Used binoculars to get to the road in VueWorks.

Thurston County
<ul> <li>Welcome, Administrator</li> </ul>
• Administration
O GIS Assets
Document Link
Service Requests
Work Orders
Resource Manager
• Stormwater
H Home Page
To Select or Locate Assets: Use the select tools above the major the search button above.
To Locate an Address: Enter full or partial address information, or parcel number, below to center the map at the address specified.

Now fill out the search form:

🗾 🖨 🚰 🥵 🖷	8
Filter: Select a Saved Filter V	1
New Save Manage	Ĩ
Filter Options	1
Filter current selection set	
Add to current selection set	
	1
Enter search criteria	
Table:	
Roads	
Field:	
Name	
Operator:	
Exactly Matches	
- H	
±	-
Search Reset Clear Back	

This will bring back the road segments selected with Road name Skagit Dr SE Grete Kelly – 01/06/2020

Page **1** of **6** 

### CRASH OR COLLISION SIGN REPLACEMENT



You can zoom into the area of interest or just use the select tool, set it to select Signs and replace your selection with the 3 signs in the area of interest.



Grete Kelly – 01/06/2020 Page **2** of **6**  After the 3 signs are selected, Add Work Orders to Selected Assets and fill out the top part of the form, including date and time of work and Save.

Thurston County	_
Welcome, Administrator	<u>^</u>
Administration	
GIS Assets	
Document Link	
Service Requests	
Work Orders	
Add New Work Order	
Add Work Orders to Selected Assets	
Find / Manage / Report	
Open My Work Orders	
Open Work Order Calendar	

Manage Work Orders				- • ×
Form View				
ID Unassigned Logged By Administrator 01/06/2021 02:18 PM		Status	Priority	
Add Work Orders Type General General	•	Open	✓ 1	~
Depart/Divisior (PW) Transportation	•	01/05/2021	Begin Time: 05:00 PM	
Group Traffic Operations	•	End Date:	End Time:	
Activity Description Sign Maintenance	•	01/05/2021	6:00 PM	
Location Skagit Dr SE and Waldrick Rd SE		Send F	Email to Notification List on Save	
Description Replaced Post and Reset Signs		Set		
Assigned To Unassigned 01/06/2021 2:18 PM		Form:	TRNS - Sign Maintenance	
Project Group: Project:				
Associate with	🗉 [			
Details Costs Tasks Labor Equipment Invent	ory Assets Docume	nts Work Orders	Comments	
Sign Maintenance Reason				<b>^</b>
Maintenance Reason	Declara Olar			
Scheduled Maintenance	Replace Sign	No		
Picture 📃	Notes			
				-
* Required \$ To Close				
	Save Delete Print.	Close		

Add Assigned To for the Workorder.

## CRASH OR COLLISION SIGN REPLACEMENT

Form View			
ID Unassigned Logge	d By <u>Administrator</u> (	01/06/2021 02:18 PM	
Add Work Orders Add Linked Work Orders	Туре	General	•
	Depart/Division	(PW) Transportation	•
	Group	Traffic Operations	•
Activity Description	Sign Maintenance		•
Location Ska	agit Dr SE and Waldrick	Rd SE	
Description Re	placed Post and Reset	Signs	
Assigned To	Una	ssigned 01/06/2021 2:18 PM	

Nork Order Assignment	×
- Individual Assignment	
Send Email to Assignee	
Filter by Role	
Transportation Users 🗸	
Select Who to Assign	
Patrick Reese	
Assign Individual	
Role Assignment	
<b>•</b>	
Assign Role	
Car	cel

Check off Tasks

## CRASH OR COLLISION SIGN REPLACEMENT

Deta	ails Co	sts Tasks	Labor	Equipment	Inventory	Assets	Documents	Work Orders	Comments	
		Order	Completed		Task			Notes		Date
1		1		Add Visi Shield	to Post					01/06/2021 07:50 A
2		2		Asset Review						
3		3		Brushing						
4		4		Cleaning						01/06/2021 07:49 A
5		5		Move Mount a	nd Sign					
6		6		Re-set Sign						01/06/2021 07:50 A
7		7		Replace Base						
8		8		Replace Post						01/06/2021 07:50 A
9		9		Replace Sign						
10		10		Straighten Mou	unt					
11		11		Straighten Sigr	ı					
12		12		Fabrication						
1 Se D	coort To Exe	el								÷
								2		
Requi	red ‡ To CI	ise								
				ave Delete	New Cop	y New	Print C	lose		□ < 2 of 25 → ►

