

Frequently Asked Questions for External Users

1. Where do I find projects that are currently advertised?

- a. Projects are posted to QuestCDN <https://www.questcdn.com/questcdn/action/questLogin>
 - For a bid to be considered valid, you must have a QuestCDN account, purchase the plans, and appear on the Plan Holders list.
 - To change your company's designation (e.g., Prime, sub-contractor, supplier etc.) or remove your company from the Plan Holders list, you will need to update your QuestCDN account.
- b. Major Highways Projects are posted to Bid Express (BidX), the electronic bidding website <https://www.bidx.com/>
- c. Projects are posted to the Department's Notice to Contractor Page: <https://itd.idaho.gov/business/>

2. How do I obtain the Plan Holder's list?

- a. The plan holder's list is publicly available on the project's QuestCDN project advertisement page.

3. Do I need a Public Works license to submit a bid to ITD?

- a. For State-funded projects, you must have a valid and sufficient class of Public works license at the time of bid.
- b. For Federally-funded projects, you must have a valid and sufficient class of Public works license prior contract award.
- c. Please contact the Division of Occupational and Professional Licenses for any questions on how to obtain, renew, or upgrade a public works license. <https://dopl.idaho.gov/>

4. Does ITD accept paper bids?

- a. Yes, ITD currently paper bids. Bids must be received at the Idaho Transportation Department Headquarters office by 2pm on the bid date stated in the project's Notice of Letting.
- b. Bids may be dropped off in person and deposited in the locked box near the elevators in the main lobby or sent via USPS, FedEx, or UPS.
(NOTE: Bids that do not arrive on time due to USPS, FedEx, or UPS delays are still considered irregular).

FedEx/UPS:
Idaho Transportation Department
Attn: Advertisement & Award
3311 W. State Street
Boise, ID 83703

USPS:
Idaho Transportation Department
Attn: Advertisement & Award
PO Box 40
Boise, ID 83707-0040

5. How do I submit my Bid Bond?

- a. If submitting a paper bid, you can include your bid bond with your bid.
- b. Bid bond can be sent separately, but must arrive prior to 2pm on the bid date stated in the project's Notice of Letting. **Please make sure the envelope is marked with your Company name, Project Key No. or Proposal No., Bid date, and have "Bid Bond Only" on the outside of the envelope.**
- c. If submitting an electronic bid, use a company that BidX contracts with to obtain a Bond. (see the BidX website for links to the Bonding companies). You will be able to identify your bond number when submitting your electronic bid.
- d. If submitting an electronic bid, you or your bonding company can still send the bid bond separately as instructed in item "b" above.

6. How can I find the status of a project that has already bid?

- a. Preliminary Bid results are posted to the ITD website by end of business on bid opening day: <https://itd.idaho.gov/business/>
- b. If bids come in over the approved estimate, a note "**Pending Board Decision**" or "**Pending District Decision**" will be added to the Bid result page until the ITD Board or District has made a decision to go forward OR reject the bids and re-advertise at a later date.

- c. Bid results are “certified” after all bids have been reviewed and determined for regularity or irregularity. A designation of “certified” will be used to indicate that this review and determination is complete.
- d. If a project is marked “**Rejected**” or “**Cancelled**”, this will be indicated on the certified bid results.
- e. Once results are certified and there is no indication otherwise, the project is under bid review and moving to contract.
- f. Once a contract has been sent to the contractor for execution, bid abstracts are posted to the Bid Result page. (Abstracts are not posted for cancelled/rejected projects, FPVQs, or projects with only single bids.)
- g. Once a contract is awarded, the award date and engineer’s estimate amount will be posted to the Bid Result page.

7. Who do I contact if I have a question about the project?

- a. For questions regarding ITD **bidding requirements**, please contact Advertisement and Award at 208-334-8052.
- b. For **design-related or technical question**, use the project’s Q&A/info feature on Quest CDN. While all answered questions are viewable by everyone, you must be logged into your account to submit a question.

8. Why is my bid marked “irregular” on the Bid result page?

- a. Bids can be marked irregular for a number of reasons. The possible reasons for being determined irregular are indicated in Section 102 of the Standard Specification for Highway Construction.
- b. If you have questions regarding a marking of “irregular” on the Bid results page – please contact Monica Crider @ 208-334-8502/monica.crider@itd.idaho.gov.

9. I don’t agree with my bid being deemed “irregular” – what do I do?

- a. Any contractor may submit a formal protest if they are not in agreeance with the Department ruling. Please refer to the protest wording in the proposal and contract documents.
- b. For questions, please contact Monica Crider @ 208-334-8502/monica.crider@itd.idaho.gov.

10. Answers to common Contractor Questions:

- a. **Can contractors (not the awardee) obtain copies of awarded contracts?**
They would need to submit a Public Information Request at: <https://apps.itd.idaho.gov/Apps/WebCommentsV2/>
- b. **What are the insurance requirements?**
Please refer to the Standard Specifications under Subsection 107.10.
- c. **Are bid, payment or performance bonds required?**
In most cases, these will be required. Please refer to the Special Provisions for special cases where we note that they are not required.
- d. **Are there any addendums for this project?**
Please refer to QuestCDN. All current plan holders are notified through Quest when addendums are posted.