

# AASHTOWare Project Estimation

## Importing from BidTabs

### Printable Companion Handout



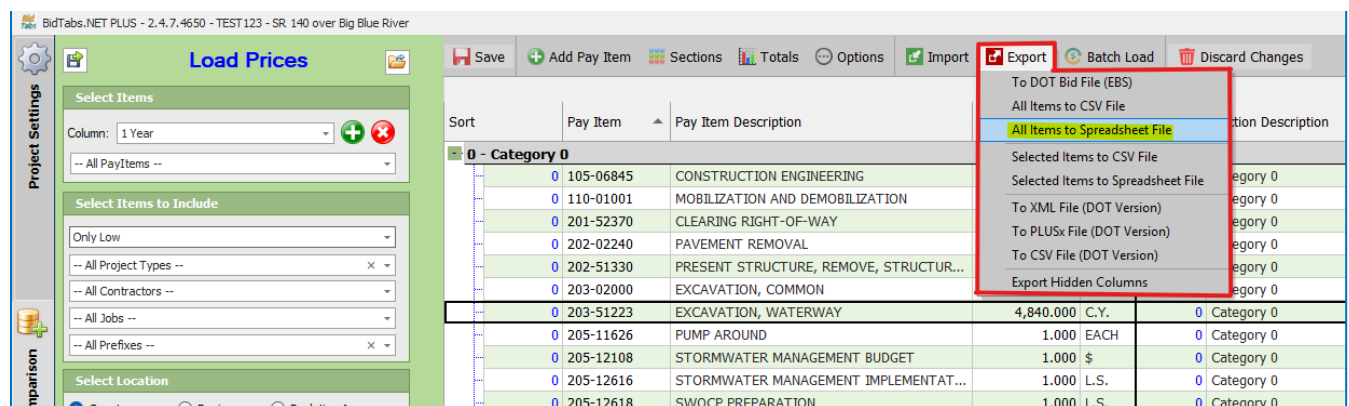
### Preliminary Setup

To facilitate the transition from CES and BidTabs to AASHTOWare Project Estimation (AWPe), INDOT has developed an Excel macro sheet that converts data from BidTabs into a format suitable for importing into AWPe. This Excel sheet (hereafter referred to as “the Import Tool”) is provided for download on the INDOT cost estimation webpage. See 104 – Importing Pay Items to a Cost Estimate for guidance on how to enable macros and use the spreadsheet.

The Import Tool cannot create a new cost estimate in AASHTOWare Project Estimation (AWPe). A cost estimate must be created in AWPe before beginning the import process. See 102 – Creating a New Cost Estimate for instructions on creating a new cost estimate in AWPe.

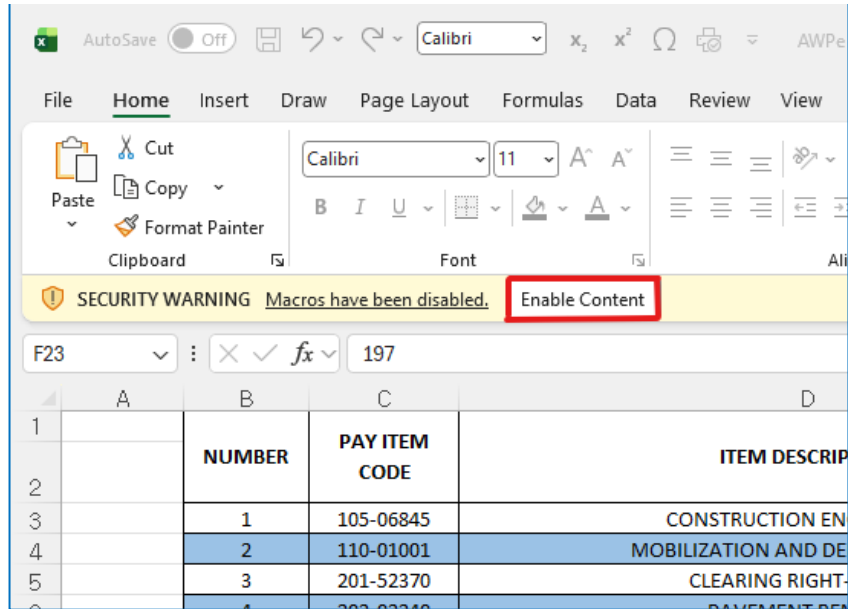
### Exporting a Cost Estimate from BidTabs

If you have an estimate already created in BidTabs that you wish to import into AASHTOWare Project Estimation (AWPe) you must first export the data from BidTabs. Select “Export” at the top of the cost estimate in BidTabs and click “All Items to Spreadsheet File”. Save the file in a location where you will be able to find it again in the next steps.



## Creating the CSV Import File for AWP

1. Open the Import Tool provided on the cost estimation webpage. If macros are not enabled due to system restrictions, see 104 – Importing Pay Items to a Cost Estimate.
2. Click “Enable Content” if you see the following prompt message at the top of the Excel screen.



