

Welcome to AssetWorks

This site is used by external customers that purchase Stock Items from the Ames Warehouse and/or Motor Pool vehicles Reservations from the Ames DOT location.

The current system will be replaced with AssetWorks.

The AssetWorks system is available for you to use on September 30, 2019.

Ames Warehouse:

Agencies were contacted summer 2019 and were asked to provide updated contact information for a new distribution list.

All agencies on this distribution list will receive an email on September 30th indicating the system is set up for you to use on Sept. 30th.

Each individual agency will receive an email with your user name and password information. You will be required to change your password to a new password to get into the AssetWorks system. This is required for security reasons.

Please note, the unit price listed in the catalog does not include surcharges, shipping and handling costs. These will be added to the invoice charges.

Steps to Log into AssetWorks for Ames Warehouse Stock Item order requests:

1. Click on the DOT website, <https://iowadot.gov/centralinventory>
2. Select Returning Customer. This will take you to the AssetWorks Homepage.
3. You will need to change your password.
4. Relog in with your new password.
5. If you logged in correctly, you will see blue tabs, called portals. The portal names will say, Home and Non-DOT Inventory Requests.
6. Click on the Non-DOT Inventory Requests to order items out of the warehouse.
7. If you need Training Manuals, go to the Quick Links shown in the left margin.

Training manuals

Training manuals are provided in the Quick Links section. The following training manuals are in the following folders:

- General Information
 - How do Change my password in AssetWorks?
- Inventory – Catalog Requests
 - How to order items from the Ames Warehouse

Motor Pool Information:

For Motor Pool Reservations you will click on the following link:

<https://faweb10.assetworks.com/iowaDOT/>

1. You will need to change your password

2. Relog in with your new password.
3. If you logged in correctly, you will see blue tabs, called portals. The portal names will say, Home and Motor Pool Reservations.
4. Click on the Motor Pool Reservations to place your reservations.
5. If you need Training Manuals, go to the Quick Links shown in the left margin, look for the training manual named, Motor Pool Reservations.

What if I have access to both Ames Warehouse and Motor Pool Reservations?

If you have the access to make a motor pool reservation and order from the Ames warehouse

- If you are ordering items from the Ames Warehouse, please log into the Central inventory log in.
- If you are logging in for motor pool, please log into the motor pool website provided.

You will also see all 3 portal names, Home, Non-DOT Inventory requests and Motor Pool Reservations.

Questions Who Do I Contact?

For Ames Warehouse questions contact

Phone -515-239-1574 or 515-239-1240

Email- DOT.WhseInventory@iowadot.us

For Ames Motor Pool questions contact

Phone- Susie Hall – Dispatcher 515-239-1597