

Bid Express Pre-Bid Questions and Answers Contractor User Guide

WisDOT Proposal Management Section
January 2021



Bid Express

- ▶ Contractors are able to submit and view questions and answers with or without a logon to Bid Express
- ▶ Open www.bidx.com within your internet browser
- ▶ If you have a logon

Bid Express®

infotech

[Training Center](#) [Terms of Use](#)

[Bidding Services](#) [Order](#) [Policies](#) [News/Studies](#) [Questions/Help](#)

Access plans from multiple agencies online.

Download, print, and order plan sheets directly within Bid Express®.

LEARN MORE

SELECT A U.S. AGENCY:

Select a U.S. Agency

Go

Select a Canadian Agency

Go

enter a valid user id

Email:

enter associated password

Password:

Log In

Not a member? Join now!
Forgot your password?

 AGENCIES

 BIDDERS

 SUBS AND SUPPLIERS



Bid Express

- ▶ If you do not have a logon for Bid Express

Bid Express®

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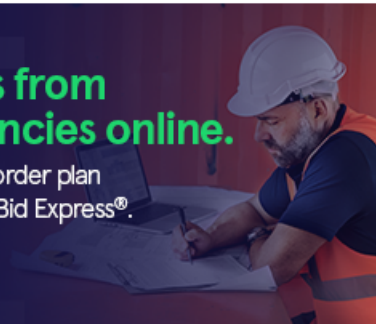
[Training Center](#) [Terms of Use](#)

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[LEARN MORE](#)



SELECT A U.S. AGENCY:

Select a U.S. Agency

Select a Canadian Agency

SELECT A U.S. AGENCY:

- Kansas Department of Transportation
- Kentucky Transportation Cabinet
- Louisiana Department of Transportation and Development
- Maine Department of Transportation
- Maryland Department of Transportation
- Massachusetts Bay Transportation Authority
- Massachusetts Department of Transportation
- Michigan Department of Transportation
- Minnesota Department of Transportation
- Mississippi Department of Transportation
- Missouri Department of Transportation
- Montana Department of Transportation
- Nebraska Department of Transportation
- New Jersey Department of Transportation
- New Jersey Turnpike Authority
- New Mexico Department of Transportation
- New York State Department of Transportation
- North Carolina Department of Transportation
- North Carolina Department of Transportation Divisions
- North Dakota Department of Transportation
- Ohio Department of Transportation
- Oklahoma Department of Transportation
- Oregon Department of Transportation
- South Carolina Department of Transportation
- Tennessee Department of Transportation
- Vermont Agency of Transportation
- Virginia Department of Transportation
- Washington State Department of Transportation
- West Virginia Department of Transportation
- Wisconsin Department of Transportation



Bid Express

- ▶ Click on the specific letting that you are interested in

The screenshot shows the Bid Express website interface. At the top, there is a navigation bar with the Bid Express logo and the text 'Secure Internet Bidding'. To the right, it says 'Welcome deanna.goebel' and includes links for 'Logout', 'MyBidx', 'Messages', and 'Help'. Below the navigation bar, there are tabs for 'WIDOT', 'Lettings', 'Search', 'Advantage', 'Bid Tab Analysis', and 'Small Business Network'. The main content area is titled 'Wisconsin Department of Transportation' and 'List of Lettings'. A 'Contact Bid Express' link is visible in the top right corner of the content area.

List of Lettings

2016

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

Bid Express
Secure Internet Bidding

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

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

January 02, 2016 06:47 PM CST

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	001	1003-10-73	182	0	0	Rock
Illinois State Line - Madison and Hart Rd, Town Turtle						
20160112002	002	1016-04-61	77	0	0	Juneau
Toman - Mauston						
20160112003	003	1643-08-81	154	0	0	Vernon
Westby - Readstown						
20160112004	004	1661-05-78	310	0	0	Crawford
Prairie DuChien Bypass / S Town - STH 60						
20160112005	005	5185-00-70	51	0	0	Richland
STH 80 - STH 58						

Time Remaining

9 Days 14 Hours

Also Available
[Questions and Answers](#)

Downloads
[All EBS Files](#)

- ▶ You must be logged in to view item data, however, you are still able to submit a question.



Click "Questions and Answers"

The screenshot shows the Bid Express web application interface. At the top left is the Bid Express logo with the tagline "Secure Internet Bidding". The top right shows a user welcome message "Welcome deanna.goebel@", a "Logout" button, and icons for "MyBidx", "Messages", and "Help". Below the logo is a navigation menu with "WIDOT", "Lettings", "Search", "Advantage", "Bid Tab Analysis", and "Small Business Network". The main header area includes "Wisconsin Department of Transportation" and a breadcrumb trail: "List of Lettings > January 12, 2016 > 20160112002". A central heading reads "Proposal 20160112002".

