

Electronic Bidding:

The Right Way & The Wrong Way

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AIA CES

Provider Name:

Ohio Facilities Construction Commission

Provider Number: G442

Course Title: OFCC Conference 2015

Course Numbers: OFCC 15

Credits: 1.0 LU/HSW

Speakers: Various

Dates: July 22, 2015, July 28, 2015, August 20, 2015, August 26, 2015



AIA CES

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Credit(s) earned on completion of this course will be reported to AIA CES for AIA members. Certificates of Completion for both AIA members and non-AIA members are available upon request.

Questions related to specific materials, methods, and services will be addressed at the conclusion of this presentation.

AIA CES – Description & Objectives

This session will discuss the current status of the State of Ohio's transition from paper bids submitted in sealed envelopes to an electronic bidding application. Lessons learned after two years of using the process will also be addressed, including common mistakes by owners, architects, and bidders.

Learning Objectives:

- Examine best practices in creating electronic bid forms for public construction projects in Ohio and what information is needed and when.
- Describe key features of the State's bid form templates and select which template version to use.
- Discuss the process used by bidders in registering, creating a Digital ID, and submitting their bid using electronic bid forms.
- Explain the process used by the owner and architect/engineer in conducting bid openings, as well as harvesting documents for analysis and review of responsive bids and responsible bidders.

Electronic Bidding in Ohio

- Authorized by ORC 153.08 & OAC 153:1-8 in 2011 (part of Construction Reform law)
- Info Tech's Bid Express application was selected through a competitive RFP process in Fall 2012
- Required on OFCC projects after July 1, 2013

Electronic Bidding in Ohio

- As of June 30, 2015*, OFCC has:
 - conducted 177 eBid events
 - received 827 eBids
 - registered 1,392 plan holders
 - distributed 9,932 eBid documents
 - received “valid” eBids for \$403,106,579.16
(Base Bids only – not including Alternates)
 - received eBids 9.90 percent less than estimates

*End of the State’s Fiscal year

Electronic Bidding in Ohio

- Now being used by:
 - Department of Transportation (materials)
 - Turnpike and Infrastructure Commission
 - **Facilities Construction Commission**
 - Department of Natural Resources
 - The Ohio State University (coming soon)
 - Youngstown State University (goods & services)
 - Columbus State Community College



A/E and Owner: Preparing the Bid Form

What we need from the A/E

- 10 days prior to advertisement, email to PC:
 - Draft Public Bid Advertisement (eBid) – Form M299-03
 - Draft Solicitation (Document 00 10 00.EB)

What we need from the A/E

- 7 days prior to advertisement, upload PDF files to OAKS CI:
 - Final Public Bid Advertisement (eBid)
 - Final Solicitation
 - Final Bid Form (Document 00 41 13.EB)
 - Must have Contract Times on the Bid Form
 - Project Manual* (1 or more volumes)
 - Drawings* (Logically divided volumes)
- *Maximum files size OAKS CI can accept is 100 MB

What we need from the A/E

- DO NOT upload individual specification sections or drawings.
- The A/E is expected to provide a complete set of Contract Documents in the same order as a Bidder would purchase from a reprographer.
- We will NOT do this for you, so don't even think about it!
- ***I'm not kidding...***

A few useful definitions

- **Allowance:** A sum stipulated in the Contract Documents for a *defined scope of the Work that may not be completely defined* at the time of bidding.

(Document 00 71 00 – Contracting Definitions)

- Tip: We permit use of cash allowances only, which are *fixed amounts* presented to Bidders on the Bid Form that they are required to include in their Base Bid for a bid package.

A few useful definitions

- **Cash Allowance:** A monetary sum that the bidder includes as part of the contract sum to account for certain items to be determined at a later time.
- **Quantity Allowance:** A specified quantity of a product or assembly that the bidder includes in the scope of the work even though the location of the product is not defined on the drawings or in the specifications.

(The CSI Project Delivery Practice Guide)

A few useful definitions

- **Unit Price:** The *cost of providing a unit of Work* including labor, materials, services, and associated expenses.

(Document 00 71 00 – Contracting Definitions)

- Tip: Unit Prices must present an estimated quantity to the Bidders so they may obtain pricing appropriate for the anticipated volume.
- DO NOT use a quantity of one.
- ***I'm not kidding!***

A few useful definitions

- **Base Bid:** The amount stated in a Bid as the sum for which the Bidder offers to perform the Work in a particular trade or other category, which is described in the Contract Documents, *excluding Alternates*.
- **Alternate:** A change in the proposed Project scope, which may include but is not limited to alternate materials or methods of construction, and an amount stated on the Bid form to be *added to* or *deducted from* the Base Bid if the corresponding Alternate is incorporated into the Contract.

