



**Washington State
Department of Transportation**

HaulHub Contractor & Subcontractor Calibration

User Guide
(for Suppliers & Contractors)
June 2025



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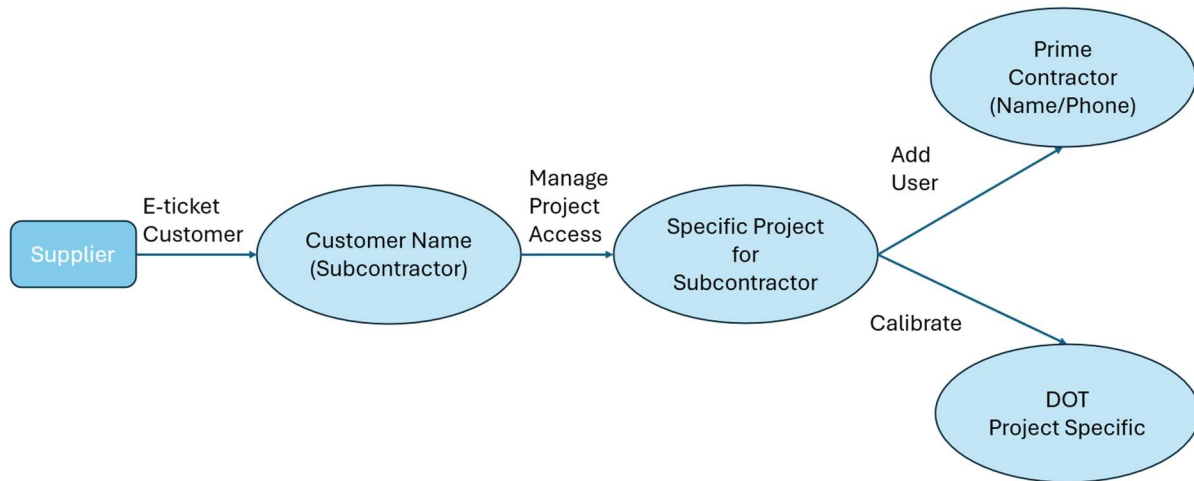
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Overview

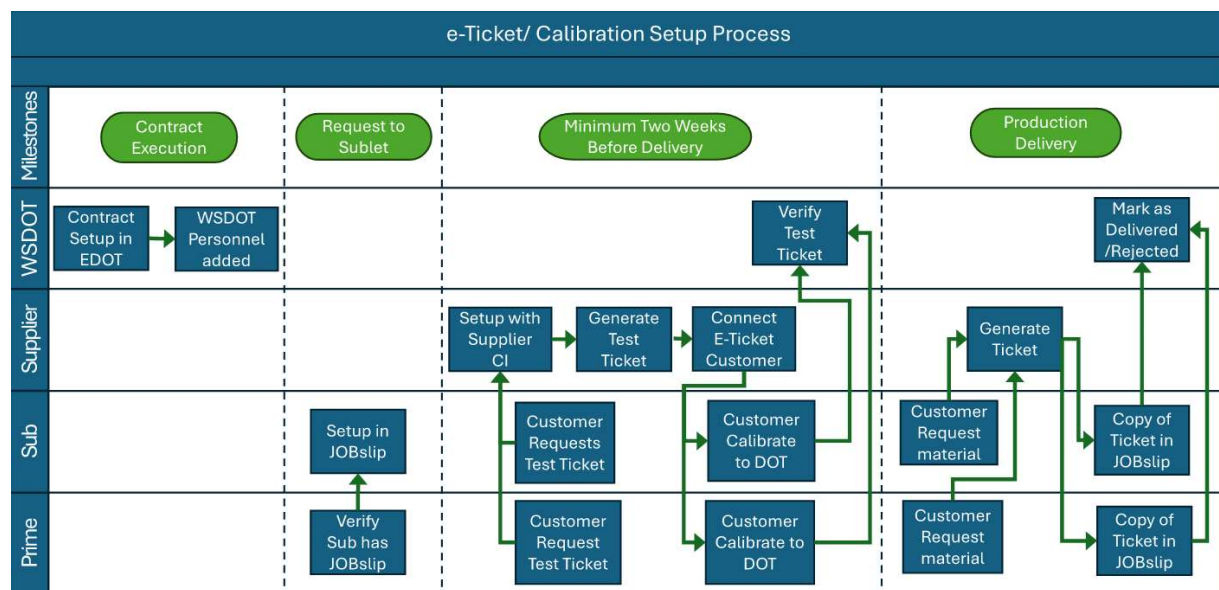
This document will provide the steps necessary to get a ticket from the supplier to the Subcontractor then to the Prime Contractor and DOT.

Workflow



*Customer Name = Contractor and/or Subcontractor

Calibration Setup Process



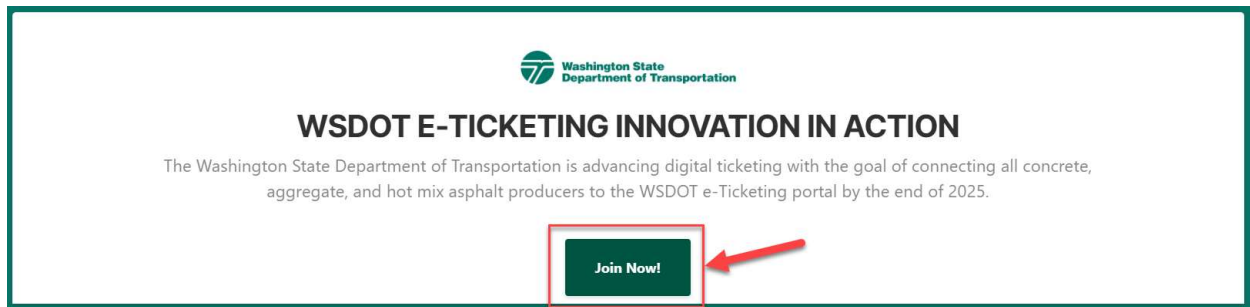
New to HaulHub

If you are a new HaulHub supplier or contractor of any tier, it is important to have a HaulHub account to follow the e-Ticket Portal requirements.

Washington State Department of Transportation (WSDOT) has partnered with HaulHub to provide one software license for every Supplier/Producer. Supplier/Producers will be set up with SupplierCI. Depending on the supplier's internet connection, Supplier Integration takes approximately 45 minutes.

WSDOT provides contractors with complimentary access to JOBSlip. Tickets can be viewed and downloaded by field staff or the back office giving a full transaction report of what tickets have been sent electronically and their delivery status. Setup time is as little as 10 minutes.

To sign up for a SupplierCI or JOBSlip account, use the following WSDOT HaulHub landing page link to get in contact with HaulHub. <https://www.haulhub.com/agency/washington-state>. At the top of the webpage is an option to “**Join Now!**”.



From there enter the following information: **Email, First name, Last name, Phone number, Company name**. A HaulHub representative will reach out within 48 hours to assist with setting up the required account.

Sign me up!

It has never been easier to begin sending your ticket data. Join us today by simply filling out this form and a representative will reach out to get you set up in no time.

Email*

First name*

Last name*

Phone number*

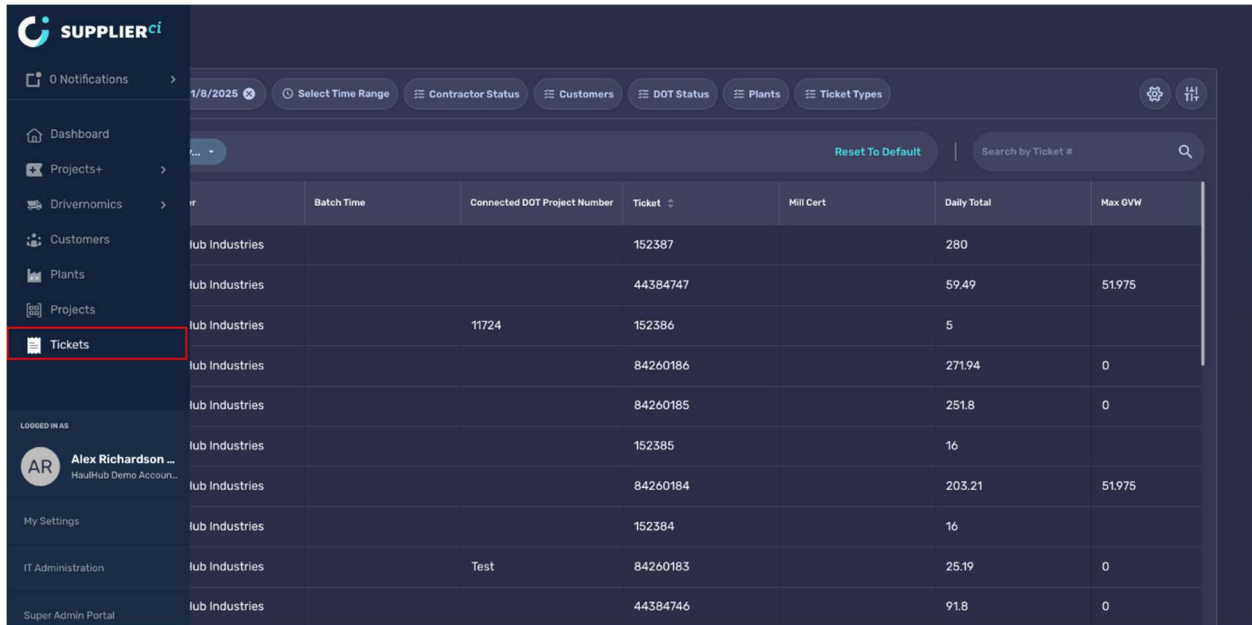
Company name*

SupplierCI

There are two methods to connecting the Raw Ticket Data to an e-Ticket Customer and DOT Authority within Supplier CI.