On the left side, project details are listed: "Tomah - Mauston", "Date Generated: 12/15/2015", "Date Revised:", "Call Order: 002", "Items: 77", and "Project ID: 1016-04-61". On the right side, summary statistics are shown: "Sections: 1", "Amendments: 0", "Highway Number: 90", and "Counties: Juneau".

Below the statistics is a table with columns: "Line", "Item", "Quantity", "Unit", "Description", and "Price". The table is titled "Section 0001: Roadway Items Rural" and contains several rows of data:

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	CY	Removing Concrete Class Bridge	

On the right side of the interface, there are two panels. The "Also Available" panel lists: "Advantage - View Bids", "Bid Tab Analysis", "Create Sub-quote Request", "Plan Sheets (0)", and "Questions and Answers" (which is circled in red). The "Downloads" panel lists: "12Jan002.EBS" and "EBLib File". At the bottom of the main content area, there are links for "Export (csv)" and "Export (tab)".



Click “Submit a Question”

The screenshot shows the BidExpress website interface. At the top left is the BidExpress logo with the tagline 'Secure Internet Bidding'. To the right, it says 'Welcome deanna.goebel' followed by a 'Logout' link and icons for 'MyBidx', 'Messages', and 'Help'. Below this is a navigation bar with links for 'WIDOT', 'Lettings', 'Search', 'Advantage', 'Bid Tab Analysis', and 'Small Business Network'. The date and time 'January 02, 2016 08:12 PM CST' are displayed on the right. A breadcrumb trail reads 'Wisconsin Department of Transportation > List of Lettings > January 12, 2016 > 20160112002 > Q & A'. A 'Contact Bid Express' link is in the top right. Below the breadcrumb, there are links for 'Search Questions' and 'Submit a Question', with the latter circled in red. The main heading is 'Questions for Proposal 20160112002'. Below this, a box contains 'Letting ID: 20160112' and 'Call Order: 002'. A table with columns 'Subject', 'Number', 'Asked', and 'Answered' is shown, with the text 'No questions have been asked.' and '(0 Questions)' below it. At the bottom, there are links for 'Contacts', 'Training Center', 'Terms of Use', and 'Product Updates', along with the copyright notice 'Copyright © 2016, Info Tech, Inc. All rights reserved.' and logos for 'digicert EV SECURE' and 'Trustwave Trusted Commerce'.



“Ask” your question

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

Wisconsin Department of Transportation

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** ***Last Name**

***Phone**

***Organization**

***Subject**

Question

*** items are required**

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

For the "Subject" enter keywords:

- EARTHWORK
- STRUCTURES
- UTILITIES
- QUANTITIES
- SPECIAL PROVISIONS
- MATERIAL SPECIFICATIONS
- OTHER



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

- ▶ 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.

The screenshot displays the Bid Express website interface. At the top left is the Bid Express logo with the tagline "Secure Internet Bidding". To the right, it says "Welcome deanna.goebe!" followed by a "Logout" link and icons for "MyBidx", "Messages", and "Help". Below this is a navigation bar with links for "WIDOT", "Lettings", "Search", "Advantage", "Bid Tab Analysis", and "Small Business Network". The date and time "January 11, 2016 11:35 AM CST" are shown on the right. A green banner identifies the user as "Wisconsin Department of Transportation" and the current page as "List of Lettings > January 12, 2016 > 20160112002 > Q & A > Question Asked". A "Contact Bid Express" link is on the right. Below the banner, there are links for "Back to Questions", "Search Questions", and "Submit a Question". The main content area features a heading "Question asked regarding 20160112002" and a box containing "Letting ID: 20160112" and "Call Order: 002" with "Number: 2" below it. A section titled "EARTHWORK" contains the question "Is the number of bid items correct for this proposal" and is dated "Asked at 01/11/2016 11:34:56 AM". Below the question, it states "Agency Has Not Responded Yet" and "No Reply". At the bottom, there are links for "Contacts", "Training Center", "Terms of Use", and "Product Updates", along with a copyright notice for 2016 Info Tech, Inc. and logos for "digicert EV SECURE" and "Trustwave Trusted Commerce".



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 Bid Express website interface. At the top, there is a navigation bar with the Bid Express logo and the text "Secure Internet Bidding". The user is logged in as "deanna.goebel". The main navigation menu includes "WIDOT", "Lettings", "Search", "Advantage", "Bid Tab Analysis", and "Small Business Network". The current page is titled "Wisconsin Department of Transportation" and shows a breadcrumb trail: "List of Lettings > January 12, 2016 > 20160112002 > Q & A". The page content 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 with the subject "EARTHWORK - Is the number of bid items correct for this proposal", number "2", asked on "01/11/2016 11:34 AM", and answered on "01/11/2016 12:34 PM". Below the table, there are links for "Contacts", "Training Center", "Terms of Use", and "Product Updates". At the bottom, there are logos for "digicert EV SECURE" and "Trustwave Trusted Commerce".

