

## Alternate Containers

Project and Program Delivery Manual  
Chapter 5.2

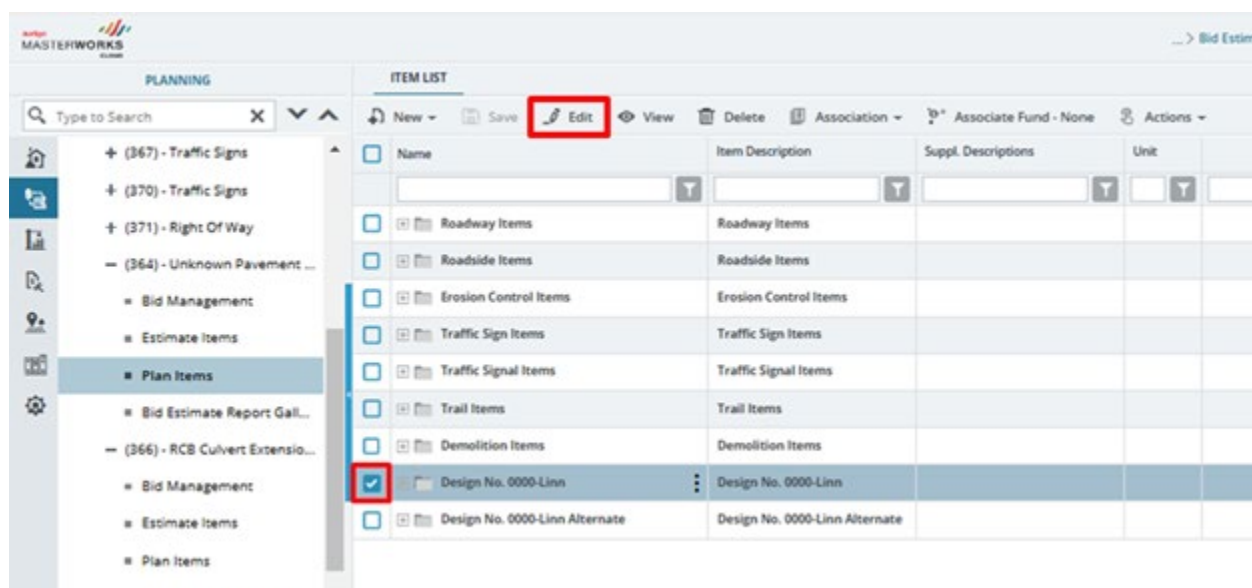
Setting up a new estimate

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If alternate items will be developed for bidding, separate containers must be set up in Masterworks for each alternative. Please refer to Chapter 5.2.1.2. for instructions on how to add containers in Masterworks.

After the necessary alternate containers have been created, check the box next to the first alternate container and select Edit.



The Edit Container form should open. Confirm the “Is Alternate” box is not checked. Next, click Save & Exit.

The screenshot shows the 'EDIT CONTAINER' form. On the left is a 'PLANNING' sidebar with a search bar and a tree view containing items like '(367) - Traffic Signs', '(370) - Traffic Signs', '(371) - Right Of Way', '(364) - Unknown Pavement ...', 'Bid Management', 'Estimate Items', 'Plan Items', 'Bid Estimate Report Gall...', '(366) - RCB Culvert Extensio...', 'Bid Management', and 'Estimate Items'. The 'Plan Items' section is expanded. The main form area has a top bar with 'Save & Exit', 'Save & Continue', and 'Cancel' buttons. Below this, the 'Container' field is set to 'Design No. 0000-Linn'. Other fields include 'Container ID : 9', 'Design Number : 0000', 'Design Number County : Linn', 'Existing Asset ID :', 'Container Estimator : Select One' (with a dropdown arrow), 'Is Alternate' (an unchecked checkbox), and 'Description : Design No. 0000-Linn'.

Open the other alternate container by checking the box next to the container name and select Edit.

The screenshot shows the 'ITEM LIST' table. The top toolbar has buttons for 'New', 'Save', 'Edit' (highlighted with a red box), 'View', 'Delete', 'Association', 'Associate Fund - None', and 'Actions'. The table has columns: 'Name', 'Item Description', 'Suppl. Descriptions', and 'Unit'. The rows include 'Roadway Items', 'Roadside Items', 'Erosion Control Items', 'Traffic Sign Items', 'Traffic Signal Items', 'Trail Items', 'Demolition Items', 'Design No. 0000-Linn', and 'Design No. 0000-Linn Alternate'. The checkbox in the first column for the 'Design No. 0000-Linn Alternate' row is checked and highlighted with a red box.

The Edit Container form should open. Check the box next to the “Is Alternate” container. After the button is checked, the “Alternate To” field should become visible. Click on the button to the right of the “Alternate To” field.

The screenshot shows the 'EDIT CONTAINER' form in the Masterworks software. The left sidebar is titled 'PLANNING' and contains a search bar and a list of project items. The main area is titled 'EDIT CONTAINER' and contains fields for 'Container', 'Container ID', 'Design Number', 'Design Number County', 'Existing Asset ID', 'Container Estimator', 'Is Alternate', 'Alternate To', and 'Description'. The 'Is Alternate' checkbox is checked, and the 'Alternate To' field is visible. A red box highlights the 'Is Alternate' checkbox, and another red box highlights the button to the right of the 'Alternate To' field.

The Containers form should open. Click on the other container that will be bid as an alternate, and then click Select.

The screenshot shows the 'Containers' form in the Masterworks software. The left sidebar is titled 'PLANNING' and contains a search bar and a list of project items. The main area is titled 'EDIT CONTAINER' and contains fields for 'Container', 'Container ID', 'Design Number', 'Design Number County', 'Existing Asset ID', 'Container Estimator', 'Is Alternate', 'Alternate To', and 'Description'. The 'Is Alternate' checkbox is checked, and the 'Alternate To' field is visible. A red box highlights the 'Is Alternate' checkbox, and another red box highlights the button to the right of the 'Alternate To' field. A 'Containers' dialog box is open, showing a list of containers. The 'Design No. 0000-Linn' container is selected, and a red box highlights the 'Select' button.

The “Alternate To” field should now be populated with the container that was selected in the previous step. Click “Save & Exit”.

The screenshot shows the Masterworks software interface. On the left is a 'PLANNING' sidebar with a search bar and a list of menu items including 'Schedule Task Request', 'Documents', 'Document Search', 'Budget Management', 'Bid Estimate Information', and various traffic signs and right-of-way items. The 'Plan Items' item is currently selected. The main area is titled 'EDIT CONTAINER' and contains several fields: 'Container' (Design No. 0000-Linn Alternate), 'Container ID' (10), 'Design Number', 'Design Number County', 'Existing Asset ID', 'Container Estimator' (Select One), 'Is Alternate' (checked), 'Alternate To' (Design No. 0000-Linn), and 'Description' (Design No. 0000-Linn Alternate). The 'Save & Exit' button is highlighted with a red box, and the 'Alternate To' field is also highlighted with a red box.

Enter plan items for each alternate container. For instructions on how to add plan items refer to Chapter 5.2.1.3.



**Note:** Only one of the alternate containers should have the “Is Alternate” box checked.

## Chronology of Changes to Manual Section:

### 5.2.1.2.5 Alternate Containers

02/25/2025	NEW
07/28/2025	Corrected "Originally Issued" date. Removed broken hyperlinks.