



## **Electronic Bidding Guide**

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**11/19/2024**

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## Purpose

**This *Electronic Bidding Guide* provides guidance for first-time and returning bidders to complete and submit their bids on Caltrans major highway construction projects using electronic bidding software.**

## Establishing a Digital ID

To begin the electronic bidding process, you will first need to receive a Bidder Identification Number (Bidder ID) from the California Department of Transportation (Caltrans). After you have received your Bidder ID number, you can then establish a Digital ID, and a Bid Express Internet Bidding (Bidx) account. **The process of establishing a Digital ID can take 7 days or longer. You will not be able to submit a bid until this process has been completed.** For more information on how to establish a digital ID, create a Bidx account and download the bidding software, please visit [www.bidx.com](http://www.bidx.com), click on the Training Center link on the top right corner of the home page.

To receive your Bidder ID, submit a letter requesting a Bidder ID to Office Engineer. The letter requesting a Bidder ID number must be on company letterhead that shows the full legal name, phone number, fax number and address of the bidding company, along with an email address to which the Bidder ID number will be sent. The letter can be emailed to [OCCA@dot.ca.gov](mailto:OCCA@dot.ca.gov) for the Office Engineer, or mailed to:

MS43  
Office Engineer  
Department of Transportation  
1727 30th Street  
Sacramento CA, 95816-7005

If the bidding company has not recently been awarded a contract by Caltrans, the bidding company may also need to complete and submit a Payee Data Record form (STD 204), Payee Data Record Supplement Form (STD 205), and Contractor's Signature Card Form to establish their Bidder ID. The Payee Data Record form will be sent to you if it is needed to complete your request.

*Note: STD 204 and Contractor's Corner Signature Card Forms must be updated every 2 years.*

## Payee Data Record Example Form:

STATE OF CALIFORNIA DEPARTMENT OF FINANCE PAYEE DATA RECORD <small>(Required when receiving payments from the State of California in lieu of IRS W-9) FD-324 (Rev. 2/2015)</small>	
1	<p><b>INSTRUCTIONS:</b> Complete all information on this form. Sign, date, and return to the State agency (department/office) address shown at the bottom of this page. Payment status of this AASHTOWare form will prevent disbursements. Information provided on this form will be used by State Agencies to prepare information returns (1099). See reverse side for more information and Privacy Statement.</p> <p><b>NOTE:</b> Checkmark all entries. Federal, State, and local (including school districts), are not required to submit this form.</p> <p>PAYEE'S LEGAL BUSINESS NAME (Type or Print)</p>
2	<p>SOLE PROPRIETOR - ENTER NAME AS SHOWN ON SSN (Last, First, Middle)   E-MAIL ADDRESS</p> <p>MAILING ADDRESS   BUSINESS ADDRESS</p> <p>CITY, STATE, ZIP CODE   CITY, STATE, ZIP CODE</p>
3	<p>ENTER FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN): _____</p> <p><input type="checkbox"/> PARTNERSHIP   CORPORATION</p> <p>PAYEE ENTITY TYPE: <input type="checkbox"/> ESTATE OR TRUST   <input type="checkbox"/> MEDICAL (e.g., dentistry, psychotherapy, chiropractic, etc.)</p> <p>CHECK ONE BOX ONLY: <input type="checkbox"/> EXEMPT (nonprofit)   <input type="checkbox"/> LEGAL (e.g., attorney services)   <input type="checkbox"/> ALL OTHERS</p> <p><input type="checkbox"/> INDIVIDUAL OR SOLE PROPRIETOR   ENTER SOCIAL SECURITY NUMBER: _____</p> <p><small>(SSN required by authority of California Revenue and Tax Code Section 18445)</small></p> <p><b>NOTE:</b> Payment will not be processed without an accompanying Bidder ID number.</p>
4	<p><input type="checkbox"/> California resident - Qualified to do business in California or maintains a permanent place of business in California.</p> <p><input type="checkbox"/> California nonresident (see reverse side) - Payments to nonresidents for services may be subject to State income tax withholding.</p> <p><input type="checkbox"/> No services performed in California. Copy of Franchise Tax Board waiver of State withholding attached.</p> <p>PAYEE RESIDENCY STATUS</p>
5	<p>I hereby certify under penalty of perjury that the information provided on this document is true and correct. Should my residency status change, I will promptly notify the State agency below.</p> <p>AUTHORIZED PAYEE REPRESENTATIVE'S NAME (Type or Print)   TITLE</p> <p>SIGNATURE   DATE   TELEPHONE ( )</p>
6	<p>Please return completed form to:</p> <p>Department/Office: _____</p> <p>Unit/Section: _____</p> <p>Mailing Address: _____</p> <p>City/State/Zip: _____</p> <p>Telephone: ( ) _____ Fax: ( ) _____</p> <p>E-mail Address: _____</p>

To establish a Bidx account, using Internet Explorer, navigate to <https://bidx.com> and select the "Join now!" text to establish your account. Follow the instructions on the Bidx website to complete the account establishment process. Once you have received your Bidder ID and downloaded and installed the AASHTOWare Project Bids (Bid) software, you may begin the process of establishing your Digital ID through the Bidx website. **A separate Digital ID should be established for each person authorized to submit bids for your company. Only one Bidder ID is required for each company, and can have multiple Digital IDs associated with it. Back up your Digital ID file and record your password in a secure location. The file and password cannot be recovered if either of them is lost. Joint ventures are required to obtain a Digital ID unique to that joint venture.**

To establish a Digital ID, there are monthly account fees, and a onetime fee paid to Bidx. You may choose to cancel your account at any time; however, once your account has been cancelled, to bid again you will need to establish and pay for a new Digital ID and pay the monthly fees.

Once you have an approved Digital ID, you will need to request to bid with Caltrans before you can submit bids. Select the "MyBidx" icon, "Bid with AASHTOWare Project Bids", then the "Request to Bid" option. Next, select "California Department of Transportation" in the agency drop down menu, enter your Digital ID, and Bidder ID. Your organization name will display based on the Bidder ID entered.

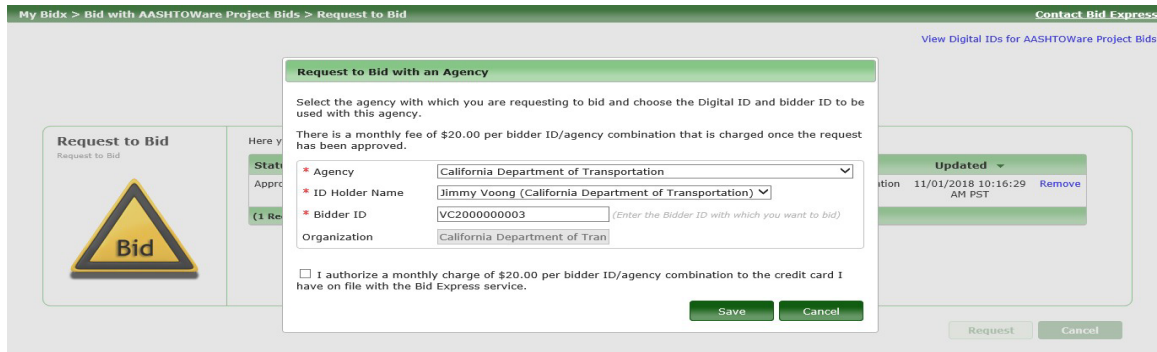
### Bid with AASHTOWare Project Bids



Digital IDs



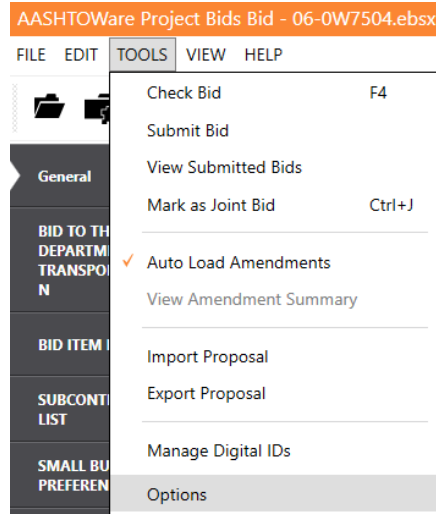
Request to Bid



## Software

You will need to download the Bid software from Bidx in order to submit your bid through Bidx to Caltrans. This can be found at <https://bidx.com/ca/main>. You will also need to have the Microsoft .NET 4.6.2 or newer Framework installed on your computer. This can be found at <https://www.microsoft.com/en-us/download/details.aspx?id=53345>. For questions and help, please call the Bidx help desk at 1-888-352-2439.