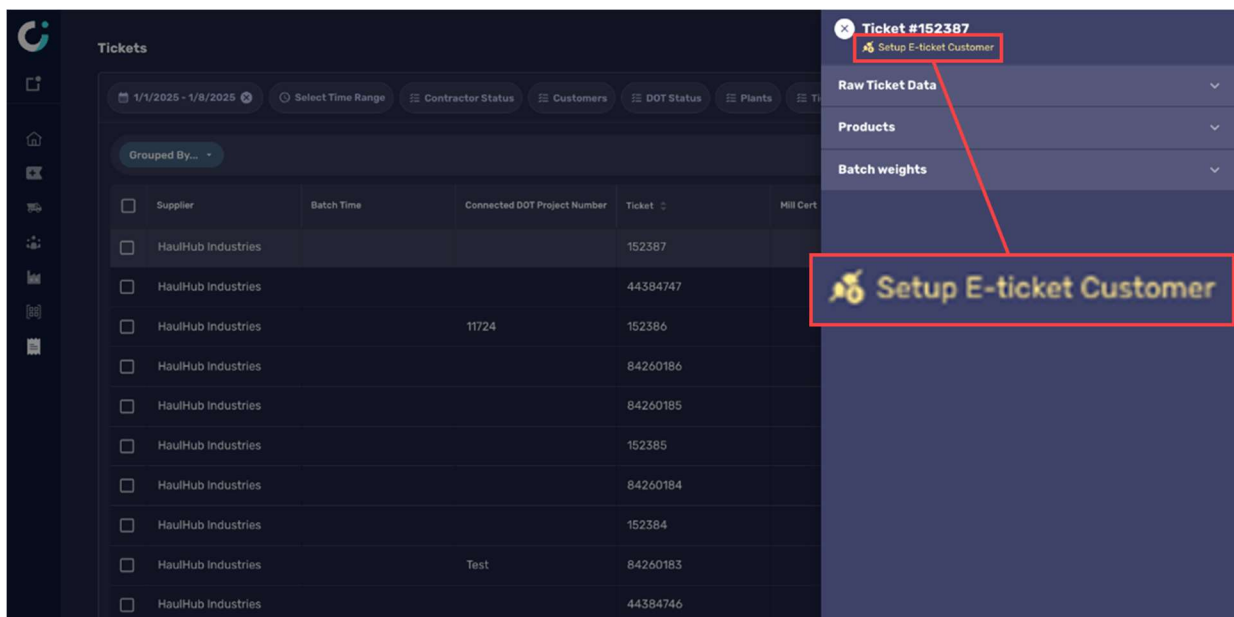
Method 1

1. After logging into your account, navigate to the left-hand menu and select **Tickets**.



The screenshot shows the SupplierCI dashboard. The left-hand navigation menu is open, and the 'Tickets' option is highlighted with a red box. The main content area displays a table of tickets with columns: Batch Time, Connected DOT Project Number, Ticket, Mill Cert, Daily Total, and Max GVW. The table lists several tickets from 'HaulHub Industries'.

1. Select a ticket that needs to be connected to E-ticket Customer. Click on **Setup E-Ticket Customer**



The screenshot shows the 'Tickets' page in SupplierCI. A dropdown menu is open for 'Ticket #152387', showing options: 'Setup E-ticket Customer', 'Raw Ticket Data', 'Products', and 'Batch weights'. The 'Setup E-ticket Customer' option is highlighted with a red box and a red arrow pointing to it from a larger red box labeled 'Setup E-ticket Customer'.



2. Type in the customer's name or scroll through the list provided in **Search Customers (1)** to select the Ticketed customer you want to link to an existing customer account.
3. Type in the **Existing Customer Accounts (2)** or scroll through the list provided under the second prompt to connect the Ticketed Customer to the Existing Customer Account.
 - a. If an E-Ticket Customer does not exist, you can use the HaulHub **chatbot** in the lower right or email support@haulhub.com to have them created
 - b. If you have a large volume of customers to add please use this [template](#) and email to support@haulhub.com

4. Click on **Next Step (3)**.

Connect E-Ticket Customer

1 Select a Ticketed Customer You Wish to Enable

*Note: The list of customers in this dropdown box is how you have ticketed your customer's name in your point of sale.

ALLSTON SITE CORP Search Customers...

2 Map your Ticketed Customer to your customer's existing HaulHub account

*Note: The list of customers in this dropdown box is how HaulHub has named the customer name ID in its own system.

Search Customers...

Suggested Customers:

No suggestions available

Note: Don't see the "Existing Customer Account" you want, use our chat bot at the bottom right to contact Support.


3 **Next Step**

5. Select Confirm.



6. To connect the project to a DOT Project, select **Calibrate to a DOT** at the top of the ticket.

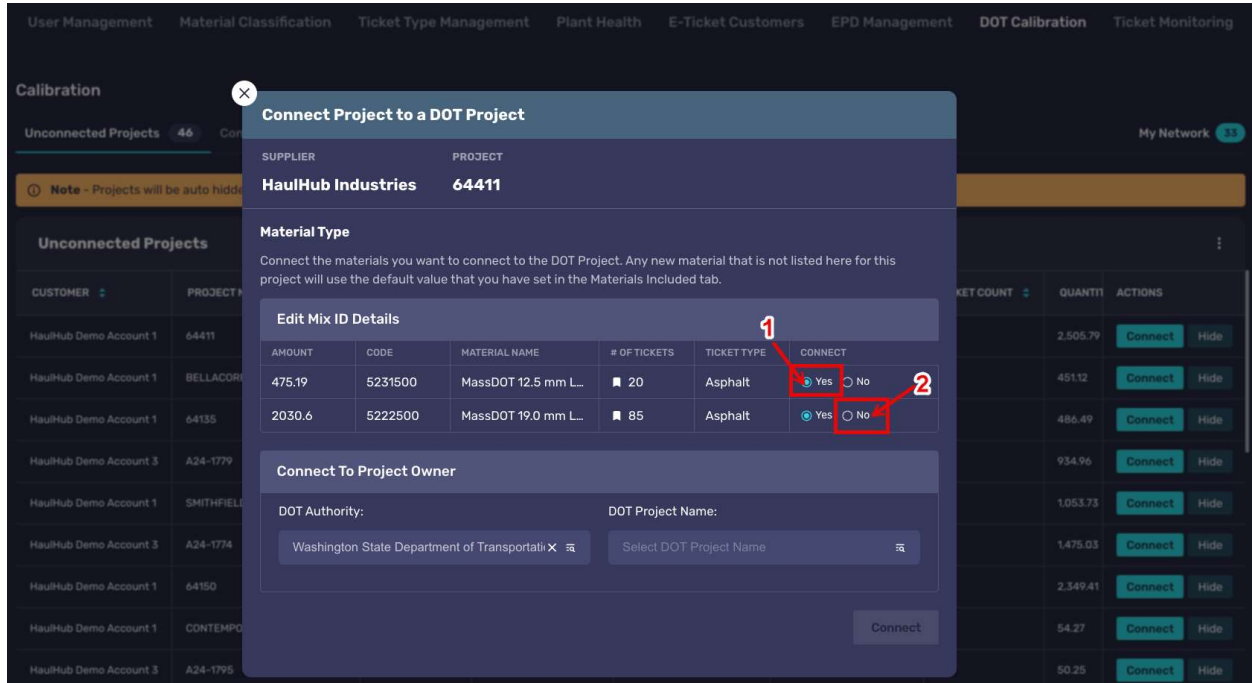
Ticket #150776

 Calibrate to a DOT

Raw Ticket Data

Supplier	HaulHub Industries
Plant	HARVARD CONCRETE
Created/Printed At	11/12/2024 08:32 AM EST
Customer Name	ALEX HUDLEY
Job	PICKUP
Job #	1
Product	40AC
Product Description	4000-AE COMMERCIAL
Product Code	100
Load	1
Daily Total	2.25
Deputy	Jamie Fullerton
Hauler	UHH ReadyMix
Truck	PU
Slump	7.00
Left Plant	11/12/2024 8:32 AM EST
Arrive Job	11/12/2024 8:32 AM EST
Begin Pour	11/12/2024 8:32 AM EST
Finish Pour	11/12/2024 8:32 AM EST
Mix Id	40AC
Net	2.25 Cubic yard

7. Select **“Yes” (1)** for the material types to be connected to the project. Select **“No” (2)** for the material types not to be connected to the project.



Connect Project to a DOT Project

SUPPLIER: **HaulHub Industries** PROJECT: **64411**

Material Type

Connect the materials you want to connect to the DOT Project. Any new material that is not listed here for this project will use the default value that you have set in the Materials Included tab.

