



PS-CAMS-Internal and External Users

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December 12, 2024

Presentation Topics

PS-CAMS Consultant Portal

- Payments

- Forms

- Evaluations

PS-CAMS - Internal Users

- Evaluations

- Creating TxDOTCONNECT Projects

- Reports

PS-CAMS Consultant Portal

Consultant Portal – Gaining Access

[Home](#) / [Business](#) / [Engineering, architectural, and surveying consultants](#) / [Manage active contracts](#)

Manage active contracts with PS-CAMS

Professional Services - Contract Administration Management System (PS-CAMS) is an online reporting system designed for use by firms with active TxDOT contracts. Project managers can submit required reporting information directly into the system and view their contract data.

The [PS-CAMS online reporting system](#) supports direct entry of the following information:

- Monthly reporting for HUB or DBE utilization (H-3 and H-6 form submission)
- Initial projection and monthly updates of pending projections (required for all firms with active professional services contracts and work authorizations; not applicable to vendors with purchase order contracts)


Obtain user ID for PS-CAMS


1. To obtain a User ID, follow [these instructions](#) for completing and submitting the three forms:

- [PS-CAMS External User Information Sheet](#)
- [Request for External Access to TxDOT Information Systems](#) (Form 1980)
- [Rules of behavior for general users](#) (Form P-ITD-ISO-025-1)

2. In approximately three days you will receive an email with your User ID and login instructions.

Contact PS-CAMS Administrator


 PEPS_PS-CAMS@txdot.gov

 [512-416-3153](tel:512-416-3153)



Consultant Portal - Login Screen

Texas Department of Transportation
Providing safe, effective and efficient movement of people and goods.



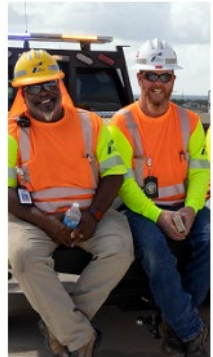
PS-CAMS -- portal Professional Services - Contract Administration Management System

Login

Email

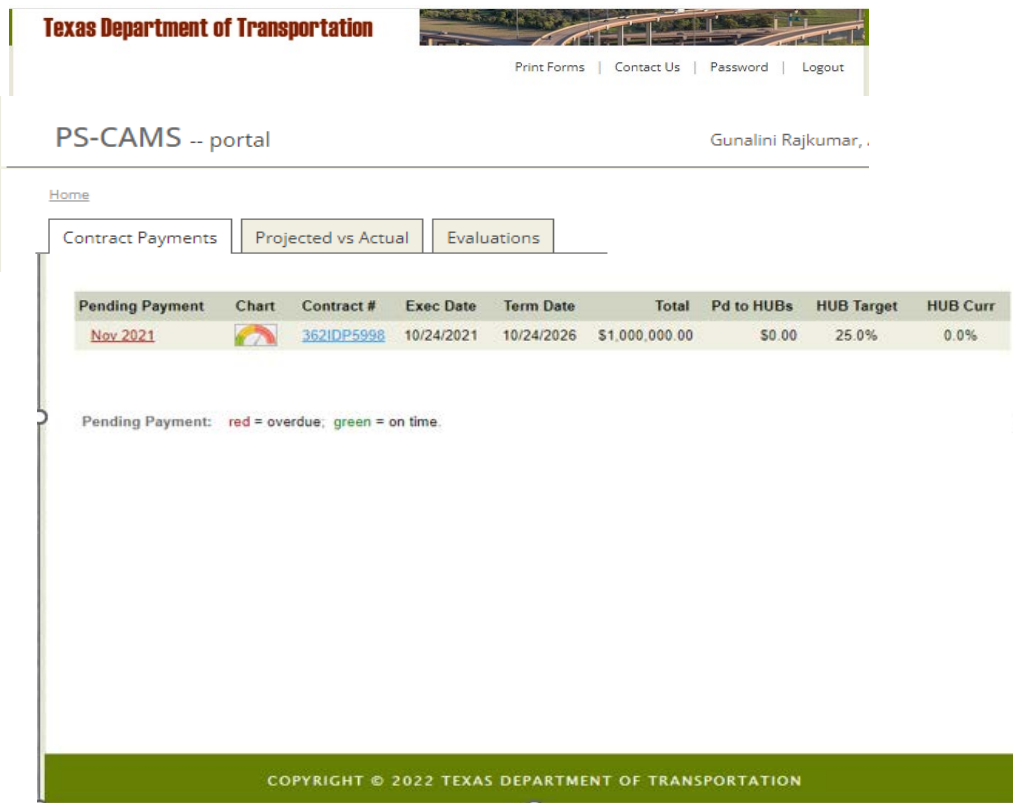
Password

[Forgot password?](#)