Once the Bid software has been installed, you will need to create a user profile and enter your company data into the software. This data is transmitted with your bid. To begin, select "Tools" then "Options."



Next, navigate to the green plus icon to add a user profile. When the "User Profile Entry" screen opens, you will see the screen shown below. Enter your company name, address, city, state, phone number, zip code, fax number, and email address. Then enter your Caltrans-provided bidder ID and select "Add New Bidder ID." The bidder ID will appear below; select that ID, "Save", and then "Yes."

## User Profile Entry

Company:

Address 1:

Address 2:

City:  State:

Zip:

Phone:  Fax:

Cell:  Pager:

Email:

Bidder ID:

BIDDER ID	DEFAULT?	DELETE
VC0000000000	<input checked="" type="checkbox"/>	<input type="button" value="X"/>

## Glossary

There are many terms that Bidx uses that are different from the terms traditionally used by Caltrans. The following glossary gives the Department's version of a word used by Bidx, if these differ.

Bidx term	Caltrans term
Letting	Bid opening
Proposal	Bid Book
Amendment/Amendments	Addendum/Addenda
Schedule of Items	Bid Item List
Working Days	Where time portion of a Cost + Time bid is entered
Contract ID	Contract Number

## Downloading an electronic bid book

The advertised projects page can be found on the Caltrans Office Engineer website at: <http://ppmoe.dot.ca.gov/des/oe/weekly-ads/adv-thisweek.php>. All projects advertised on this website are electronic bidding projects. These bids may only be submitted electronically to Caltrans. Paper bids will not be accepted. Select the "Bid Book" link to begin the electronic bid book download process.

[01-0H1504](#) | [List of Bid Items](#) | [Bid Book](#) | [5 bidder inquiries](#) | [See addenda \(1\)](#) | [Download files](#)

HMA, RHMA, and geosynthetic pavement interlayer.

01-Men-162-R0.0/25.7 \* Date Advertised 01/08/2024

Bids Opening in Sacramento \* Bids Open 02/15/2024

Estimate: \$42,000,000

In Mendocino County Near Longvale From Route 101 To 1.1 Miles South Of Poonkinney Road Near Covelo

The Contractor must have either a Class A license or the following Class C license which constitutes a majority of the work: C-12.

230 Working Days \* 20% DBE Requirement \*

Subs/Suppliers: [Opt In](#) | [See 41 opt-in records](#) | Primes: [Advertise for help](#) | [4 prime contractors looking for help](#)

[See Non-Bidding Planholders](#) | [See Bidding Planholders](#)

When you select the "Bid Book" link on the project advertisement page, and if you have established a Caltrans Connect account, your information will be logged in the Bidding Planholders database, and you will be given a link to click on to download your Electronic Bid Book. If you have not created a Caltrans Connect account, you will be given a link to establish your Caltrans Connect account. Once you have downloaded the electronic bid file, the file name will begin with the contract number, and end with ".EBSX." **Do not change the name of the file.**

Electronic bid book addenda files can be found by following the addenda link on the project advertisement page, shown below.

[01-0H1704](#) | [List of Bid Items](#) | [Bid Book](#) | [5 bidder inquiries](#) | [See addenda \(2\)](#) | [Download files](#)

Cold plane AC pavement and place HMA-A, RHMA-G, and HFST.

01-Men-101-R48.9/55.1 \* Date Advertised 01/02/2024

Bids Opening in Sacramento \* Bids Open 02/07/2024

Estimate: \$9,900,000

In Mendocino County Near Willits From 0.6 Mile North Of Upp Creek Bridge To 0.1 Mile South Of Big Trails Drive

The Contractor must have either a Class A license or the following Class C license which constitutes a majority of the work: C-12.

95 Working Days \* 20% DBE Requirement \*

Subs/Suppliers: [Opt In](#) | [See 33 opt-in records](#) | Primes: [Advertise for help](#) | [6 prime contractors looking for help](#)

[See Non-Bidding Planholders](#) | [See Bidding Planholders](#)

[01-0L9504](#) | [List of Bid Items](#) | [Bid Book](#) | [0 bidder inquiries](#) | [Download files](#)

Polyester concrete overlay, HMA-A, & cold plane asphalt concrete.

01-Hum-101, 255-VAR \* Date Advertised 02/05/2024

Bids Opening in Sacramento \* Bids Open 03/05/2024

Estimate: \$2,510,000

In Humboldt County At Various Locations

The Contractor must have either a Class A license or any combination of the following Class C licenses which constitutes a majority of the work: C-8, C-12.

80 Working Days \* 3% DVBE Requirement. \* Small Business Preference applies.5% SBE Requirement \*

Subs/Suppliers: [Opt In](#) | [See 9 opt-in records](#) | Primes: [Advertise for help](#) | [4 prime contractors looking for help](#)

[See Non-Bidding Planholders](#) | [See Bidding Planholders](#)

Note that the second project does not have addenda.

Electronic bid book addenda files begin with the contract number, and end with the number of the addenda (Ex. 15-123456.001X). Directions for incorporating addenda are at the end of this guide.

## Items to be submitted with bid

Items required for bid submission (i.e. bidder security, additional forms, etc.) that are not submitted with the electronic bid must be received by the Office Engineer by the deadlines specified in Section 2 of the Standard Specifications and as outlined in the project specific Special Provisions. If these items are not received as specified, your bid may be deemed



nonresponsive. The address for the Office Engineer, as provided in Section 1 of the Standard Specifications, is:

MS43  
Office Engineer  
Department of Transportation  
1727 30th Street  
Sacramento CA, 95816-7005

## Bidder's security

Bid security must be received by Office Engineer prior to the specified bid opening date and time. Either submit an electronic bid bond with your bid or submit a paper bid bond to Office Engineer prior to the specified bid opening date and time. Bidder's Security information can be found in the Special Provisions, Revised Standard Specifications and Standard Specifications section 2-1.34. Paper bid bond forms are included in the electronic bid file, as the last 2 pages of the print out of the electronic bid form. Bid Bond forms may also be downloaded from the Caltrans Office Engineer Electronic Bidding website at: <http://ppmoe.dot.ca.gov/des/oe/electronic-bidding.html>. Failure to submit bid security as specified may cause your bid to be deemed nonresponsive.

Electronic bid bonds may be submitted with your bid. Electronic bid bonds need to be verified through either Surety 2000 or Tinubu Surety. Electronic Bid Bond information is entered in the Bidder's Bond tab. Once bid bond data has been entered, select "Verify" to verify your electronic bid bond. For information regarding Surety2000, please visit <http://surety2000.com>. For information regarding Tinubu Surety, please visit <https://www.tinubu.com/surety-for-brokers-and-agents>.

**Bidder's Bond**

**DES-OE-0102.3(REV 3/2008)**

Bidder's Security:

If electronic Bid Bond data is not submitted with bid, submit Bidder's Security. Bidder's Security must be received by Office Engineer before bid opening date and time. Bid Bond forms can be downloaded from the Caltrans Electronic Bidding website at: [http://www.dot.ca.gov/hq/esc/oe/electronic\\_bidding/electronic\\_bidding.html](http://www.dot.ca.gov/hq/esc/oe/electronic_bidding/electronic_bidding.html). Bid Bond forms are also the last 2 pages of the printout of the electronic bid.

