



### **Paynote – History**

- Paynotes used to be called “source documents”.
- Paynotes could be any documentation that the PM/RE Office wanted to use as long as all of the required data was included.
- Inconsistent methods for documenting required information.
- Field inspection data was duplicative and separate.



## Paynote – Update Purpose

- Update to current terminology and prepare for implementation of AASHTOWare.
- Make an “official” form that all shall use.
- Provide a consistent method for documenting current quantities.
- Include field inspection data collection on paynote rather than separate.



## Paynote – Future

- Workbook to track paynotes
- Field Inspection Data included in paynote
- Ability to link previous paynotes within Doc Express to the form
- Included a subheader (Project Work Record) to familiarize staff with AASHTOWare terminology
- Hope to have updated form available by April 3<sup>rd</sup>



### Paynote – Where you come in

- Workbook will be sent out in email to participants
- Paper copies available
- Fatal flaw review
  - Something missing
  - Duplicative Information
- Return comments to me (Stacie Duffey) in one week.



Questions?