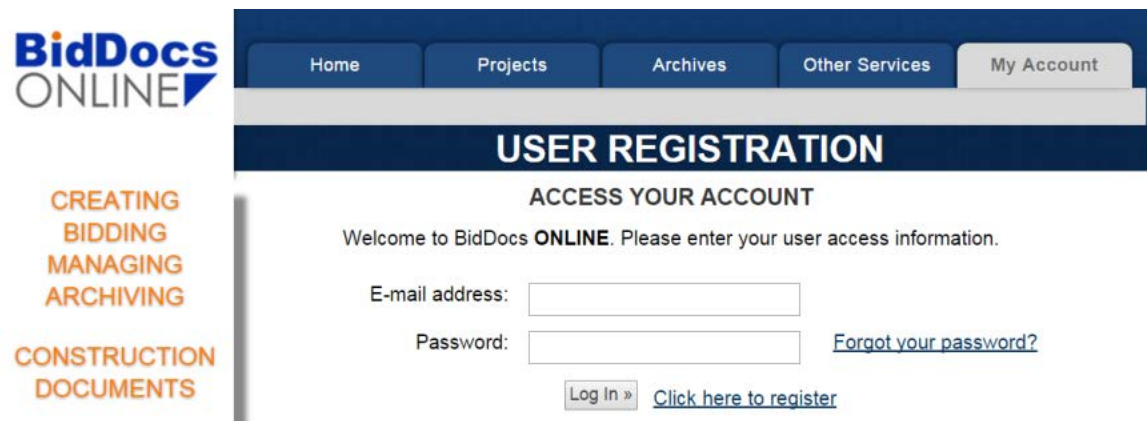


Procurement – Smart Spec - Reviewer

Project Reviewer Section:

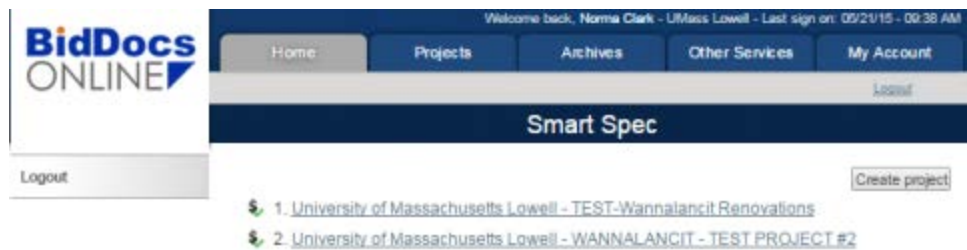
1.



The screenshot shows the BidDocs ONLINE user registration page. The navigation menu includes Home, Projects, Archives, Other Services, and My Account. The main heading is "USER REGISTRATION" with a sub-heading "ACCESS YOUR ACCOUNT". The text reads: "Welcome to BidDocs ONLINE. Please enter your user access information." There are input fields for "E-mail address:" and "Password:". A link for "Forgot your password?" is provided. At the bottom, there are buttons for "Log In »" and "Click here to register". On the left side, there is a vertical menu with options: "CREATING BIDDING MANAGING ARCHIVING" and "CONSTRUCTION DOCUMENTS".

2. Using the link <https://biddocsonline.com/login.php?from=/smartspec/login>, Login to your account.

3.

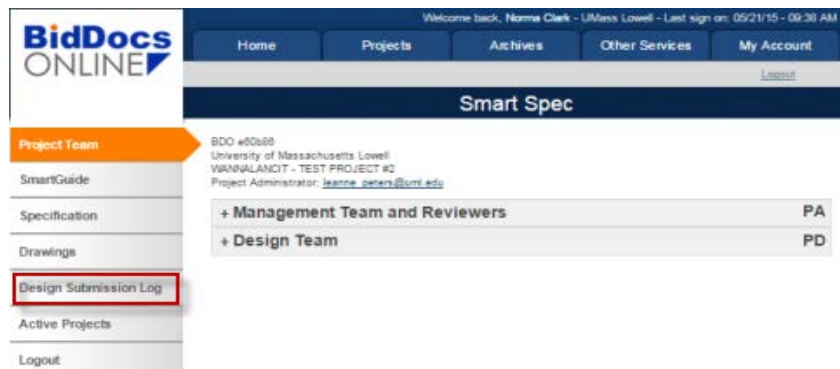


The screenshot shows the BidDocs ONLINE Smart Spec page. The navigation menu includes Home, Projects, Archives, Other Services, and My Account. The main heading is "Smart Spec". There is a "Logout" button in the top right corner and a "Create project" button in the bottom right corner. Below the heading, there is a list of projects:

- 1. University of Massachusetts Lowell - TEST-Wannalancit Renovations
- 2. University of Massachusetts Lowell - WANNALANCIT - TEST PROJECT #2

4. Click on Current project you want to review.

5.