Bond ID:

Bond Registry:

Bond Percent:

## Completing the Bid Book

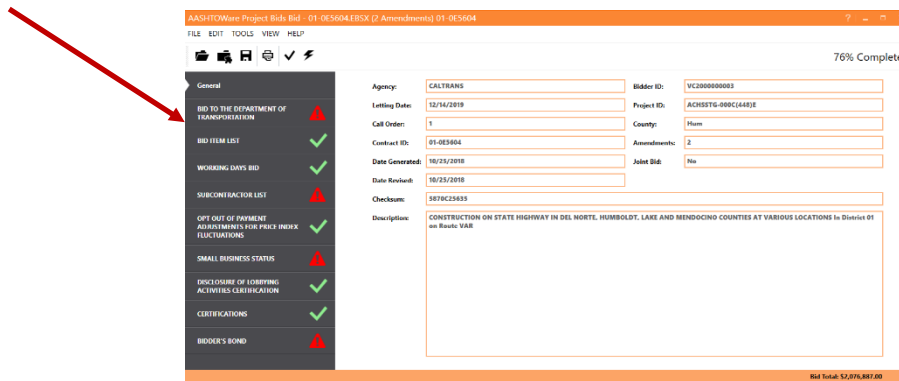
### AASHTOWare Project Bids (Bid) main tab

The main screen of Bid will open when you open your electronic bid file, downloaded from the Bidx website. The left side of the screen shows the different forms that are required to be completed. These forms are shown as tabs. A red triangle icon indicates an incomplete tab and a green check mark icon indicates a tab that does not require any further action. However, green check-marked tabs may contain forms that are required to be

completed and submitted after the specified bid opening date and time. These forms may be submitted with your bid or may be completed, printed, and then submitted as specified in the bid documents. **Remember to save your work as you complete the Bid Book.**

The right side of the screen shows basic project information, including bid opening date, contract number, project description, county, and Federal aid number. The Federal aid number will be displayed in the "Project ID" section. If the "Project ID" section is blank, the project does not have Federal aid. For projects advertised after 2/12/2024 or an addendum is issued after 2/1/2024, the Project ID will be displayed in the "Project ID" section.

## TABS



### TAB DETAIL No Federal Aid

General
BID TO THE DEPARTMENT OF TRANSPORTATION
BID ITEM LIST
SUBCONTRACTOR LIST
SMALL BUSINESS PREFERENCE
CALIFORNIA COMPANY PREFERENCE
OPT OUT OF PAYMENT ADJUSTMENTS FOR PRICE INDEX FLUCTUATIONS
CERTIFIED DVBE SUMMARY
CERTIFIED SMALL BUSINESS LISTING FOR THE NON-SMALL BUSINESS PREFERENCE
CERTIFICATIONS
BIDDER'S BOND

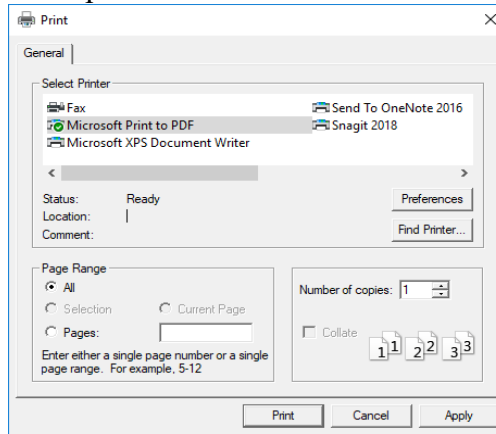
### With Federal Aid

General
BID TO THE DEPARTMENT OF TRANSPORTATION
BID ITEM LIST
SUBCONTRACTOR LIST
OPT OUT OF PAYMENT ADJUSTMENTS FOR PRICE INDEX FLUCTUATIONS
SMALL BUSINESS STATUS
DISCLOSURE OF LOBBYING ACTIVITIES CERTIFICATION
CERTIFICATIONS
BIDDER'S BOND

## Printing your bid

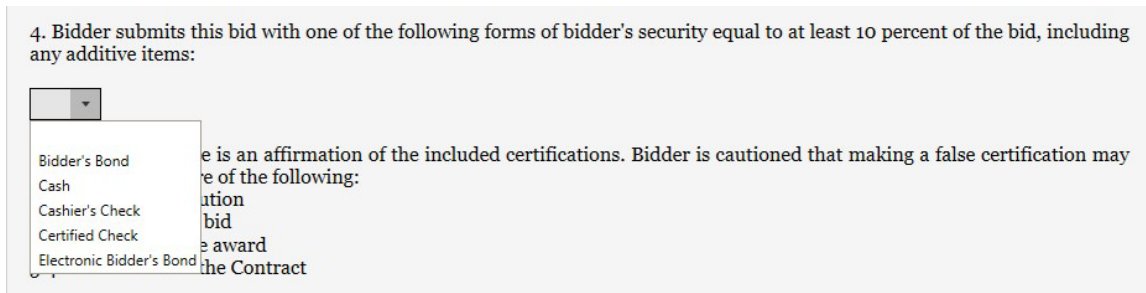
To print your bid at any time while in Bid, select "File" from the upper left portion of Bid, then select "Print." To print individual pages, select "Adobe PDF" from the printer list when printing a bid. If Adobe Acrobat is not installed on your computer, there are free PDF

converters available that will perform the same function. Individual pages from your bid can be printed from the PDF version of your bid. Forms that are not required to be submitted with your bid can be printed and submitted under Section 2-1.33.



### **Bid to the Department of Transportation tab**

Enter your contractor license number in the space provided. This is required for projects without Federal Aid and is optional for projects with Federal Aid. Select the type of bid security submitted with your bid. Enter your public works contractor registration number in the space provided. The Bidx electronic signature covers all signatures in the bid book. No need to sign the signature page.



### **Bid Item List tab**

Enter unit prices for each item shown in the Bid Item List tab. The Bid software will automatically perform the calculations for the item extension, as well as the total of the bid. The total of your bid is shown at the bottom row of Bid. As data is entered into each field, pressing the "Tab" key, or "Enter" will move the cursor to the next field.

ITEM NUMBER	ITEM CODE	QUANTITY	UNIT OF MEASURE	UNIT PRICE	ITEM TOTAL
<b>BID ITEM LIST 1</b>					<b>\$112,900.00</b>
<b>BID ITEM LIST</b>					
1	070030	1.0	LS	100.00	\$100.00
<b>LEAD COMPLIANCE PLAN</b>					
2	120090	1.0	LS	1,000.00	\$1,000.00
<b>CONSTRUCTION AREA SIGNS</b>					
3	120100	1.0	LS	2,500.00	\$2,500.00
<b>TRAFFIC CONTROL SYSTEM</b>					
4	120110	4.0	EA	1,575.00	\$6,300.00
<b>FLASHING ARROW SIGN</b>					
5	120165	2,100.0	EA	5.00	\$10,500.00
<b>CHANNELIZER (SURFACE MOUNTED)</b>					
6	128652	1.0	LS	10,000.00	\$10,000.00
<b>PORTABLE CHANGEABLE MESSAGE SIGN (LS)</b>					
7	129000	2,380.0	LF	5.00	\$11,900.00
<b>TEMPORARY RAILING (TYPE K)</b>					
8	032633	49.0	EA	10.00	\$490.00
<b>TEMPORARY CRASH CUSHION SYSTEM</b>					
9	130100	1.0	LS	500.00	\$500.00

## Bid Item List 2 (Additive Items)

If a project has Additive Items for bid, it is located at the bottom of the Bid Item List tab. Enter unit prices for each item shown in the "Bid Item List 2" section like you would for the items in "Bid Item List 1." The Bid software will automatically perform the calculations for each item, the total of the Additive Item bids, and the total of the entire bid. The total of your Additive Item bids is shown in the blue highlighted section labeled "Bid Item List 2." The total of your entire bid is shown at the bottom row of Bid.