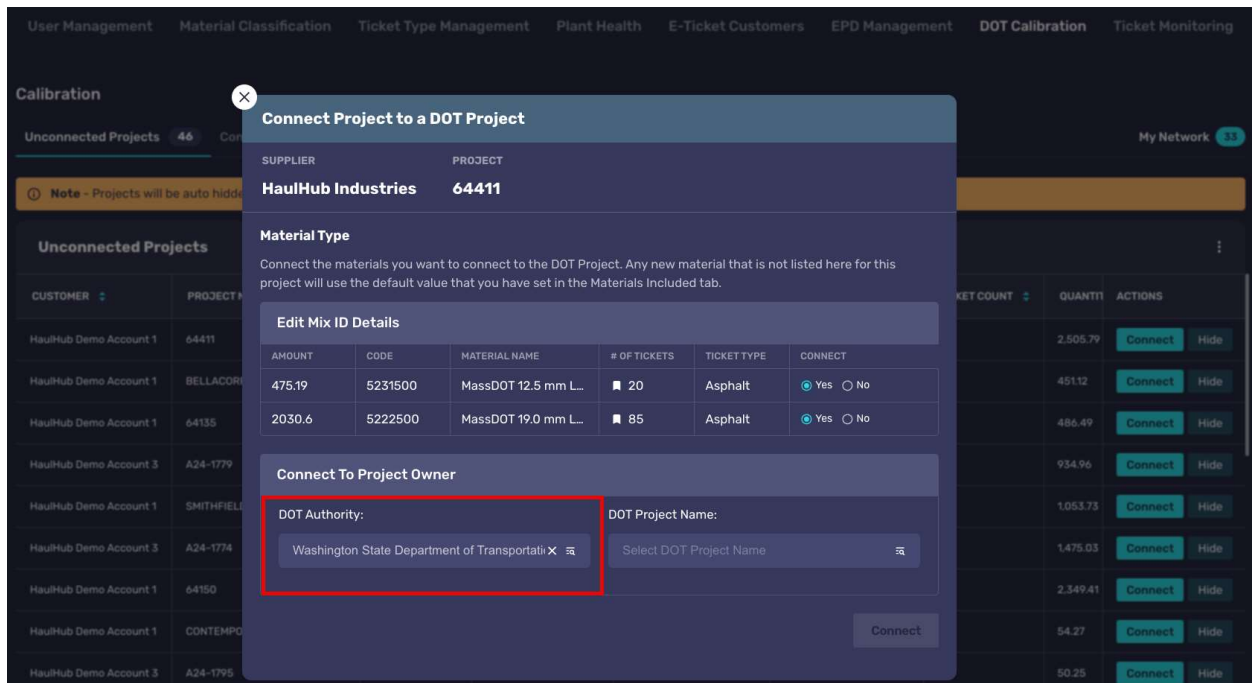
AMOUNT	CODE	MATERIAL NAME	# OF TICKETS	TICKET TYPE	CONNECT
475.19	5231500	MassDOT 12.5 mm L...	20	Asphalt	<input checked="" type="radio"/> Yes <input type="radio"/> No
2030.6	5222500	MassDOT 19.0 mm L...	85	Asphalt	<input checked="" type="radio"/> Yes <input type="radio"/> No

Connect To Project Owner

DOT Authority: DOT Project Name:

Connect

8. Select the DOT Authority from the drop-down menu. For all WSDOT projects, select **“Washington State Department of Transportation”**



Connect Project to a DOT Project

SUPPLIER: **HaulHub Industries** PROJECT: **64411**

Material Type

Connect the materials you want to connect to the DOT Project. Any new material that is not listed here for this project will use the default value that you have set in the Materials Included tab.

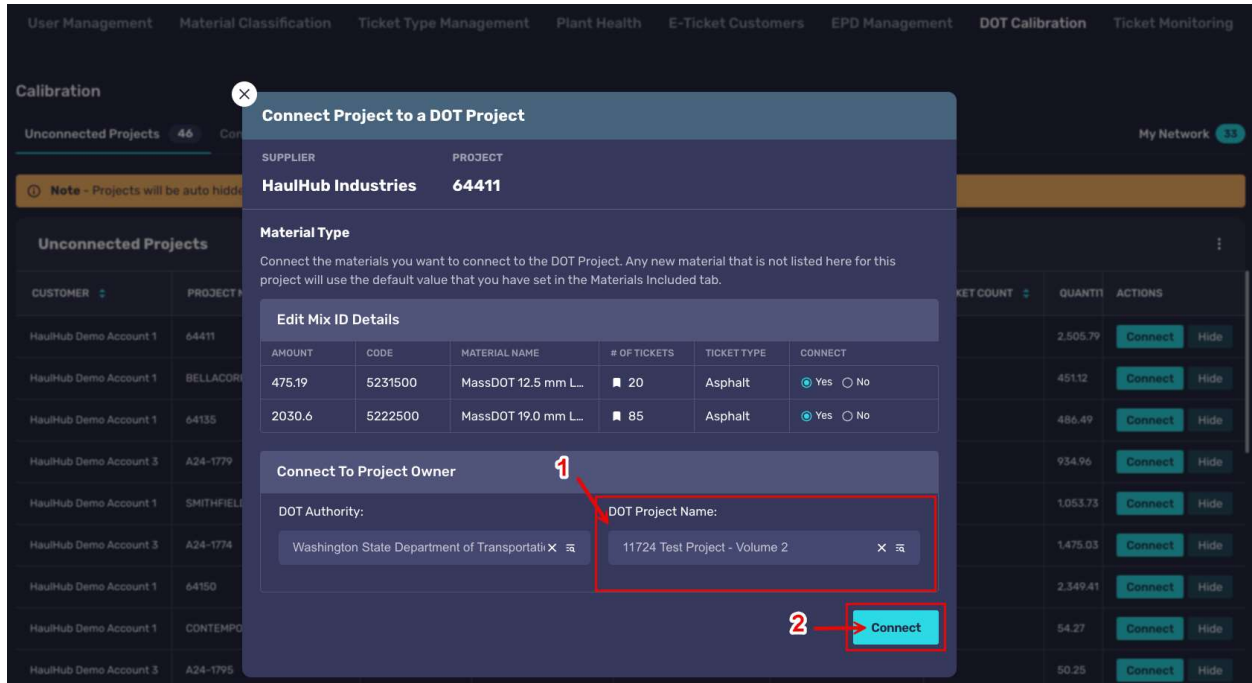
AMOUNT	CODE	MATERIAL NAME	# OF TICKETS	TICKET TYPE	CONNECT
475.19	5231500	MassDOT 12.5 mm L...	20	Asphalt	<input checked="" type="radio"/> Yes <input type="radio"/> No
2030.6	5222500	MassDOT 19.0 mm L...	85	Asphalt	<input checked="" type="radio"/> Yes <input type="radio"/> No

Connect To Project Owner

DOT Authority: DOT Project Name:

Connect

9. Select the WSDOT Project from the DOT Project drop-down list. Type in either the contract number or contract name to locate the project. Select **Connect (2)** to finalize the connection of the Project to a DOT Project.



Connect Project to a DOT Project

SUPPLIER: HaulHub Industries PROJECT: 64411

Material Type

Connect the materials you want to connect to the DOT Project. Any new material that is not listed here for this project will use the default value that you have set in the Materials Included tab.

Edit Mix ID Details

AMOUNT	CODE	MATERIAL NAME	# OF TICKETS	TICKET TYPE	CONNECT
475.19	5231500	MassDOT 12.5 mm L...	20	Asphalt	<input checked="" type="radio"/> Yes <input type="radio"/> No
2030.6	5222500	MassDOT 19.0 mm L...	85	Asphalt	<input checked="" type="radio"/> Yes <input type="radio"/> No

Connect To Project Owner

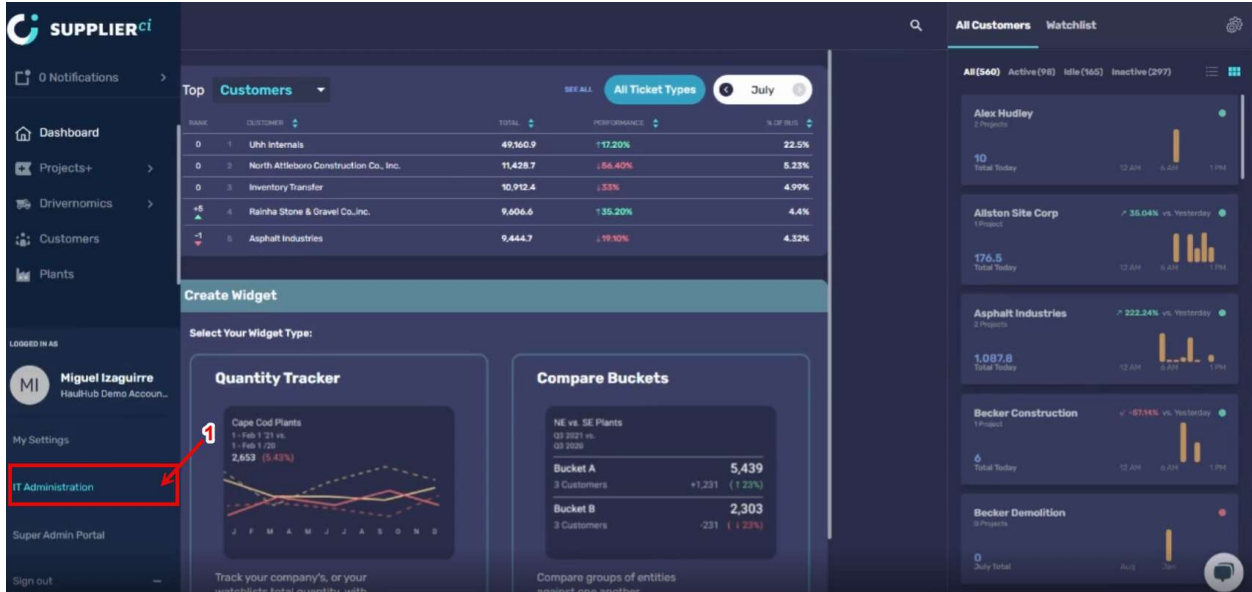
DOT Authority: Washington State Department of Transportation

