CARS 1.9 & 1.10 Release Notes – May 2023 & June 2023

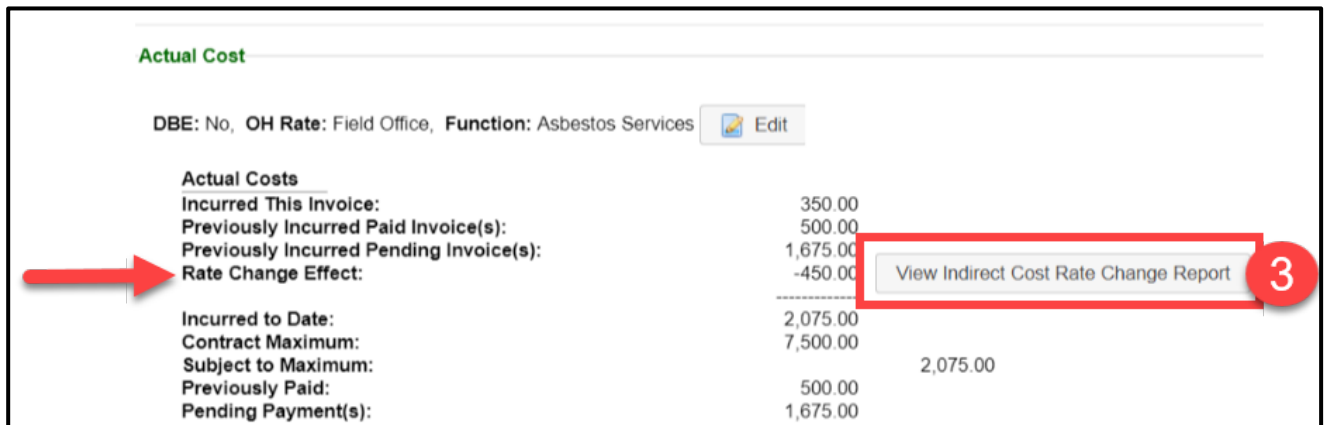## Summary of Changes for Consultants

There are three reports now available.
1. <u>Contract Summary Cost Line Report:</u> This report will enable users to view the total cost information for all the projects on a contract.
2. <u>Invoicing Status Report:</u> This report provides the status of all invoices for a firm.
3. <u>Indirect Cost Rate History Report:</u> With this report, a user can see the history of the rate change effect to provide insight on how overhead rate adjustments are being made on invoices.

To access the Contract Summary and Cost Line Report, as well as the Invoicing Status Report, the consultant staff member must have the view contract role the specific contract they wish to run the report for. Use the links from the "Reports" drop-down menu in the tool bar at the top of the screen in the CARS application.

To access the Indirect Cost Rate History Report, open an invoice that has been affected by an indirect rate change. In the cost section of the invoice, click the "View Indirect Cost Rate Change Report" button next to the Rate Change Effect line. The report will open in a new window.

Summary of Changes for WisDOT Staff

The Invoice Tableau Dashboards is now available. There are three reports included in this dashboard.

1. Dollars Invoiced Report: This report allows for the visible representation to view the status of how much has already been paid against a project ID with relation to the contract max and current completion date.
2. Hours Invoiced Report: This report displays a graph to show status of how many hours have already been used for a project ID with relation to the total hours in a contract and current completion date.
3. Master Contract Report: This final report visually depicts how much of the master contract balance has already been spent against the master contract**.**

The CARS team has created the Invoice Tableau Dashboard based on user feedback received from the CARS Update and Training Survey conducted in September of 2022.

The Invoice Tableau Dashboard can be found HERE or through the CARS app as pictured below.