

The following set of tables describe, at a high level, the capabilities of the security groups to which a Business Partner's System Administrator can assign users within their firm. They are presented for each Business Partner relationship type.

Business Partner Security Groups (Construction Contractor)

USER GROUP	ECMS CAPABILITIES
CONTRACTOR PRINCIPAL [ECMS]	<ul style="list-style-type: none"> ◆ Review and approve/sign contracts ◆ All abilities of Contractor Other Officers
CONTRACTOR OTHER OFFICERS [ECMS]	<ul style="list-style-type: none"> ◆ View current prequalification information for their organization, including financial capacity ◆ View Line-of-Credit information for their organization ◆ Submit requests for additional work class codes and inclusion of additional lines-of-credit for financial capacity calculation ◆ Submit bids ◆ All abilities of Contractor Contract Admin
CONTRACTOR CONTRACT ADMIN [ECMS]	<ul style="list-style-type: none"> ◆ Submit questions about a published bid package ◆ Submit post-bid opening forms/information required during contract awards ◆ Add/update contractor project team members assigned to a project ◆ Create and submit subcontractor approval requests ◆ View prequalification certificates for their organization *Access Removed* ◆ Submit requests for a time extension ◆ View official acceptance of a project ◆ Enter and submit information required by FHWA ◆ View and approve/reject Notice of Final Quantities ◆ All abilities of Contractor Field Manager
CONTRACTOR FIELD MANAGER [ECMS]	<ul style="list-style-type: none"> ◆ View items/component items for a project and the associated details ◆ View approved estimates and details about the estimate including payment details ◆ View work orders, work order details and associated authorizations for contract work ◆ View past performance reports for their firm for projects to which they are assigned ◆ View the contract for a project ◆ All abilities of a Contractor General User
CONTRACTOR GENERAL USER [ECMS]	<ul style="list-style-type: none"> ◆ View Bid Packages/addenda and download Expedite files ◆ View current and original contract amounts for a contract awarded to their organization ◆ Print hard copies of "blank" Performance and Payment Bonds ◆ View officers in corporate structure list ◆ View subcontractor approval and time extension requests submitted by their organization