(Document 00 71 00 – Contracting Definitions)



Create Solicitation Template

Solicitations | **Templates** | Archives

Solicitation Template	Status
OFCC GENERAL CONTRACT TEMPLATE (1 Bid Package) Enter Project Name and Location	Template
OFCC GENERAL CONTRACT TEMPLATE (2-3 Bid Packages) Enter Project Name and Location	Template
OFCC LIMITED SCOPE TEMPLATE Enter Project Name and Location	Template
OFCC MULTIPLE-PRIME CONTRACT TEMPLATE (4-5 Bid Packages) Enter Project Name and Location	Template
OFCC TEMPLATE MASTER (NUMBERED COMPONENTS) This template is to be used for maintaining template components only. DO...	Template

5 Solicitation Templates



My Account

Logout

Allowances (General Contract)

Edit

More

Order	Item	Description	Alternate	Optional	Fixed	Unit Price
! Component is not included in bid total.						
1	Allowance A-«1»	«enter description of allowance»	×	×	✓	\$0.00
2	Allowance A-«2»	«enter description of allowance»	×	×	✓	\$0.00
3	Allowance A-«3»	«enter description of allowance»	×	×	✓	\$0.00
4	Allowance A-«4»	«enter description of allowance»	×	×	✓	\$0.00
5	Allowance A-«5»	«enter description of allowance»	×	×	✓	\$0.00
5 Items						

Unit Prices (General Contract)

Edit

More

Order	Item	Description	Quantity	Alternate	Optional	Fixed	Unit Price	Unit of Measure
! Component is not included in bid total.								
1	Unit Price U-«1»	«enter description of unit price»	0.0	×	×	×		Cubic Yards

Base Bid (General Contract)

Edit More

Order	Item	Description	Alternate	Optional	Fixed	Unit Price
1	Base Bid	All Labor and Materials (including Allowances and Unit Price Extensions above)	X	X	X	

1 Item

Alternates (General Contract)

Edit More

Order	Item	Description	Alternate	Optional	Fixed	Unit Price
! Alternate: Owner-agency may award independently from entire bid.						
! Alternates are not included in bid total.						
1	Alternate «1»	«enter description of alternate»	✓	X	X	
2	Alternate «2»	«enter description of alternate»	✓	X	X	
3	Alternate «3»	«enter description of alternate»	✓	X	X	
4	Alternate «4»	«enter description of alternate»	✓	X	X	
5	Alternate «5»	«enter description of alternate»	✓	X	X	



My Account

Logout

Bid Package 101 - General Trades (Lead) Contract

Edit

More

Order	Number	Description	Quantity	Alternate	Optional	Fixed	Unit Price	Unit of Measure
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Optional: Vendor is not required to complete.

Alternates are not included in bid total

1	Allowance A-1	«enter description of allowance»	1.0	X	X	✓	\$0.00	Lump Sum
2	Allowance A-2	«enter description of allowance»	1.0	X	X	✓	\$0.00	Lump Sum
3	Allowance A-3	«enter description of allowance»	1.0	X	X	✓	\$0.00	Lump Sum
4	Unit Price U-1	«enter description of unit price»	0.0	X	X	X		«Cubic Yards»
5	Unit Price U-2	«enter description of unit price»	0.0	X	X	X		«Cubic Yards»
6	Unit Price U-3	«enter description of unit price»	0.0	X	X	X		«Square Feet»
7	Base Bid	All Labor and Materials (include Allowances and Unit Price Extensions directly above)	1.0	X	X	X		Lump Sum
8	Alternate G -1	«enter description of alternate»	1.0	✓	X	X		Lump Sum
9	Alternate G	«enter description of alternate»	1.0	✓	X	X		Lump Sum



My Account

Logout

Bid Package 101 - General Contract (Site One)

