

Bid Express Pre-Bid Questions and Answers Contractor User Guide

WisDOT Proposal Management
April, 2016



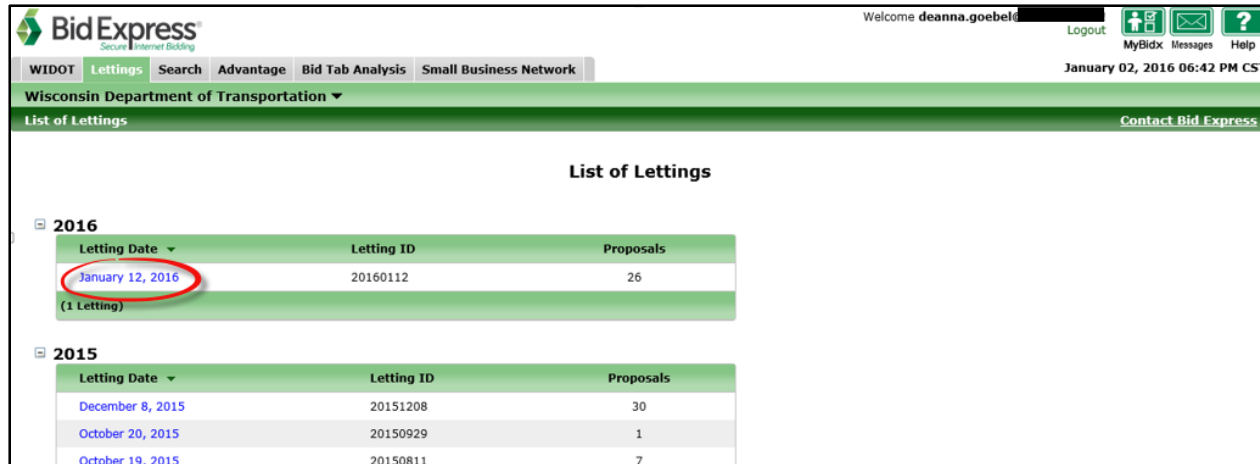
Availability

- ▶ Questions and Answers functionality will be available beginning with the June 14, 2016 Letting. (May 10, 2016)
- ▶ Ask your question through Bid Express
 - You will need to be logged in with your current id and password
- ▶ View and search questions and answers through Bid Express or on the HCCI website



Bid Express

- ▶ Login to Bid Express with your current ID and password
 - www.bidx.com
- ▶ Click on the specific letting that you are interested in




The screenshot shows the Bid Express website interface. The top navigation bar includes links for WIDOT, Lettings, Search, Advantage, Bid Tab Analysis, and Small Business Network. The user is logged in as 'deanna.goebel' and the date is 'January 02, 2016 06:42 PM CST'. The main content area is titled 'List of Lettings' and displays a table of lettings for 2016 and 2015. The 'January 12, 2016' entry is circled in red.

Letting Date	Letting ID	Proposals
January 12, 2016	20160112	26
(1 Letting)		
2015		
Letting Date	Letting ID	Proposals
December 8, 2015	20151208	30
October 20, 2015	20150929	1
October 19, 2015	20150811	7



Click on the Proposal Number

BidExpress
Secure Internet Bidding

Welcome **deanna.goebe**  [Logout](#) [MyBidx](#) [Messages](#) [Help](#)

[WIDOT](#) [Lettings](#) [Search](#) [Advantage](#) [Bid Tab Analysis](#) [Small Business Network](#)

Wisconsin Department of Transportation ▾

[List of Lettings > January 12, 2016](#) [Contact Bid Express](#)


◀ **Letting of January 12, 2016** ▶

Letting ID: 20160112
Cut-Off Time: 09:00:00 AM CST

[Export \(csv\)](#) | [Export \(tab\)](#)

Proposal	Call Order ▲	Project ID	Items	Amendments	Plan Sheets	Counties
20160112001 Illinois State Line - Madison and Hart Rd, Town Turtle	001	1003-10-73	182	0	0	Rock
20160112002 Toman - Mauston	002	1016-04-61	77	0	0	Juneau
20160112003 Westby - Readstown	003	1643-08-81	154	0	0	Vernon
20160112004 Prairie DuChien Bypass / S Town - STH 60	004	1661-05-78	310	0	0	Crawford
20160112005 STH 80 - STH 58	005	5186-00-70	51	0 <input type="checkbox"/>	0	Richland

