

Design Advisory

From Art Green, Engineer of Design

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Index:
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This advisory is superseded by any subsequent revisions to the references listed in this index.

Questions regarding this Design Advisory should be directed to:
MDOT-eSign@michigan.gov

Digital Signature Implementation via OneSpan

Trunkline Project Implementation:

Effective with the July 2023 Letting and beyond, all trunkline projects must utilize OneSpan for the Project Signature Sheet.

In addition, an updated Certification Acceptance (CA) form that will use digital stamps will be required for the July 2023 Letting and beyond. An updated Project Signature Sheet and CA Form, as well as training, will be provided in April 2023 for project use.

It is understood that project related forms that require signatures may have already been obtained for the July 2023 Letting and beyond using the DocuSign signature appliance. Moving forward, if a form has been created and fully completed with signatures prior to June 30th, 2023, it can be retained with existing DocuSign Signatures (*excluding the Project Signature Sheet*). OneSpan must be utilized for any project related forms if all necessary signatures have not been completely obtained by June 30th, 2023.

Combination use of DocuSign signatures and OneSpan signatures will not appear valid if placed on the same document; all signatures must use only one digital signature software.

Please direct any questions regarding digital signature changes to:
MDOT-eSign@michigan.gov

Background:

In collaboration with the Michigan Department of Transportation's (MDOT) Office of Enterprise Information Management (EIM) and the Department of Technology, Management, and Budget (DTMB), MDOT migrated to a cloud-based digital signature solution called OneSpan on January 26th, 2023. The existing digital signature solution, DocuSign digital signature appliance, will no longer be accessible for use at MDOT after June 30th, 2023, as it is being discontinued by the vendor; this can be uninstalled in the Software Center after June 30th, 2023. OneSpan is currently the official digital signature application at MDOT and users should currently be migrating processes from DocuSign to OneSpan.

The OneSpan application can be found in MILogin within the DTMB program options under "*Enterprise eSignature Sender*." OneSpan user guidance documents are available at the following location: [MDOT Digital Signature Program \(michigan.gov\)](http://MDOT Digital Signature Program (michigan.gov)).

To coordinate and tie OneSpan to ProjectWise, a tool has been created called ProjectWise / OneSpan Sign (PWOSS). This tool will allow users to

send files from ProjectWise directly to OneSpan to streamline the signature process and will be available for download and installation on April 6th in software center for internal users and the following website for external users: [MDOT - ProjectWise Support \(state.mi.us\)](https://www.state.mi.us/MDOT/ProjectWiseSupport). ProjectWise PWOSS user guidance documents are available under the PWOSS Category.