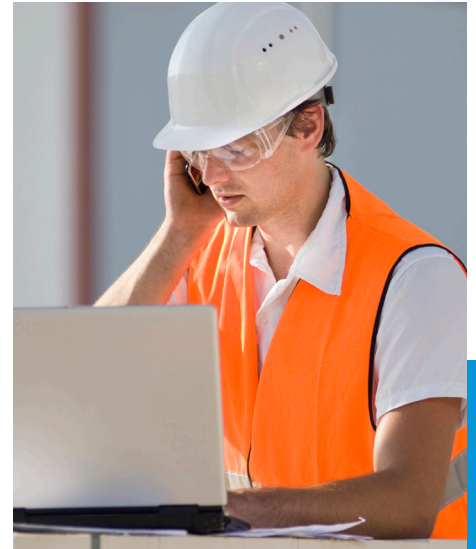


Construction contracts mean paper piles - and lots of them - constantly going back and forth from the field to the office. There are many types of documents that you need signed and they can easily be misplaced or damaged. Plus, when you need to see a specific document, it is rare that you can easily put your hands on it.

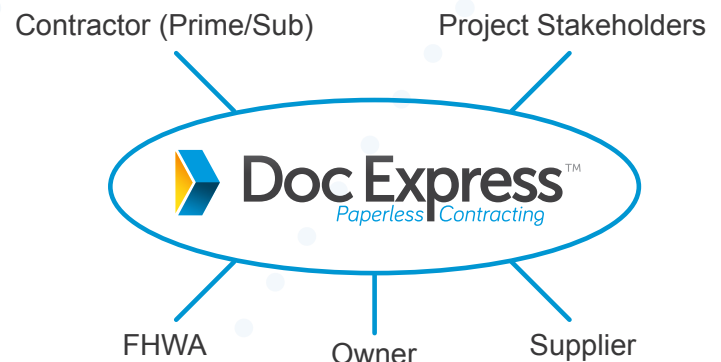
You need **paperless contracting** with the Doc Express service - a **secure digital filing cabinet** document exchange with **electronic signature** capability and configurable workflows for documents. This service is tailored to be easy to use and to meet the specific needs of the construction industry.

With the Doc Express service, you can sign, store and exchange **shop drawings, change orders, material certifications** and more with all stakeholders in real time from any computer without the hassle of an FTP site or VPN. The service allows you to store documents for the life of a project and beyond, and maintain an online audit trail. The Doc Express service has a low total cost of ownership and is quick and easy to implement in your agency. It can be a key part of your eConstruction initiative.



Doc Express features:

- Hosted, web-based service - no VPN or FTP required
- Easy to implement, intuitive to use
- Configurable document workflow
- Mobile accessible — tablets and smartphones
- Email notification of document status
- Electronic signatures
- Daily back-ups with 99% uptime
- Filtering/sorting for all docs
- Built-in security with read-only access for stakeholders
- Storage for up to 5 years after notice to proceed



“ Users could almost immediately use the software and have success once they were given access to contracts. ”

- Janet Wastenev, Training Officer, Construction & Materials, Iowa Department of Transportation

“ Transparency and accountability of the submittals has been a huge benefit to Iowa and our contractors through this web-based application. Folks that need to see the status of submittals can see if they have been submitted, when they were submitted and who submitted the document. You can also see who has received a submittal, and if something is rejected, there is space to document why. “



- Greg Mulder, Director, Construction & Materials
Iowa Department of Transportation

Doc Express benefits:

- Paperless contracting
- Simple electronic signatures
- Real-time access to documents by all stakeholders
- Get there fast - identify 'favorites' and go right to them
- Standardized processes/location for docs
- Reduced delays with payments when finalizing a project and at audit time
- Accountability is easy - just view the activity log
- Improved client and project stakeholder responsiveness
- Always know the status of document and if it was submitted
- Low total cost of ownership



Training and support

Info Tech, Inc. provides free, live customer support. Info Tech's support team is available Monday-Friday from 7 a.m. - 8 p.m. Eastern to assist all users of the Doc Express service. Contact us by phone at [855-HELP-EXP](tel:855-HELP-EXP) (855-435-7397) or by email at support@docexpress.com. Info Tech's support team is dedicated to resolving your issues quickly and to your satisfaction. We look forward to serving you.

Decades of experience

The Doc Express service is offered by Info Tech, Inc. With more than 30 years of software development experience and more than 40,000 users worldwide, Info Tech is a market leader in infrastructure construction applications and services. Info Tech also provides the Bid Express® Internet bidding service.

Register for your free Doc Express webinar today!
www.docexpress.com



Info Tech, Inc., 5700 SW 34th Street, Suite 1235, Gainesville, Florida 32608
phone: (352) 381-4400 • www.infotechfl.com