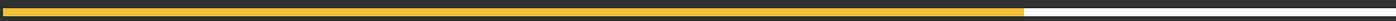


Joint Meet Tickets

in ITIC NextGen



Joint Meet Tickets

A Joint Meet ticket is a unique ticket type that allows excavators to schedule a meeting with locators for excavation projects that are too large, complex, or long-term to be covered by a normal locate request.

The screenshot shows the 'NextGen' software interface. On the left is a vertical navigation menu with buttons for: NextGen, ITIC, IMAP, DAMAGE MANAGER, EXCAVATOR TICKET MANAGEMENT, LOCATOR TICKET MANAGEMENT, SEARCH & STATUS, REPORTS, SETTINGS, MESSAGES, and LOGOUT. The main content area is titled 'PLEASE MAKE YOUR SELECTION . . .' and has tabs for IA, LA, MN, and MO. Below the tabs are sections for 'CALLER INFORMATION' and 'PROFILE INFORMATION'. The 'PROFILE INFORMATION' section contains the following fields: ALT NAME (JAKE CHAMBERS), ALT PHONE (555-555-5555), TYPE OF WORK (NEW SUBDIVISION CONSTRUCTION), WORKING FOR COMPANY (GOODMAN & FARSON), BLASTING (N), TRENCHING (Y), BORING (N), IS JOB WHITE LINED (N), PLOWING (Y), BACKHOE (Y), OTHER (Y), DURATION (4 MONTHS), ADDITIONAL EMAIL RECIPIENTS (FRONTDESK@TORENBROS.COM), and DEFAULT MAPPING TOOL. At the bottom right of the form are buttons for 'NEW TKT', 'DIG-IN TKT', 'EMER TKT', and 'JOINT MEET TKT'. A callout arrow points from the 'JOINT MEET TKT' button to the text below.

To create a Joint Meet ticket first click the **JOINT MEET TKT** button.

NextGen Suggested Next Step: Click in the map to start an excavation polygon. Please keep the excavation polygon as small as possible but yet large enough to cover the entire planned excavation area. Click on the map as needed to lay down additional points. To close the polygon, click again on the starting point. Polygon lines are NOT

ONE CALL CONCEPTS [SITE Home] [Help] [Admin] [Chat]

Advance/Alternate Search

Starting Address Location: 3000 E Grand Ave, Des Moines, IA 50317, USA

Lat/Lon: 41.600614 -93.558499 Segment Length: Total Length: 1.15 mi

Enter polygon information

Address:

Street:

Cross Street:

Marking Instructions:

Driving Directions:

[Ok] [Clear] [Cancel]

[Call Center] [Sat] [Google] [Placemark] [Measure] [Identify] [Create Circle] [Create Route] [Select Parcel] [Select Feature] [End Polygon] [Load Shapefile]

Complete all necessary information covering the meet site, the entire worksite, and driving directions if needed. The address, intersection, or location listed will be the meet site. The Marking Instructions should describe the entire extent of the work area. If the work area does not begin at an address or intersection, you will need to provide driving directions to the worksite.

When ready to move on, click the **NEXT** button.

On the next screen, you will first be asked to enter a name or number for the project. This field is optional.

Parent J-Meet Ticket B Ticket C

EXCAVATOR INFORMATION

EXCAVATION INFORMATION PROFILE

LOCATION INFORMATION

WHAT COUNTY WILL THE MEET TAKE PLACE IN? POLK

WHAT CITY/TOWNSHIP WILL THE JOINT MEET TAKE PLACE IN? DES MOINES

WHAT ADDRESS DO YOU WANT TO MEET AT?

WHAT STREET WILL THE MEET TAKE PLACE AT? E UNIVERSITY AVE

IF NO ADDRESS WHAT IS THE CLOSEST INTERSECTION STREET TO THE MEET LOCATION? E 30TH ST

MARKING INSTRUCTIONS

WORK AREA BOUNDED BY E UNIVERSITY AVE ON THE N, DES MOINES ST ON THE S, E 32ND CT ON THE E AND E 30TH ST ON THE W MEET AT SE CORNER OF INTERSECTION OF E UNIVERSITY AVE AND E 30TH ST

TOWNSHIP

WHAT IS THE SECTION NUMBER AND QUARTER SECTION YOU WILL BE MEETING IN? QTR: NE NW SE SW

OTHER INFO

CC EMAIL ATTACH

Lat/Lon 41.600736 -93.551268

Call Center Sat Google Measure Identify Frame Locate(s)

Enter Project Name/Number

Scarlett Meadows

OK

Ticket A Ticket B Ticket C

Google

Image may be subject to copyright 100 m

Tempo of Use

NEX

Next, you will be prompted to select a date & time for your meeting. Use the **PrevDay** and **NextDay** buttons to change the meet date. Use the check boxes to select a time.

