

Custom Forms & Digital Workflows

Introduction

The Rhumbix platform includes a comprehensive field form and workflow solution to empower and streamline field reporting. It allows users to include additional data and workflows into the system in addition to the timekeeping and production tracking that are at the heart of the Rhumbix ecosystem.

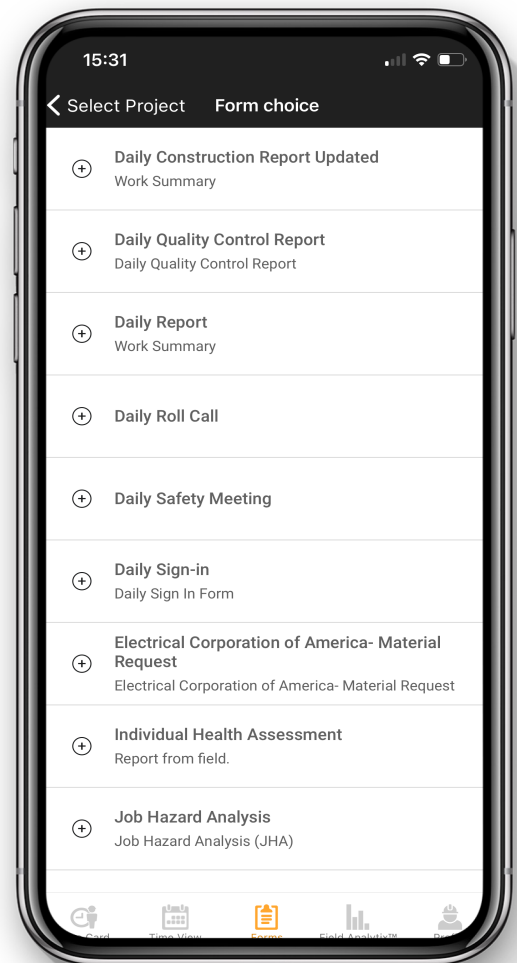
The solution not only permits users to standardize the foreman's day-to-day reporting in one solution, saving cost and reducing the number of tools that a foreman has to use, but it creates the potential for significant improvements in field data collection and data reporting capabilities.

Why Forms in Rhumbix?

While timekeeping and production are critical field workflows, they are one of many key responsibilities for your field supervision. Tasks like daily construction reporting, time and material tracking, safety, quality, inspections and checklists are all tasks that foremen may be asked to complete, and increasingly are being included as part of digital initiatives.

The Rhumbix field form and digital workflow solution allows users to create a library of custom form and workflows for your crews, designed around your existing workflows, but configured and customized to make best use of existing data in Rhumbix (projects, employees, cost codes etc.).

Our forms ensure that your foremen have one place to go for their field reporting, saving them time and energy, and allowing contractors to standardize and consolidate their field reporting into fewer tools.