DOT Project Name: 11724 Test Project - Volume 2

2 → **Connect**

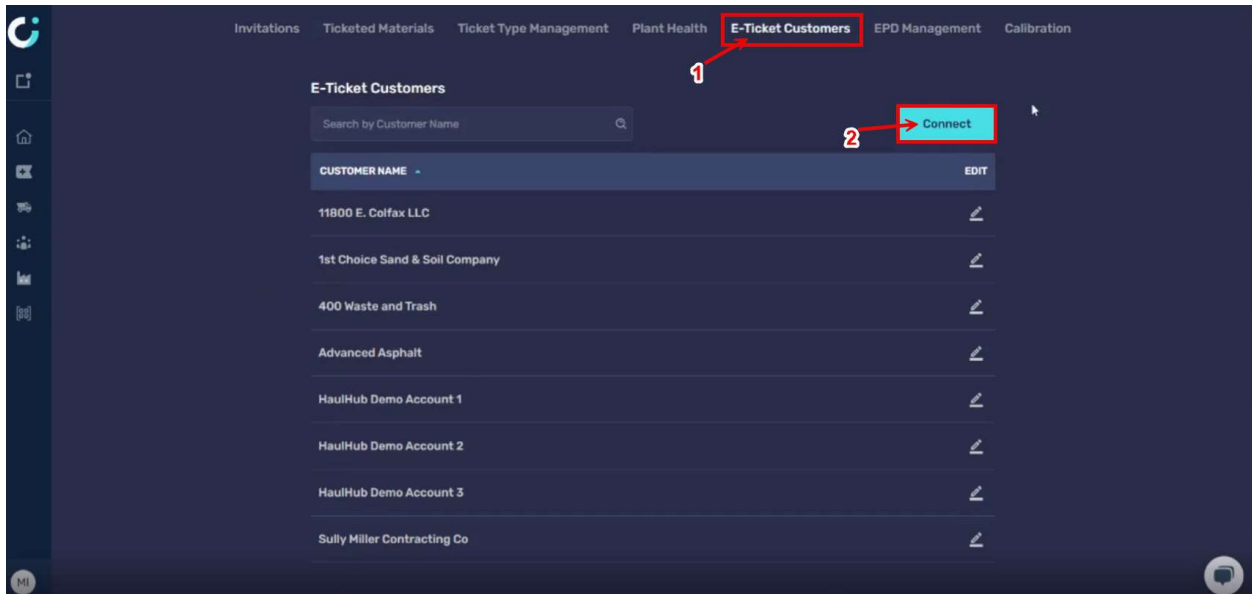
Method 2

1. After logging into your account, navigate to the left hand menu and look for **IT Administration (1)** at the bottom.



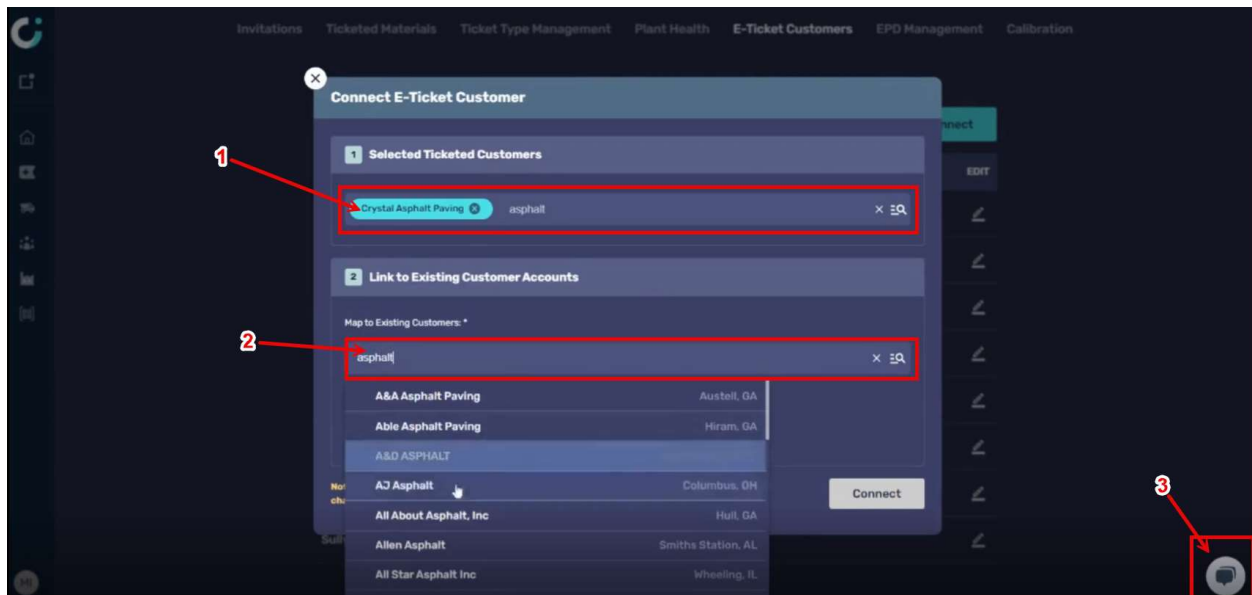
The screenshot shows the SUPPLIERci dashboard. On the left-hand navigation menu, the 'IT Administration' option is highlighted with a red box and an arrow labeled '1'. The main dashboard area displays a 'Customers' table with columns for Rank, Customer, Total, Performance, and % of Bid. Below the table is a 'Create Widget' section with two options: 'Quantity Tracker' and 'Compare Buckets'. On the right side, there is a 'Watchlist' section showing various customer profiles with their respective metrics and charts.

2. Then, click on the **E-Ticket Customers (1)** tab at the top then select **Connect (2)**.

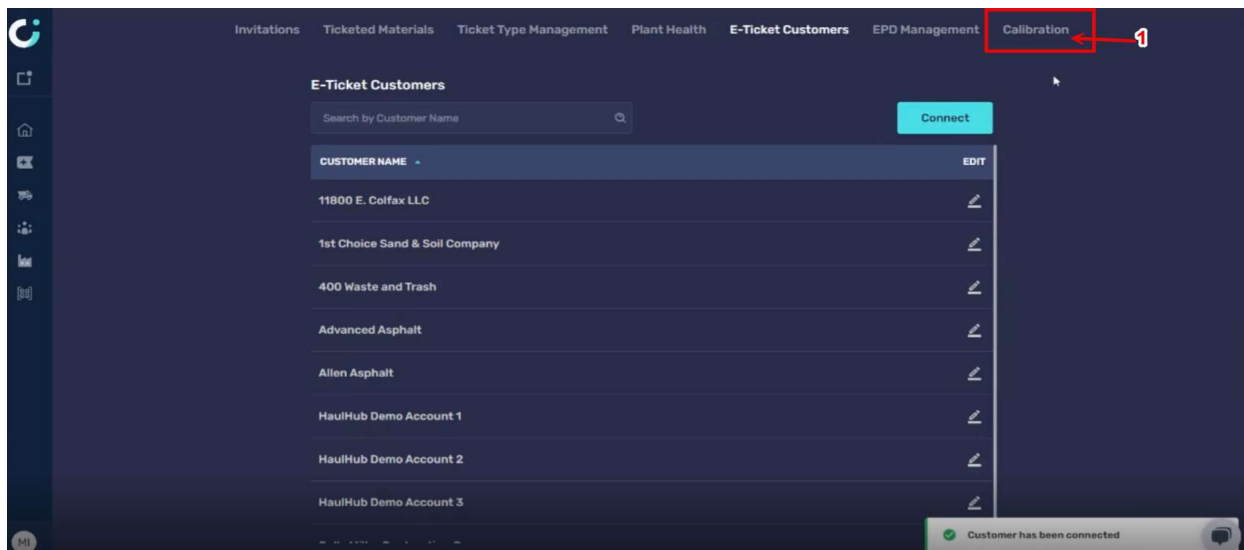


The screenshot shows the 'E-Ticket Customers' page. At the top, the 'E-Ticket Customers' tab is selected and highlighted with a red box and an arrow labeled '1'. Below the tab is a search bar labeled 'Search by Customer Name'. A table lists customer names, including '11800 E. Colfax LLC', '1st Choice Sand & Soil Company', '400 Waste and Trash', 'Advanced Asphalt', 'HaulHub Demo Account 1', 'HaulHub Demo Account 2', 'HaulHub Demo Account 3', and 'Sully Miller Contracting Co'. To the right of the table is an 'EDIT' column. A red box and an arrow labeled '2' point to the 'Connect' button in the top right corner of the page.

3. Type in the customer's name or scroll through the list provided in **Search Customers (1)** to select the Ticketed customer you want to link to an existing customer account.
4. Type in the **Existing Customer Accounts (2)** or scroll through the list provided under the second prompt to connect the Ticketed Customer to the Existing Customer Account.
 - a. If an E-Ticket Customer does not exist, you can use the HaulHub **chatbot (3)** in the lower right or email support@haulhub.com to have them created
 - b. If you have a large volume of customers to add please use this [template](#) and email to support@haulhub.com



5. Click **Connect** to finalize the connection.
6. Then, navigate to the **DOT Calibration (1)** tab at the top and add the e-Ticket customer (Sub-Contractor) as a DOT customer.





7. Look for the **Unconnected Project (2)** you wish to connect to the DOT Authority.
8. Select **Connect (3)** to connect this project to a DOT project. Select hide to hide this project from the Unconnected Projects list. That project can still be accessed by selecting Hidden Projects.

The screenshot shows the 'DOT Calibration' tab in the system. The 'Unconnected Projects' table lists various projects. A red box highlights the first row, and a red arrow points to the 'Connect' button. A red circle with the number '1' points to the 'DOT Calibration' tab in the top navigation bar.