Edit

More

Order	Number	Description	Quantity	Alternate	Optional	Fixed	Unit Price	Unit of Measure
! Optional: Vendor is not required to complete.								
! Alternates are not included in bid total								
1	Allowance A-1	«enter description of allowance»	1.0	✗	✗	✓	\$0.00	Lump Sum
2	Allowance A-2	«enter description of allowance»	1.0	✗	✗	✓	\$0.00	Lump Sum
3	Allowance A-3	«enter description of allowance»	1.0	✗	✗	✓	\$0.00	Lump Sum
4	Unit Price U-1	«enter description of unit price»	0.0	✗	✗	✗		«Cubic Yards»
5	Unit Price U-2	«enter description of unit price»	0.0	✗	✗	✗		«Cubic Yards»
6	Unit Price U-3	«enter description of unit price»	0.0	✗	✗	✗		«Square Feet»
7	Base Bid	All Labor and Materials (include Allowances and Unit Price Extensions directly above)	1.0	✗	✗	✗		Lump Sum
8	Alternate 1	«enter description of alternate»	1.0	✓	✗	✗		Lump Sum
9	Alternate 2	«enter description of alternate»	1.0	✓	✗	✗		Lump Sum



My Account

Logout

Combination Bid 101/102 - General Contract (Sites One and Two)

Edit

More

Order	Item	Description	Quantity	Alternate	Optional	Fixed	Unit Price	Unit of Measure
! Optional: Vendor is not required to complete.								
! Alternates are not included in bid total.								
1	Allowance A-1	«enter description of allowance»	1.0	X	X	✓	\$0.00	Lump Sum
2	Allowance A-2	«enter description of allowance»	1.0	X	X	✓	\$0.00	Lump Sum
3	Allowance A-3	«enter description of allowance»	1.0	X	X	✓	\$0.00	Lump Sum
4	Allowance A-4	«enter description of allowance»	1.0	X	X	✓	\$0.00	Lump Sum
5	Allowance A-5	«enter description of allowance»	1.0	X	X	✓	\$0.00	Lump Sum
6	Allowance A-6	«enter description of allowance»	1.0	X	X	✓	\$0.00	Lump Sum
7	Unit Price U-1	«enter description of unit price»	0.0	X	X	X		«Cubic Yards»
8	Unit Price U-2	«enter description of unit price»	0.0	X	X	X		«Square Feet»
9	Unit Price U-3	«enter description of unit price»	0.0	X	X	X		«Square Feet»

Base Bid (Limited Scope) Edit More

Order	Item	Description	Alternate	Optional	Fixed	Unit Price
1	Base Bid	All Labor and Materials	X	X	X	

1 Item

Alternates (Limited Scope) Edit More

Order	Item	Description	Alternate	Optional	Fixed	Unit Price
! Alternate: Owner-agency may award independently from entire bid.						
! Alternates are not included in bid total.						
1	Alternate «1»	«enter description of alternate»	✓	X	X	
2	Alternate «2»	«enter description of alternate»	✓	X	X	
3	Alternate «3»	«enter description of alternate»	✓	X	X	
4	Alternate «4»	«enter description of alternate»	✓	X	X	
5	Alternate «5»	«enter description of alternate»	✓	X	X	

5 Items



Create Solicitation

Solicitations Templates Archives

Create from Template

- OFCC GENERAL CONTRACT TEMPLATE (1 Bid Package)
- OFCC GENERAL CONTRACT TEMPLATE (2-3 Bid Packages)
- OFCC LIMITED SCOPE TEMPLATE
- OFCC MULTIPLE-PRIME CONTRACT TEMPLATE (4-5 Bid Packages)
- OFCC TEMPLATE MASTER (NUMBERED COMPONENTS)

	Status	Due
OFCC GENERAL CONTRACT TEMPLATE (2-3 Bid Packages)	Draft	08/05/2015
OFCC MULTIPLE-PRIME CONTRACT TEMPLATE (4-5 Bid Packages)	Draft	07/31/2015
OFCC TEMPLATE MASTER (NUMBERED COMPONENTS)	Advertised	07/23/2015
CCI Shower Bathroom Renovation Ohio Department of Rehabilitation and...	Advertised	07/23/2015
DMR-120001 Cambridge Developmental Center (CaDC) Infrastructure Improvements	Advertised	07/23/2015
SFC-130341 Woodmore Local School District - Demolition of Jr. High Wing at High Scho...	Closed	07/07/2015
DRC-130022 Department of Rehabilitation and Corrections	Closed	07/02/2015

Browser window showing a draft form for Bid Express. The URL is <https://demo.bidexpress.com/dra>. The page title is "Bid Express :: Draft ...".

The navigation bar includes a menu icon, a notification bell, "My Account", and "Logout".