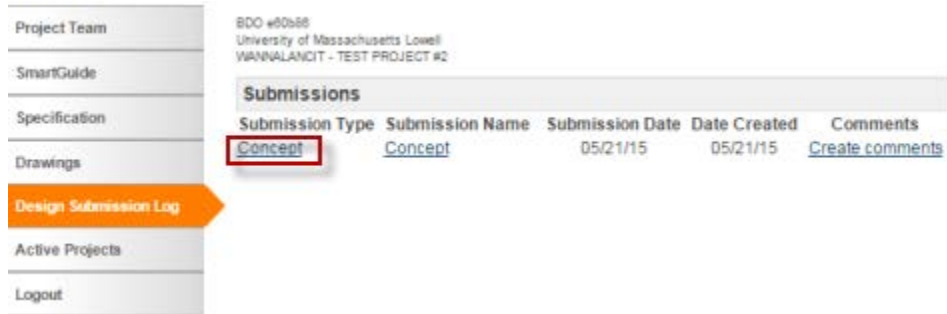
The screenshot shows the BidDocs ONLINE Smart Spec project details page. The navigation menu includes Home, Projects, Archives, Other Services, and My Account. The main heading is "Smart Spec". There is a "Logout" button in the top right corner. On the left side, there is a vertical menu with options: "Project Team", "SmartGuide", "Specification", "Drawings", "Design Submission Log", "Active Projects", and "Logout". The "Design Submission Log" option is highlighted with a red box. The main content area shows project details:

BDO #60s89
University of Massachusetts Lowell
WANNALANCIT - TEST PROJECT #2
Project Administrator: jaetoe_peters@uml.edu

+ Management Team and Reviewers	PA
+ Design Team	PD

6. Click on **Design Submission Log**.

7.



Project Team BDO #60b86
University of Massachusetts Lowell
WANNALANCIT - TEST PROJECT #2

