



How SMART Works

Document Released & Comments Submitted

Configure SMART

Set up is simple and easy to customize to your project.

- SMART is easy to set up and flexible to accommodate different users; comment categories; response, review, and approval chains; and report formats.
- Fields can be changed, added, or deleted at any point in the comment/response process.

Delineate and Respond to Comments

- Comment correspondence is saved as an image in the system and reviewed in order to delineate individual comments. Comments are automatically assigned to their respective responder.
- The responder reviews comments and develops a response on the same screen. Standard responses can be selected from a library and are automatically updated on every comment it is assigned to (if desired).

Responder types or pastes response here.

Highlighted comments are shown in context of entire letter.

Define and assign information relevant to letter/comments.

Responding to comments is easy and organized.

Response Review and Approval

- Options allow individual responses to move forward or backward in the review/approval chain as needed.
- SMART allows users to track the review history and status of every comment and response individually.

Communication is enhanced through an internal notes feature.

All response history is saved for future reference.

Ability to choose from and assign standard responses - system automatically drops text into response field.

Review and approval options provide greater accountability and communication.

Process Management

- Reporting features are versatile with SMART's Report Generator. You choose the information you want and the report runs in seconds.
- Standard queries are included with the Report Generator, but you can easily customize to fit your needs.
- Reports can be exported to Excel for more detailed analysis or document sharing.

Run any report you design in seconds.

Response Status: (empty/unassigned) 377 records			
Response Status: Approved			
Code	Item Name	Response Status	Responder
B-001-007	Puget Sound Energy (View PDF)	Approved	Grina, Ron X.
C-001-008	Greater Seattle Chamber of Commerce (View PDF)	Approved	Mattern, David X.
C-002-004	Downtown Seattle Association (View PDF)	Approved	Roach, Nick X.
C-005-001	Belltown Community Council (BHLUS) (View PDF)	Approved	Roach, Nick X.
F-001-004	EPA (View PDF)	Approved	Stifelman, Marc
Response Status: Approved 5 records			
Response Status: Finalized			
Code	Item Name	Response Status	Responder
B-001-001	Puget Sound Energy (View PDF)	Finalized	Grina, Ron X.
B-001-003	Puget Sound Energy (View PDF)	Finalized	Grina, Ron X.
S-001-001	Ecology (View PDF)	Finalized	Heilman, Jeff
Response Status: Finalized 3 records			

Compile and Publish Document

- SMART aligns respective comments and responses for side-by-side viewing and inserts brackets and comment codes next to each delineated comment.
- Every comment and response is automatically collated to build and export your final report in seconds.
- Reports can be placed on the web with Table of Contents "hotlinked" to each comment letter in document.

Final report development happens with a few clicks, rather than weeks of labor intensive coordination.

IT'S JUST EASY!
Our clients tell us that
CMART is flexible and
intuitive, making their
jobs easy and less
stressful.

What Can CMART Do For You?

- Improve accountability to stakeholders by ensuring responses to every comment.
- Reduce time and cost associated with comment response.
- Coordinate geographically dispersed team members.
- Provide greater legal accountability with a central database of original electronic images and all linked data.
- Provide real-time status tracking.
- Create a professional final report with significantly reduced level of effort.



The CMART Story

For more than 3 decades, Parametrix, an engineering, planning, and environmental science firm, has assisted public agencies in the environmental documentation process associated with infrastructure development and improvement projects. Our deep understanding of the challenges agencies face in managing and responding to public comments led us to develop CMART. Since 2003, CMART has been utilized on several high-profile, controversial public infrastructure projects, and for a variety of public entities including state departments of transportation, land management agencies, and natural resource agencies.

CMART v.3.1 is now available on a single project or enterprise basis, with a variety of accompanying services to help the product fit your needs. For more information about CMART applications and pricing, please contact info@parametrix.com.

A selection of clients that have used, or are using CMART:

Washington State Department of Transportation

Lane Transit District, Oregon

Portland Metro, Oregon

Washington State Department of Natural Resources

King County, Washington

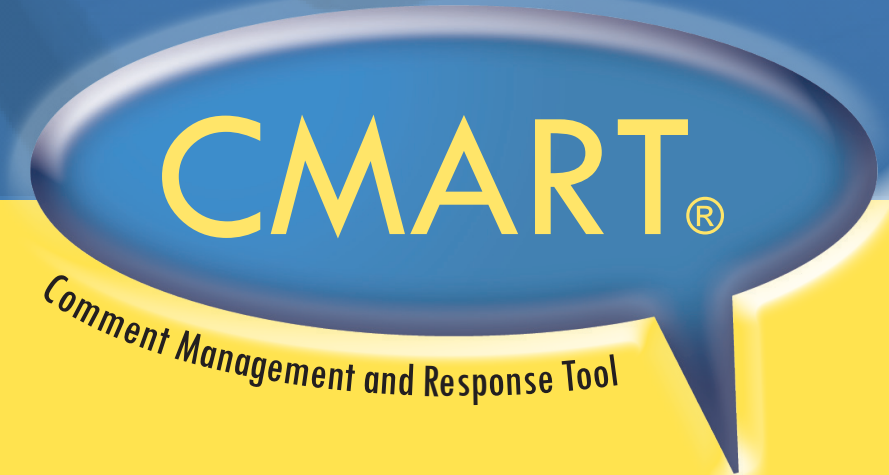
Sound Transit, Washington

Puget Sound Regional Council, Washington

PB Americas, Inc.

URS Corporation

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PO Box 460 Sumner, Washington 98390 www.parametrix.com



CMART can be used to manage comments for:
Environmental Impact Statements • Environmental Assessments • Public Information Offices
Project Plans • Scoping Documents • Technical Reports • Legal Departments

www.aboutCMART.com