide information:

Linked Mail Workflow P > []

Statements

Environmental Statement Attached? *

- Yes (Stipulated) Yes (Cleared) No
Required



Fill out all of the Required Fields

Environmental Statement Remarks ⓘ

Right of Way Statement Attached? *

- Yes (Stipulated) Yes (Cleared) No
Required

Right of Way Statement Remarks ⓘ

Clear Post



Information
No Comments are available.

