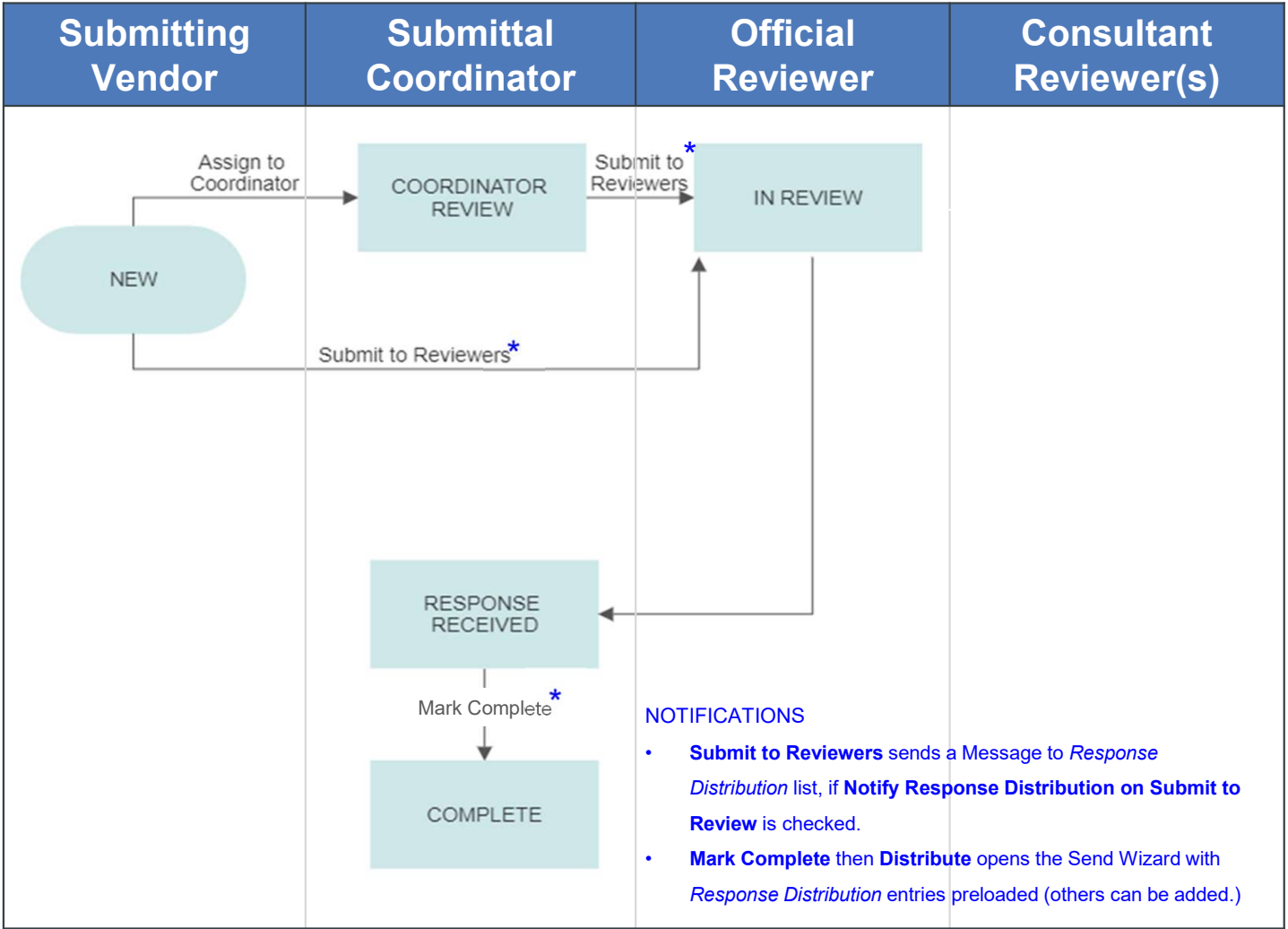