Time Remaining



9 Days 14 Hours

Also Available


[Questions and Answers](#)

Downloads

[All EBS Files](#)



Click “Questions and Answers”


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List of Lettings > January 12, 2016 > 20160112002
Contact Bid Express

◀ Proposal 20160112002 ▶

Tomah - Mauston

Date Generated: 12/15/2015

Date Revised:

Call Order: 002

Items: 77

Project ID: 1016-04-61

Sections: 1

Amendments: 0

Highway Number: 90

Counties: Juneau

[Also Available](#)

- [Advantage - View Bids](#)
- [Bid Tab Analysis](#)
- [Create Sub-quote Request](#)
- [Plan Sheets \(0\)](#)
- [Questions and Answers](#)

[Export \(csv\)](#) | [Export \(tab\)](#)

Line	Item	Quantity	Unit	Description	Price
Section 0001: Roadway Items Rural					
0010	201.0105	4.000	STA	Clearing	
0020	201.0205	4.000	STA	Grubbing	
0030	203.0200	1.000	LS	Removing Old Structure (station) 01. 20+12.15	
0040	204.0115	170.000	SY	Removing Asphaltic Surface Butt Joints	
0050	204.0165	1,250.000	LF	Removing Guardrail	
0060	204.0170	120.000	LF	Removing Fence	
0070	204.0175	22.000	CV	Removing Concrete Glass Beams	

Downloads

- [12Jan002.EBS](#)
- [EBLib File](#)



Click “Submit a Question”

The screenshot shows the BidExpress website interface. At the top, the BidExpress logo is on the left, and the user is logged in as 'deanna.goebel' with a 'Logout' link. Navigation links include 'WIDOT', 'Lettings', 'Search', 'Advantage', 'Bid Tab Analysis', and 'Small Business Network'. The date and time 'January 02, 2016 08:12 PM CST' are displayed. Below the navigation bar, the breadcrumb trail reads 'Wisconsin Department of Transportation > List of Lettings > January 12, 2016 > 20160112002 > Q & A'. A 'Contact Bid Express' link is on the right. In the main content area, the title 'Questions for Proposal 20160112002' is centered. Below it, a box contains 'Letting ID: 20160112' and 'Call Order: 002'. A table with columns 'Subject', 'Number', 'Asked', and 'Answered' is shown, with a message 'No questions have been asked.' and '(0 Questions)' at the bottom. A red circle highlights the 'Submit a Question' link in the top right of the main content area. At the bottom, there are links for 'Contacts', 'Training Center', 'Terms of Use', and 'Product Updates', along with copyright information and security logos for digicert and Trustwave.

Welcome **deanna.goebel** Logout MyBidx Messages Help

January 02, 2016 08:12 PM CST

WIDOT Lettings Search Advantage Bid Tab Analysis Small Business Network

Wisconsin Department of Transportation ▾

List of Lettings > January 12, 2016 > 20160112002 > Q & A Contact Bid Express

Search Questions | **Submit a Question**

Questions for Proposal 20160112002

Letting ID: 20160112 Call Order: 002

Subject ▾	Number	Asked	Answered
No questions have been asked.			
(0 Questions)			

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“Ask” your question

WIDOT Lettings Search Advantage Bid Tab Analysis Small Business Network January 11, 2016 11:09 AM CST

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List of Lettings > January 12, 2016 > 20160112002 > Q & A > Submit a Question [Contact Bid Express](#)


[Search Questions](#)

Ask a New Question

Letting ID: 20160112 Proposal: 20160112002
Call Order: 002

Submit a Question

New Question



*First Name
Deanna

*Phone
(800) 267-6967

*Organization
WisDOT Test Contractor

*Subject
EARTHWORK

Question
Is the number of bid items for the proposal correct?

Type your question

* items are required
Name, Phone and Organization is automatically filled in based on the user logged in to Bid Express

*Last Name
Goebel

For the "Subject" enter keywords:
EARTHWORK
STRUCTURES
UTILITIES
QUANTITIES
SPECIAL PROVISIONS
MATERIAL SPECIFICATIONS
OTHER

Click "Ask"

Ask Cancel



Message will briefly appear on your screen

Your question has been submitted. You will receive notification when an agency administrator answers this question.