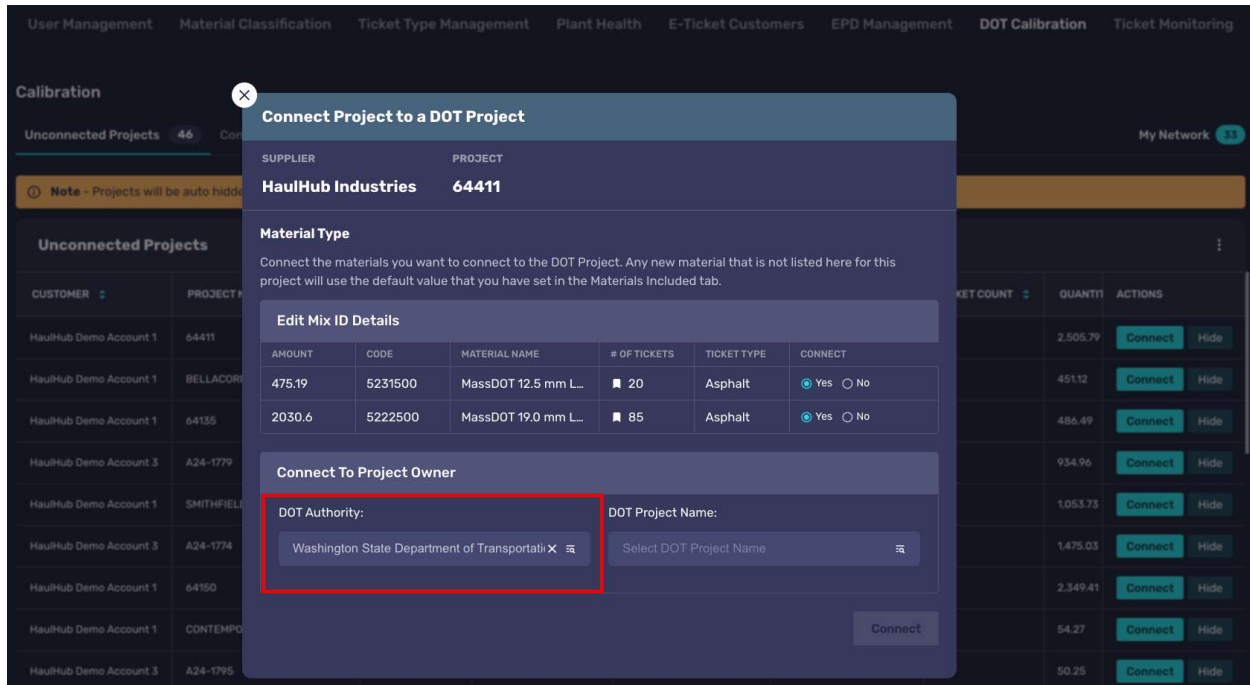
CUSTOMER	PROJECT NAME	CONTRACT #	PROJECT NUMBER	FIRST TICKETED DATE	LAST TICKETED DATE	TICKET COUNT	QUANTITY	ACTIONS
HaulHub Demo Account 1	64411		64411	10/29/2024	11/13/2024	105	2,505.79	Connect Hide
HaulHub Demo Account 1	BELLACORP		BELLACORP	07/15/2024	11/13/2024	19	451.12	Connect Hide
HaulHub Demo Account 1	64135		64135	11/13/2024	11/13/2024	18	486.49	Connect Hide
HaulHub Demo Account 3	A24-1779		A24-1779	11/01/2024	11/13/2024	39	934.96	Connect Hide
HaulHub Demo Account 1	SMITHFIELD PEAT CO.		SMITHFIELD	06/22/2022	11/13/2024	49	1,053.73	Connect Hide
HaulHub Demo Account 3	A24-1774		A24-1774	10/21/2024	11/13/2024	62	1,475.03	Connect Hide
HaulHub Demo Account 1	64150		64150	10/31/2024	11/13/2024	97	2,349.41	Connect Hide
HaulHub Demo Account 1	CONTEMPORARY LANDSCAPING		CONTEMPORARY	06/24/2022	11/13/2024	6	54.27	Connect Hide
HaulHub Demo Account 3	A24-1795		A24-1795	11/13/2024	11/13/2024	2	50.25	Connect Hide

9. Select “Yes” (1) for the material types to be connected to the project. Select “No” (2) for the material types not to be connected to the project.

The screenshot shows the 'Connect Project to a DOT Project' dialog box. The 'Material Type' section contains a table with columns for 'AMOUNT', 'CODE', 'MATERIAL NAME', '# OF TICKETS', 'TICKET TYPE', and 'CONNECT'. A red box highlights the 'CONNECT' column, and a red arrow points to the 'DOT Calibration' tab in the top navigation bar.

AMOUNT	CODE	MATERIAL NAME	# OF TICKETS	TICKET TYPE	CONNECT
475.19	5231500	MassDOT 12.5 mm L...	20	Asphalt	<input checked="" type="radio"/> Yes <input type="radio"/> No
2030.6	5222500	MassDOT 19.0 mm L...	85	Asphalt	<input checked="" type="radio"/> Yes <input type="radio"/> No

10. Select the DOT Authority from the drop-down menu. For all WSDOT projects, select “Washington State Department of Transportation”



Connect Project to a DOT Project

SUPPLIER: **HaulHub Industries** PROJECT: **64411**

Material Type

Connect the materials you want to connect to the DOT Project. Any new material that is not listed here for this project will use the default value that you have set in the Materials Included tab.

AMOUNT	CODE	MATERIAL NAME	# OF TICKETS	TICKET TYPE	CONNECT
475.19	5231500	MassDOT 12.5 mm L...	20	Asphalt	<input checked="" type="radio"/> Yes <input type="radio"/> No
2030.6	5222500	MassDOT 19.0 mm L...	85	Asphalt	<input checked="" type="radio"/> Yes <input type="radio"/> No

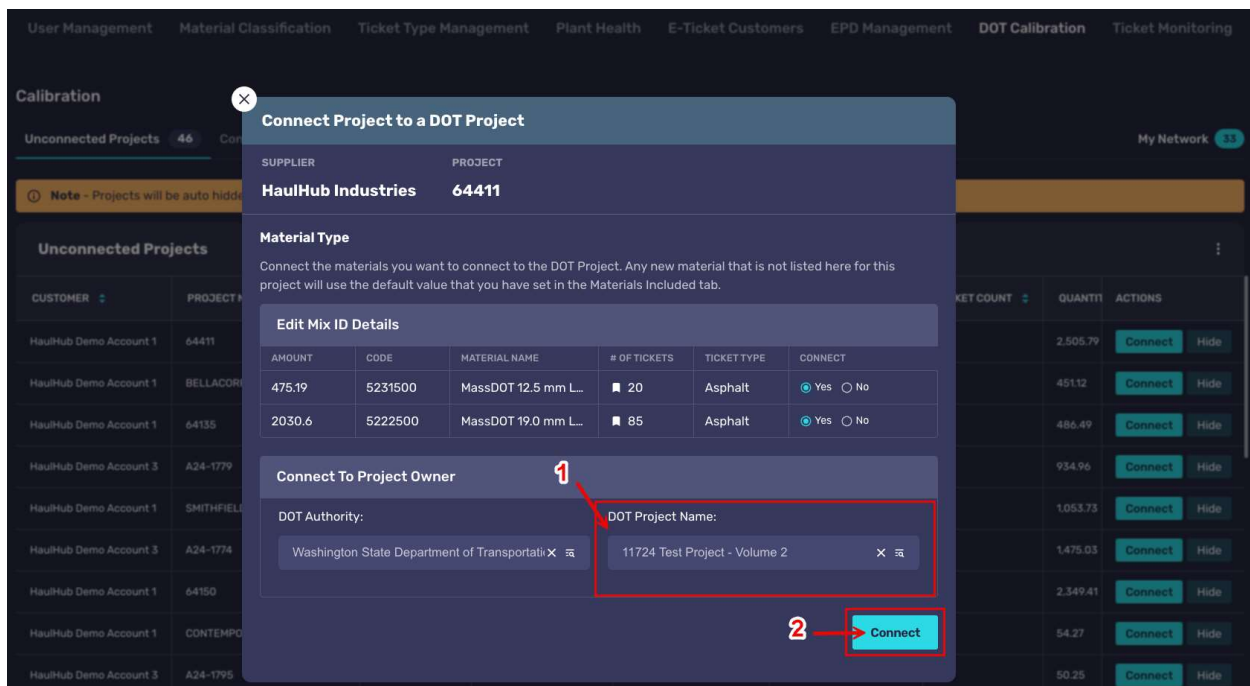
Connect To Project Owner

DOT Authority: Washington State Department of Transportation

DOT Project Name: Select DOT Project Name

Connect

11. Select the WSDOT Project from the DOT Project drop-down list. Type in either the contract number or contract name to locate the project. Select **Connect (2)** to finalize the connection of the Project to a DOT Project.



Connect Project to a DOT Project

SUPPLIER: **HaulHub Industries** PROJECT: **64411**

Material Type

Connect the materials you want to connect to the DOT Project. Any new material that is not listed here for this project will use the default value that you have set in the Materials Included tab.