Consultant Portal - Contract Payments

Entries are required every month from contract execution until contract termination



The screenshot displays the Texas Department of Transportation PS-CAMS portal. At the top, the header includes the department name, a navigation menu with 'Print Forms', 'Contact Us', 'Password', and 'Logout', and a user profile for 'Gunalini Rajkumar'. Below the header, there are three tabs: 'Contract Payments' (selected), 'Projected vs Actual', and 'Evaluations'. A table titled 'Pending Payment' shows data for 'Nov 2021' with columns for 'Chart', 'Contract #', 'Exec Date', 'Term Date', 'Total', 'Pd to HUBs', 'HUB Target', and 'HUB Curr'. A legend below the table indicates that 'red' signifies 'overdue' and 'green' signifies 'on time'.

Pending Payment	Chart	Contract #	Exec Date	Term Date	Total	Pd to HUBs	HUB Target	HUB Curr
Nov 2021		362IDP5998	10/24/2021	10/24/2026	\$1,000,000.00	\$0.00	25.0%	0.0%

Pending Payment: red = overdue; green = on time.

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Consultant Portal – Monthly Payments

- Enter the amount you received from TxDOT in the month you receive it.
- Enter the amount you pay your subs in the month you pay them.

Home / Contract Payment

Payments for 362IDP5998 [\[show details\]](#) Payment history: [2021](#) [2022](#)

1 Select Pay Period Nov 2021

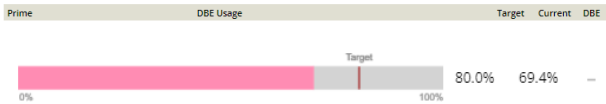
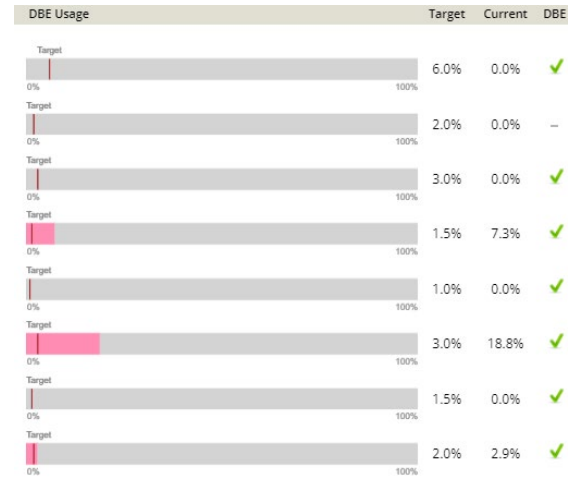
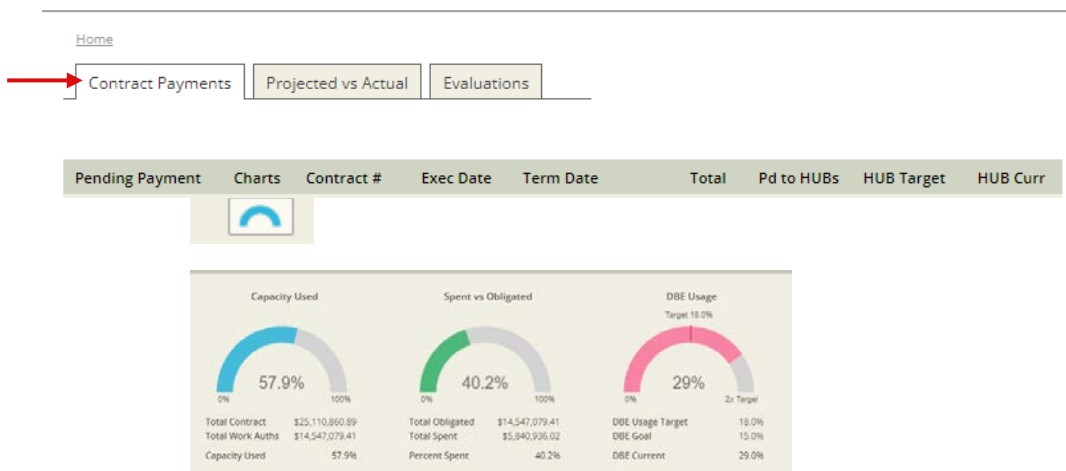
2 Payment to Contractor \$ Total amount paid to you this reporting period

