

The Electronic Submittal Process Using PDM 3.0

PDM 3.0 offers a unique approach to simplify and organize an electronic submittal process. The PDM 3.0 suite of products can help your firm improve productivity, cut costs, and stay on schedule using an electronic process to submit, review, manage, and store submittals. Better managed submittals make it easier and faster to perform project closeout.

There is increasing pressure to improve productivity within the construction industry. Firms are being forced to do more with less in order to remain profitable. Historically construction has relied on inefficient paper based processes to communicate vital project information. Today, there is great opportunity for construction to improve efficiencies and cut costs by updating paper based processes with technology that centralizes and manages electronic project information.

One of the most important phases in the construction lifecycle is the submittal process. This process often relies on multiple copies of paper documents being submitted to the architect, construction manager, or general contractor. These documents are either shipped or hand delivered to the project and then distributed among the submittal review team for approval. If the submittal is rejected and required to be resubmitted, the process starts all over again.

A traditional paper based submittal process is time consuming and inefficient. When a submittal is mailed, it takes up to three days to receive and catalog it. It takes another two or three days to get the submittal information to the person responsible for reviewing the document. As a result of the paper based process sub contractors often wait 6-9 days for a

response. This holds up their ability to order materials and coordinate their workers with the project.

The PDM 3.0 electronic submittal process provides the tools necessary for all team members including architects, Construction Managers, General Contractors, and subs to submit, share, track, review, and store all submittal documents for each project.

PDM 3.0 does this by offering a unique process that not only manages the submittal process but also the actual documents themselves. This offers the ultimate in centralized data storage.

- **PDM Pro/Enterprise 3.0** – Offers sophisticated yet easy to use functions that organize all project submittals. PDM Pro 3.0 is the centralized document vault that can be accessed using other PDM 3.0 client applications including PDM Planroom or the web. PDM Pro 3.0 sets up the master submittal log that becomes the record set of documents. PDM Pro 3.0 also defines access to those people responsible for submitting, reviewing, and approving each submittal document.

PDM includes numerous reports that query submittal logs, late submittals, and many more giving PDM users better document control and project knowledge.

PDM 3.0 will help your projects stay on schedule by speeding up the submittal review process. Using the PDM 3.0 suite of products, submittals can often be submitted and reviewed the same day and approval or rejection can happen within hours. This shortened time results in better scheduling with sub contractors. In addition, there is a cost savings to the project by eliminating print and shipping costs for paper submittals. Add to that the ability to close out a project quicker because all of the documents are cataloged electronically and PDM 3.0 becomes a key component of improving the submittal process.

PDM 3.0 capabilities are specifically designed to help construction become more efficient, mitigate risk, and be more profitable. PDM 3.0 offers an interoperable approach by combining many of the fragmented processes associated with today's construction process into one single application.