

FAQs

1. What is iNBuilt Alteration Management?

iNBuilt Alteration Management is a feature-rich module within the iNBuilt construction management platform. It is designed to streamline and enhance the management of alteration projects, offering tools for project initialization, collaboration, construction visibility, compliance integration, and more.

2. How do I initiate an Alteration Project?

Login to your iNBuilt account, navigate to the "Alterations" tab, and click "Add Project." Fill in the required details such as project name, unit number, building address, and then invite the resident performing the alteration. Customize the workflow based on your project's needs.

3. Is iNBuilt integrated with the NYC Department of Buildings (DOB) for compliance data?

Yes, iNBuilt is seamlessly integrated with the NYC DOB. Building summary, job filings, and violations are automatically populated and updated at regular intervals, ensuring that you have real-time access to relevant information.

4. How do I invite collaborators to my Alteration Project?

- *Invite resident team members such as owner's representatives, architects, engineers, go to Open Alteration and click the Resident Team Invitation button and fill out the form.*
- *Start a review of the resident plans, go to Open Alteration and click the Request Building Review button and fill out the form to invite the construction committee, architects, engineers, etc.*
- *To collaborate during construction with sub-contractor or contractors go to the construction section and click the Invite Project Team button.*

5. Can I track project activity in real-time?

Yes, iNBuilt provides real-time notifications. You'll receive updates when collaborators are active on the platform and alerts when there are document uploads. This feature ensures all documentation is provided and efficient project tracking.

6. How does iNBuilt handle project documentation?

iNBuilt provides comprehensive document management. You can easily upload and organize project documents within the platform. This is for both active and archived projects.

7. Can invited team members add to the project team?

If a user has been added to a project they can add other members of their team to collaborate by inviting them in the following sections: Open Alteration, Construction, or Closeout.

8. Is the entire workflow visible to all users in a project?

No. There are preset permissions as follows:

- *Admin, Owner, Manager account for the building have access to the entire workflow - Open Alteration, Review, Agreement, Construction, Closeout*
- *Resident Invitation for the resident owner and/or designated person has access to the entire workflow for their given project - Open Alteration, Review, Agreement, Construction, Closeout*
- *Resident Team Invitation button - Open Alteration, Review, Construction, Closeout*
- *Request Building Review button - Open Alteration, Review, Construction, Closeout*
- *Invite Project Team button - Review, Construction, Closeout*
- *Request Closeout button - Review, Construction, Closeout*

9. How can I access user support and training resources?

Our dedicated support team can be reached at support@inbuiltsolution.com for any assistance. Additionally, explore our training resources, including video tutorials and guides, to enhance your experience with iNBuilt Alteration Management.

If you have additional questions or need further clarification, feel free to reach out to our support team or visit our website for more information.