3 Subcontractor Payments

Subcontractor	Paid This Period	Comment	Paid To Date	DBE	DBE Target	DBE Current
Abc Engineering Services	\$ <input type="text" value="amount"/>	<input type="text" value="comment"/>	\$0.00	✓	20.0%	0.0%
Mlm Surveying	\$ <input type="text" value="amount"/>	<input type="text" value="comment"/>	\$0.00	✓	5.0%	0.0%
Purple Clover Environmental	\$ <input type="text" value="amount"/>	<input type="text" value="comment"/>	\$0.00	–	5.0%	0.0%

4 Certify & Save I hereby certify that the above payments for November 2021 are true and correct.

Consultant Portal – Updated version



Consultant Portal – Updated version

Paid This Period	Comment	Paid To Date	DBE	DBE Target	DBE Current
\$ 0.00	comment	\$0.00	✓	6.0%	0.0%
\$ 0.00	comment	\$0.00	–	2.0%	0.0%
\$ 0.00	comment	\$0.00	✓	3.0%	0.0%
\$ 0.00	comment	\$425,396.06	✓	1.5%	7.3%
\$ 0.00	comment	\$0.00	✓	1.0%	0.0%
\$ 0.00	comment	\$1,096,467.12	✓	3.0%	18.8%
\$ 0.00	comment	\$0.00	✓	1.5%	0.0%
\$ 0.00	comment	\$170,802.59	✓	2.0%	2.9%

I hereby certify that the above payments for September 2024 are true and correct.

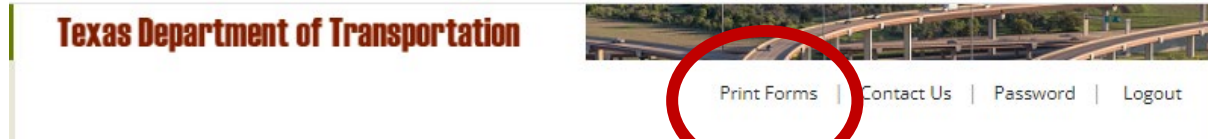
Save Payments

0/2000

Any comments you'd like to add with this submission

Consultant Portal - Forms

All forms can be accessed from the Print Forms link at the top right



Consultant Portal - Form

The forms for each month can be found here

[Contract Payments](#) | [Projected vs Actual](#) | [Evaluations](#)

Home / [Contract Payment](#) / 2021

Payments Submitted 2021

October [Download H-3 Form](#)

Contractor was paid \$0.00

Subcontractor	Paid This Period	Comment	Total Paid To Date	HUB Target	HUB Current
Abc Engineering Services	\$0.00		\$0.00	n/a	n/a
Mlm Surveying	\$0.00		\$0.00	n/a	n/a
Purple Clover Environmental	\$0.00		\$0.00	n/a	n/a
					0.0%

November [Download H-3 Form](#)

Contractor was paid \$16,000.00

Subcontractor	Paid This Period	Comment	Total Paid To Date	HUB Target	HUB Current
Abc Engineering Services	\$0.00		\$0.00	n/a	n/a
Mlm Surveying	\$1,500.00		\$1,500.00	n/a	n/a
Purple Clover Environmental	\$2,500.00		\$2,500.00	n/a	n/a
					1.6%

Consultant Portal - Consultant Portal - Evaluations

Prime consultants can view provider evaluations using the PS-CAMS portal

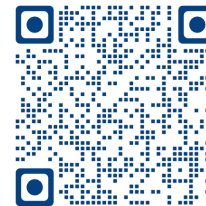
What if all of my evaluations as a PM aren't listed?

Questions and Discussion



PS-CAMS Internal Users

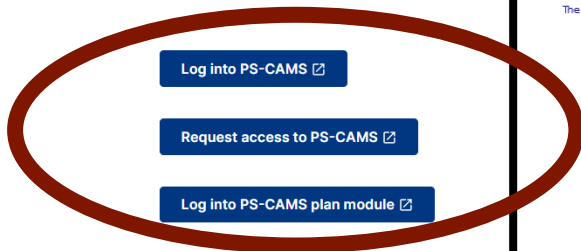
PS-CAMS: Link for Requesting Internal Access



[Divisions /](#) [PEPS Division \(PPD\)](#)

PS-CAMS

Professional Services
Contract Administration
Management System



[Log into PS-CAMS](#)

[Request access to PS-CAMS](#)

[Log into PS-CAMS plan module](#)

PS-CAMS System Access Request Form

The Supervisor must request access by filling out and submitting the information below.