3. Fill out the “Estimate information” in the “Qty Summary” tab.

|      | G    | H             | I | J | K | L |
|------|------|---------------|---|---|---|---|
| TITY | UNIT | UNIT PRICE    |   |   |   |   |
| 0    | LS   | \$ 60,624.00  |   |   |   |   |
| 0    | LS   | \$ 185,663.82 |   |   |   |   |
| 0    | LS   | \$ 61,743.18  |   |   |   |   |
| 00   | SYS  | \$ 19.39      |   |   |   |   |
| 0    | LS   | \$ 108,261.12 |   |   |   |   |
| .00  | CYS  | \$ 26.80      |   |   |   |   |
| .00  | CYS  | \$ 86.83      |   |   |   |   |
| 0    | EACH | \$ 11,449.96  |   |   |   |   |
| 0    | DOL  | \$ 1.00       |   |   |   |   |
| 0    | LS   | \$ 18,586.31  |   |   |   |   |
| 0    | LS   | \$ 5,491.74   |   |   |   |   |
| .00  | CYS  | \$ 79.99      |   |   |   |   |
| .00  | SYS  | \$ 35.71      |   |   |   |   |
| .00  | CYS  | \$ 144.74     |   |   |   |   |
| .00  | SYS  | \$ 4.44       |   |   |   |   |
| .00  | CYS  | \$ 72.66      |   |   |   |   |
| .00  | CYS  | \$ 146.04     |   |   |   |   |
| .00  | TON  | \$ 43.20      |   |   |   |   |
| .00  | TON  | \$ 203.92     |   |   |   |   |

Estimate Information

Type of Estimate = **Project**

Des. No. = **1234567**

Cost Estimate Name = **Stage 1**

(Des. No./ Concept ID must match exactly what is in AASHTOWare Estimation Software.)

**CLICK HERE TO GENERATE AASHTOWare CSV**

**CLICK HERE TO IMPORT BIDTABS DATA**

*Note: Ensure that the information inputted into the “Des. No.” and “Cost Estimate Name” tabs match the content in ProjectWise EXACTLY.*

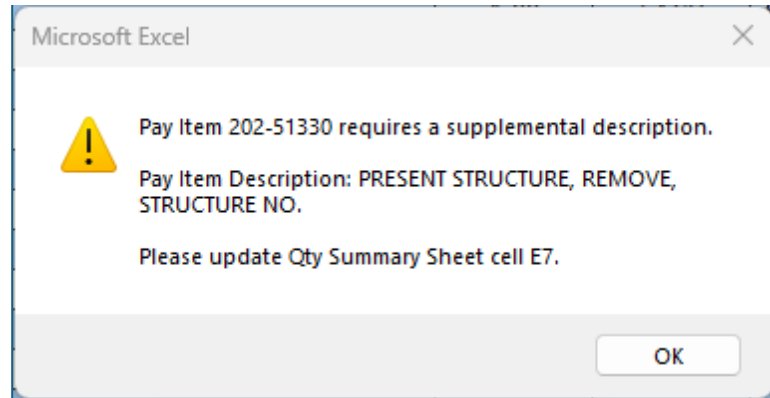
4. Click the button called “CLICK HERE TO IMPORT BIDTABS DATA” in the “Qty Summary” tab.



5. Navigate to and select the file that you exported from BidTabs.
6. If you do not wish to import the unit prices into AWPe, you should delete all prices from that column.
7. Click the button called “CLICK HERE TO GENERATE AASHTOWare CSV” in the “Qty Summary” tab.



8. If a pay item needs a supplemental description, a message will notify you that it hasn't been added to that cell. Find the cell that's called out in the message, add a suitable description, then click “CLICK HERE TO GENERATE AASHTOWare CSV” again.



| NUMBER | PAY ITEM CODE | ITEM DESCRIPTION                         | SUPPLEMENTAL DESCRIPTION<br>(If Required, Otherwise Leave Blank) | QUANTITY | UNIT | UNIT PRICE    |
|--------|---------------|------------------------------------------|------------------------------------------------------------------|----------|------|---------------|
| 1      | 105-06845     | CONSTRUCTION ENGINEERING                 |                                                                  | 1.00     | LS   | \$ 60,624.00  |
| 2      | 110-01001     | MOBILIZATION AND DEMOBILIZATION          |                                                                  | 1.00     | LS   | \$ 185,663.82 |
| 3      | 201-52370     | CLEARING RIGHT-OF-WAY                    |                                                                  | 1.00     | LS   | \$ 61,743.18  |
| 4      | 202-02240     | PAVEMENT REMOVAL                         |                                                                  | 164.00   | SYS  | \$ 19.39      |
| 5      | 202-51330     | PRESENT STRUCTURE, REMOVE, STRUCTURE NO. | 1                                                                | 1.00     | LS   | \$ 108,261.12 |

9. Save the file in a suitable location. Ensure that the file is saved as a comma separated values (csv) file.
10. Follow the steps in 104 – Importing Pay Items to a Cost Estimate Companion to complete the import process into AWPe.