The main content area displays four cards:

- Attachment List**: Downloadable attachments that you provide, for the bidder, as part of the solicitation.
- Bid Bond**: A bid bond form that provides surety verification.
- Build Your Own**: This is a custom 'Build Your Own' component.
- The info compone owner-a the bid de**: (Text is partially obscured)

The form is titled "General Info" and includes the following fields and controls:

- Number***: SFC-1500XX
- Deadline**: 07/18/2015 05:00 PM
- Description**: Test Bid Form
- Allow zero values for unit prices in item lists**: YES (toggle)
- Allow negative values for unit prices in item lists**: YES (toggle)
- Restrict this solicitation to only those vendors who are invited**: NO (toggle)

Buttons for "Save" and "Cancel" are located in the top right corner of the form area.

Browser address bar: <https://demo.bidexpress.com/dra> Bid Express :: Draft ...

Navigation: File Edit View Favorites Tools Help

Account: My Account Logout

Section: Procurement Documents Save Cancel

Order	Name*	Description	
1	bid_advertisement_message.pdf	Public Bid Advertisement	✕
2	solicitation_message.pdf	Notice to Bidders	✕
3	project_manual_message.pdf	Procurement & Contracting Requirements and Specific	✕
4	drawing_message.pdf	Plans, elevations, sections, details, and schedules	✕

Buttons: Upload Attachment Link to Attachment

4 Attachments

Section: Contract Completion Time and Addenda Edit More

Browser window showing a web application interface for "Bid Express". The address bar displays "https://demo.bidexpress.com/dra" and the page title is "Bid Express :: Draft ...".

The application header includes a navigation menu (hamburger icon), a notification bell, and user options: "My Account" and "Logout".

The main content area displays a list of components for a form:

- Check Box**: Check Box and description
- Currency Input**: Input that only accepts currency amounts (also see Number Input and Percentage Input)
- Group Fields**: Container to group a collection of fields together
- Duplica**: Containe fields i du

The form is titled "Contract Times and Addenda" and includes options for "Optional" and "Alternate". A "Save" button is visible.

The form content includes a section for "Contract Times" with a text area containing the text: "The time for Substantial Completion of all Work is NNN consecutive days from the Notice to Proceed." A settings icon and a close icon are present next to this text area.

Below the "Contract Times" section is a section for "Acknowledgement of receipt of Addenda" containing four text input fields labeled "Date Addendum #1 R...", "Date Addendum #2 R...", "Date Addendum #3 R...", and "Date Addendum #4 R...".

Browser address bar: [https://demo.bidexpress.com/draft...](https://demo.bidexpress.com/draft_components/draft_custom_component/42001/edit#) Bid Express :: Draft ...

Navigation: File Edit View Favorites Tools Help

Account: My Account Logout

Instructions for Entering Bid Amounts (G) Optional Alternate Save

Allowances

Allowance amounts are fixed and no entry of data is required by the Bidder. INCLUDE EACH AND EVERY ALLOWANCE AMOUNT IN THE BASE BID. The Bidder's Fee (overhead and profit) and costs for unloading and handling on the Site, labor, installation costs, and other expenses contemplated for the Allowances must be included in the Base Bid and NOT in the Allowance amount.

Unit Prices

Enter the price per unit of measure in the Bid Form and the extension will be calculated automatically. INCLUDE THE EXTENSION FOR EACH AND EVERY UNIT PRICE IN THE BASE BID. Unit prices will be used solely for the purpose of determining the adjustment to the Contract Sum for differences between the estimated quantities on the electronic Bid Form and the actual quantities provided.

Delete 

Base Bid

Enter the amount of the Base Bid for ALL LABOR AND MATERIALS to complete the scope of Work. INCLUDE THE AMOUNT OF EACH ALLOWANCE (if applicable) AND THE SUBTOTAL OF UNIT PRICE EXTENSIONS (if applicable) IN THE BASE BID AMOUNT. FAILURE TO INCLUDE ALLOWANCES OR UNIT PRICE EXTENSIONS IN THE BASE BID IS THE RESPONSIBILITY OF THE BIDDER AND WILL NOT BE SUFFICIENT REASON FOR ADJUSTMENT OF BID AMOUNTS AFTER THE BID DEADLINE. DO NOT include Alternates (if applicable) in the Base Bid amount.

Alternates

For each Bid Package selected for bidding, enter the amount of each and every Alternate to ADD TO or DEDUCT FROM the Base Bid for the associated Bid Package. Indicate amounts to DEDUCT FROM the Base Bid by entering a minus sign (-) before the amount entered. DO NOT INCLUDE ALTERNATE AMOUNT(S) IN THE BASE BID.