Question asked regarding 20160112002

Letting ID: 20160112 Number: 3	Call Order: 002
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- ▶ Once a question is submitted WisDOT will post the question for all contractors who have access to Bid Express and later respond to the question and post the answer. The questions will appear on the Questions and Answers section within Bid Express as well as on the HCCI website. The submitter will also receive an email with the answer.



Screen is only viewable to the person that submitted the question until the Bid Express Administrators publically publishes the question. No Contractor information is attached to the question.

Welcome **deanna.goebe**

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List of Lettings > January 12, 2016 > 20160112002 > Q & A > Question Asked [Contact Bid Express](#)

[Back to Questions](#) [Search Questions](#) | [Submit a Question](#)

Question asked regarding 20160112002

Letting ID: 20160112
Number: 2

Call Order: 002

EARTHWORK



Is the number of bid items correct for this proposal

Asked at 01/11/2016 11:34:56 AM

Agency Has Not Responded Yet

No Reply

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Once the question has been published and/or answered by WisDOT

- ▶ The question and answer will be available to all WisDOT Bid Express users to view and search

The screenshot shows the BidExpress website interface. At the top, there's a navigation bar with links like WIDOT, Lettings, Search, Advantage, Bid Tab Analysis, and Small Business Network. The user is logged in as deanna.goebel. The main content area is titled "Questions for Proposal 20160112002" and displays a table of questions. The table has columns for Subject, Number, Asked, and Answered. One question is listed: "EARTHWORK - Is the number of bid items correct for this proposal" with 2 answers. The page also includes a footer with contact information and security logos like digicert and Trustwave.

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Welcome **deanna.goebel** Logout MyBidx Messages

January 11, 2016 12:35 P

WIDOT Lettings Search Advantage Bid Tab Analysis Small Business Network

Wisconsin Department of Transportation

List of Lettings > January 12, 2016 > 20160112002 > Q & A

Contact Bid Exp

Search Questions | Submit a Ques

Questions for Proposal 20160112002

Letting ID: 20160112 Call Order: 002

Subject	Number	Asked	Answered
EARTHWORK - Is the number of bid items correct for this proposal	2	01/11/2016 11:34 AM	01/11/2016 12:34 PM

(1 Question)

Contacts Training Center Terms of Use Product Updates

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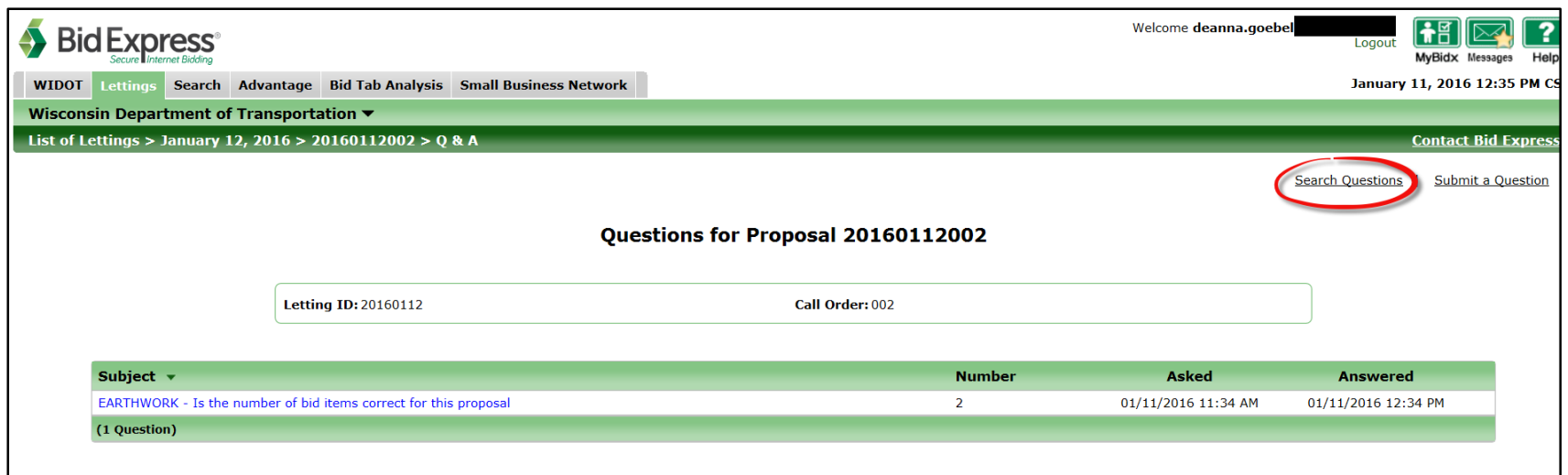
digicert EV SECURE Click to Verify