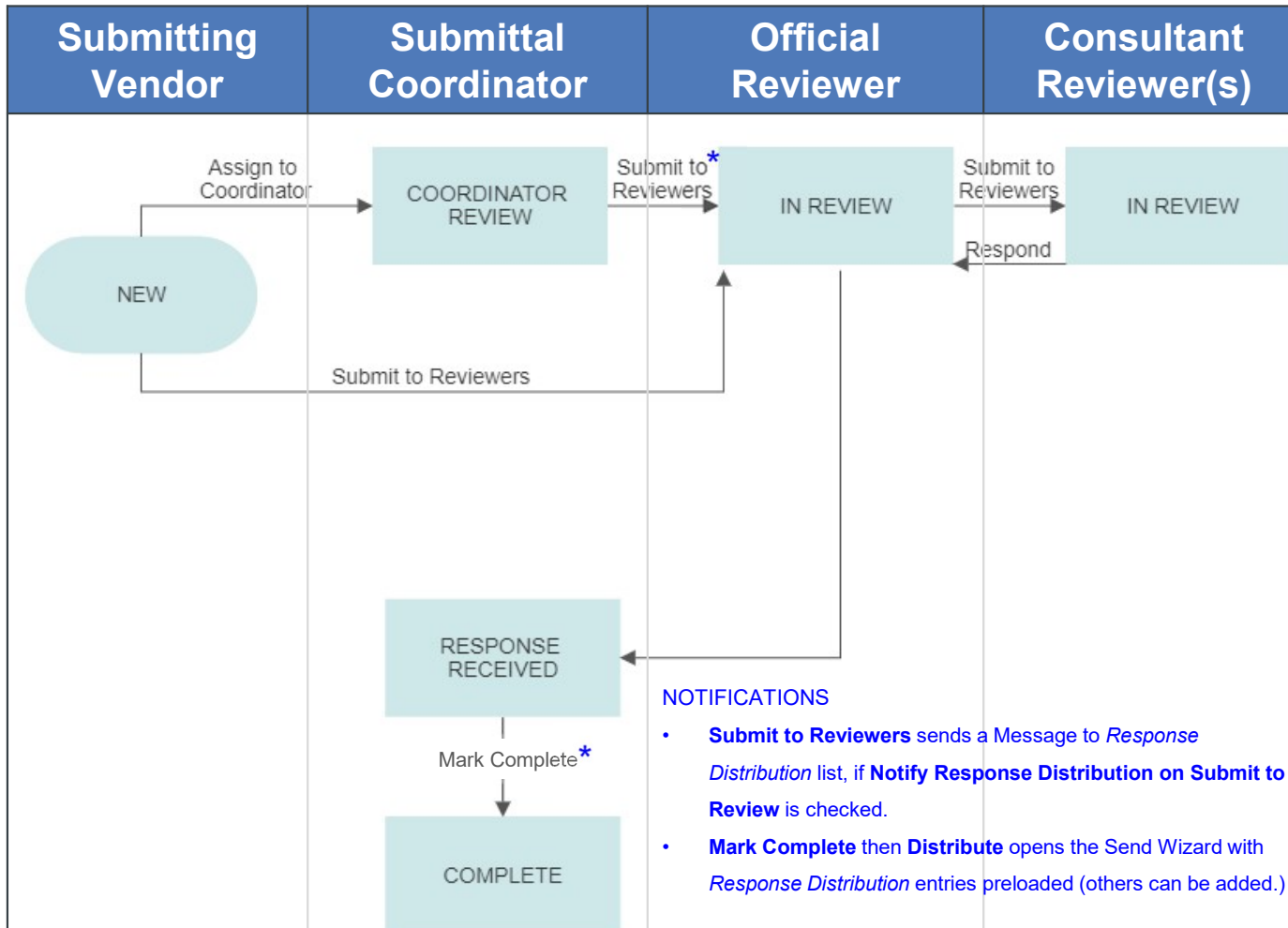