Browser address bar: https://demo.bidexpress.com/draft_components/draft_custom_component/42001/edit#

Unit Prices (General Contract)

Edit More

Order	Item	Description	Quantity	Alternate	Options		
! Component is not included in bid total.							
1	Unit Price U-«1»	«enter description of unit price»	0.0	×	×		
2	Unit Price U-«2»	«enter description of unit price»	0.0	×	×		
3	Unit Price U-«3»	«enter description of unit price»	0.0	×	×	×	Cubic Yards
4	Unit Price U-«4»	«enter description of unit price»	0.0	×	×	×	Square Feet
5	Unit Price U-«5»	«enter description of unit price»	0.0	×	×	×	Square Feet

5 Items

- Advanced Options
- Copy To Our Templates
- Import
-  Delete

Base Bid (General Contract)

Edit More

Order	Item	Description	Alternate	Optional	Fixed	Unit Price
1	Base Bid	All Labor and Materials (include Allowances and Unit Price Extensions above)	×	×	×	

1 Item

Allowances (General Contract) Edit More

Order	Item	Description	Alternate	Optional	Fixed	Unit Price
! Component is not included in bid total.						
1	Allowance A-1	Carpet for Room 305	✗	✗	✓	\$3,500.00
2	Allowance A-2	Wood flooring for Room 502	✗	✗	✓	\$5,000.00
2 Items						Cost Estimate: \$8,500.00

Base Bid (General Contract) Edit More

Order	Item	Description	Alternate	Optional	Fixed	Unit Price
1	Base Bid	All Labor and Materials (include Allowances above)	✗	✗	✗	\$1,500,000.00
1 Item						Cost Estimate: \$1,500,000.00

Alternates (General Contract) Edit More

Order	Item	Description	Alternate	Optional	Fixed	Unit Price
! Alternate: Owner-agency may award independently from entire bid.						
! Alternates are not included in bid total.						
1	Alternate 1	Provide wood flooring in lieu of carpet in Room 305	✓	✗	✗	\$1,500.00
2	Alternate 2	Provide marble tile in lieu of wood flooring in Room 502	✓	✗	✗	\$2,500.00
2 Items						Alternate Cost Estimate: \$4,000.00

Browser window showing the Bid Express website. The URL is https://www.bidexpress.com/solicitations/new?draft_solicitation_id=5342. The page displays a navigation menu with options: Home, Our Solicitations, Public Solicitations, My Business, Contact Us, Resources, and Help. A blue button labeled "Status: Draft" is highlighted with a red box. A green "Advertise" button and a grey "More" button are visible, with a red arrow pointing to the "More" button. Below the navigation, there are four informational cards: "Attachment List", "Bid Bond", "Build Your Own", and "The info compone owner-a the bid de". The "General Info" section is expanded, showing details for a solicitation:

General Info		Edit
Number	BWC-140001	
Deadline	07/31/2015 02:08 PM EDT	
Description	William Green Building Fire Alarm Upgrade	
Allow zero unit prices?	Yes	
Allow negative unit prices?	Yes	
Restricted?	No	

At the bottom right, there are "Edit" and "More" buttons.

Status: Advertised

Update Advertisement Withdraw Advertisement More

Attachment List

Downloadable attachments that you provide, for the bidder, as part of the solicitation.

Bid Bond

A bid bond form that provides surety verification.

- Create Template
- Notification Logs
- Codes
- History
- Plan Holders

General Info

Number
SFC-130335 - Springfield LSD (Mahoning) Elementary Demo

Deadline
08/05/2015 01:00 PM EDT

Description
Springfield LSD Elementary Demolition New Middletown, Ohio

Allow zero unit prices?
Yes

Allow negative unit prices?
Yes

Restricted?
No



My Account

Logout

Plan Holders

Withdraw Plan Holders

Notify



User Name	Email	Business Name	Address	Phone	Receives Notifications
! Plan Holders posted to vendors					
Ted Blaicher	ted.blaicher@constructionjournal.com	Construction News Corp.	7261 Engle Road Cleveland, OH 44130	(440) 826- 4700 x717	No
Kelly Simerman	kelly.simerman@tpmechanical.com	TP Mechanical Contractors, Inc.	2130 Franklin Road Columbus, OH 43209	(614) 253- 8556	Yes
LOUIS WALLER	info@wallercorporation.com	WALLER CORPORATION	2051 WEST CHESTNUT ST WASHINGTON, PA 15301	(724) 223- 9680	No
Christian H. Robertson	abrown@robertsonconstruction.net	Robertson Construction Services, Inc.	1801 Thornwood Drive Heath, OH 43056	(740) 929- 1000	Yes
Tanya Fredricks	projects@grbx.com	Builders Exchange of Michigan	4461 Cascade Road SE Grand Rapids, MI 49546	(616) 949- 8650	No
Joel Flickinger	dwhytell@flickingerpipe.com	Flickinger Piping Co., Inc.	439 S Tuscarawas Ave. Dover, OH 44622	(330) 364- 4224	Yes