Meet Appointment Selection: Ticket: Parent J-Meet

County POLK Place DES MOINES

Appt. Date 04-05-2021 Time 01:00 PM Day of Week Monday

Select Meet Time

08:00 01:00

09:00 02:00

10:00 03:00

11:00

12:00

PrevDay NextDay OK

Parent J-Meet

When filing a Joint Meet ticket, NextGen will create what is called a "Parent Ticket" for the Joint Meet itself.

Parent J-Meet
Ticket B
Ticket C

EXCAVATOR INFORMATION

EXCAVATION INFORMATION PROFILE

LOCATION INFORMATION

WHAT COUNTY WILL THE MEET TAKE PLACE IN?

WHAT CITY/TOWNSHIP WILL THE JOINT MEET TAKE PLACE IN?

WHAT ADDRESS DO YOU WANT TO MEET AT?

WHAT STREET WILL THE MEET TAKE PLACE AT?

IF NO ADDRESS WHAT IS THE CLOSEST INTERSECTION STREET TO THE MEET LOCATION?

MARKING INSTRUCTIONS

WORK AREA BOUNDED BY E UNIVERSITY AVE ON THE N, DES MOINES ST ON THE S, E 32ND CT ON THE E AND E 30TH ST ON THE W MEET AT SE CORNER OF INTERSECTION OF E UNIVERSITY AVE AND E 30TH ST

TOWNSHIP

WHAT IS THE SECTION NUMBER AND QUARTER SECTION YOU WILL BE MEETING IN? QTR: NE NW SE SW

OTHER INFO

PROJECT NAME/NUMBER: SCARLETT MEADOWS
MEET WILL TAKE PLACE AT POLK COUNTY, CITY OF DES MOINES AT SE CORNER OF E UNIVERSITY AVE AND E 30TH ST

[CC EMAIL](#) [ATTACH](#)

Lat/Lon 41.599851
-93.548825

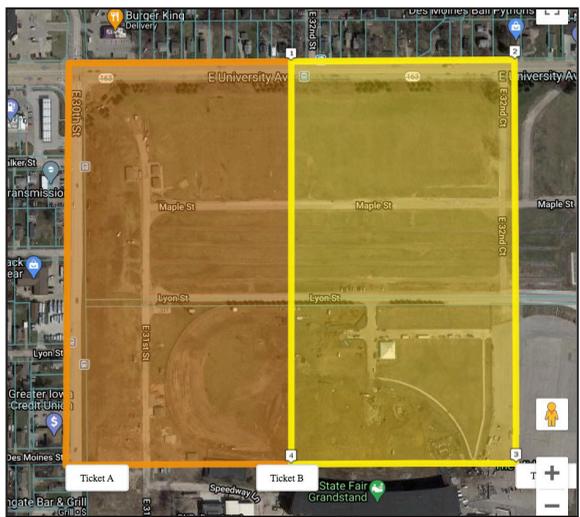
[Call Center](#)
[Sat](#)
[Google](#)
[Measure](#)
[Identify](#)
[Frame](#)
[Locate\(s\)](#)

NextGen will also split the parent ticket's work area into individual sub-tickets, according to the rules established by Iowa One Call (shown below as "Ticket B" and "Ticket C").

Parent J-Meet
Ticket B
Ticket C



Parent J-Meet
Ticket B
Ticket C



These sub-tickets (shown here as “Ticket B” and “Ticket C”) are the actual locate requests covering your work area. They will be stand-alone tickets, and you will need to fill them out just as you would with any normal, compliant-type locate request. *Make sure that each sub-ticket’s marking instructions only cover the area depicted in the map for that sub-ticket.*

Parent J-Meet **Ticket B** Ticket C

DIG STREET: E UNIVERSITY AVE

NEAREST INTERSECTING STREET: E 30TH ST

MARKING INSTRUCTIONS: WORK AREA BOUNDED BY E UNIVERSITY AVE ON THE N, DES MOINES ST ON THE S, AND EXTENDING 750FT E OF E 30TH ST.