AMOUNT	CODE	MATERIAL NAME	# OF TICKETS	TICKET TYPE	CONNECT
475.19	5231500	MassDOT 12.5 mm L...	20	Asphalt	<input checked="" type="radio"/> Yes <input type="radio"/> No
2030.6	5222500	MassDOT 19.0 mm L...	85	Asphalt	<input checked="" type="radio"/> Yes <input type="radio"/> No

Connect To Project Owner

DOT Authority: Washington State Department of Transportation

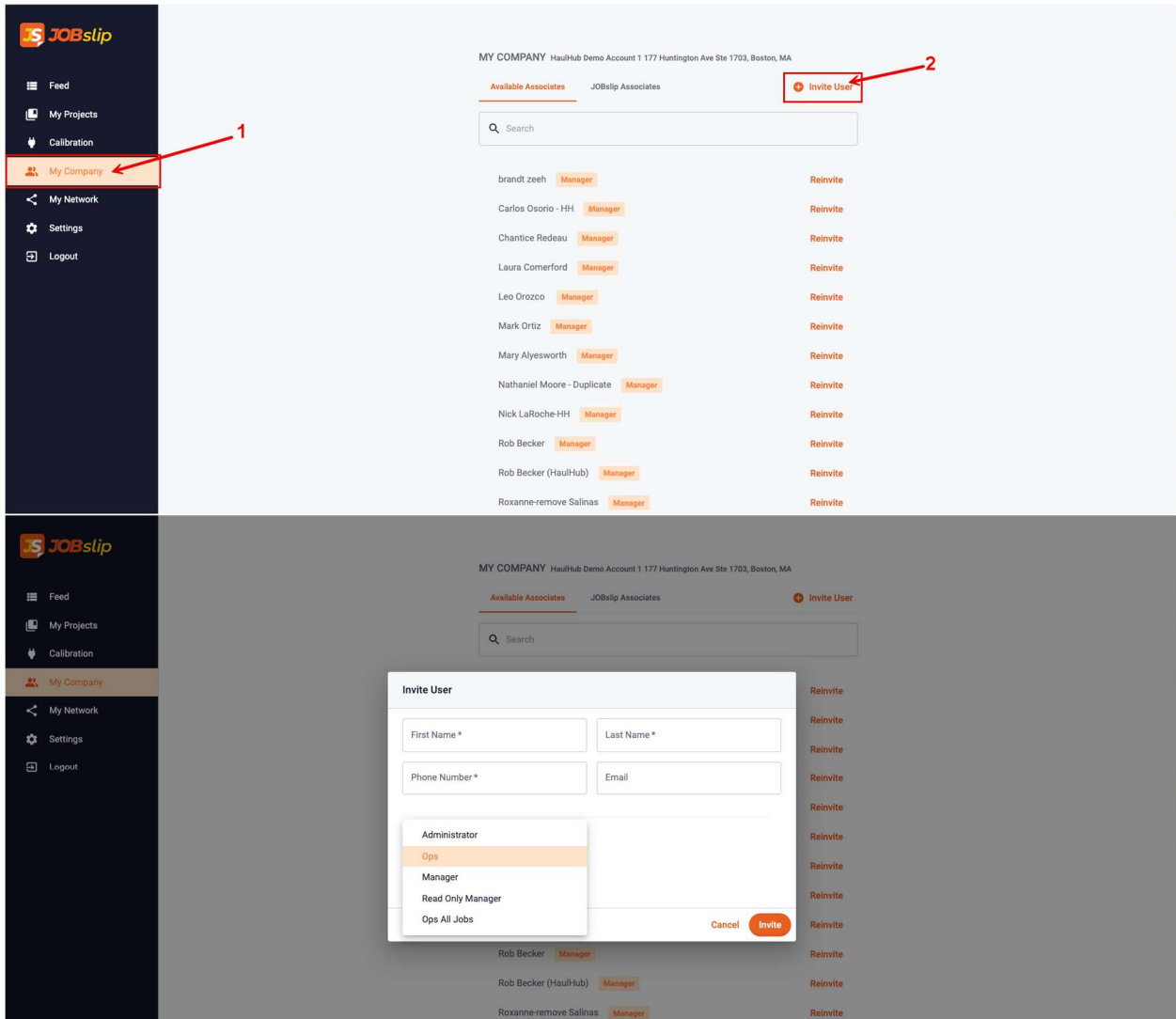
DOT Project Name: 11724 Test Project - Volume 2

Connect

JobSlip

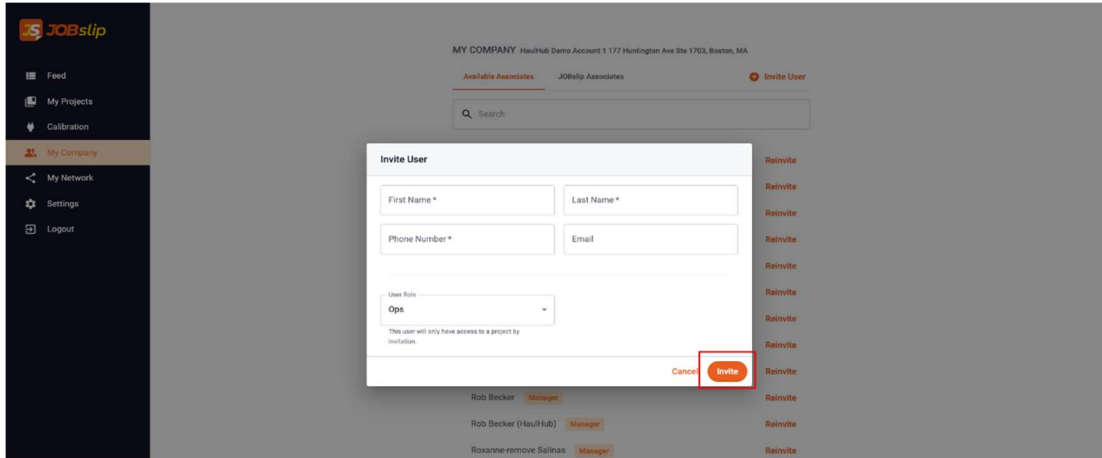
Add Prime Contractor User to JOBslip

1. Log into JOBslip and select **My Company (1)** in the left hand menu.
2. Select **Invite User (2)** on the top right hand corner of the screen. The users First Name, Last Name, and Phone Number are required information. You will also need to assign a role to the user. There are 5 roles to choose from. Selecting the User Role will provide a brief description of that roles capabilities.
 - a. If adding a Prime Contractor to the account, it is suggested to use the **Ops** Role.



The screenshot displays the JOBslip web application interface. On the left, a dark sidebar contains a menu with items: Feed, My Projects, Calibration, My Company (highlighted with a red box and arrow labeled '1'), My Network, Settings, and Logout. The main content area shows the 'MY COMPANY' header with account details. Below this, there are two tabs: 'Available Associates' and 'JOBslip Associates'. The 'JOBslip Associates' tab is active, showing a list of users with their names, roles (all 'Manager'), and a 'Reinvite' button. A red box and arrow labeled '2' point to the '+ Invite User' button in the top right corner of the main content area. Below the user list, an 'Invite User' modal form is visible, containing fields for First Name, Last Name, Phone Number, and Email. A dropdown menu for roles is open, showing options: Administrator, Ops (highlighted), Manager, Read Only Manager, and Ops All Jobs. At the bottom of the modal are 'Cancel' and 'Invite' buttons.

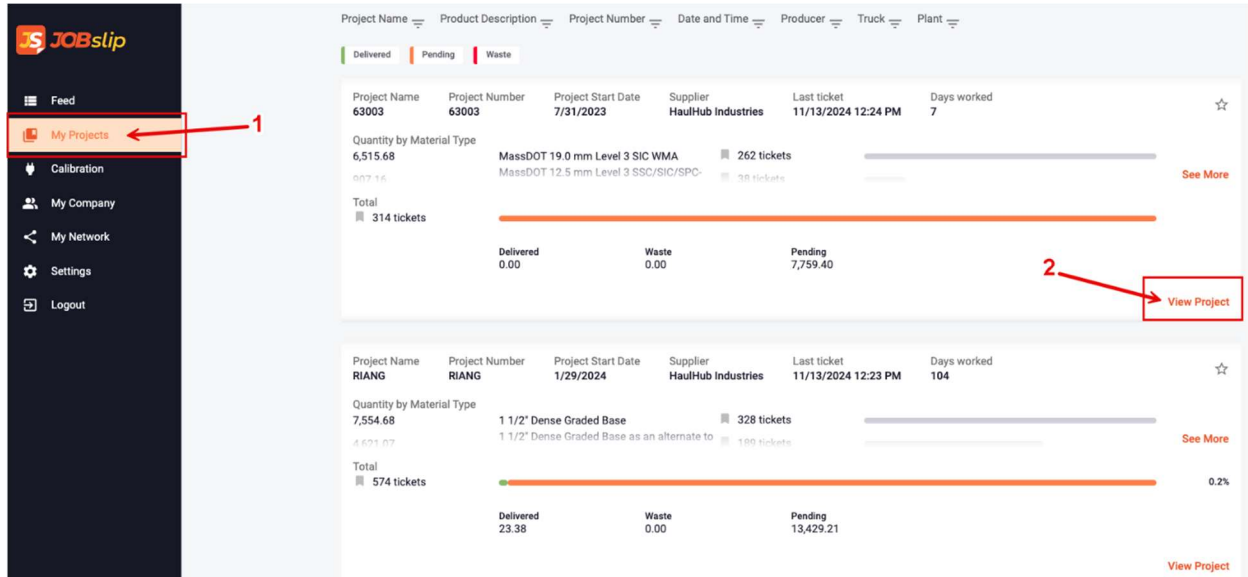
- When completed, select the **Invite** button at the bottom right of the screen. When successful you will see the green alert at the bottom left of the screen.



The screenshot shows the JOBslip web application interface. On the left is a dark sidebar with navigation links: Feed, My Projects, Calibration, My Company (highlighted), My Network, Settings, and Logout. The main content area has a header for 'MY COMPANY' with account details and a search bar. Below the search bar is the 'Invite User' form, which includes fields for First Name, Last Name, Phone Number, and Email. A 'User Role' dropdown menu is set to 'Ops', with a note stating 'This user will only have access to a project by invitation.' At the bottom of the form are 'Cancel' and 'Invite' buttons; the 'Invite' button is highlighted with a red rectangle. To the right of the form, a vertical list of 'Reinvite' buttons is visible. Below the form, a table lists existing users: Rob Becker (Manager), Rob Becker (HaulHub) (Manager), and Roxanne-remove Salinas (Manager).

