

**DCIS User Manual**  
**Archive Manual Notices**

## **Manual Notice 2006-1**

**To:** Districts and Divisions  
**From:** Mark A. Marek, P.E.  
**Subject:** Manual Revision  
**Manual:** DCIS User Manual  
**Effective Date:** March 13, 2006

### **Purpose**

This manual revision is intended to transmit instructions for the use of the legislative data screens which have been added to DCIS as a result of state legislation.

### **Contents**

In Chapter 1, Section 4, a screen shot of the legislative data screen (P1B in DCIS) and explanatory text has been added as further clarification for users.

### **Contact**

Address questions concerning information contained in this Manual Notice to the Letting Management Office, Design Division, at (512) 416-2591.

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## **Manual Notice 2004-2**

*To:* Districts and Divisions

*From:* Mark A. Marek, P.E.

*Manual:* *DCIS User Manual*

*Effective Date:* October 1, 2004

### **Purpose**

The *DCIS User Manual* has been released to the Internet. This release will benefit TxDOT by allowing consultants, MPOs and the FHWA to have access regarding the various screen and field definitions.

### **Contents**

There is no content change at this time.

### **Contact**

Address questions concerning the information contained in this manual to the Letting Management Office, Design Division, (512) 416- 2591.

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## **Manual Notice 2004-1**

*To:* Districts and Divisions

*From:* Mark A. Marek, P.E.

*Manual:* *DCIS User Manual*

*Effective Date:* September 1, 2004

### **Purpose**

The *DCIS User Manual* has been revised to transmit changes due to state and federal legislation, Commission directives, and system changes and requirements. We have included manual updates and field definitions that will provide better clarification to users.

### **Contents**

The following updates have been made:

◆ Chapter 1

Section 2. Added text to identify Link to ROSCP and RJEJCL.

Section 3. Added field in DCIS Field Names versus TACS tables for "Required Special Provisions FED/STATE."

◆ Chapter 2

Section 1. Added text to identify Link to CTL-SEC-JOB. Changed PE Dist description to better define field.

Section 2. Added Max Fed Funds field. Changed text to read miles. Added figure on Design Standards, and added Link to Design Criteria Guidelines.

Section 3. Added Pro Fac: Length Mi; Historic Significance – Hist Sig; Str Type; Critical Def Ind descriptions to define new fields.

Section 4. Updated description on the UTP screen (P6) to reflect current changes and to define new fields.

Section 6. Added section to define new Cost Estimate History Screen (P8) used to track project construction right of way cost history.

◆ Chapter 4

Section 1. Added text under "Unit Bid Price," and under "Card Type 3: Description to define the use of this card when there are special outside funding source."

Section 2. Changed contact information under "Contract Locked." Changed amount of characters in field from 35 to 40 under "Contract Limits (From and To)." Changed text under "Combined Flag" to read "CSJs can be let together in one contract regardless of funding, however CSJs cannot be combined using flags" to reflect changes and to define new fields.

Section 3. Changed screen layout (figure 4-4.a) to add option "G." Added text to define new field.

◆ Chapter 5

Section 1. Added text to identify Link to ROSCOE.

◆ Appendix A

DCIS Screens. Added "Cost Estimate History Screen (P8)" to appendix. Updated appendix to reflect changes in fields as applicable.

◆ Appendix B

The Project Classification Table in Appendix B has been updated to more accurately reflect the information on each project's existing and proposed facility.

## **Supersedes**

This revised edition supersedes all previous editions.

## **Contact**

Address questions concerning the information contained in this manual to the Letting Management Office, Design Division, (512) 416- 2591.

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## **Manual Notice 2002-2**

**To:** Districts and Divisions

**From:** Ken Bohuslav, P.E.

**Subject:** Manual Revision

**Manual:** *DCIS User Manual*

**Effective Date:** December 1, 2002

### **Purpose**

This manual revision is intended to transmit changes due to state and federal legislation, Commission directives, and system requirements.

### **Supersedes**

This replaces the *DCIS User Manual* published February 1, 2002.

### **Contents**

This manual notice updates the field definitions giving clarification to the users. In addition, minor text changes were made for clarification purposes. This manual supersedes any previous revisions. It provides detailed instructions regarding the data fields, system use and capabilities of DCIS.

