

NOTICE TO CONTRACTORS

SIGNET™ Soft Launch for Prompt Payment Tracking

Beginning with the April 2026 letting, ARDOT will be requiring the use of an online application called Signet™ for tracking and reporting subcontractor payments ON SELECT CONTRACTS. Per the Standard Specifications for Highway Construction (Edition of 2014), payments must be made to subcontractors within 10 days of the Prime Contractor's receipt of payment from ARDOT. Likewise, payments must be made to second-tier subcontractors within 10 days of first-tier subcontractors receiving payment from the Prime. Signet™ is an application that allows for this reporting to be completed.

Signet™ is a companion to other new software being implemented by ARDOT for internal documentation: AASHTOWare Project (AWP) Civil Rights & Labor (CRL). Signet™ significantly simplifies the reporting of prompt payment for contractors compared to contractors using CRL directly.

During this soft launch period, selected contracts from the April 2026 letting will include a Special Provision (SP) titled "Documentation of Payments Made – Prompt Payment (Signet™ Soft Launch)". The soft launch will extend into several upcoming lettings. A future letting will be identified for the full release, at which point we anticipate Signet™ to be required for all new contracts.

Prime Contractors will be required to obtain a project-specific license from the software vendor (Infotech Inc.). During the soft launch there will be no charge to contractors for access to the Signet™ service. Once Signet™ is fully released, the Prime Contractor on each contract will pay a once-per-contract fee which ARDOT will reimburse. Subcontractors will always have access to Signet™ at no cost.

The software vendor will conduct training sessions with contractors (Prime and Sub) who are involved in the selected contracts and who will be required to use Signet™.

For additional information about the SP or the plan moving forward, please contact the Construction Division at 501-569-2251 or by emailing sitemanager@ardot.gov. For more information about Signet™, please see the following link (<https://www.infotechinc.com/signet/>).

For additional information contact the Department's Construction Division.

sitemanager@ardot.gov

Phone: 501-569-2251

Or Signet™

<https://www.infotechinc.com/signet/>