#### Labor

Details Costs Tasks Labor Equipment	Inventory Assets	Documents Work	Orders Con	iments	
Estimated Actual Enter Labor By: O Nam	e 🔵 Number			-	
Employee Crew Mate 01/05/202	1 Pay Code*	lourly 🔻	Add		
Preston Ashley Hours* 1.00	Notes:				
🕂 Add Multiple 💲 Update Rates 🔹 🗸				ाब 🛹 🛛 1	of 🏼 🗠 🖻 20 🗸
Actions Employee Numbe Employee or Cr	ew Title	Resource Depart/Divisi	Date	Hours	Status
1 📄 🧪 🝵 07981 Preston Ashley	Temporary	(PW) Transportation	01/05/2021	1.00	Saved
2 🗌 🧪 🤠 02587 Patrick Reese	Flagger/Laborer	(PW) Transportation	01/05/2021	1.00	Saved
			2	2.00	•
👼 Columns 📑 Save Layout 📑 Restore Layout 💌 Ex	port To Excel OCOnflicts			ia <a 1<="" td=""><td>of 1 🕞 ы 🛛 20 🗸</td></a>	of 1 🕞 ы 🛛 20 🗸
Required ‡ To Close					
	Save Delet	e Print Close			

# Equipment

Details Costs Tasks L	abor Equipment	inventory Assets	Documents Work	Orders Comments		_
Estimated Actual En	ter Equipment By: 🔵 Nam	e 🔵 Number	_	_	_	_
Entry Mode: 💿 Item 🔿 Ad Hoc	Date* 01/0	5/2021 Rate Type	e <sup>r</sup> Standard	•	Add	
Add Multiple \$ Update Rates	\$ v			ia <a< td=""><td>1 of ⊳</td><td>⊨ 20 ¥</td></a<>	1 of ⊳	⊨ 20 ¥
Number	Name	Year	Make	Model	Date	Hours
1 🗌 🧪 🗃 9505	2012 FORD F550 FLATE	3 2012	FORD	F550 FLATBED	01/05/2021	1.00
4			_		6	•
						1.00
📷 Columns 🛛 🙀 Save Layout 📑 F	testore Layout 🛛 🕱 Export T	o Excel <i> Conflicts</i>			□ 1 of 1 →	⊳ı 20 🗸

Grete Kelly – 01/06/2020 Page **5** of **6** 

### Inventory

Details	Costs	Tasks	Labor	Equipment	inventory	Assets	Documents	Work Orders	Comments	_	_
Estimate	d Act	ual	Enter Inve	ntory By: 🔵 Na	me 🔵 Numbe	er	_	_	_	-	
	Ent	ry Mode:	Item 🔿	Ad Hoc	Date	* 01/05/202	21	Charge Rate	Standard Rate	•	Add
PERFOR	ATED POS	T-12'-2"			▼ 1	Quanti y*	1.00	Notes			Clear
🕂 Add Mu	iltiple 💲	Update Rate	es 🏟 v						14 - 44	1 o	f 🕨 🖻 20 🗸
		Numbe	ər	Name	Depart/D	Division	Location	Date 🖕	Quantity	Units	Rate Type
1	/ 🗊 👘	MISC-RIVE	T RIVI	ETS - STEEL DR	IVE (PW) Trans	sportation T	ILLEY	01/05/2021	12.00	EACH	Standard Rate
2	/ 🗊	POST-12-2	PER	RFORATED POS	T-12 (PW) Trans	sportation T	ILLEY	01/05/2021	1.00	EACH	Standard Rate
•										R.	•
Dolumn 🕞	is 📑 Sav	e Layout	👮 Restore I	Layout 🔀 Expo	ort To Excel					1 of	1 🍉 ы 20 🗸

When all filled out, Change status to Closed and Save. If you need to go back and add more to this Workorder, you will need to open it again and reclose it when done.