6 Plan Holders



Contractors, Subs and Suppliers: Registration and Bidding

[Login](#) or [Register](#)



My Info

* First Name

* Password

* Last Name

* Password Confirmation

* Email

* Question

* Email Confirmation

* Answer

If you forget your password we'll ask you to verify this.

My Business

Monthly subscription

Best value! The subscription pays for itself with just two bids per month and you can ensure you won't miss a thing.

- ✓ **Unlimited bidding** on all solicitations for all agencies.
- ✓ Receive convenient **email notifications** by agency and by solicitation.
- ✓ Associate unlimited NIGP classification codes and automatically receive email notifications when solicitations are advertised with those codes.

\$50.00 / per month

Pay as you go

Pay a fee for each solicitation you select for bidding. Receive email notifications for paid solicitations only

\$25.00 / per solicitation

Browser window showing the Bid Express website. The address bar displays <https://www.bidexpress.com>. The page title is "Bid Express :: Home".

Navigation menu items: Home, Solicitations, Bids, My Business, Contact Us, Resources, Help.

Account options: My Account, Logout.

Bid Express

Secure Internet Bidding

The following items need to be completed in order to bid.

- Info Tech Express Sign Tool**
Info Tech Express Sign Tool Version 0.1.1.2
- Digital ID**
 - Generate Digital ID
 - [Print, notarize and mail registration form \(not yet received\)](#)
 - Digital ID verified by the Bid Express service (not yet received)

Welcome to your Bid Express home page.

Important Dates

July 2015

Su	Mo	Tu	We	Th	Fr	Sa



- Home
- Solicitations
- Bids
- My Business
- Contact Us
- Resources
- Help

The following items need to be completed in order to bid.

✓ Info Tech Express Sign Tool
Info Tech Express Sign Tool Version 0.1.1.2

✖ Digital ID
Generate Digital ID
[Print, notarize and mail registration form \(not yet received\)](#)
Digital ID verified by the Bid Express service (not yet received)

Welcome to your Bid Express home page.

Important Dates

July 2015						
Su	Mo	Tu	We	Th	Fr	Sa

Browser window showing the website <https://www.infotechexpress.com/d>. The page title is "My Info Tech Digital ID".

Navigation menu: My Account, Logout

Left sidebar menu: My Account, Info Tech® Digital ID™, Payments, Notices

Buttons: Create, Import, Backup (indicated by a red arrow)

Message: Your Info Tech Digital ID is pending approval. If you haven't already done so please print, notarize, and mail the **Info Tech Digital ID Registration Form**.

Name	L. Joseph Beougher	City	Reynoldsburg
Business	Specificity Consulting	State	OH
Status	Pending (since 05/13/2015)	Country	US

Address bar: https://www.infotechexpress.com/digital_id#



Info Tech® Digital ID™ Registration 3623

NOTICE: YOU WILL NOT BE ABLE TO SUBMIT ELECTRONIC BIDS THROUGH THE BID EXPRESS SERVICE UNTIL UP TO 48 HOURS AFTER YOUR DIGITAL ID HAS BEEN APPROVED AND ACTIVATED. SUBMIT THIS REGISTRATION AT LEAST SEVEN DAYS BEFORE THE DATE ON WHICH THE DIGITAL ID MUST BE USED.

1. **SIGN** this registration *IN THE PRESENCE OF A NOTARY PUBLIC* and have the registration *NOTARIZED*.
2. **SEND THE ORIGINAL NOTARIZED FORM** to attn.: Digital ID Activation at the Info Tech corporate headquarters: *Info Tech, Inc., 5700 SW 34th Street, Suite 1235, Gainesville, FL 32608*
3. **CHECK YOUR REGISTRATION STATUS:**
 - () check your email for notices about acceptance status.
 - () log in to the Bid Express service and access your Digital ID information from the "My Account" page.

Fingerprint: 82243B87CE6A621CB8DDD4A4297AB26F51138921

I, L. Joseph Beougher, an employee of Specificity Consulting, am the creator of the Info Tech Digital ID identified in the barcode below. I shall remain in sole control of this Info Tech Digital ID, and any signatures created with this Digital ID shall be evidence of my intent to be legally bound by the signature.