23	999990	1.0	LS	25,000.00	\$25,000.00
<b>MOBILIZATION</b>					
<b>BID ITEM LIST 2</b>					<b>\$0.03</b>
<b>ADDITIVE ITEM</b>					
24		1.0	LS	0.01	\$0.01
AD	<ALT>	<b>ADDITIVE ITEM 1</b>			
25		1.0	LS	0.01	\$0.01
AD	<ALT>	<b>ADDITIVE ITEM 2</b>			
26		1.0	LS	0.01	\$0.01
AD	<ALT>	<b>ADDITIVE ITEM 3</b>			
<b>Item Total: \$112,900.03</b>					<b>Bid Total: \$112,900.03</b>

## Working Day Bids tab

The Working Day Bids tab will only be shown on Cost + Time bids. In the box labeled "Working Days Bid", enter the number of working days bid. **Working days bid must be within the range given or your bid may be deemed nonresponsive.**

	COST PER DAY	WORKING DAYS BID	TOTAL BID FOR TIME
1	\$10,400.00	250	\$2,600,000.00
<b>WORKING DAYS BID (Do not bid less than 240 days and not more than 300 Days)</b>			

## Subcontractor List tab

Enter firm name, city, state, California contractor license number, public works contractor registration number, description of work, bid item numbers, and percentage of each bid item numbers for each of your subcontractors performing work in excess of 1/2 of 1 percent of the total bid, or \$10,000, whichever is greater. (CA PCC 4104)

The first "Yes" or "No" for "List this subcontractor?" is required to be selected. If you select "No", no information regarding that specific subcontractor will be reported. If you select "Yes" then you must enter the information for that subcontractor.

For each additional subcontractor you would like to list, select the circle corresponding to "Yes". If "Yes" has been selected, you must enter that subcontractor's information. The first line of the Bid Item, Percentage and Description must be completed for that subcontractor. If you enter information for a subcontractor and then decide to not list that subcontractor, you can select "No" from the specific subcontractor's "List this subcontractor?" option, to not list that subcontractor. This is equivalent to crossing out a subcontractor's name from the paper bid book's Subcontractor List.

1) List this subcontractor?  YES  NO

Business Name  Location City  State

California Contractor License Number  Public Works Contractor Registration Number

Portion of Work Subcontracted

Item	%	Description
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

First line must be completed if "Yes" is selected.

Enter single bid item numbers and percentage of bid item performed by subcontractor on each line of the Subcontractor List. **Do not enter words in the Bid Item Number field.** If the percentage of the bid item work is less than 100% list the description of the portion of work to be subcontracted. **Do not use semicolons in the description of work.**

### Acceptable Entries of Subcontractor List

Additional entries of the same subcontractor can be indicated by typing "Same subcontractor as listed in #" into the "Business Name" section. Then type any character in the location city and state.

1) List this subcontractor?  YES  NO

Business Name  Location City  State

California Contractor License Number  Public Works Contractor Registration Number

Portion of Work Subcontracted

Item	%	Description

2) List this subcontractor?  YES  NO

Business Name  Location City  State

California Contractor License Number  Public Works Contractor Registration Number

Portion of Work Subcontracted

Item	%	Description

Work done by subcontractors on items with item numbers that **are** consecutive and are 100 percent subcontracted can be input as a range in the description.

1) List this subcontractor?  YES  NO

Business Name

California Contractor License Number

Portion of Work Subcontracted

Item	%	Description
7	100	
8	100	
9	100	
10	100	
15	25	Traffic Control Systems

1) List this subcontractor?  YES  NO

Business Name

California Contractor License Number

Portion of Work Subcontracted

Item	%	Description
7	100	Items 7-10
15	25	Traffic Control Systems

Work done by subcontractors on items with item numbers that **are not** consecutive and are 100 percent subcontracted can be listed in the description with the items separated by commas.

1) List this subcontractor?  YES  NO

Business Name

California Contractor License Number

Portion of Work Subcontracted

Item	%	Description
3	100	
8	100	
11	100	
12	100	
15	25	Traffic Control System

1) List this subcontractor?  YES  NO

Business Name

California Contractor License Number

Portion of Work Subcontracted

Item	%	Description
3	100	Items 3, 8, 11-12
15	25	Traffic Control System

### Subcontractor Entry for Additive Items

Subcontractors for Additive Items are listed in the same tab. Enter the firm name, city, state, California contractor license number, public works contractor registration number, item number, description of work, and percentage of work subcontracted on each item. In the description of work, also indicate the Additive Item number and the work item associated with the Additive Item that the subcontractor is performing.

3) List this subcontractor?  YES  NO

Business Name  Location City  State

California Contractor License Number  Public Works Contractor Registration Number

Portion of Work Subcontracted

Item	%	Description
55	50	Ad-1 Treated wood waste from remove roadside
55	25	Ad-1 Remove roadside sign
55	25	Ad-1 Reset roadside sign
56	50	Ad-2 Modifying lighting system
56	50	Ad-2 Modifying extinguishable message sign system

### Request for Small Business Preference or Non-Small Business Preference tab (No Federal funds)

To request either Small Business Preference or Non-Small Business preference select "Requests" in the pull-down menu in either the Small Business Preference or Non-Small Business Preference section.

**STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION  
REQUEST FOR SMALL BUSINESS PREFERENCE OR NON-SMALL BUSINESS PREFERENCE  
DES-OE-0102.7 (NEW 2/2010)**

COMPLETE ONE OF THE FOLLOWING:

**\* SMALL BUSINESS PREFERENCE**

The undersigned  small business preference and certifies, under penalty of perjury, that the firm meets the requirements of 2 CA Code of Regs 1896 et seq. and is certified as a small business at the time and day of bid opening or has submitted a complete application to the Department of General Services (DGS) and is subsequently certified. The complete application and any required substantiating documentation must be received by DGS by 5:00 p.m. on bid opening date.

Small Business Certification (Reference) Number

Date:

Signature: \_\_\_\_\_

**\* NON-SMALL BUSINESS PREFERENCE**

The undersigned  non-small business preference and notifies the Department on the Certified Small Business Listing for the Non-Small Business Preference form that it commits to subcontract at least 25 percent of its bid amount with one or more firms that meets the requirements of 2 CA Code of Regs 1896 et seq. and the firms are certified as small businesses at the time and day of bid opening or have submitted a complete application and are subsequently certified by the Department of General Services (DGS). The complete application and any required substantiating documentation must be received by DGS by 5:00 p.m. on bid opening date. List these firms on the Certified Small Business Listing for the Non-Small Business Preference form.

Date:

Signature: \_\_\_\_\_

To complete the "**\*Small Business Preference**", enter the date and your Small Business certification number to request the Small Business Preference.

To complete the "**\*Non-Small Business Preference**", select "requests" and enter the date. By requesting the Non-Small Business Preference, you are committing to subcontract at least 25% of your total bid to Small Business and must also submit the Certified Small Business Listing for the Non-Small Business Preference form under Section 2-1.33.

### **California Company Preference tab (No Federal funds)**

If your company has its principal place of business in California, select the first option. If your company does not have its principal place of business in California, continue to the next option.

If your company has its principal place of business outside of California, in a state where there is no local contractor preference, select the second option and enter the name of the state where your principal place of business is located. If your company has its principal place of business outside of California, in a state where there is a local contractor preference, continue to the next option.

If your company has its principal place of business outside of California, in a state where there is a local contractor preference, and your company has paid no less than \$5,000 in sales or use taxes to California for construction-related activity for each of the 5 years immediately preceding the submission of the bid, select the third option, enter the name of your state, and enter your California Sales or Use Tax number.

