



Proposal Management Express

July 2026

INTRODUCTION

Welcome to the second edition of the Proposal Management newsletter. This newsletter will be distributed quarterly, about one month ahead of the quarterly final PS&E submittals. The intent of the newsletter is to provide helpful information and other resources to help designers with submittals and other coordination from their PS&E through the bid letting. Among items in this newsletter:

- Reminders on designer responsibilities in submittal of the PS&E, including required information in AASHTOWare Project (AWP).
- Latest information on Special Provision updates and other PS&E requirements.
- Common issues found during PS&E reviews that can be prevented.

Special Note: The standard biannual update to the STSP template will be made available around July 1, 2026. This template will be required beginning with the August 1, 2026, quarterly PS&E submittal and November 2026 letting.

Notable updates:

- Protected Bats: Now include language to accommodate tree trimming.
- Turtle Exclusion Fencing.
- TCGP Permit: Updated permit information and guidance on application.
- Concrete Pavement Surface Repair items.
- Native American Hiring Provision.

WRAPPING UP FISCAL YEAR 2026

The information provided below is a summary of the advertisements and lettings for the past twelve months.

Thanks to all for being a part of one of the largest letting years ever achieved by the Wisconsin DOT.

FY 2026 BID LETTING TOTALS

FY26	Advertised Proposals	Contractor Questions	Addenda	Bids Received	Awarded Proposals	Awarded \$ Amount
July	8	67	8	25	7	\$161,992,914.29
August	19	68	16	59	19	\$96,333,424.81
September	25	94	14	78	23	\$223,200,246.14
October	29	23	20	119	29	\$115,650,000.20
November	36	103	20	119	33	\$111,578,320.82
December	46	109	28	170	44	\$151,120,962.61
January	54	170	35	203	51	\$194,306,923.29
February	43	154	22	137	42	\$269,719,125.33
March	40	138	34	147	39	\$132,259,772.00
April	26	49	14	86	25	\$56,796,713.48
May	22	63	17	61	20*	\$102,827,916.61*
June	3	3	3	6	3	\$12,901,848.31
Totals	351	1041	231	1210	338*	\$1,628,688,167.89*

* Indicates anticipated amount.



PS&E SUBMITTAL

Reminders for August 1 PS&E:

- Reach out prior to PS&E to Proposal Management to discuss if considering less commonly used provisions like pre-bid meetings, incentive/disincentive clauses, etc. There may be different provisions to consider that would be a better tool.
- Reach out to Proposal Management if there are any changes or revisions after the initial submittal. Do not resubmit documents without coordination.
- Keep Proposal Management aware of any schedule changes after the PS&E has been submitted.
- Verify ASP-1 hours prior to submittal. ASP-1 is only to be included with Federal Funding. If required, the items should be included in the estimate. Hours for Apprentice and Graduate listed in the plan letter and included in the estimate should be consistent. The plan letter should include the number Apprentices and Graduates and the total number of hours.
- Verify project funding and make sure the funding in AWP matches what is in FIIPs at the time of submittal.
- Ensure the correct SDD.xls template is being used. Note the PS&E date in the sheet header. Review FDM 19-40, Exhibit 1.2 for guidance on SDDs to include.
- Validate the Project and Proposal and run the Preconstruction Validations report in AWP. See PS&E pre-submittal tasks for designers:

<https://awpkb.dot.wi.gov/Content/precon/PSE-PreSubmittalTasks.htm>

***Please reach out with any questions or issues prior to submittal.

For questions general questions on PS&E documents, the submittal process, or plan reviews, please contact Cyle Haag (608)266-5563 cyle.haag@dot.wi.gov

Special Provisions submittal and review:

New Process to be able to process special provisions more efficiently, the review will be completed in two phases, formatting and content. Shortly after PS&E, project's special provisions will be reviewed for formatting focusing on the following:

- Wrong template
- Grey text fields
- Tracked changes.
- Having the article titles be actively linked to the table of contents to allow the table of contents to be updated when articles are changed.

If the project has any of the above issues it will be sent back to the designer to be updated and re-submitted with the issues addressed.

This will help make Proposal Management's review go faster later when the project's special provisions are being reviewed for content. The content review will be part of the plan checker comments later on in the review process.

While putting together your special provisions remember:

- Remove any grey shaded data fields
- Use Areal font type
- Consistent bulleting and spacing
- Formatting any special provisions from outside agencies to match WisDOT's SPV formatting
- If there are more than 1 bid item in a SPV, each bid item gets a separate line in the title. Use shift(+)enter for the next line.
- After the last bid item in the title enter a period (.).
- Have one space between the end of one article and the start of another article.
- Remove any track changes or comments from the document.
- Order articles according to FDM 19-15.
- The table of contents needs to be an active link to the article tiles to allow the table of contents to be updated.



*****Please reach out with any questions or issues prior to submittal.**

Any questions contact Jodi Jarosinski, Statewide Proposal Engineer, 920-412-0798, jodi.jarosinski@dot.wi.gov.

ADVERTISEMENT, CONTRACTOR QA, and ADDENDA

No updates at this time.

For questions on Advertisements, please contact the Proposal Management Section dotdtsdbpd@dot.wi.gov

Noteworthy Topics from Previous Edition

- Plan and proposal print requests are currently being submitted to DOA Publishing at the time of the letting rather than during the advertisement phase.
- The timelines for addenda are as follows:

Table 1.1 Addendum Delivery Timeline

<i>Timing of Addendum</i>	<i>On-Time</i>	<i>Late</i>	<i>Emergency</i>
<i>Delivery of addenda to BPD</i>	8 am, two-Thursdays before the letting	Between 8 am two-Thursdays before and 5 pm the Wednesday before the letting	After 5 pm the Wednesday before the letting and addenda not posted prior to 5pm on Thursday prior to let

- An emergency addendum requires additional coordination with potential bidders. If an emergency addenda situation, please contact either Mike Coleman (608) 266-3985 to discuss whether an emergency addendum is warranted.
- Addenda need to be submitted to the Proposal Management Mailbox. dotdtsdbpd@dot.wi.gov. Do not submit as part of the BidxQ/A correspondence.
- For more information on the addenda process refer to [FDM 19-22](#).
- Contractors are required to submit questions through Bid Express. If contractors contact designers or regional personnel, do not share project information. Direct contractors to submit questions to Bid Express.
- Contractor questions are forwarded to the proposal's Plan Letter listing of the proposal's Project Supervisor, Project Manager, Construction Project Manager (if listed), Consultant Designer, and the Regions' QA Engineers for design and construction. Posted answers to questions are not contractual. An addendum will be needed to address any changes required from the contractor questions.
- Review The PS&E-PreSubmittal Tasks in AWP prior to submitting a PS&E: [PS&E Pre-Submittal Tasks for Designers](#)
- Review [FDM 15-5 Methods](#) for EPlan requirements.
- Review [FDM 19-10 PS&E Transmittal and Composition](#) for information on required documents and submittal process.
- Review [FDM 19-40 Exhibit 1.2 Standard Detail Drawings \(Examiner's List\)](#), Attachment 1.2 for guidance on SDDs to include.
- Review [FDM 19-10-30](#) for guidance on developing the Time Chart. Make sure concrete cure times are properly incorporated.