THE CITY OF ROCKFORD ILLINOIS, USA
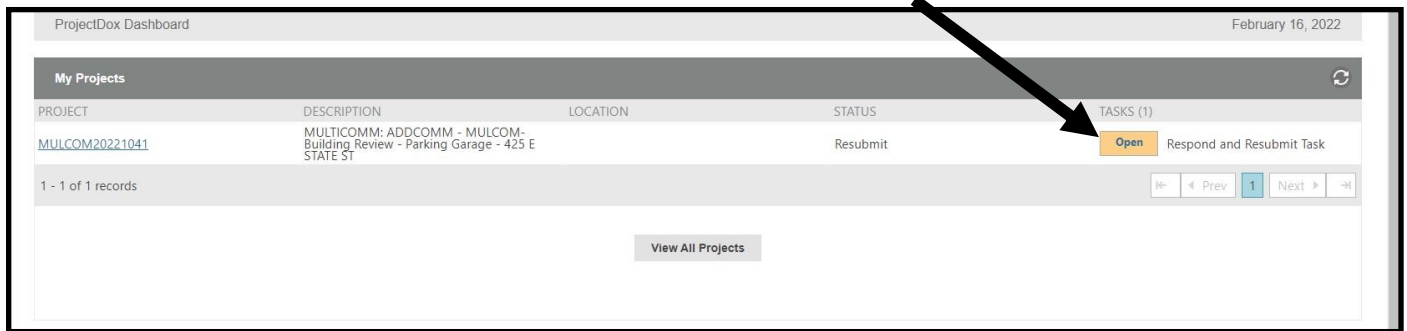
ProjectDox

ProjectDox Dashboard

The dashboard will show any tasks that need to be completed by the user. Click open to respond to required corrections.
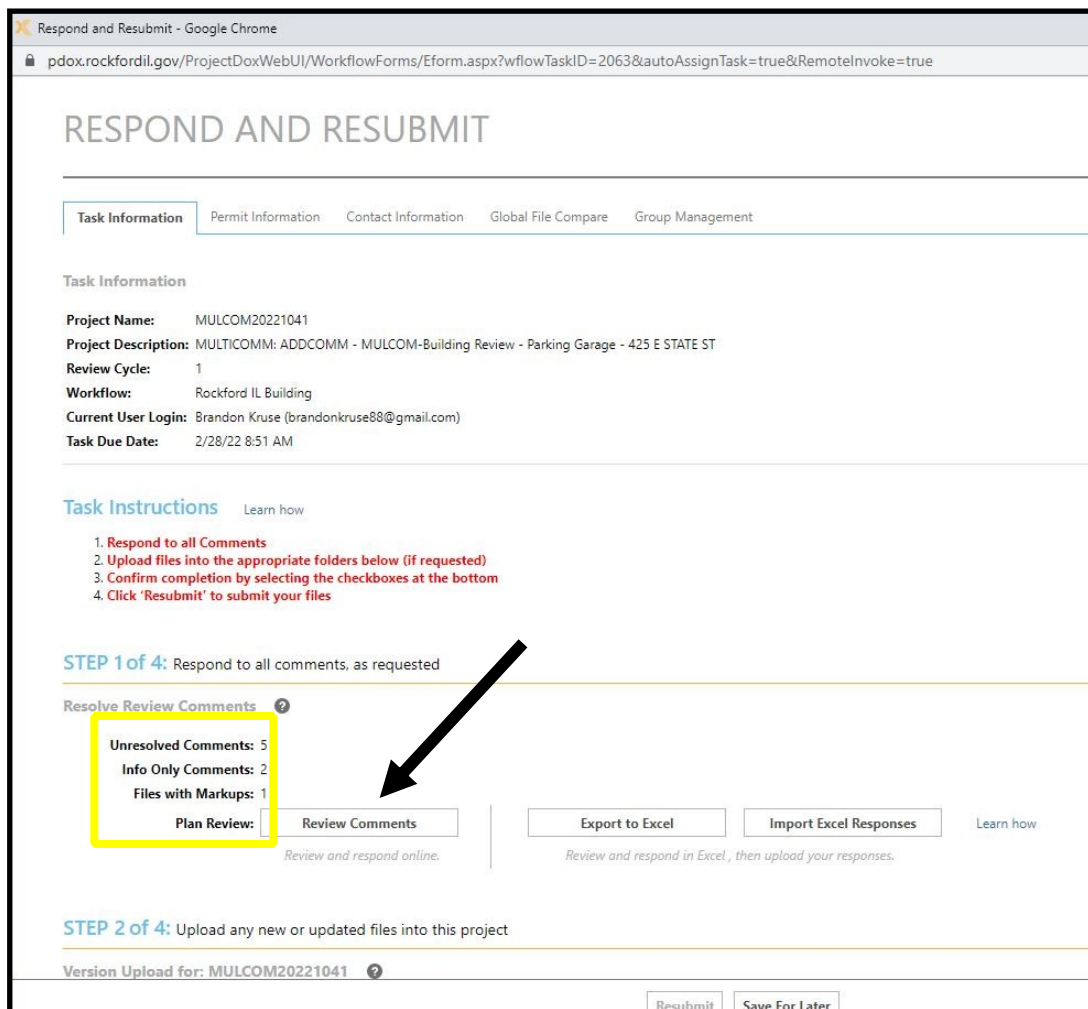
ProjectDox Dashboard				February 16, 2022