If your company has its principal place of business outside of California, in a state where there is a local contractor preference, and your company has not paid \$5,000 or more in sales or use taxes to California for construction-related activity for each of the 5 years



immediately preceding the submission of the bid, continue to the last option and select it. Then enter the name of the state where your principal place of business is located.

**STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION  
CALIFORNIA COMPANY PREFERENCE  
DES-OE-0102.9 (NEW 11/2008)**

This form must be completed by all bidders. Failure of a non-California company to fill out and sign this form may be cause for rejection of its bid. Eligibility for a reciprocal preference for a California company is waived if the California company fails to complete and sign this form under penalty of perjury.

The undersigned certifies that it is a "California company" as defined in Pub Cont Code §6107 and meets one of the following (check appropriate box and enter requested information):

I am a California company which has its principal place of business in California.  
or  
 I am a California company which has its principal place of business in a state in which there is no local contractor preference on construction contracts.  
Name of State:

or  
 I am a California company which has its principal place of business in a state in which there is a local contractor preference and my company has paid not less than \$5,000 in sales or use taxes to California for construction related activity for each of the 5 years immediately preceding the submission of the bid.  
Name of State:   
California Sales or Use Tax No.

or

**The undersigned certifies that it is not a "California Company."**

I am not a California company. My principal place of business is in:  (Enter state or country)  
Describe any and all bid preferences provided to your company by the state or country in which your company has its principal place of business.  
Describe:

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: \_\_\_\_\_  
Signature of Bidder: \_\_\_\_\_

### Opt Out of Payment Adjustments for Price Index Fluctuations tab

To opt out of the payment adjustments for price index fluctuations as specified in Payment Adjustments for Price Index Fluctuations of the special provisions, enter the date and your name.

**STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION  
OPT OUT OF PAYMENT ADJUSTMENTS FOR PRICE INDEX FLUCTUATIONS  
DES-OE-01012.a (REV 8/2012)**

To opt out of payment adjustments for price index fluctuations as specified, complete this form.

I opt out of the payment adjustments for price index fluctuations.

Enter Date and Name to opt out of payment adjustments for price index fluctuations.

Date:

Bidder's Name:

Date: \_\_\_\_\_  
Signature of Bidder: \_\_\_\_\_

### Small Business / DVBE / DBE Certification Status tab

If you are certified as a "Small Business" or "Disabled Veteran Business Enterprise" by the Office of Small Business and DVBE Services of the Department of General Services of the State of California, select "Yes" and enter your certification number. If not, select "No". If you are certified as a "Disadvantaged Business Enterprise" by the California Unified Certification Program (CUCP), select "Yes" and enter your certification number. If not, select "No".

**STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION  
SMALL BUSINESS/DVBE/DBE CERTIFICATION STATUS  
DES-OE-0102.4 (REV 1/2024)**

Are you certified as a "Small Business" by the Office of Small Business and DVBE Services of the Department of General Services of the State of California?:

YES  NO Certification number?:

Are you certified as a "Disabled Veteran Business Enterprise" by the Office of Small Business and DVBE Services of the Department of General Services of the State of California?:

YES  NO Certification number?:


Are you certified as a "Disadvantaged Business Enterprise" by the California Unified Certification Program (CUCP)?:

YES  NO Certification number?:

Note: This questionnaire is included for statistical reporting only.

## DBE Commitment Forms (Federal funds)

DBE Commitment, DBE Confirmation and Good Faith Documentation forms are available for download from the Caltrans Advertised Projects website at: <http://ppmoe.dot.ca.gov/des/oe/weekly-ads/adv-thisweek.php>. Forms can be downloaded by selecting the "Download Files" link. DBE Submittal information can be found in the Special Provisions and Standard Specifications Section 2-1.12.

[01-0H1504](#) | [List of Bid Items](#) | [Bid Book](#) | [5 bidder inquiries](#) | [See addenda \(1\)](#) | [Download files](#) 


HMA, RHMA, and geosynthetic pavement interlayer.  
01-Men-162-R0.0/25.7 \* Date Advertised 01/08/2024  
Bids Opening in Sacramento \* Bids Open 02/15/2024  
Estimate: \$42,000,000  
In Mendocino County Near Longvale From Route 101 To 1.1 Miles South Of Poonkinney Road Near Covelo  
The Contractor must have either a Class A license or the following Class C license which constitutes a majority of the work: C-12.  
230 Working Days \* 20% DBE Requirement \*  
Subs/Suppliers: [Opt In](#) | [See 41 opt-in records](#) | Primes: [Advertise for help](#) | [4 prime contractors looking for help](#)  
[See Non-Bidding Planholders](#) | [See Bidding Planholders](#)

Available files for 01-0H1504:

- 01-0H1504
  - Addenda
    - ad1
      - 01-0H1504ad1.pdf (245.17 Kb)
      - 01-0H1504ad1plans.pdf (228.11 Kb)
    - ad2
      - 01-0H1504ad2.pdf (118.21 Kb)
      - 01-0H1504ad2fw.pdf (148.86 Kb)
    - forms\_for\_bid
      - 01-0H1504formsforbid.pdf (1.39 Mb)
  - Project Plans (Requires NDA sign off).





## SBE Commitment Forms (No Federal funds)

SBE Commitment and SBE Confirmation forms are available for download from the Caltrans Advertised Projects website at: <http://ppmoe.dot.ca.gov/des/oe/weekly-ads/adv-thisweek.php>. Forms can be downloaded by selecting the "Download Files" link. SBE Submittal information can be found in the Special Provisions and Standard Specifications Section 2-1.17. SBE forms can be found either in "forms\_for\_bid" or in "Supplemental Info".

[01-0L9504](#) | [List of Bid Items](#) | [Bid Book](#) | [0 bidder inquiries](#) | [Download files](#) 


Polyester concrete overlay, HMA-A, & cold plane asphalt concrete.  
01-Hum-101, 255-VAR \* Date Advertised 02/05/2024  
Bids Opening in Sacramento \* Bids Open 03/05/2024  
Estimate: \$2,510,000  
In Humboldt County At Various Locations  
The Contractor must have either a Class A license or any combination of the following Class C licenses which constitutes a majority of the work: C-8, C-12.  
80 Working Days \* 3% DVBE Requirement. \* Small Business Preference applies.5% SBE Requirement \*  
Subs/Suppliers: [Opt In](#) | [See 9 opt-in records](#) | Primes: [Advertise for help](#) | [4 prime contractors looking for help](#)  
[See Non-Bidding Planholders](#) | [See Bidding Planholders](#)

Available files for 01-0L9504:

- 01-0L9504
  - forms\_for\_bid
    -  01-0L9504formsforbid.pdf (150.34 Kb)
  - Project Plans (Requires NDA sign off).
    -  01-0L9504plans.pdf (3.76 Mb)
  - Notice to Bidders & Special Provisions
    -  01-0L9504sp.pdf (748.23 Kb)
  - Supplemental Info
    -  01-0L9504-IH.pdf (768.67 Kb)



## Certified DVBE Summary Form (No Federal funds)

DVBE Summary Form is available for download from the Caltrans Advertised Projects website at: <http://ppmoe.dot.ca.gov/des/oe/weekly-ads/adv-thisweek.php>. Forms can be downloaded by selecting the "Download Files" link. DVBE Summary Form submittal information can be found under section 2-1.33.

