Power Survey:
Make-Ready Costs Needed – What do I do now?

page walkthrough
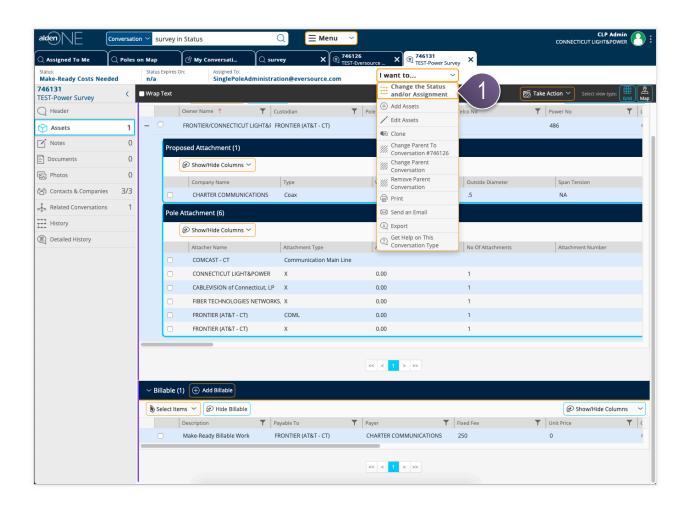
① Go to the Assets tab here.

② There will be a "Make-Ready Billable" asset in the grid. Select the asset from the grid by clicking on it.

③ To make the same changes to all of the selected items at the same time, select "Form edit asset(s)."

④ To make individual changes to each of the selected assets, select "Line edit asset(s)."

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① This is the interface for the "Form Edit." This will make the same changes for all selected assets.

② Enter the Make-Ready cost in the "Fixed Fee" field here. Note: The total will be automatically calculated based on the fixed fee entered.

③ Click "Save."

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① Once your fixed fee is filled in, change the status by using the "I want to..." button and selecting "Change Status."

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① To move the conversation forward, select "Make-Ready Costs Provided."

② If the Make-Ready work is not billable, move the conversation back to "Pending Concurrence and Design" status and then change the billable indicator on the pole and/or attachment from 'Y' to 'N'. Remove the Make-Ready billable item from both the survey and the parent conversation and then mark that design is complete. If changes need to be made to the Make-Ready work, but it is still billable, after moving the conversation back to "Pending Concurrence and Design", just make the modifications on the pole and/or attachment and mark the design complete and the Make-Ready billable item will auto-update.

③ Click "Save."

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