

CES for Design Consultants FAQ

1. Log on problems: IOT Helpdesk Phone #: 234-HELP (4357)
2. CES Usage questions? cessupport@indot.in.gov
3. How do I get access to my job after the control group has been changed?
Send an email to cessupport@indot.in.gov with your request.
4. Will Estimator still be available for local work?
Yes, but please send an email to cessupport@indot.in.gov to be added to list of companies still needing for local work.
5. Are there PDF's of your presentations?
Yes. Use the link at the bottom of your agenda.
6. Is CES for any federal jobs?
Any state job with a DES number.
7. Do we need Citrix?
Yes, CES is only available through Citrix.
8. Should we start using CES now?
Yes, we strongly recommend that you start using CES to become familiar with the program.
9. What about joint venture contracts?
The companies will need to share their control group numbers to pass the jobs between one another.
10. Can more than one person work on the same estimate at the same time?
No. Each estimate can be open by one person at a time.
11. Can more than one person use a Citrix login?
No. One Citrix session per user network account.
12. Can I import an Estimator file?
Yes. See the CES manual.
13. Do you need a separate estimate for each DES number?
Yes.
14. Can you delete a job?
No. This is a sys admin function.
15. Was the process changed for unique pay items?
No. Follow the process in the Design Manual.
16. Can you enter items not on the Item List?
No.
17. Can you use a browser other than Internet Explorer?
IOT only supports Citrix via Internet Explorer. Testing with other browsers has produced unresolved issues.
18. Does the control number need to be changed for every submittal?
Only change the control number for final submission.
19. Do you register for each person or per company?
Each user must have their own CES and Citrix/Network account.
20. Will the INDOT project manager be able to see the company's estimates?
No.
21. Can you export the item list to Excel?
Not through CES, but is available on the internet. The items associated to a project can be exported via process. **Doing Business with INDOT Pay Items** web page, <http://www.in.gov/dot/div/contracts/pay/>

22. When the control group is changed to INDOT what happens to the Snapshots?
They remain associated with the project and are not visible to the company.
23. What is the cost for CES/Citrix/network accounts?
INDOT is paying the cost.
24. Will the system automatically identify items with multiple prices associated?
No. The system is designed to allow multiple prices per item. Inactive prices are clearly marked.
25. Can you get a combined total for multiple projects associated with a single contract?
No. Projects are not combined into a single contract until after final submission.