Trustwave Trusted Commerce Click to Validate



Search capability

- ▶ Click “Search Questions”



The screenshot shows the BidExpress website interface. At the top, there is a navigation bar with links for WIDOT, Lettings, Search, Advantage, Bid Tab Analysis, and Small Business Network. The 'Search' link is highlighted. Below the navigation bar, there is a green banner for the Wisconsin Department of Transportation. The main content area displays 'Questions for Proposal 20160112002'. A table lists questions, with one question highlighted. The 'Search Questions' button is circled in red.

Letting ID: 20160112 Call Order: 002

Subject	Number	Asked	Answered
EARTHWORK - Is the number of bid items correct for this proposal	2	01/11/2016 11:34 AM	01/11/2016 12:34 PM

(1 Question)



Enter search criteria

Search Questions for Proposal 20160112002

Proposal:

Question/Subject:

Answer:

Date Question Asked:

From: To:

Date Question Answered:

From: To:

[Export \(csv\)](#) | [Export \(tab\)](#)

Letting	Proposal	Question Subject	Number	Asked	Answered
0160112	002 - 20160112002	EARTHWORK - Is the number of bid items correct for this proposal	2	01/11/2016 11:34:56 AM	01/11/2016 12:34:08 PM

1 - 1 of 1



Enter search criteria

Search Questions for Proposal 20160112002

Proposal:

Question/Subject:

Answer:

Date Question Asked:

From: To:

Date Question Answered:

From: To:

[Export \(csv\)](#) [Export \(tab\)](#)

1 - 1 of 1

Letting	Proposal	Question Subject	Number	Asked	Answered
0160112	002 - 20160112002	EARTHWORK - Is the number of bid items correct for this proposal	2	01/11/2016 11:34:56 AM	01/11/2016 12:34:08 PM

1 - 1 of 1

- ▶ Click on the question to view the answer
- ▶ Or click on the Export (csv)

Bid Express
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WIDOT Lettings Search Advantage Bid Tab Analysis Small Business Network

January 11, 2016 01:06 PM CST

Wisconsin Department of Transportation

List of Lettings > January 12, 2016 > 20160112002 > Q & A > Question Asked

[Back to Questions](#)

[Search Questions](#) | [Submit a Question](#)

Question asked regarding 20160112002

Letting ID: 20160112 Call Order: 002

Number: 2

EARTHWORK

Is the number of bid items correct for this proposal






Asked at 01/11/2016 11:34:56 AM

After further review WisDOT has determined that the number of bid items is incorrect and an addenda will be created.

Answered at 01/11/2016 12:34:08 PM



Click on the answer

Welcome **deanna.goebel**    
MyBidX Messages Help

WIDOT Lettings Search Advantage Bid Tab Analysis Small Business Network

Wisconsin Department of Transportation ▾

List of Lettings > January 12, 2016 > 20160112002 > Q & A > Question Asked Contact Bid Express

[Back to Questions](#) [Search Questions](#) | [Submit a Question](#)

Question asked regarding 20160112002

Letting ID: 20160112
Number: 2

Call Order: 002

EARTHWORK

Is the number of bid items correct for this proposal

After further review WisDOT has determined that the number of bid items is incorrect and an addenda will be created.

Asked at 01/11/2016 11:34:56 AM

Answered at 01/11/2016 12:34:08 PM



Click on Export (csv)

- To download a searchable spreadsheet

qandasearch_results.csv - Excel

	A	B	C	D	E	F	G	H	I
1	Letting	Proposal	Call Order	Subject	Question	Answer	Number	Asked	Answered
2	20160112	20160112002	2	EARTHWORK	Is the number of bid items correct for this proposal	After further review WisDOT has determined that the number of bid items is incorrect and an addenda will be created.	2	1/11/2016 11:34	1/11/2016 12:34
3									
4									

Pre-Bid Questions and Answers

- ▶ At a minimum, the questions and answers will be posted on Fridays after advertisement, as well as the Monday, Wednesday, Friday, and Monday before the letting.
- ▶ The postings will be available on Bid Express and the Bid Letting web pages.