CITY: DES MOINES

ADDRESS #:

DIG STREET: E UNIVERSITY AVE

NEAREST INTERSECTING STREET: E 30TH ST

MARKING INSTRUCTIONS: WORK AREA BOUNDED BY E UNIVERSITY AVE ON THE N, DES MOINES ST ON THE S, AND EXTENDING 750FT E OF E 30TH ST.

TOWNSHIP:

SECTION: QTR: NE NW SE SW

OTHER INFO: PROJECT NAME/NUMBER: SCARLETT MEADOWS

CC EMAIL ATTACH

Parent J-Meet Ticket B **Ticket C**

DIG STREET: E UNIVERSITY AVE

NEAREST INTERSECTING STREET: E 32ND CT

MARKING INSTRUCTIONS: MARK AREA EXTENDING 1375FT S AND 730FT W OF THE INTERSECTION OF E UNIVERSITY AVE AND E 32ND CT

CITY: DES MOINES

ADDRESS #:

DIG STREET: E UNIVERSITY AVE

NEAREST INTERSECTING STREET: E 32ND CT

MARKING INSTRUCTIONS: MARK AREA EXTENDING 1375FT S AND 730FT W OF THE INTERSECTION OF E UNIVERSITY AVE AND E 32ND CT

TOWNSHIP:

SECTION: QTR: NE NW SE SW

OTHER INFO: PROJECT NAME/NUMBER: SCARLETT MEADOWS

CC EMAIL ATTACH

When you are ready click the **NEXT** button. This will take you to the Ticket Disposition page.

Parent J-Meet Ticket B Ticket C

TICKET DISPOSITION

TICKET TYPE: **JOINT MEET LOCATE** ▼

WORK TO BEGIN DATE: 04/05/2021 

WORK TO BEGIN TIME: 01 : 00 PM

SESSION DISPOSITION

Ticket	State/County	Place	Address	Cross Street	Ticket Type	Action Date	Action	⌵
Ticket A	IA/POLK	DES MOINES	E UNIVERSITY AVE	E 30TH ST	JOINT MEET LOCATE	04/05/2021	SUBMIT TICKET(S) ▼	
Ticket B	IA/POLK	DES MOINES	E UNIVERSITY AVE	E 30TH ST	COMPLIANT	04/07/2021	SUBMIT TICKET(S) ▼	
Ticket C	IA/POLK	DES MOINES	E UNIVERSITY AVE	E 32ND CT	COMPLIANT	04/07/2021	SUBMIT TICKET(S) ▼	

SUBMIT

After reviewing your tickets click the **SUBMIT** button to submit your tickets.

Once submitted, you will be shown the Utility Notification List for your tickets.

Parent J-Meet
Ticket B
Ticket C

UTILITY NOTIFICATION LIST

District	Company	City
AT2	AT&T TRANSMISSION	
CDT	CITY OF DES MOINES TRAFFIC	DES MOINES
CTLIA01	CENTURYLINK	LITTLETON
DMS	DES MOINES, CITY OF SEWER	DES MOINES
INS	AUREON NETWORK SERVICES	
MC1	MCI	
T17	MEDIACOM COMMUNICATIONS CORP	

Number of Districts: 7
You Must Contact Any Other Utilities Directly

RELEASE SUMMARY

Your ticket has been sent to the call center for review.

Once your ticket is complete you will receive an email with a ticket number, list of facility operators being notified and summary of your ticket. Please check it for accuracy.

Make sure all facility operators have responded before beginning excavation.

SESSION DISPOSITION

Ticket	State/County	Place	Address	Cross Street	Ticket Type	Action Date	Action
Ticket A	IA/POLK	DES MOINES	E UNIVERSITY AVE	E 30TH ST	JOINT MEET LOCATE	Start Date: 04/05/2021 at 01:00	IN REVIEW
Ticket B	IA/POLK	DES MOINES	E UNIVERSITY AVE	E 30TH ST	COMPLIANT	Start Date: 04/07/2021 at 01:00	IN REVIEW
Ticket C	IA/POLK	DES MOINES	E UNIVERSITY AVE	E 32ND CT	COMPLIANT	Start Date: 04/07/2021 at 01:00	IN REVIEW

NEW TICKET FINISHED LOGOUT

You can now LOGOUT , start a NEW TICKET , or click FINISHED to view your locate requests in Excavator Ticket Management.