Form View								
010621112 Logged	By Administrator 01	/06/2021 02:18 PM			Status	Priori	ity	
Add Work Orders	Туре	General		•	Closed	✓ 1		~
Aug Linked Work Orders	Depart/Divisior	(PW) Transportation	ı	•	Begin Date: 01/05/2021	Sgin Time: 05:00 PM	Now	
	Group	Traffic Operations		<b>T</b>	End Date:	End Time:		
Activity Description	Sign Maintenance				01/05/2021	6:00 PM	Now	
Location Ski	agit Dr SE and Waldrick	Rd SE						
Description Re	placed Post and Reset	Signs			Send	Email to Notification	n List on Save	
Assigned To	<u>Patric</u>	ck Reese 01/06/2021 2	2:32 PM		Form:	TRNS - Sign	Maintenance	
Assoc	Project Grou ciate with	ıp: Proje	ect:					
Details Costs	Tasks Labor	Equipment	Inventory Ass	ets Docum	ents Work Orders	Comments		
Estimated Ac	Entor Inv							
	tual Enter inv	entory by: 🔵 Name	O Number					
Er	ntry Mode: 🔵 Item 🤇	Ad Hoc	Number     Date* 01/0	05/2021	Charge Rate	Standard Rate	▼ Add	
EI PERFORATED PO	ntry Mode:  Item	Ad Hoc	Date* 01/0	05/2021	Charge Rate	Standard Rate	Add     Clear	
EI PERFORATED PO	tual Citter inv ntry Mode:  Item ( ST-12'-2" Update Rates  V	Ad Hoc	Date* 01/0	15/2021	Charge Rate	Standard Rate	Add     Clear	≥1 20 ∨
Er PERFORATED PO	tual Enter IIV htty Mode:  Item ( ST-12'-2" Update Rates  V	Ad Hoc Name	Date* 01/0	ntity* 1.00	Charge Rate Notes	Standard Rate		≥0 ❤ Rate Type
Er PERFORATED PO	tual Cher inv htty Mode: Item ( ST-12-2" Update Rates V Number MISC-RIVET RI	Ad Hoc Ad Hoc Name VETS - STEEL DRIVE	Number     Date* 01/0     Qua     Depart/Division     (PW) Transportati	ntity* 1.00	Charge Rate           Notes           n           Date -           01/05/2021	Standard Rate	Add     Clear     Clear     Units     EACH Stan	Rate Type
Er PERFORATED PO	tual Cher nv htty Mode: Item ( ST-12-2" Update Rates W v Number MISC-RIVET RI POST-12-2 PE	Ad Hoc Ad Hoc Name VETS - STEEL DRIVE ERFORATED POST-12	Number     Date* 01/0     Qua     Depart/Division     (PW) Transportati 2 (PW) Transportati	05/2021	Charge Rate Notes n Date + 01/05/2021 01/05/2021	Standard Rate Quantity 12.00 1.00	Add Clear 1 of Units EACH Stan EACH Stan	20 ✓ Rate Type dard Rate dard Rate
EI PERFORATED PO	tual Cher nv htty Mode: Item ( ST-12'-2" Update Rates ( Number MISC-RIVET RI' POST-12-2 PE	Ad Hoc Ad Hoc Name VETS - STEEL DRIVE	Number     Date* 01/0     Qua      Depart/Division      (PW) Transportatio      (PW) Transportatio	15/2021 Initiy* 1.00 Initiy* 1.00 Initiy* 1.00 Inition Location On TILLEY ON TILLEY	Charge Rate Notes n Date 01/05/2021 01/05/2021	Standard Rate Quantity 12.00 1.00	Add     Clear     Clear     Units     EACH Stan     EACH Stan	20 ✓ Rate Type dard Rate dard Rate ↓
EI PERFORATED PO	tual Cher nv http://www.strains.com/ ST-12-2" Update Rates v Number MISC-RIVET RI' POST-12-2 PE	Ad Hoc Ad Hoc Name VETS - STEEL DRIVE ERFORATED POST-12	Number     Date* 01/0     Qua     Depart/Division     (PW) Transportation     (PW) Transportation	05/2021	Charge Rate           Notes           n           Date =           01/05/2021           01/05/2021	Standard Rate Quantity 12.00 1.00	Add Clear 1 of Dist Units EACH Stan EACH Stan	ard Rate dard Rate
Er PERFORATED PO	tual Effet inv http://www.second.com/ ST-12'-2'' Update Rates inv Number MISC-RIVET RI' POST-12-2 PE ive Layout Restore	Ad Hoc Ad Hoc Name VETS - STEEL DRIVE ERFORATED POST-12 E Layout Export T	Number     Date* 01/0     Qua      Depart/Division      (PW) Transportation 2 (PW) Transportation     fo Excel	05/2021	Charge Rate Notes	Standard Rate Quantity 12.00 1.00	Add Clear  One Clear  Units EACH Stan EACH Stan  of 1 of 1	Rate Type dard Rate dard Rate
EI PERFORATED PO Add Multiple \$ 1 2 3 3 2 3 3 2 3 3 2 3 3 3 4 3 5 5 Columns S 5 Se equired ‡ To Close	tual Eller IIV tual ST-12'-2" Update Rates 🌺 v Number MISC-RIVET RI' POST-12-2 PE nve Layout 💽 Restore	Ad Hoc Ad Hoc Name VETS - STEEL DRIVE ERFORATED POST-12 E Layout Export 1	Number Date* 01/C Qua Depart/Division (PW) Transportati (PW) Transportati (PW) Transportati	05/2021	Charge Rate Notes	Standard Rate Quantity 12.00 1.00	Add     Clear     Clear     Units     EACH Stan     EACH Stan     EACH Stan	P 20 ✓ Rate Type dard Rate dard Rate ↓ 20 ✓