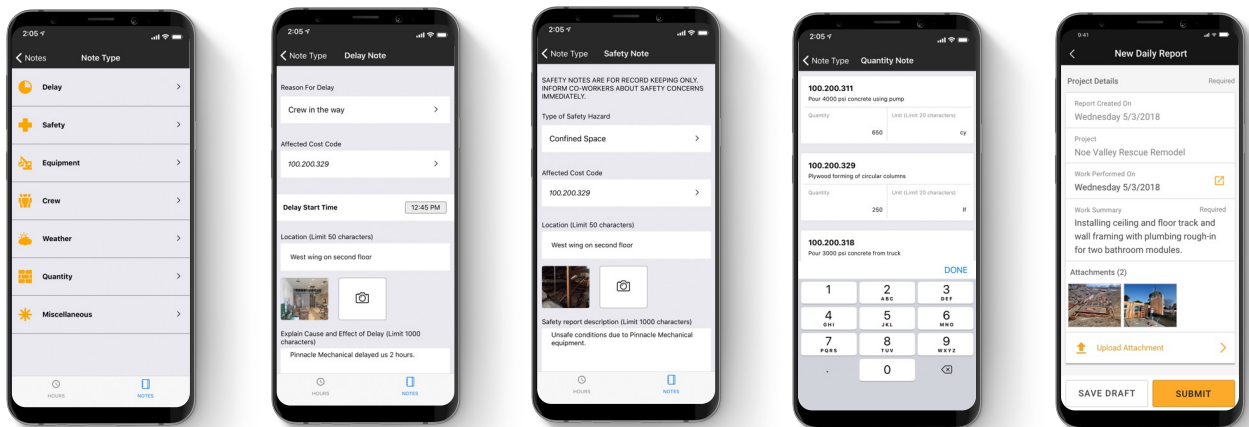


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The following are key technical and functional elements of the Rhumbix forms and workflow solution:

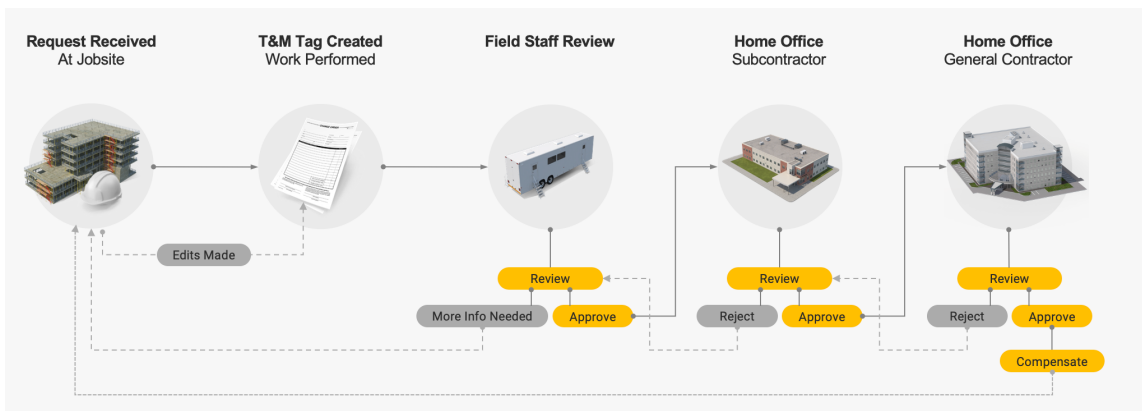
Highly Configurable Form Builder

- o Rhumbix forms are built by Rhumbix to customer requirements, ensuring your workflows, content and processes are recreated accurately within the mobile app.
- o Our focus is on creating forms that are simple and efficient to use, but which generate reliable and accessible form data and PDFs.



Custom Approval Workflow Engine

- o Rhumbix forms include a custom workflow and approval engine that allows forms to be established with specific workflow and approval stages for each document or form type.
- o Form actions, editability, and other characteristics can be defined based on the approval stage, and by user role and access level in the platform.



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Sharing Forms with Internal & Stakeholders

- o Share forms with internal and external stakeholders using email
- o Configure and receive email notifications on form or workflow submittal or status changes.

Form Variants

- o Workflows can be configured with multiple export templates including priced and unpriced T&M tickets and internal vs. external daily construction reports etc.
- o Creates different versions of the same form with curated data for internal or external reporting.

Data & Auditability

- o Completed forms are stored as PDFs and as underlying data for reporting and integrations.
- o Form data includes process meta-data such as workflow author, submission dates, changes etc. in addition to the form data itself.
- o All forms have a complete audit history allowing historical versions to be seen and identify who made any changes.

Form & Workflow Data Combined with Labor & Timekeeping

- o Form and workflow data can be combined with timekeeping, labor, and production data to add context and richness to overall field reporting.
- o Much of the focus of Rhumbix forms is on safety, compliance and risk management.
- o Combining these data delivers powerful metrics on safety performance that are difficult to achieve with separate tools.