Signature: _____

Title: _____



Instructions to Notary Public: complete this certificate according to the laws and regulations governing YOUR jurisdiction.

State of: _____

County of: _____

Browser window showing the Bid Express website. The address bar displays <https://demo.bidexpress.com/sol>. The page title is "Bid Express :: Solicit...".

The website header includes the Bid Express logo with the tagline "Secure Internet Bidding". The navigation menu contains: Home, Solicitations, Bids, My Business, Contact Us, Resources, and Help. User account options include "My Account" and "Logout".

The main content area displays a "General Info" section for a solicitation. Two buttons are visible: "Add to Plan Holder List" and "Select for Bidding". A red arrow points to the "Select for Bidding" button.

General Info	
Deadline 07/21/2015 02:00 PM EDT	Number SFC-1500XX
Advertised 07/21/2015 12:14 PM EDT	Description Test Bid Form
Business Name State of Ohio	Allows zero unit prices Yes
	Allows negative unit prices Yes

Below the "General Info" section is a "Procurement Documents" section, which includes a link to [bid_advertisement_message.pdf](#) (35.4 KB).

The browser's address bar at the bottom shows the URL: https://demo.bidexpress.com/bids?solicitation_id=1673.

Browser address bar: <https://demo.bidexpress.com/bid>

Navigation menu: Home, Solicitations, **Bids**, My Business, Contact Us, Resources, Help

Account links: My Account, Logout

Est time remaining: **1 Hour, 39 Minutes**

Bid Status	Submission Status	Alt Total:	Total:
Incomplete	Not submitted		

Buttons: Archive, Export All Items, Lock

Navigation tabs: Procurement, Contract Time, Instructions for, Allowances (G...), Base B...

Advertisement Notes

Initial Advertisement

General Info

Deadline 07/21/2015 02:00 PM EDT	Number SFC-1500XX
Advertised 07/21/2015 12:14 PM EDT	Description Test Bid Form

Browser address bar: <https://demo.bidexpress.com/cor>

Navigation: File Edit View Favorites Tools Help

Account: My Account Logout



HOME FOR AGENCIES FOR VENDORS CONTACT

Help/Contact

Customer Support

Customer support for the Bid Express service is available by phone or email
Monday through Friday from 7:00 am - 8:00 pm Eastern Time, excluding legal holidays.

Email	Phone and fax	U.S. mail
support@bidexpress.com	Toll free phone: (888) 352-BIDX (2439) Phone: (352) 381-4888 Fax: (888) 971-4191	Info Tech, Inc. Attention: Bid Express 5700 SW 34th Street, Suite 1235 Gainesville, FL 32608-5371

Bonding Partners

Contact information for bid bonding partners.

Surety 2000 InSure Vision



Owner: Bid Opening

Status: Advertised

Update Advertisement Withdraw Advertisement Create Template

- Attachment List**
Downloadable attachments that you provide, for the bidder, as part of the solicitation.
- Bid Bond**
A bid bond form that provides surety verification.
- Build Your Own**
This is a custom 'Build Your Own' component.
- Envelope**
The information supplied in this component will be available to the owner-agency immediately

General Info [Edit](#)

Number DMH-130006	Description Lighting Upgrades - Heartland Behavioral Healthcare - Massillon / Stark County
Deadline 04/25/2013 02:00 PM EDT	



Logged in as Lane Beougher



- Home
- Our Solicitations
- Public Solicitations**
- My Business
- My Account

General Info

- Fetch Bids**
- Create Template
- Archive

! This Solicitation is past its deadline and can no longer be changed.

Deadline
04/25/2013 02:00 PM EDT

Description
Lighting Upgrades - Heartland Behavioral Healthcare - Massillon / Stark County

Advertised
04/18/2013 02:39 PM EDT

Number
DMH-130006

Business Name
Ohio Facilities Construction Commission

0 Manual Bids

Submitted Bids

Business	Open All	Bid Total	Submitted	Signed By
! Wood Electric, Inc.	Open Bid		04/25/2013 01:32 PM EDT	
! Vaughn Industries, LLC	Open Bid		04/25/2013 10:01 AM EDT	
! Abbott Electric, Inc.	Open Bid		04/25/2013 12:15 PM EDT	
! CS Electric And Excavating LLC	Open Bid		04/25/2013 08:34 AM EDT	
! Kent Rilett	Open Bid		04/25/2013 12:24 PM EDT	
! Corporate Electric Company	Open Bid		04/25/2013 11:49 AM EDT	