SmartGuide

Specification

Drawings

Design Submission Log

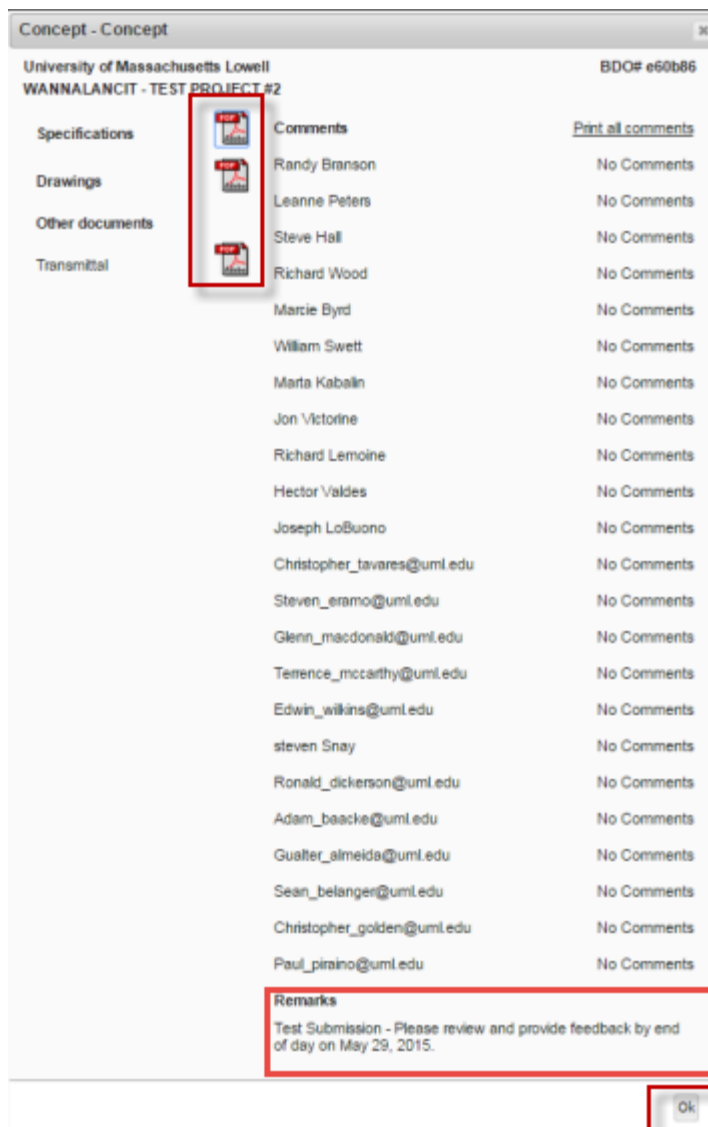
Active Projects

Logout

Submissions


Submission Type	Submission Name	Submission Date	Date Created	Comments
Concept	Concept	05/21/15	05/21/15	Create comments


8. Click on appropriate **submission type** to review the attached documents.





Concept - Concept

University of Massachusetts Lowell BDO# e60b86
WANNALANCIT - TEST PROJECT #2

Specifications  Comments [Print all comments](#)

Drawings  Randy Branson No Comments

Other documents  Leanne Peters No Comments

Transmittal  Steve Hall No Comments

Richard Wood No Comments

Marcie Byrd No Comments

William Swett No Comments

Maria Kabalin No Comments

Jon Victorine No Comments

Richard Lemoine No Comments

Hector Valdes No Comments

Joseph LoBuono No Comments

Christopher_tavares@uml.edu No Comments

Steven_erano@uml.edu No Comments

Glenn_macdonald@uml.edu No Comments

Terence_mccarthy@uml.edu No Comments

Edwin_wilkins@uml.edu No Comments

steven Snay No Comments

Ronald_dickerson@uml.edu No Comments

Adam_boacke@uml.edu No Comments

Gualter_almeida@uml.edu No Comments

Sean_belanger@uml.edu No Comments

Christopher_golden@uml.edu No Comments

Paul_piraino@uml.edu No Comments

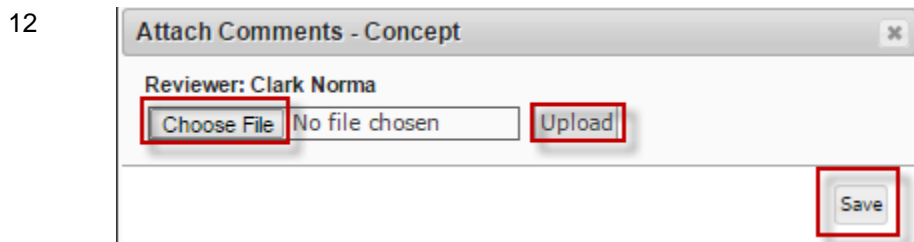
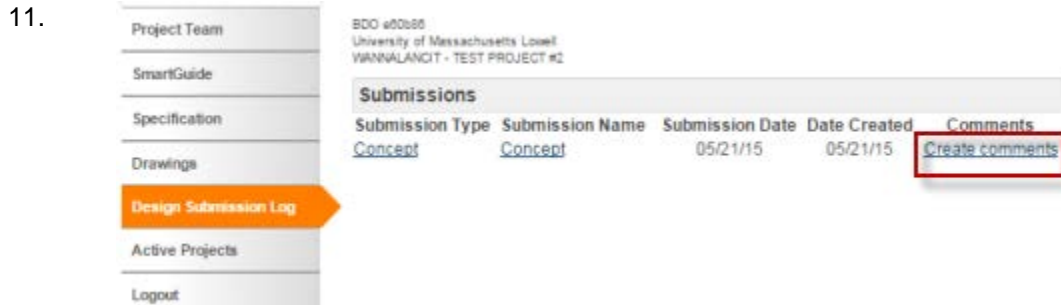
Remarks

Test Submission - Please review and provide feedback by end of day on May 29, 2015.

Ok

Note: In the remarks section(outlined above), the deadline for submitting comments will be noted here.

9. Click on PDF's to review. Click OK when done reviewing.
10. Click on **Create Comments** link to add your own comments.



13. Choose the appropriate PDF file, then click **Upload**. Click **Save** when completed

Note: *Your comments should be in PDF format. This can be saved from Word, Excel or scanned document. You are only allowed to upload a single file for your comments document.*