[12-0U2304](#) | [List of Bid Items](#) | [Bid Book](#) | [0 bidder inquiries](#) | [Download files](#) 

Cold plane AC pavement, place RHMA and HMA.  
12-Ora-241-14.6/33.7 \* Date Advertised 01/08/2024  
Bids Opening in Sacramento \* Bids Open 02/06/2024  
Estimate: \$1,250,000  
In Orange County At Various Locations From Oso Parkway Overcrossing To Santiago Creek  
The Contractor must have either a Class A license or the following Class C license which constitutes a majority of the work: C-12.  
60 Working Days \* 3% DVBE Requirement. \* Small Business Preference applies.5% SBE Requirement \*  
Subs/Suppliers: [Opt In](#) | [See 14 opt-in records](#) | Primes: [Advertise for help](#) | [0 prime contractors looking for help](#)  
[See Non-Bidding Planholders](#) | [See Bidding Planholders](#)

Available files for 12-0U2304:

- 12-0U2304
  - forms\_for\_bid
    -  12-0U2304formsforbid.pdf (282.29 Kb)
  - Project Plans (Requires NDA sign off).
    -  12-0U2304plans.pdf (7.23 Mb)

## Certified DVBE Summary Tab (No Federal funds)

For Projects advertised on or before 2/12/2024, the DVBE Summary Form can be submitted electronically with your bid or printed and submit under Section 2-1.33. If you are a DVBE, enter your certification number on the first line. If you are not a DVBE, enter your contact person's name and phone number, the total claimed participation percentage, and dollar amount. Enter Bid Item number(s), description of work to be subcontracted, or materials provided by DVBE, DVBE's name, telephone number, certification number, and dollar amount committed to DVBE. DVBE submittal information can be found in the Special Provisions, and Standard Specifications section 2-1.15.

STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION  
CERTIFIED DVBE SUMMARY  
DES-OE-0102.5 (REV 3/2008)

DVBE Prime Contractor certification:

Contact Person:   
(Type or Print)

(Area Code) Telephone Number:

Total Claimed Participation \$

Total Claimed Participation %

Submit to:  
MSC 43  
Office Engineer  
Department of Transportation  
1727 30th Street  
Sacramento, CA 95816-7005

Names of first tier DVBE subcontractors and their items of work listed must be consistent with the names and items of work in the Subcontractors List (Pub Cont Code 4100 et seq.) submitted with the bid. Identify second and lower tier subcontractors on this form.

DVBE prime contractors must enter their DVBE reference number or their DEA name listed with Department of General Services (DVBE prime contractors are credited with 100 percent DVBE participation and need not complete the table below).

If 100% of an item is not performed or supplied by the DVBEs, describe the exact part, including the planned location of work to be performed, of item to be performed or supplied by DVBE.

Bid Item Number:

Description of Work to Be Subcontracted to DVBE or Materials to be Supplied by DVBE:

DVBE Name:  DVBE Telephone Number:

DVBE Certification Number:  \$ Amount:

If this form is not submitted with bid, print and submit under Section 2-1.33. For projects advertised after 02/12/2024, this tab is removed. (Refer to Page 19 for Certified DVBE Summary Form (No Federal Funds))

## Certified Small Business Listing for the Non-Small Business Preference tab (No Federal funds)

If the Non-Small Business Preference was requested, enter the name and Email Address of the contact person and telephone number. Enter the total claimed participation in both dollars and as a percentage of your total bid. Enter the bid item number(s), description of work, service, or materials firm name, phone number, Small Business certification number, and dollar amount of the work, service, or materials committed to Small Business. The form may be submitted electronically with your bid or printed and submitted under Section 2-1.33 of Notice To Bidders And Special Provisions.

**STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION  
CERTIFIED SMALL BUSINESS LISTING FOR THE NON-SMALL BUSINESS PREFERENCE  
DOT OCR-0011 (REV 01/2024)**

List the description of work, name, telephone number, certification number, and dollar amount of each certified small business who will be used for non-small business preference on this project. Failure to submit a completed Certified Small Business Listing for the Non-Small Business Preference form by 4 p.m. on the 4th business day after bid opening will result in a nonresponsive bid. Attach additional sheets if necessary.

Submit to:

MS 43  
Office Engineer  
Department of Transportation  
1727 30th Street  
Sacramento, CA 95816-7005

### Non-Small Business Preference-Certification

As an authorized representative of the bidder, if the bidder is awarded the contract, the bidder is committed to use the small businesses shown on this form to meet the non-small business preference. The work to be performed in fulfillment of the contract requirements will be Commercially Useful Function (CUF) compliant in accordance with the requirements in Government Code section 14837, subdivision(d)(4). I certify under penalty of the perjury that the foregoing is true and correct.

Bidder's Authorized Representative Name

Bidder's Authorized Representative Signature \_\_\_\_\_ DATE \_\_\_\_\_

Email Address

Total Claimed Participation for Non-Small Business Preference: \$

Total Claimed Participation for Non-Small Business Preference: %

Bid Item Number:

Description of Work, Service, or Materials:

Certified Small Business Name:  Telephone No. :

Certification No. :  \$ Amount :

## Certifications tab

By digitally signing and submitting a bid you are affirming the certifications contained in the bid book. In addition to the certifications in state funded projects, federally funded projects include the Federal Aid projects Disclosure of Lobbying Activities certification, Equal Employment Opportunity Regulation Certification, and Title 49, Code of Federal Regulations, Part 29, Debarment and Suspension Certification.

At the Equal Employment Opportunity Regulation Certification, enter the name of your company in the box next to "Bidder", and select whether you have or have not participated in a previous contract or subcontract subject to the equal opportunity clauses as required by Executive Orders 10925, 11114, or 11246.

**EQUAL EMPLOYMENT OPPORTUNITY REGULATION CERTIFICATION**

Bidder , proposed subcontractor , certifies that he

participated in a previous contract or subcontract subject to the equal opportunity clauses, as required by Executive Orders 10925, 11114, or 11246, and that, if required, he has filed with the Joint Reporting Committee, the Director of the Office of Federal Contract Compliance, a Federal Government contracting or administering agency, or the former President's Committee on Equal Employment Opportunity, all reports due under the filing requirements.

At the Title 49, Code of Federal Regulations, Part 29, Debarment and Suspension Certification, indicate if there are any exceptions to the certifications in the first 3 boxes, and indicate to whom it applies, initiating agency, and dates of action in the next 3 boxes.

If there are any exceptions to this certification, insert the exceptions in the following space.


Exceptions will not necessarily result in denial of award, but will be considered in determining bidder responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.


At the Noncollusion certification, enter state, county, your name, your company title and your company name.

**NONCOLLUSION AFFIDAVIT TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID**

Under PCC 7106 and 23 USC 112, the bidder declares as follows:

State of  County of

Name: ,

being first duly sworn, deposes and says that he or she is  of

the party making the foregoing bid that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

At the Violation of Law or a Safety Regulation certification, select "Yes" or "No" in response to the question. If "Yes" is selected, enter an explanation.

**VIOLATION OF LAW OR A SAFETY REGULATION**

Under Pub Cont Code 10162, the Bidder must complete, under penalty of perjury, the following questionnaire:  
Has the Bidder, any officer of the Bidder, or any employee of the Bidder who has a proprietary interest in the Bidder, ever been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state, or local government project because of a violation of law or a safety regulation?  
 YES  NO  
If the answer is yes, explain the circumstances in the following space.

--

At the violation of Antitrust law certification, select "has" or "has not" in response to the question. If "has" is selected, enter an explanation.

**ANTITRUST LAW**

Under Pub Con Code § 10285.1, the Bidder declares under penalty of perjury under the laws of the State of California that the Bidder  has  has not been convicted within the preceding three years of any offenses referred to in that section, including any charge of fraud, bribery, collusion, conspiracy, or any other act in violation of any state or federal antitrust law in connection with the bidding upon, award of, or performance of, any public works contract, as defined in Pub Cont Code § 1101, with any public entity, as defined in Pub Cont Code § 1100, including the Regents of the University of California or the Trustees of the California State University. The term "Bidder" includes any partner, member, officer, director, responsible managing officer, or responsible managing employee thereof, as referred to in Section 10285.1.

If the Bidder has been convicted of an offense within the past 3 years, provide the conviction details including the date and ultimate resolution of each conviction in the space below.