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

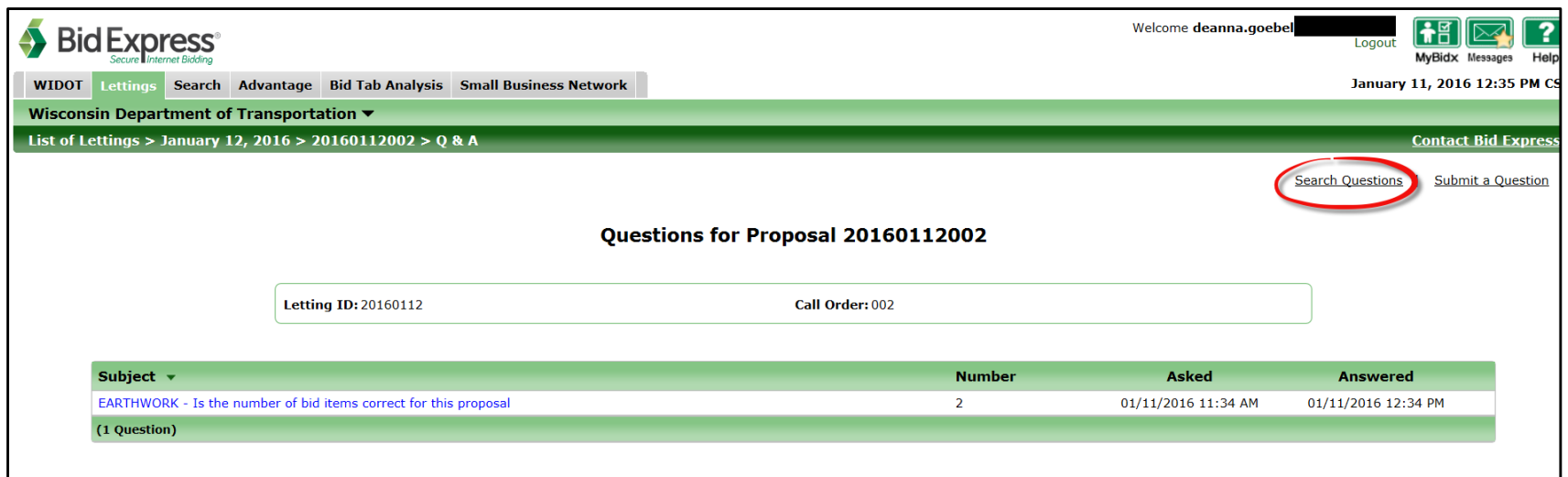
Copyright © 2016, Info Tech, Inc. All rights reserved.

digicert EV SECURE Click to Verify Trustwave Trusted Commerce Click to Validate



Search capability

- ▶ Click "Search Questions"



The screenshot shows the Bid Express website interface. At the top left is the Bid Express logo with the tagline "Secure Internet Bidding". To the right, it says "Welcome deanna.goebel" followed by a redacted name and icons for "Logout", "MyBidx", "Messages", and "Help". Below the logo is a navigation menu with "WIDOT", "Lettings", "Search", "Advantage", "Bid Tab Analysis", and "Small Business Network". The main header area includes "Wisconsin Department of Transportation" and a breadcrumb trail: "List of Lettings > January 12, 2016 > 20160112002 > Q & A". On the right side of the header, there are links for "Contact Bid Express", "Search Questions" (circled in red), and "Submit a Question". The main content area is titled "Questions for Proposal 20160112002" and contains a search box with "Letting ID: 20160112" and "Call Order: 002". Below the search box is a table with the following data:

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

At the bottom left of the table area, it says "(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 \(tab\)](#)

◀ 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 ▶



Enter search criteria

Search Questions for Proposal 20160112002

Proposal:

Question/Subject:

Answer:

From: To:

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

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

Bid Express Secure Internet Bidding

Welcome deanna.goebel [Logout](#) [MyBids](#) [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