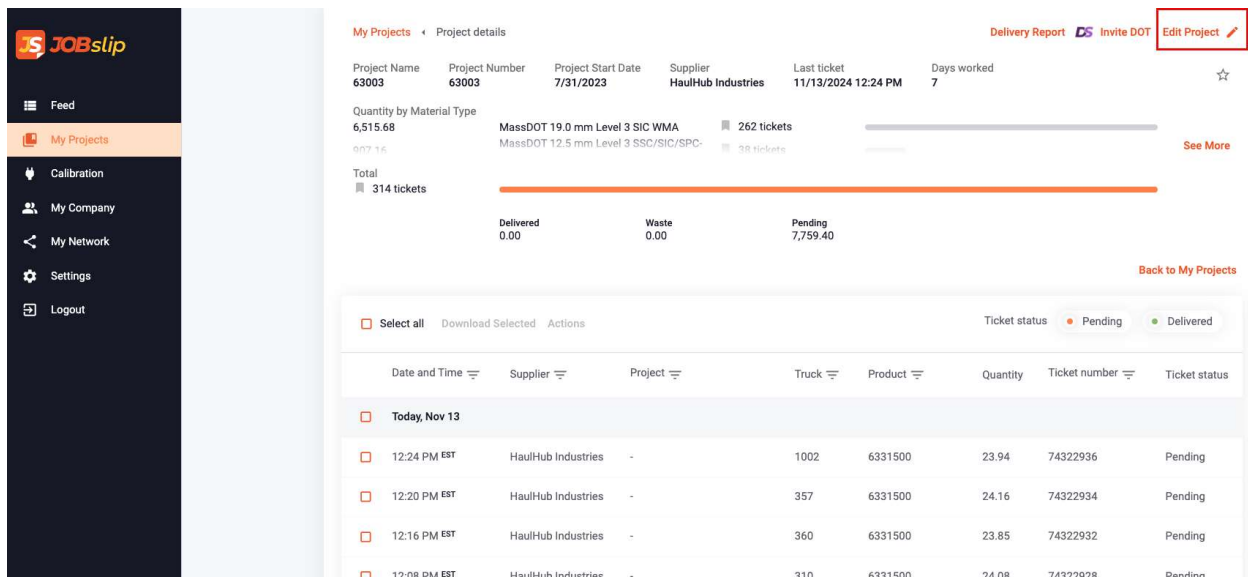
Add User to Project in JOBSlip

1. Select **My Projects (1)** on the left-hand side of the screen. Select **View Project (2)** on the project you wish to add users to.



The screenshot shows the JOBSlip interface. On the left sidebar, the 'My Projects' link is highlighted with a red box and labeled '1'. The main content area displays a list of projects. The first project, '63003', is selected. A red box labeled '2' points to the 'View Project' button located at the bottom right of the project details card.

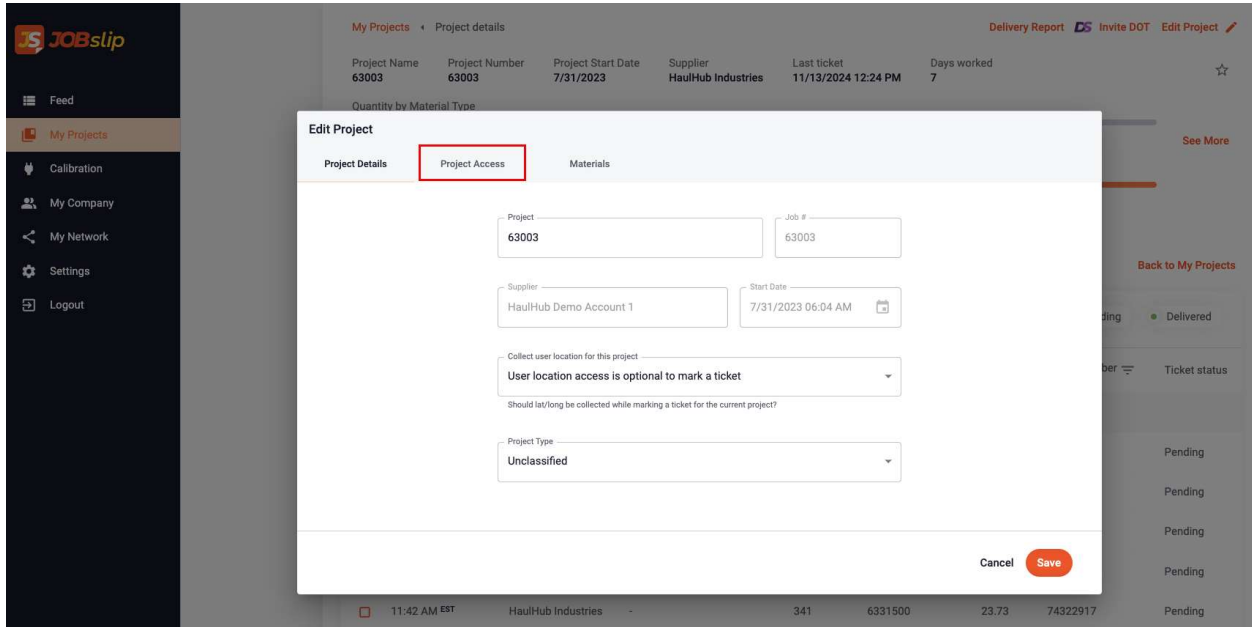
2. Select **Edit Project** in the top right corner of the screen.



The screenshot shows the JOBSlip interface with the 'Edit Project' button highlighted in a red box in the top right corner. The page displays project details for project '63003', including a table of tickets and a list of actions.

Date and Time	Supplier	Project	Truck	Product	Quantity	Ticket number	Ticket status
Today, Nov 13							
12:24 PM EST	HaulHub Industries	-	1002	6331500	23.94	74322936	Pending
12:20 PM EST	HaulHub Industries	-	357	6331500	24.16	74322934	Pending
12:16 PM EST	HaulHub Industries	-	360	6331500	23.85	74322932	Pending
12:08 PM EST	HaulHub Industries	-	310	6331500	24.08	74322928	Pending

3. Select **Project Access** to view a list of current employees to invite to view this project



JOBSlip

My Projects • Project details

Project Name: 63003 | Project Number: 63003 | Project Start Date: 7/31/2023 | Supplier: HaulHub Industries | Last ticket: 11/13/2024 12:24 PM | Days worked: 7

Quantity by Material Type

Edit Project

Project Details | **Project Access** | Materials

Project: 63003 | Job #: 63003

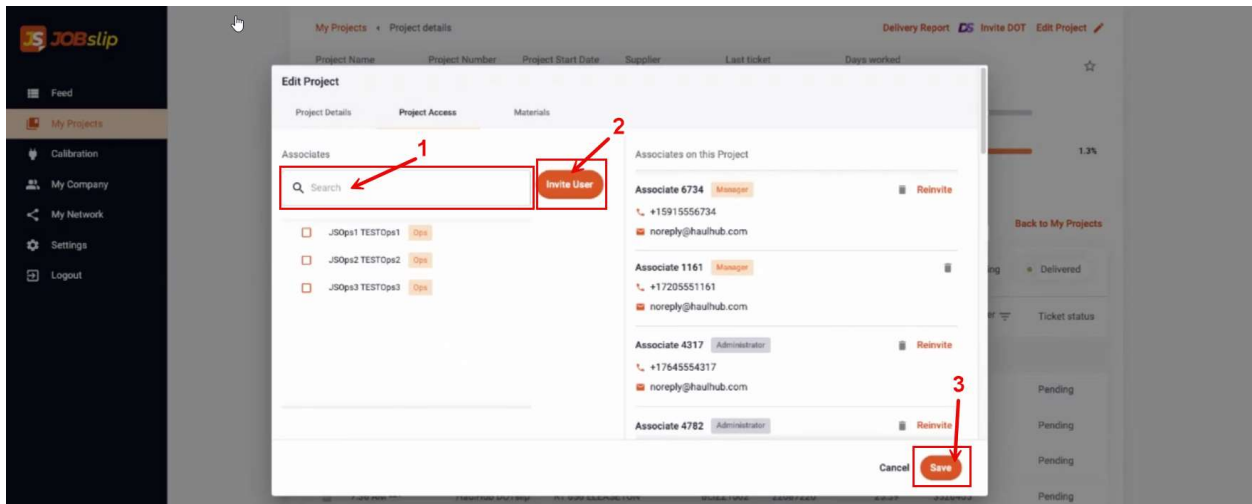
Supplier: HaulHub Demo Account 1 | Start Date: 7/31/2023 06:04 AM

Collect user location for this project: User location access is optional to mark a ticket

Project Type: Unclassified

Cancel | Save

4. Type in the user in the search bar to add the individual to the project. Select Invite User to add them to the project. Select save at the bottom when complete.