The following are examples of forms & workflows often included in Rhumbix by customers:

Resource Tracking

Material Request and Receipt
Time and Materials Tracking
Field Change Orders
Daily Construction Reports

Quality

Daily Quality Inspections
Quality Audits
Inspection & Test Plans

Safety

Toolbox Talks
Job Hazard Analysis
Pre-Site Inspection
Site Observations
Behavior Based Safety
Risk Assessments
Permit to Work Processes
 Confined Space Entry
 Hot Works
 Energized Circuits
 Stored Energy
Construction's Fatal Four

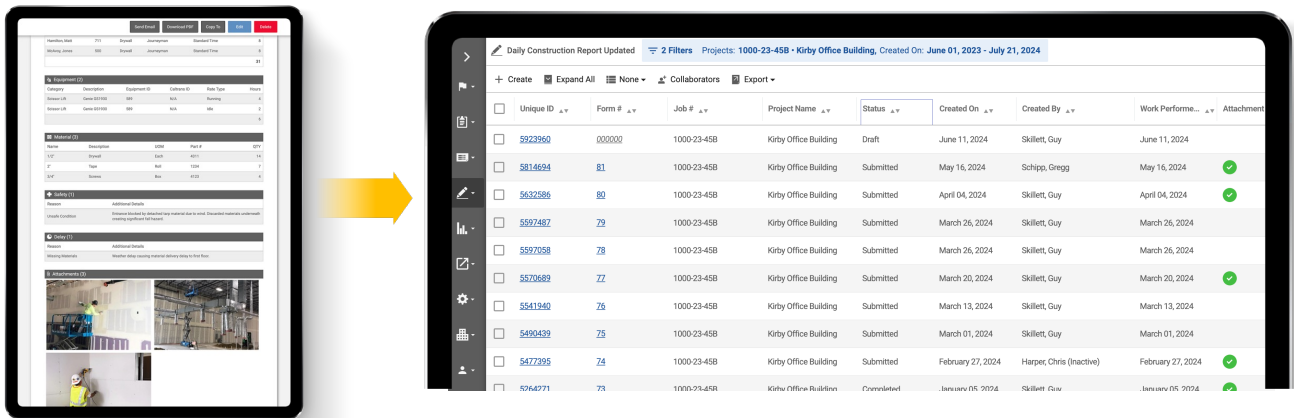
Labor Management

New Hire Onboarding
Layoff Reporting
Credential Tracking
Expenses & Reimbursements

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Web-based Form Viewing and Status Tracking

- Web-based views deliver immediate visibility and access to completed documents.
- Obtain real-time tracking of status and changes, and quickly obtain a holistic view of workflow, business process health and field operating conditions.
- View documents across projects and the company with the ability to drill down and filter based on specific fields and criteria for all forms and workflows.



Professional PDF Forms in Seconds

- Rhumbix creates professional pdf templates for your form data automatically, in seconds.
- If you need a custom format to match client reporting requirements, Rhumbix can match your specific templates.

Your Company Name
Reported by Steve Smith on March 29th, 2019, 4:24 PM

T&M Tracking Tag #426-AC-01

Tag Status: Submitted to GC

Project: Noe Valley Street Remodel

Location: 3rd Floor

Description of Work: Installing ceiling and floor track and wall framing with plumbing rough-in for two bathroom modules on floor 3 in area.

