February 4, 2019

Subject – Important Bidding Information – Bid Express Transition from Expedite Bid Software to AASHTOWare Project Bids Software

NOTICE TO CONTRACTORS

Effective June 30, 2019, Bid Express will no longer support the Expedite Bid software.

The Department is currently in the process of transitioning from the Expedite Bid 5.11a software to the new AASHTOWare Project Bids software. The current implementation target date to advertise bids (proposals - aka EBSX files) with the new Bid component is April 17, 2019, with a Letting date of May 15, 2019. These dates are subject to change. Contractors will no longer be able to submit bids using the Expedite Bid software for the May 15, 2019 letting date and beyond.

Contractors bidding on CTDOT construction projects will be required to complete the following prior to bidding on future projects that will require the Project Bids component:

1. Download the new AASHTOWare Project Bids software available on the CTDOT Bid Express Home page.
2. Create a new Digital ID for the Project Bids component with Bid Express.
3. Once Bid Express has activated your Digital ID, you must submit the request to bid with CTDOT, through your bidx.com account.

If you already have a Digital ID for the Project Bids component you will not need to create a new ID, but you will need to submit the request to bid with CTDOT.

The Bid Express team (Info Tech, Inc.) will reimburse you for the cost of creating the new Digital ID, if you currently have an active Expedite Digital ID for the same person and the same company name, provided that the new Digital ID is created within one year of the date the Department activates Project Bids on the CTDOT Home page.

To provide sufficient time for bidders to obtain a new Digital ID for Project Bids, the Department plans to activate Project Bids on the CTDOT homepage on February 6, 2019 for the purpose of allowing bidders to create a new Digital ID and request to bid. It is highly recommended that you obtain a new Digital ID and create a request to bid with CTDOT, soon after the Department activates the Project Bids software, especially if you are a regular bidder on CTDOT projects.

Bidders must continue to use the Expedite Bid software to submit bids on proposals that are prior to the May 15, 2019 letting date. The last Expedite Bid Letting date will be May 8, 2019. (subject to change)

We will keep you informed, as we get closer to the target implementation date. If you have any question, please feel free to contact me. **Please refer to the contractor checklist below.**

Sincerely,

Gregory D. Straka
Contracts Manager
Division of Contracts Administration

Contractor Actions Required Checklist

NOTE: Existing CTDOT Digital ID holders will also be receiving periodic emails from Bid Express providing detailed instructions regarding this change.

Installation

☐ Install Microsoft .NET Framework 4.6.2 or later

☐ Download and install the AASHTOWare Project Bids Bid component
The Bid component will be available on the CTDOT Bid Express homepage once the AASHTOWare Project Bids software has been activated on the on Bid Express website (www.bidx.com)

Bid Express Account Setup

☐ Create a new AASHTOWare Project Bids Digital ID (if you already have a Digital ID for the Project Bids Bid component, you may skip this step)

Existing Expedite Digital ID holders will be reimbursed the $100 fee, as long as the new Digital ID is for the same person, same company name and created within one year of the date the Department activates Project Bids on the CTDOT Home page.

☐ Once your AASHTOWare Project Bids Digital ID is activated by Bid Express, you must submit a Request to Bid with CTDOT through your bidx.com account. This is a single request to bid with CTDOT, not a request to bid on a specific project. CTDOT will approve or deny your request after verifying your prequalification status, company name and name of the authorized signatory/Digital ID holder.

Please make sure the name of the Digital ID holder and the name of the authorized individual on your prequalification Certificate of Authority (page 13 of the prequalification application) match exactly. Example, middle initial vs full middle name, James vs Jim, etc. If the names do not match exactly, your request to bid with CTDOT will be placed on hold with Bid Express, until the Department receives a new Certificate of Authority with the correct name that matches the Digital ID name.

Refer to the Training Center on BidX.com or contact Bid Express customer support with questions.
https://www.bidx.com/site/trainingcenter

1-888-352-2439 Bidx Customer Support