

## Sign Inventory Management System

This workshop presents a simple and logical method for controlling your signs. This method is called Sign Inventory Management System and is based on three principals.

1. The most important responsibility of a government entity that maintains roads is to ensure that motorists can safely travel on its roadways.
2. Effective maintenance of traffic signs is essential to ensure motorists safety.
3. Effective maintenance is the best defense against liability claims involving traffic signs.

This program is easy to learn and use. It **prioritizes signs** that need repair and replacement. The system can be customized to fit your town's needs. Sign categories can be changed to capture things such as **why a sign needs to be replaced** (ex. vandalism, accident or other causes). **Work orders** can be generated from the repair and replacement schedule. They can include material repairs and replacements, including **material lists** necessary to complete the job. It allows you to keep a **vendor's list** for signs and other associated items. This process records and captures good information for management purposes.

### **S.I.M.S. Software Program Features:**

- **Flexibility**
  1. Can be quickly customized to meet your municipality's needs
  2. Use your own signs and posts
  3. enter your estimated costs
  4. Determine your own reporting procedures
- **Easy to Operate**
  1. Prioritized maintenance plans
  2. Can input GPS coordinates for GIS utilization
  3. Rating system is designed for non-technically trained personnel
- **Automates Decision Making**
  1. Based on sign classification priority, signs will be listed by necessary repairs.
- **Software Compatibility**
  1. S.I.M.S. requires Windows 95 software to operate
  2. All data files can be exported into spreadsheet programs
- Technical support available from Maine Local Roads Center tel. 1-800-498-9133 or 624-3270.