Comments: They tore down the north wall and installed the vertical hot water pipes per the GC's request in CE-1340 - Joe Smith, 03/29/2019

Labor Summary

Total Workers	4	Sub
Total Hours	54	Tot

Equipment Summary

Total Pieces	2	Sub
Total Hours	5	Tot

Materials Summary

Total Unit Types	2	Sub
		Tot

Form Total w/ Markup

Subcontractor

Signature: *[Signature]*

General Contractor Verification

Signature: *Steve Chiou*

Additional Notes: This tag is good to go. Submit to owner at EOM

Notes (4)

Section	Attribution	Note
Labor	Chiou, Steve	Some note about a worker
Labor	Herschend, Erik	Some note about a worker
Labor	Cassidy, Shannon	Some note about a worker
Equipment	CAT 100	Some note about a piece of equipment

Attachments (3)

T&M Cost Breakdown

Labor (4)

Name	EID ID	Trade	Classification	Rate Type	Hours	Hourly Rate	Total
Kurtze, Tommy	33912	Carpenter	Foreman	Straight Time	5	\$35.00	\$175.00
Yen, Caspar	33912	Carpenter	Apprentice	Straight Time	8	\$35.00	\$280.00
Chiou, Steve	33912	Labor	Apprentice	Straight Time	8	\$35.00	\$280.00
Herschend, Erik	85145	Carpenter	Apprentice	Straight Time	8	\$35.00	\$280.00
Herschend, Erik	85145	Carpenter	Apprentice	Premium Overtime	8	\$45.00	\$360.00
Herschend, Erik	85145	Carpenter	Apprentice	Straight Time	8	\$35.00	\$280.00
Herschend, Erik	85145	Carpenter	Apprentice	Premium Overtime	8	\$45.00	\$360.00
Total					54		\$2,508.67

Comments: This is good - Joe Smith, 03/29/2019

GC Markup (x1%) \$25.08

Total Labor Cost \$2,533.75

Equipment (1)

Category	Description	Equipment ID	Calendars ID	Rate Type	Hours	Hourly Rate	Total
Forklift	JLG 500	4113	112	Running	5	\$100.00	\$800.00
Forklift	JLG 500	4113	112	Running	8	\$100.00	\$800.00
Total					13		\$1,992.00

Comments: Verified equipment - Joe Smith, 03/29/2019

GC Markup (x1%) \$19.92

Total Equipment Cost \$2,011.92

Material (3)

Description	Unit	Part #	QTY	Unit Rate	Total
1/2" Screws	Box	4113	4	\$12.00	\$48.00
Concrete	cuyft	1234	3	\$18.00	\$54.00
Screws	Box	4123	3	\$15.00	\$45.00
Total			10		\$183.01

Comments: These materials were used

GC Markup (x1%) \$1.83

Total Material Cost \$184.84

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Benefits of Forms in Rhumbix

Why should you digitize forms in Rhumbix? In addition to the powerful suite of form and workflow features mentioned above, there are some clear benefits to standardizing your digital field workflows in a single field-optimized platform.

Avoidance of Duplicate Data Entry -

- Timekeeping is at the heart of the Rhumbix platform, and the data & setup needed to enable timekeeping is often the same as other workflows.
- With separate systems, foremen are often required to enter similar data multiple times.
- Rhumbix data sharing between workflows reduces the need for duplicate data entry, streamlining foreman admin and reducing opportunity for errors and omissions.

One Enterprise Platform for Data and Integrations -

- Reducing the number of software solutions to buy, maintain and support, lowers costs and management administration.
- Minimize integrations between multiple separate tools with a single integration with Rhumbix and its different modules.
- Build a better data and technology ecosystem with fewer tools and simplify your tech stack makes data and software interoperability more achievable.
- All the data in one platform empowers data and analytics when a single Rhumbix database can be your source of truth for all field data.

A Single Software to Learn and Deploy -

- Minimize the time needed to onboard your new field leaders by reducing the number of tools to learn before they can be productive in the field.
- With Rhumbix, they can be up and running in days, digitizing all the critical workflows they need to run their operations.
- Because Rhumbix is designed around the way you work, your existing systems and processes are baked into the platform.
- Using Rhumbix helps drive adherence to policy, reducing the risk of new employee hiring and promotions.

Want to know more?

If you are looking for a better forms solution for your construction operations please connect with us at sales@rhumbix.com for a demo and discussion about your needs and we will be happy to show you the solution.