--

At the Bidder Responsibility Questionnaire, select "Yes" or "No" in response to the questions. If "Yes" is selected for any of the questions, enter an explanation.

**BIDDER RESPONSIBILITY QUESTIONNAIRE**

Failure to truthfully answer the following questions will result in a finding that the bid is nonresponsive. The Bidder must complete, under penalty of perjury, the following questionnaire:

1. Within the past 10 years, has the Bidder been found to be a nonresponsible bidder by any public entity, including federal, State, local, or regional entities?  
 YES  NO
2. Within the past 10 years, have any of the Bidder's officers or employees with a proprietary interest in the Bidder been determined to be a nonresponsible bidder by a public entity, including federal, State, local or regional entities?  
 YES  NO
3. Is there any officer or employee of the Bidder who now has or has had any proprietary interest in another company that bid or bids on public works projects whose company has been determined to be a nonresponsible bidder by any public entity, including federal, State, local, or regional entities?  
 YES  NO
4. If the answer to any of the 3 preceding questions is yes, disclose all pertinent details of the determination of nonresponsibility, including:  
4.1. Date of each nonresponsibility determination  
4.2. Name of each public agency issuing the nonresponsibility determination and a contact person at that agency who would have information about the determination  
4.3. Contract number for each nonresponsibility determination


## Disclosure of Lobbying Activities tab (Federal funds)

If there are no lobbying activities to disclose, select "No." If there are lobbying activities to disclose, select "Yes" and follow the instructions contained in the form to complete the rest of the tab.

**DISCLOSURE OF LOBBYING ACTIVITIES** Approved by OMB 0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352  YES  NO

## Incorporating Addenda

Addenda .00Nx files will be posted on the bidx.com website.

◀ Proposal 04-3G4424 ▶

CONSTRUCTION ON STATE HIGHWAY IN THE CITY AND COUNTY OF SAN FRANCISCO AT SAN FRANCISCO OAKLAND BAY BRIDGE In District 04 on Route 80

**Date Generated:** 10/11/2018  
**Date Revised:** 10/11/2018  
**Call Order:** 1  
**Items:** 21  
**Project ID:** 0412000042

**Sections:** 1  
**Amendments:** 4  
**Highway Number:**  
**Counties:** San Francisco

Export (csv) | Export (tab)

Line	Item	Quantity	Unit	Description	Price
<b>Section 1: BID ITEM LIST</b>					
1	070030	1.000	LS	LEAD COMPLIANCE PLAN	
2	090100	600.000	WDAY	TIME-RELATED OVERHEAD (WDAY)	
3	120090	1.000	LS	CONSTRUCTION AREA SIGNS	
4	120100	1.000	LS	TRAFFIC CONTROL SYSTEM	

**Also Available**

Apparent Bids  
 Bid Summary  
 Caltrans advertised projects  
 Create Sub-quote Request  
 Plan Holders / Eligible Bidders  
 Plan Sheets (0)

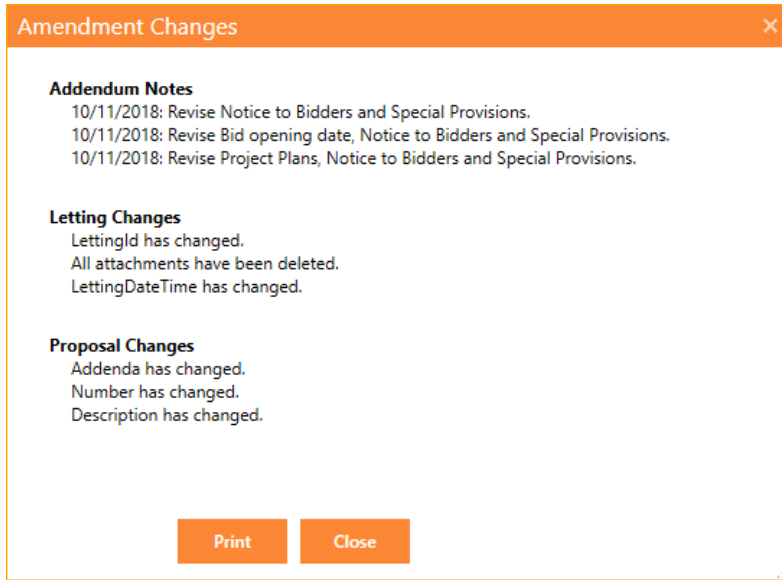
**Downloads**

04-3G4424.EBSX  
 04-3G4424.001X  
 04-3G4424.002X  
 04-3G4424.003X  
 04-3G4424.004X  
 Zip File

Addenda files have a file name with the format of contract#.00Nx, where the last number indicates the addenda number. Save the addenda file in the same file location as the .EBSX file. **Do not change the name of the addenda file.** When the .EBSX file is opened, Project Bids will incorporate the addenda into the .EBSX file for you. Do not attempt to open the addenda file, only open the .EBSX file. The addenda file will modify the .EBSX file, and if any tabs have been completed, it will only require new entries for those items modified by the addenda.

Addenda can also be incorporated by opening Project Bids, selecting "File", and then selecting "Load Amendment"; locate the addenda file, select the file, then select "Open." An "Amendment Changes" window will open and will show the number of amendments applied, indicating successful incorporation of addenda. Select the "Print" button to print the details of the Amendment change.





If a bid item is eliminated from the Bid Item List due to an addendum, the eliminated bid item will have an Item Code of "BLANK." Additionally, there will be no description or unit price for the eliminated bid item.

ITEM NUMBER	ITEM CODE	QUANTITY	UNIT OF MEASURE	UNIT PRICE	ITEM TOTAL
15	390132	830.0	TON	123.00	\$102,090.00
HOT MIX ASPHALT (TYPE A)					
16	BLANK	1.0	LS		
17	035107	6,360.0	CY	12.00	\$76,320.00
BONDED CONCRETE OVERLAY OVER ASPHALT					

Upon successful incorporation of the Addenda, Project Bids will indicate the number of Addenda that have been incorporated. Project Bids labels Addenda as Amendments. The number of Amendments is shown at the top of the Bids window and in the General section.

AASHTOWare Project Bids Bid - 04-3G4424.EBSX (4 Amendments) 04-3G4424

FILE EDIT TOOLS VIEW HELP

0% Complete

General	Agency:	CALTRANS	Bidder ID:	VC200000003
BID TO THE DEPARTMENT OF TRANSPORTATION	Letting Date:	10/12/2018	Project ID:	
BID ITEM LIST	Call Order:	1	County:	San Francisco
SUBCONTRACTOR LIST	Contract ID:	04-3G4424	Amendments:	4
	Date Generated:	10/11/2018	Joint Bid:	No
	Date Revised:	10/11/2018		

If an addendum has been issued for a contract, Project Bids will prevent you from submitting your bid until you have incorporated all of the .00Nx Addenda files into your bid.

## Bidx.com messages

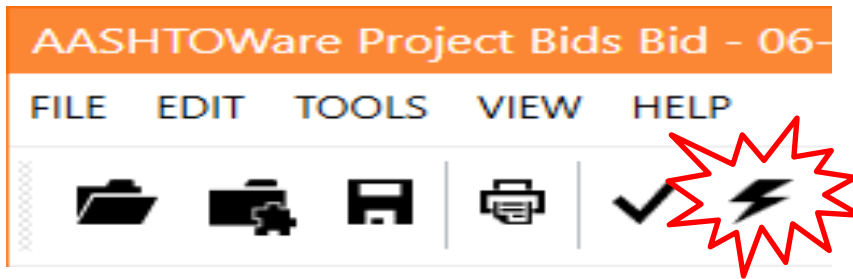
To opt in to receive messages from Bidx, log into the Bidx.com website, and select "Messages" from the upper right corner of the webpage, then select "Manage Messages and Notifications."