6 Submitted Bids



Submitted Bids

Business	Bid Total	Submitted	Signed By
! Wood Electric, Inc. Queued		04/25/2013 01:32 PM EDT	
! Vaughn Industries, LLC Queued		04/25/2013 10:01 AM EDT	
! Abbott Electric, Inc. Queued		04/25/2013 12:15 PM EDT	
! CS Electric And Excavating LLC Queued		04/25/2013 08:34 AM EDT	
! Kent Rilett Queued		04/25/2013 12:24 PM EDT	
! Corporate Electric Company Queued		04/25/2013 11:49 AM EDT	

6 Submitted Bids



SAVING DOCUMENTS...

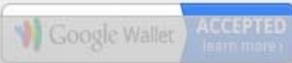


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DMCA PRIVACY POLICY SUBSCRIBER AGREEMENT ACCEPTABLE USE POLICY

Submitted Bids

Business		Bid Total	Submitted	Signed By
Wood Electric, Inc.	Opened at 04/25/2013 02:03 PM EDT	\$107,000.00	04/25/2013 01:32 PM EDT	Nancy Charnock
Vaughn Industries, LLC	Queued		04/25/2013 10:01 AM EDT	
Abbott Electric, Inc.	Queued		04/25/2013 12:15 PM EDT	
CS Electric And Excavating LLC	Queued		04/25/2013 08:34 AM EDT	
Kent Rilett	Queued		04/25/2013 12:24 PM EDT	
Corporate Electric Company	Queued		04/25/2013 11:49 AM EDT	

6 Submitted Bids



SAVING DOCUMENTS...

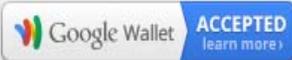


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Submitted Bids

Business	Status	Bid Total	Submitted	Signed By
✓ Wood Electric, Inc.	Opened at 04/25/2013 02:03 PM EDT	\$107,000.00	04/25/2013 01:32 PM EDT	Nancy Charnock
✓ Vaughn Industries, LLC	Opened at 04/25/2013 02:04 PM EDT	\$132,500.00	04/25/2013 10:01 AM EDT	Cindy Hagerty
✓ Abbott Electric, Inc.	Opened at 04/25/2013 02:04 PM EDT	\$107,028.00	04/25/2013 12:15 PM EDT	Tony Abbott
✓ CS Electric And Excavating LLC	Opened at 04/25/2013 02:05 PM EDT	\$89,000.00	04/25/2013 08:34 AM EDT	Chris Spangler
✓ Kent Rilett	Opened at 04/25/2013 02:06 PM EDT	\$101,142.69	04/25/2013 12:24 PM EDT	Elizabeth Rilett
✓ Corporate Electric Company	Opened at 04/25/2013 02:07 PM EDT	\$93,204.00	04/25/2013 11:49 AM EDT	Marcus Sabo

6 Submitted Bids



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General Contract Base Bid and Alternates

Bidder	Quantity	Unit Price	Extension
Base Bid (All Labor and Materials) Electrical Lighting Renovation Work			
CS Electric And Excavating LLC	1.0000	\$89,000.00	\$89,000.00
Corporate Electric Company	1.0000	\$93,204.00	\$93,204.00
Kent Rilett	1.0000	\$101,142.69	\$101,142.69
Wood Electric, Inc.	1.0000	\$107,000.00	\$107,000.00
Abbott Electric, Inc.	1.0000	\$107,028.00	\$107,028.00
Vaughn Industries, LLC	1.0000	\$132,500.00	\$132,500.00
Item totals for General Contract Base Bid and Alternates (1 Item)			Total
CS Electric And Excavating LLC			\$89,000.00
Corporate Electric Company			\$93,204.00
Kent Rilett			\$101,142.69
Wood Electric, Inc.			\$107,000.00
Abbott Electric, Inc.			\$107,028.00
Vaughn Industries, LLC			\$132,500.00



A/E and Owner: Responsibility Analysis

Questions?

Christina Miller, christina.miller@ofcc.ohio.gov

Lane Beougher, lane.beougher@ofcc.ohio.gov

This concludes The American Institute of Architects Continuing Education Systems Course

Provider Name: Ohio Facilities Construction Commission
Provider #: G442
Contact: sue.meyer@ofcc.ohio.gov

***Don't forget to sign the CEU request form
at the back of the session room.***