User First Name:

User Last Name:

Network Username:

D/D/O:

(Ctrl-Click to select multiple Districts)

- Ablene
- Amarillo
- Atlanta
- Austin
- Bridge
- Beaumont
- Brownwood
- Bryan
- Childress

Role: [* Role Explanation](#) [* Access Criteria](#)

Type of Work:

- All (Browse Manager Only)
- Architectural
- Bridge Inspection
- Engineering
- Geotech
- Materials Engineering
- Scientific
- Survey
- Utility

Supervisor's Name:

Supervisor's Phone Number:

Action:

Comments:

For questions about your request, please email [PEPS_PS-CAMS](#).

Evaluations

Status

- TxDOT PM Approved
- Management Approved
- Reviewed By Ext PM

Creating TxDOTCONNECT Projects

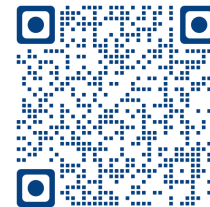
Instructions for Creating TxDOTCONNECT Projects in PS-CAMS

Purpose

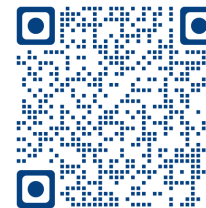
The purpose of this document is to demonstrate how PS-CAMS displays CSJ information from TxDOTCONNECT and how to create Custom Projects. This document shows how to access existing CSJ and project information from TxDOTCONNECT, how to create a custom project, and how to link the Work Authorization CSJ to the Plan module CSJ.

Table of Contents

Purpose	1
General Information	2
How to Navigate to the CSJ Tab	2
Searching By CSJ	3
Searching By TxDOTCONNECT Project ID	4
Assigning a Project to the Work Authorization from TxDOTCONNECT	5
Assigning an Additional Project to the Work Authorization	6
Create a Custom Project for the Work Authorization	7
Assigning a TxDOTCONNECT Project without a CSJ	8
Linking a Custom Project and a TxDOTCONNECT CSJ to the Funds in the Plan Module	9



PS-CAMS: Videos and Training



[Divisions / PEPS Division \(PPD\)](#)

PS-CAMS

Professional Services Contract Administration Management System

Guidance

- [Entering exhibit H-2](#)
- [Dashboard procurement tracking system](#)
- [Entering Provider Evaluations](#)
- [Entering Supplemental Agreements](#)
- [Entering Selection, Contract Execution & WA](#)

[Log into PS-CAMS](#)

[Request access to PS-CAMS](#)

[Log into PS-CAMS plan module](#)

- [Adding WA Project Manager to a WA](#)
- [Entering Data into the PS-CAMS Step Tracker](#)
- [SQL Reporting Services](#)
- [Creating TxDOTCONNECT Projects in PS-CAMS](#)
- [Changing Provider Project Manager](#)

Videos

Planning

- [LAR Meeting - FY2026-2027](#)
- [PS-CAMS Plan Review Request](#)
- [Project Tab](#)
- [Resource Tab](#)
- [Summary Tab](#)
- [Portfolio Review](#)

Procurement

- [Create a New RFP](#)
- [Dashboard Procurement Step Tracker](#)

