

Additional Resources for Vendors

- "Open Records Law" - RSMo. 610. Requests for records will be provided in accordance with this statute and departmental procedure.
- Surety 2000 (800) 660-3263 - Electronic Bid Bonds
- InSure Vision (818) 783-3460 - Electronic Bid Bonds
- MoDOT External Civil Rights Office (573) 751-2859 <http://www.modot.mo.gov/ecr>
- MRCC DBE Directory—Find it on the web at: <http://www.modot.mo.gov/business/index.htm>
- Missouri Standard Specification for Highway Construction—located at <http://www.modot.mo.gov/business/>
- Office of Equal Opportunity (OEO) located in Jefferson City, MO, promotes a diversified workforce within state government and assists women and minorities in developing opportunities to contract with the state. Their number is 573-751-8130. Visit them on the web at www.oa.mo.gov.
- Other MoDOT Bidding and Contracting Opportunities: www.modot.mo.gov/bidding

For Bid Related Questions, Contact:

MoDOT Central Office, Design Division
P.O. Box 270, Jefferson City, MO 65102
Phone: (573) 751-2876 Fax: (573) 522-2281

Each project contains a contact number for project-specific questions.



Please visit us
on the web at
www.modot.org



Our mission is to provide a world-class transportation experience that delights our customers and promotes a prosperous Missouri.

These are general guidelines; actual terms and conditions of each solicitation shall prevail.

04/11

Doing Business with MoDOT

Bidding and Contract Services:
Bidding on Highway Construction Projects



Guidelines

The Design Division is responsible for advertising, letting and awarding MoDOT's highway construction and maintenance projects.

MoDOT's Bid Opening Information website is located at: www.modot.org/business/contractor_resources/bidOpenIndex.shtml

Prequalification of Bidders

To bid as a Prime Contractor, vendors must either have a Prequalification Contractor Questionnaire (in order to bid on projects of any size) or a Contractor Questionnaire (in order to bid on only projects under \$2,000,000) approved and on file with MoDOT, along with the required documentation 7 days prior to the bid opening. Both forms can be found at: <http://www.modot.org/business/BecomeAMoDOTPrimeContractor.htm>

To bid as a Sub Contractor, vendors must be a current prime contractor or have worked as a subcontractor for MoDOT in the last 5 years and have a current Certificate of Insurance on file. If the vendor is neither, they must follow the process to become approved at the following website: <http://www.modot.org/business/BecomingaMoDOTSubContractor.htm>.

Advertisement of Bid Opening

MoDOT publishes a 3 month tentative letting schedule on a monthly basis. The official advertisement for the current month is published 5 weeks prior to the bid opening date. It can be found on the MoDOT website or at www.mo.bidx.com. A proposal specific advertisement can also be found in local newspapers. Supplemental advertisements may be posted up to 3 weeks prior to the bid opening. In addition, MoDOT may hold a special bid opening as needed. Preliminary Quantities are posted on MoDOT's website for each letting.

MoDOT also publishes advertisements for federally funded local projects that are administered by Cities and Counties.

Bidding Documents

Plans, specifications and bid books can be accessed at: <http://modot.indoxservices.com/> or by contacting Indox (MoDOT's Online Plansroom) at 314-633-4882.

To download, print or order plans requires a vendor number and an account with Indox. Becoming an Indox vendor allows you to receive email notifications of advertisements, special notices and addendums.

To obtain a vendor number for the sole purpose of accessing plans or receiving e-mail updates, please use this web address: <http://www.modot.mo.gov/business/BecomeMoDOTVendertoObtainPlans.htm>

Bid Guaranty

Contractors must submit a bid guaranty for 5% of the bid amount in the form of a cashier's check, certified check or a paper or electronic bid bond. Bidders are also allowed to submit annual paper or electronic bid bonds. Electronic bid bonds are only allowed when submitting electronic bids through Bid Express.

Submitting a Bid

Any bid exceeding a monetary value of \$250,000 shall be submitted electronically using the Bid Express website at www.bidx.com. Any bid less than \$250,000 may be submitted electronically or by paper bid.

A vendor must have an active Bid Express account in order to submit bids via the internet. Vendors must also download the current version of Expedite Bid software and the electronic bid submission (EBS) files from either MoDOT's website or www.Bidx.com. Vendors must also obtain a digital ID from Bid Express in order to electronically sign their bids. Obtaining the digital ID may take up to a week.

Bid Results

Apparent Bid Results can be found at www.mo.bidx.com on the lettings tab shortly after the bids are opened.

Final corrected Bid Results are posted on MoDOT's website the day of the letting.

Award of Projects

A Bid Award Summary is posted on MoDOT's website immediately after award by the Missouri Highways and Transportation Commission (MHTC).

If awarded a MoDOT contract, a vendor must be in compliance with the established laws to conduct business in the State of Missouri. You will be notified by an Award/Notice to Proceed letter upon approval by the MHTC and the issuance of contract agreement documents.

Bid Tabulations

After award by the MHTC, the individual unit bid prices for each proposal are posted on MoDOT's website and the Bid Express website at www.bidx.com. Bid tabulations of rejected projects are not posted.



Prevailing Wage Rates

The Federal and State Wage Rates for each letting are posted on MoDOT's website.

Letting and Awards

A letting and awards calendar identifying the specific dates for the notice of advertisements, monthly bid openings and commission meetings may be found on MoDOT's website at http://www.modot.mo.gov/business/contractor_resources/bid_opening_infolbidGenInfo.shtml.