My Projects

PROJECT	DESCRIPTION	LOCATION	STATUS	TASKS (1)
MULCOM20221041	MULTICOMM: ADDCOMM - MULCOM-Building Review - Parking Garage - 425 E STATE ST		Resubmit	**Open** Respond and Resubmit Task

1 - 1 of 1 records

|← ◄ Prev 1 Next ► →|

View All Projects

This will open the Respond and Resubmit Window. The highlighted area below indicates how many unresolved issues the plan set has, how many informational only comments there are and how many sheets have markings on them. Clicking on Review Comments button will open the Comments Window.

Respond and Resubmit - Google Chrome

🔒 pdox.rockfordil.gov/ProjectDoxWebUI/WorkflowForms/Eform.aspx?wflowTaskID=2063&autoAssignTask=true&RemoteInvoke=true

RESPOND AND RESUBMIT

Task Information | Permit Information | Contact Information | Global File Compare | Group Management

Task Information

Project Name: MULCOM20221041
Project Description: MULTICOMM: ADDCOMM - MULCOM-Building Review - Parking Garage - 425 E STATE ST
Review Cycle: 1
Workflow: Rockford IL Building
Current User Login: Brandon Kruse (brandonkruse88@gmail.com)
Task Due Date: 2/28/22 8:51 AM

Task Instructions   Learn how

1. **Respond to all Comments**
2. **Upload files into the appropriate folders below (if requested)**
3. **Confirm completion by selecting the checkboxes at the bottom**
4. **Click 'Resubmit' to submit your files**

STEP 1 of 4: Respond to all comments, as requested

Resolve Review Comments ❓

Unresolved Comments: 5
Info Only Comments: 2
Files with Markups: 1

Plan Review: | Review Comments | Export to Excel | Import Excel Responses | Learn how

Review and respond online. | *Review and respond in Excel , then upload your responses.*

STEP 2 of 4: Upload any new or updated files into this project

Version Upload for: MULCOM20221041 ❓

| Resubmit | Save For Later |

The Comment Window will indicated outstanding issues with the plans submitted.

1. The status of the comment will indicate if it is informational only, an unresolved issue, or a previous issue that has been resolved.

2. The review department and comment will appear in these areas. Sometimes a markup will appear on the plans to better indicate the issue(s).

3. Applicant's responses must be entered into the comment boxes.

Click upload drawings if any additional drawings need to be updated.

A new window will pop up asking you to upload drawings. Please make sure you follow the file naming standards as outlined in the ProjectDox Naming Standards document issued by the City of Rockford. Files can be selected by dragging them into the blank space as indicated by the arrow below or by clicking Browse For Files and selecting files from there.

Folder: MULCOM20221041\Drawings

| Browse For Files | or drag files into this area. | | Start Upload |

Orange files are **new uploads**
Blue files are new **version uploads**
Red files appear to be same as previously uploaded (**will likely be discarded**)

Drag files here

File color coordinates with the highlighted chart below. Orange indicates it is a brand new file being uploaded, Blue indicates the file being uploaded is a new version of a file already uploaded and Red indicates the file has already been uploaded and has no changes.

Folder: MULCOM20221041\Drawings

| Browse For Files | or drag files into this area. | | Start Upload |

📄 001 E1 electrical.pdf   0B/1.01MB ✕

📄 002 P1 plumbing Venting.pdf   0B/370.46KB ✕

📄 003 P2 Waste Drains.pdf   0B/847.47KB ✕

📄 004 M1 mech roof.pdf   0B/409.52KB ✕

0 of 4 uploaded   Hide Details

0B/2.60MB

Orange files are **new uploads**
Blue files are new **version uploads**
Red files appear to be same as previously uploaded (**will likely be discarded**)

Once all files are selected, click the **"Start Upload"** button in the top right corner.

Once all files have been uploaded and comments answered, confirm that the task is complete by marking the checkboxes in step 3 as indicated below and then clicking submit.

FAQ

Q: How long will the additional review process take?

A: The review cycle should be completed within 5 calendar days from the date the project became available for review.

Q: Will I be notified once the review is completed?

A: Once a full review cycle has been completed, the applicant will receive an automatic email notification.