

Gaining Control of Your Documents

April 25, 2009

The Issues

- Distribution of multiple sets of large format documents
- Communicating with a large team
- Making sure everyone has the most current issue
- Knowing who has what when
- Extremely costly
- Very time consuming

Multiple Phases

Bidding

Invitations
Bid Documents
Addenda
Follow-up
100s trades

Construct

RFIs
CCOs
COs
Shop Drawings

Archive

Space
Cost
Retrieval



Contractor Solutions

Bidding

Do nothing
FTP
CD/DVD

Construction

Expedition
Timberline
Courier/Paper

Archive

Back room
Iron Mountain



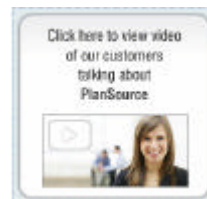
PlanSource

- Hosted online Document Control System
- Started delivering services in Oct. 2000
- Planrooms in BC, Ab., Sask., Man., NWT, Michigan
- Contractors, Architects, Engineers for document distribution/mgmt and communication
- Owners for data distribution and submittal review
- 15,000 users, 100,000 projects, millions of pages

Why Use Online Document Control?

- Save time
- Save Money
- Reduce risk
- Sustainable practice

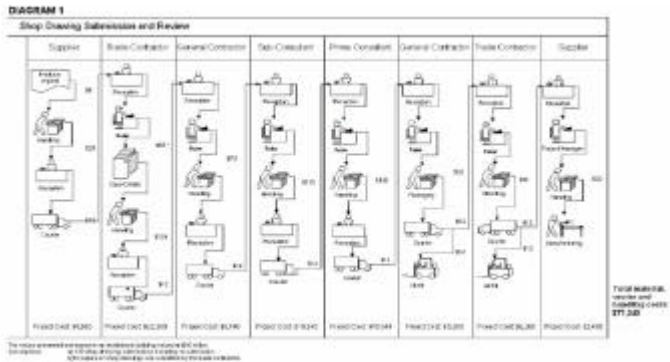
- Get work done faster,
easier, cheaper,
greener



GAINING CONTROL OF YOUR SHOP DRAWING PROCESS

TRADITIONAL SHOP DRAWING PROCESS

- General Contractor's costs for distribution of shop drawings is \$11,140.00

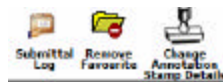


Pitfalls of Traditional Process

- Manual tracking of documents
- Hours reviewing multiple copies
- Courier and distribution costs
- Distribution time
- Misplaced shop drawings
- Schedule

Online Shop Drawing Processing

Integrated tools
allow for fast and
easy shop
drawing review





Shop Drawing/Submittal Log

- Automatically tracks activity
- Manage Users and/or Groups of Reviewers
- Assign Users and/or Groups to a document
- Track comments or send notes
- View documents



Online Review Process

- Receive email notifying of new document
- Login, review, annotate, Stamp
- Stamp comment (Reviewed, Revise and Resubmit, etc.) is recorded, SD locked for that Reviewer
- Other Reviewers notified





Demonstration

Shop Drawing Review



Why Review Shop Drawings Online

- Eliminate hours of reviewing multiple copies
- Eliminate courier cost and distribution time
- Eliminate misplaced shop drawings
- Increased control of process
- Maintain project schedule
- Increased profits

Cost Comparison

Traditional Method

\$11,140.00

PlanSource

\$3,900.00



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Requirements

- Internet access
- Free Java plug-in
- Acrobat Reader



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Getting Started

- Application created in a day
- Training completed in half a day
- Customer and tech support 7am to 6pm Monday to Friday Pacific Time



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*Welcome to the Future
of Document Control.*



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