### Submittal Workflow –

- *Author* can be the GSA PM, GSA Staff/SMEs, CM, GC/Design Builder
- *Submittal Coordinator* can *Author* the Submittal
- *Consultant Reviewer(s)* are optional

**Submittal Workflow –  
BASIC WORKFLOW**

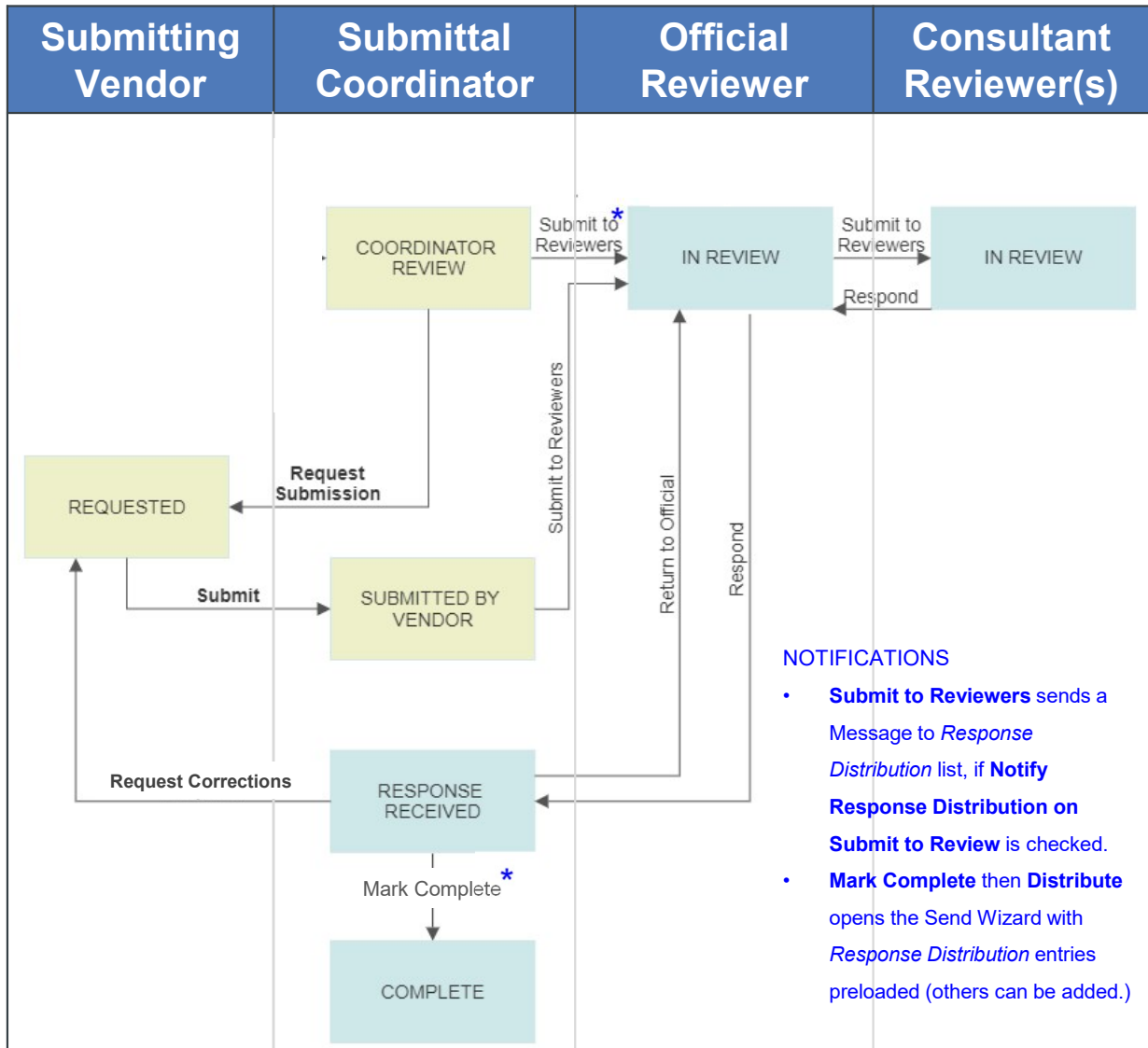




### Submittal Workflow –

Author,  
Submittal Coordinator,  
Official Reviewer,  
Consultant Reviewer(s)

- *Consultant Reviewer(s)* are optional
- Once submitted to *Consultant Reviewer(s)*, the *Official Reviewer* can wait for responses for can **Respond** to move the process forward without the *Consultant Response(s)*
- Only the *Official Reviewer* can see the *Consultant Reviewer(s) Response* and should include them with the official response, if necessary.



## Submittal Workflow – Request Submission from Vendor

- **Submittal Coordinator Requests Submission from Vendor**
- **Submitting Vendor** receives a Task and can upload submittals and then **Submit** back to *Submittal Coordinator*