JOBSlip

My Projects • Project details

Project Name: 63003 | Project Number: 63003 | Project Start Date: 7/31/2023 | Supplier: HaulHub Industries | Last ticket: 11/13/2024 12:24 PM | Days worked: 7

Quantity by Material Type

Edit Project

Project Details | **Project Access** | Materials

Associates

Search

Invite User

Associates on this Project

Associate 6734 | Manager | Reinvite

Associate 1161 | Manager | Reinvite

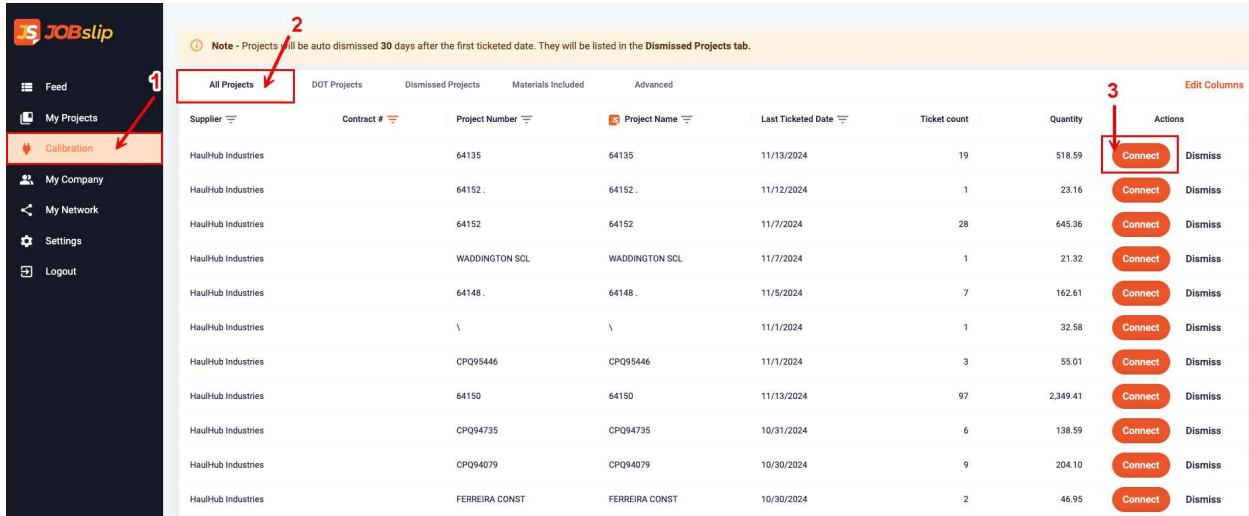
Associate 4317 | Administrator | Reinvite

Associate 4782 | Administrator | Reinvite

Cancel | Save

Connect Tickets from JOBSlip to DOT

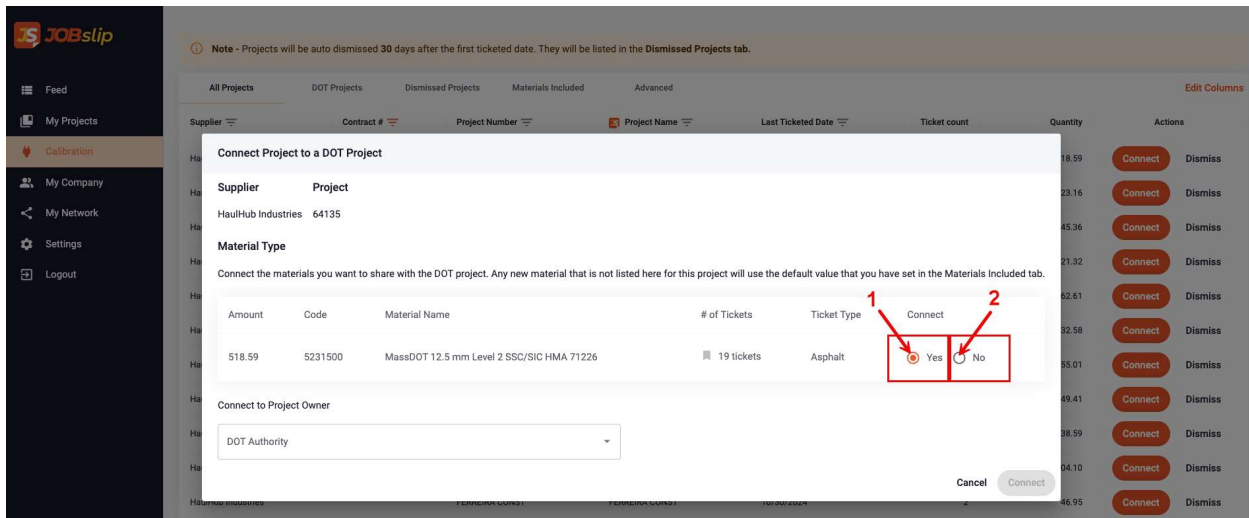
1. On the left side panel of JOBSlip select **Calibration (1)**.
2. Under the **All Projects (2)** tab at the top, find the project you want tickets to be provided to WSDOT.
3. Select **Connect (3)**



Note - Projects will be auto dismissed 30 days after the first ticketed date. They will be listed in the Dismissed Projects tab.

Supplier	Contract #	Project Number	Project Name	Last Ticketed Date	Ticket count	Quantity	Actions
HaulHub Industries		64135	64135	11/13/2024	19	518.59	Connect Dismiss
HaulHub Industries		64152	64152	11/12/2024	1	23.16	Connect Dismiss
HaulHub Industries		64152	64152	11/7/2024	28	645.36	Connect Dismiss
HaulHub Industries		WADDINGTON SCL	WADDINGTON SCL	11/7/2024	1	21.32	Connect Dismiss
HaulHub Industries		64148	64148	11/5/2024	7	162.61	Connect Dismiss
HaulHub Industries		\	\	11/1/2024	1	32.58	Connect Dismiss
HaulHub Industries		CPQ95446	CPQ95446	11/1/2024	3	55.01	Connect Dismiss
HaulHub Industries		64150	64150	11/13/2024	97	2,349.41	Connect Dismiss
HaulHub Industries		CPQ94735	CPQ94735	10/31/2024	6	138.59	Connect Dismiss
HaulHub Industries		CPQ94079	CPQ94079	10/30/2024	9	204.10	Connect Dismiss
HaulHub Industries		FERREIRA CONST	FERREIRA CONST	10/30/2024	2	46.95	Connect Dismiss

4. Select **Yes (1)** the materials you want to share with WSDOT. Select **No (2)** for any materials you do not want to share with WSDOT



Note - Projects will be auto dismissed 30 days after the first ticketed date. They will be listed in the Dismissed Projects tab.

Connect Project to a DOT Project

Supplier: HaulHub Industries, Project: 64135

Material Type

Connect the materials you want to share with the DOT project. Any new material that is not listed here for this project will use the default value that you have set in the Materials Included tab.

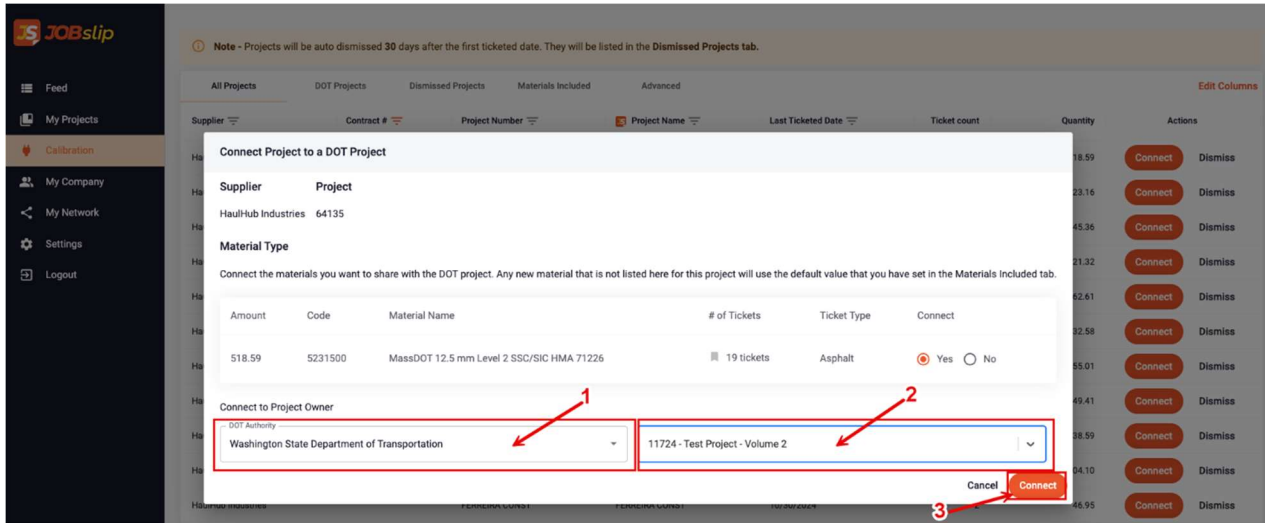
Amount	Code	Material Name	# of Tickets	Ticket Type	Connect
518.59	5231500	MassDOT 12.5 mm Level 2 SSC/SIC HMA 71226	19 tickets	Asphalt	Yes
					No

Connect to Project Owner

DOT Authority

Cancel Connect

5. Under **“Connect to Project Owner”** (1) use the dropdown menu and select **“Washington State Department of Transportation”** for the DOT Authority.
6. Select the WSDOT **project number** (2) from the drop-down menu, and then select **Connect** (3) to finalize the connection.



JOBSlip

Note - Projects will be auto dismissed 30 days after the first ticketed date. They will be listed in the Dismissed Projects tab.

Connect Project to a DOT Project

Supplier **Project**

HaulHub Industries 64135

Material Type

Connect the materials you want to share with the DOT project. Any new material that is not listed here for this project will use the default value that you have set in the Materials Included tab.

Amount	Code	Material Name	# of Tickets	Ticket Type	Connect
518.59	5231500	MassDOT 12.5 mm Level 2 SSC/SIC HMA 71226	19 tickets	Asphalt	<input checked="" type="radio"/> Yes <input type="radio"/> No

Connect to Project Owner

DOT Authority
Washington State Department of Transportation

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Cancel **Connect**