[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

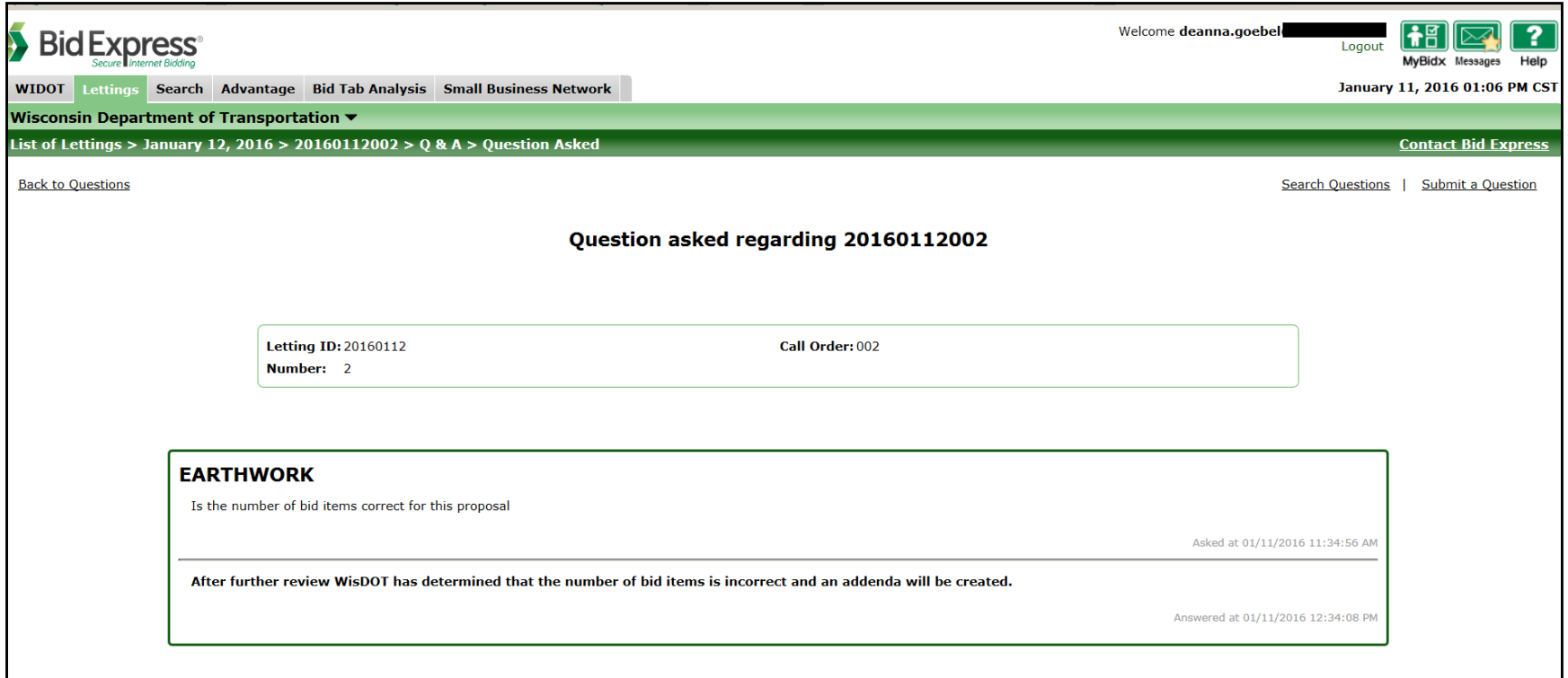
Asked at 01/11/2016 11:34:56 AM

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



The screenshot shows the Bid Express website interface. At the top left is the Bid Express logo with the tagline "Secure Internet Bidding". To the right, it says "Welcome deanna.goebel" followed by a "Logout" link and icons for "MyBidX", "Messages", and "Help". Below the logo is a navigation menu with "WIDOT", "Lettings", "Search", "Advantage", "Bid Tab Analysis", and "Small Business Network". A green banner below the menu reads "Wisconsin Department of Transportation". Below this is a breadcrumb trail: "List of Lettings > January 12, 2016 > 20160112002 > Q & A > Question Asked". On the right side of the banner is a "Contact Bid Express" link. Below the breadcrumb trail are links for "Back to Questions" and "Search Questions | Submit a Question". The main content area is titled "Question asked regarding 20160112002". Below the title is a box containing "Letting ID: 20160112" and "Call Order: 002" on the left, and "Number: 2" on the right. Below this is a section titled "EARTHWORK" with the question "Is the number of bid items correct for this proposal". The question was asked at "01/11/2016 11:34:56 AM". The answer is "After further review WisDOT has determined that the number of bid items is incorrect and an addenda will be created." and was answered at "01/11/2016 12:34:08 PM".

Bid Express
Secure Internet Bidding

Welcome deanna.goebel [Logout](#) [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 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 Export (csv)

- ▶ To download a searchable spreadsheet

qandasearch_results.csv - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW ACROBAT

Clipboard Font Alignment Number Styles

	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, and Monday before the letting.
- ▶ The QAs are be available on Bid Express and an Excel file is located the Bid Letting webpage.
- ▶ If you have questions as to how the process works, you may email, dotbidxqa@dot.wi.gov.
 - All other questions should be entered through www.bidx.com