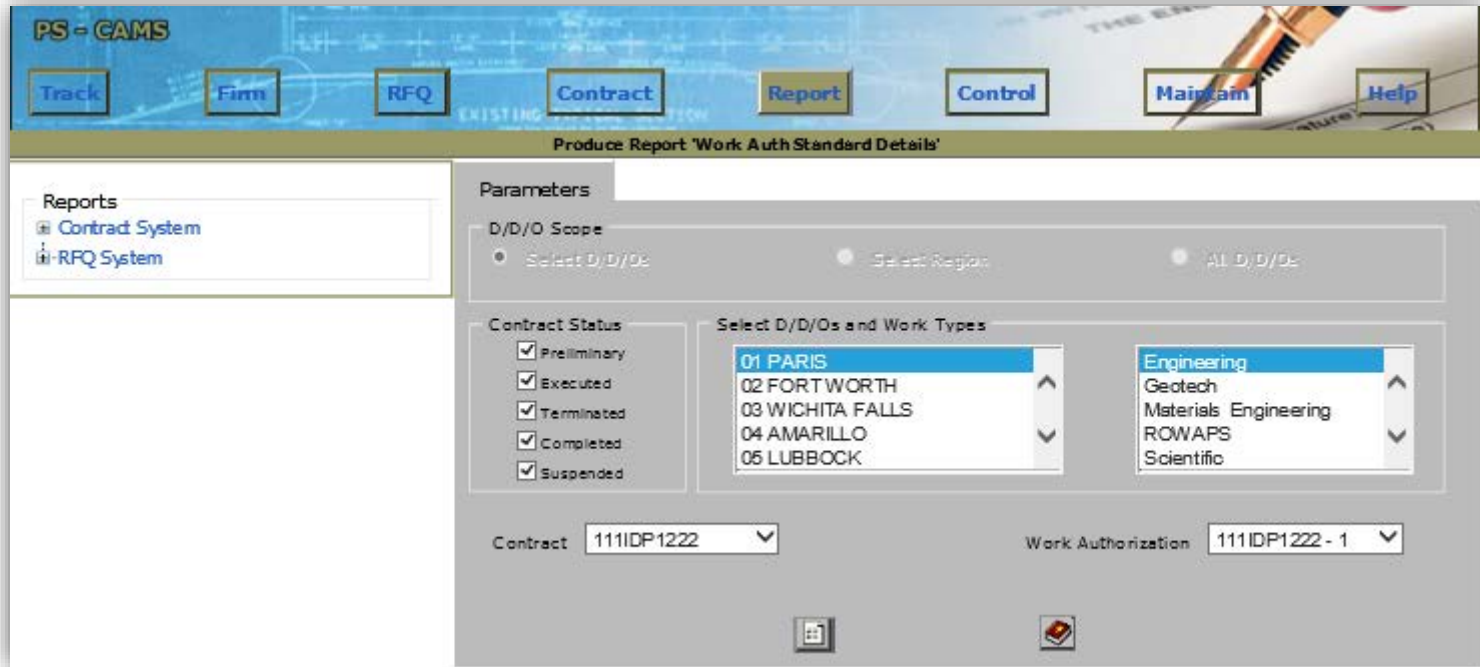
Contracts

- [How to use PS-CAMS](#)
- [Contract Overview](#)
- [Contract Closeout Milestones](#)

Work Authorizations

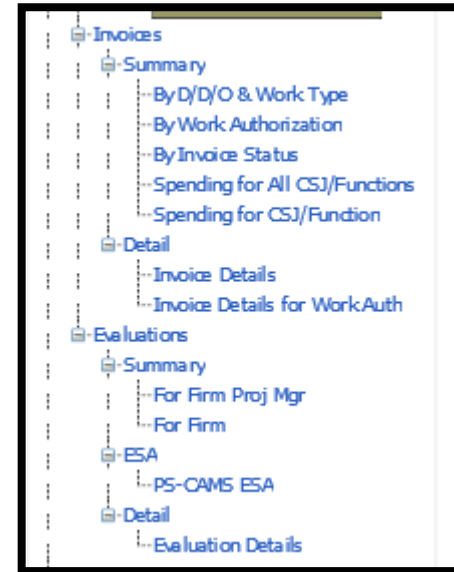
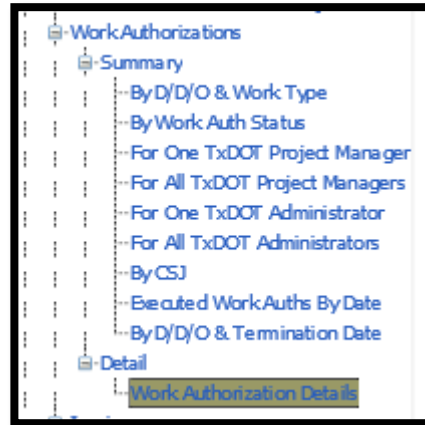
- [How to use PS-CAMS](#)
- [Work Authorization Overview](#)
- [Supplemental Work Authorization](#)
- [CS/Is/Plan](#)
- [Budget](#)
- [Subprovider Commitments HUB/DBE](#)
- [Invoices](#)
- [Progress Reports](#)
- [Tasks](#)
- [Deliverables](#)