In the "User Notification" area, select the box next to "Proposal Activity" in the "Email" column to receive email notifications from Bidx regarding any proposal activity.

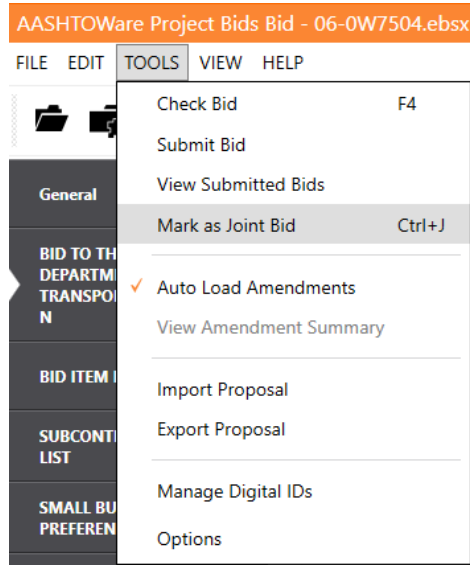
## Checking bid before submission

Before submitting your bid, check your bid for completeness. All tabs should display a green check mark. To check your bid, select the black check mark in the toolbar or the "check bid" option under "Tools". Bidx will allow an incomplete bid to be submitted, it is your responsibility to determine if all of the required data are being submitted electronically through Bidx. Failure to do so may lead to Caltrans deeming your bid nonresponsive.

Once your bid has been checked and there are no errors, you may save and then submit your bid. Save your bid by selecting "File", then select "Save" or by selecting the disk on the toolbar. Submit your bid by selecting "Tools" then select "Submit Bid", or you can select the black lightning bolt on the toolbar. Bids can be submitted multiple times; each subsequent submittal will override the previous submittal. After each submittal, print the bid submission receipt. The only bid that Caltrans will see is the last bid that was submitted. More information on submitting your bid can be found at the Bidx website at <https://www.bidx.com/>.



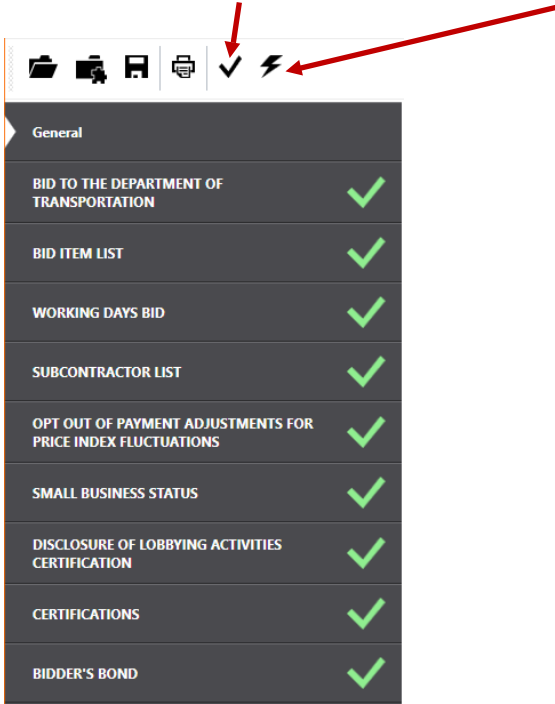
Joint ventures must also mark their bid as a joint bid. Select "Tools", then select "Mark as Joint bid".



An example of a completed bid:

Check bid

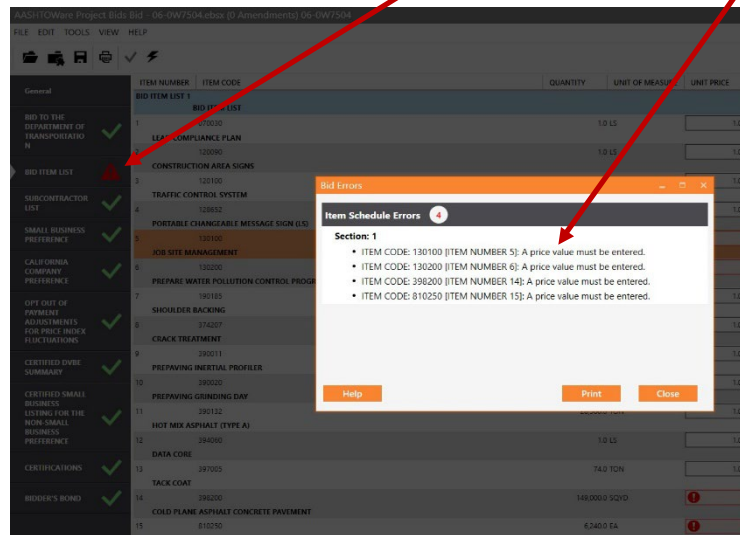
Submit bid



An example of an incomplete bid:

Red Triangle Error Indicator

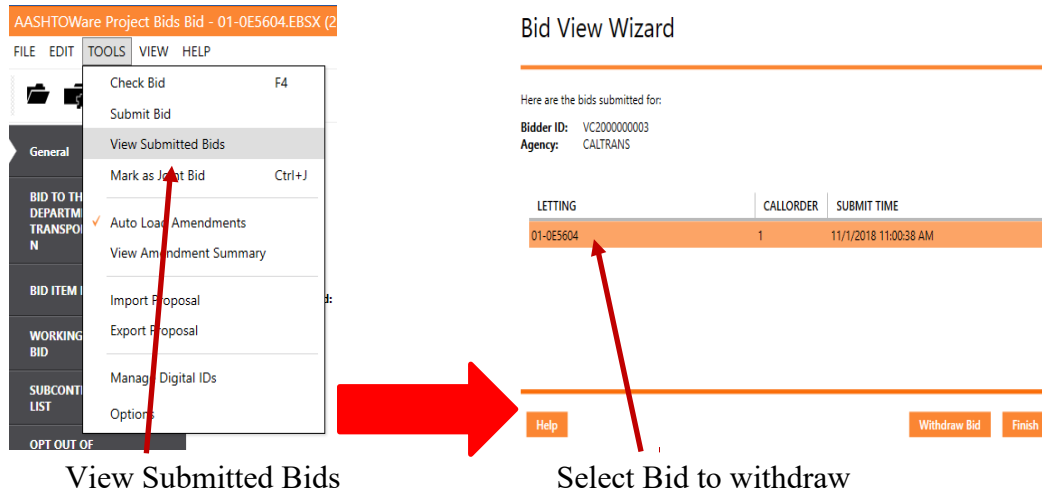
Bid errors



## Bid withdrawal

Bids may be withdrawn before the specified bid opening date and time. To update a previously submitted bid, you do not need to withdraw the previous bid. You only need to submit the updated bid and it will replace the previous bid. To withdraw a submitted bid,

select "Tools", then select "View Submitted Bids". Next, choose your Bidder ID and Digital ID from the list, enter your password, and select "Next". Select the bid that you want to withdraw, select "Withdraw Bid", and then "Withdraw" on the confirmation alert box. Select the "Print Receipt" button to obtain a receipt documenting that the bid has been withdrawn, then select "Finish".



## Additional training material

Bid Express training material can be found on the Bidx.com Training Center

Caltrans Electronic Bidding training material can be found on the Caltrans Electronic Bidding Website at <http://ppmoe.dot.ca.gov/des/oe/ebid-training.html>.

## Public bid opening

Bids will be publicly downloaded and read from the Bidx website at the specified bid opening date and time, at 1727 30th Street MS-26, Sacramento, CA, 95816. The information read at the bid opening is preliminary, responsiveness will be determined after the bid opening. Bid openings can be viewed or listened to by following the directions at:

<https://ppmoe.dot.ca.gov/des/oe/electronic-bid-opening-instructions.html>

Preliminary bid results are posted to the Caltrans website at: <http://ppmoe.dot.ca.gov/des/oe/planholders/bidsum-result.php> and are typically available 30 minutes after the bid results have been read.