### **Contact**

Address questions concerning information contained in this Manual Notice to the Letting Management office, Design Division, at 512/416-2591.

## **Manual Notice 2002-1**

**To:** Districts and Divisions

**From:** Ken Bohuslav, P.E.

**Subject:** Manual Revision

**Manual:** DCIS User Manual

**Effective Date:** February 1, 2002

### **Purpose**

This manual revision is intended to transmit changes due to state and federal legislation, Commission directives, and system requirements.

### **Supersedes**

This replaces the DCIS User Manual published July 1, 2001.

### **Contents**

This manual notice updates links in Appendix A, and replaces two screens in Chapter 5, specifically the General DCIS Applications screen in Figure 5-2 and the Data Dictionary Reports screen in Figure 5-7. In addition, minor text changes were made for clarification purposes. This manual supersedes the online version published in 1997 and the revision published May 1, 2001. It provides detailed instructions regarding the data fields, system use and capabilities of DCIS.

### **Contact**

Address questions concerning information contained in this Manual Notice to the Letting Management office, Design Division, at 512/416-2591.

## **Manual Notice 2001-2**

**To:** District and Divisions

**From:** Robert L. Wilson, P.E.

**Functional Manual:** DCIS User Manual

**Date:** July 1, 2001

### **Purpose**

This manual revision is intended to transmit changes due to state and federal legislation, Commission directives, and system requirements.

### **Supersedes**

This replaces the DCIS User Manual published May 1, 2001.

### **Contents**

This manual notice updates system changes that were inadvertently left out of the revised DCIS Manual published May 1st. This manual supersedes the online version published in 1997 and the revised version published May 1st, 2001. It provides detailed instructions regarding the data fields, system use and capabilities of DCIS.

Specifically Figure 2-2 (Screen P2) and Figure 2-3 (Screen P2C), Chapter 2, Section 2, have been updated. In addition the text in Chapter 2, Section 2 has been modified to include definitions explaining the additions to the screens.

In addition Figure 4-9 (Screen C1B) and explanatory text have been added to Chapter 4, Section 2 to provide the user with more detailed information when dealing with multiple counties for district wide CSJs.

### **Contact**

Address questions concerning information contained in this Manual Notice to the Letting Management office, Design Division, at 512/416-2591.



## **Manual Notice 2001-1**

**To:** District and Divisions

**From:** Robert L. Wilson, P.E.

**Functional Manual:** DCIS User Manual

**Date:** April 6, 2001

### **Purpose**

This manual revision is intended to transmit changes due to state and federal legislation, Commission directives, and system requirements.

### **Contents**

This manual notice updates system changes and describes the latest DCIS procedures. This manual supersedes the 1987 Design and Construction Information System (DCIS) Manual dated May 19, 1987 and the online version published in 1997. It provides detailed instructions regarding the data fields, system use and capabilities of DCIS.

Specifically the information in Appendices D and E has not changed but has been incorporated into Chapter 4. The only information in Appendix C was a link to the TACS tables. Appendix C has been deleted, however, all references to the TACS tables throughout the chapter now link to the explanation of the tables found in Chapter 5, Section 2. Other changes in the manual are style changes (not content). Appendices F and G have been taken out completely at this time.

### **Action Required**

None, this replaces the online version of the DCIS User Manual published July 1997.

### **Contact**

Address questions concerning information contained in this Manual Notice to the Letting Management office, Design Division, at 512/416-2591.

# **Manual Notice 97-1**

## **Purpose**

This manual revision is intended to transmit changes due to state and federal legislation, Commission directives, and system requirements.

In conjunction with the revisions, the manual was reformatted for online use.

## **Contents**

This manual notice updates system changes and describes the latest DCIS procedures. This manual supersedes the 1987 Design and Construction Information System (DCIS) Manual dated May 19, 1987. It provides detailed instructions regarding the data fields, system use and capabilities of DCIS.

## **Action Required**

Remove and recycle DCIS Manual, May 1987.

Replace with DCIS Manual, July 1997, Online Version

## **Contact**

Address questions concerning information contained in this Manual Notice to the Letting Management Office, Design Division, at 512/416-2591.