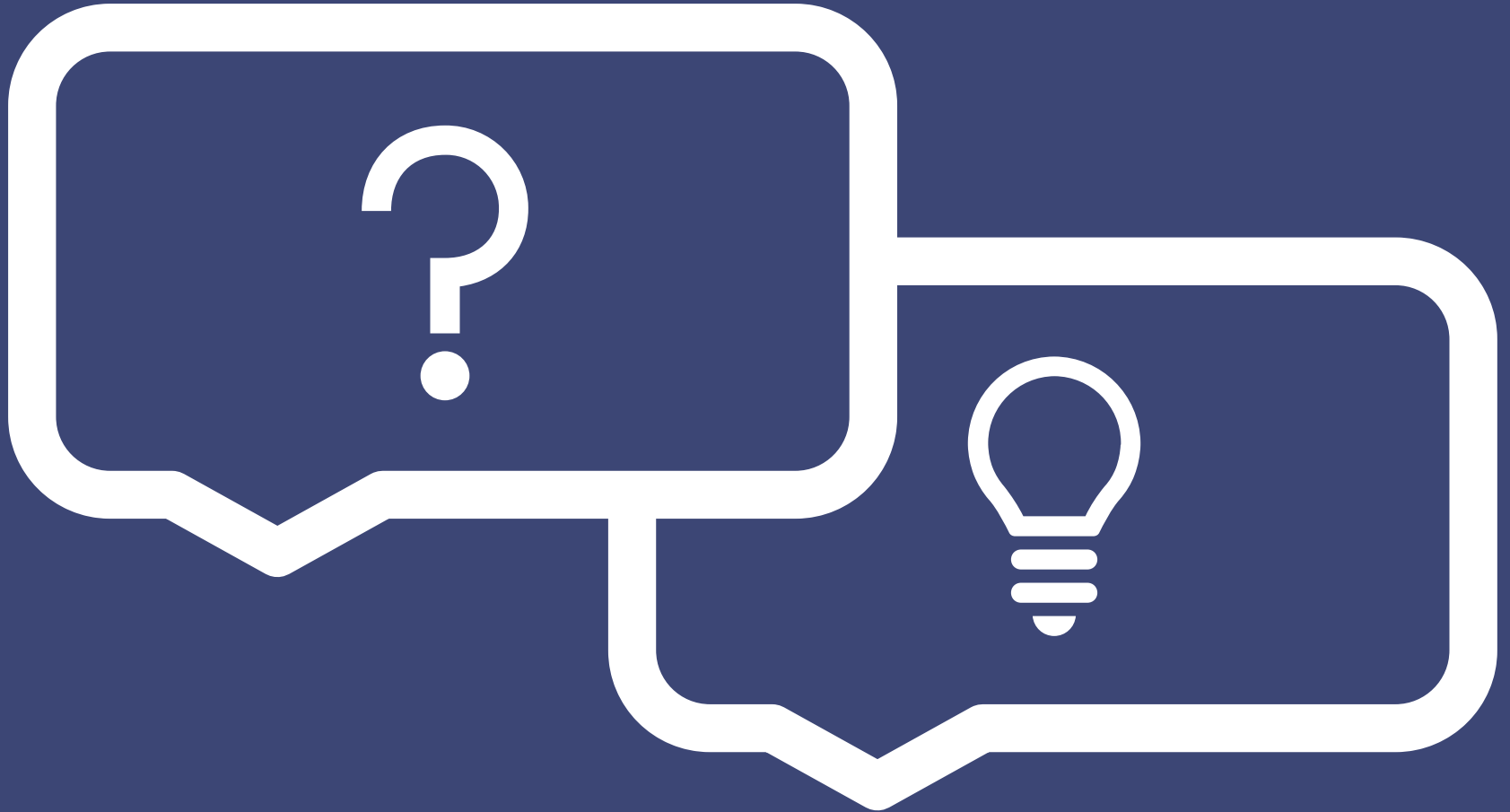
Reports



The screenshot displays the 'PS - GAMS' Reports interface. At the top, a navigation bar includes buttons for Track, Firm, RFQ, Contract, Report, Control, Maintain, and Help. Below this, a header indicates the current action: 'Produce Report: Work Auth Standard Details'. On the left, a 'Reports' sidebar lists 'Contract System' and 'RFQ System'. The main area is titled 'Parameters' and contains several sections: 'D/D/O Scope' with radio buttons for 'Select D/D/Os', 'Select Region', and 'All D/D/Os'; 'Contract Status' with checkboxes for Preliminary, Executed, Terminated, Completed, and Suspended; 'Select D/D/Os and Work Types' with two dropdown menus (one showing D/D/Os like 01 PARIS, 02 FORT WORTH, etc., and another showing Work Types like Engineering, Geotech, etc.); and two dropdown menus for 'Contract' (111IDP1222) and 'Work Authorization' (111IDP1222 - 1). At the bottom, there are two small icons: a printer and a save icon.

PS-CAMS: Reports Expanded







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