SECTION 00120 - BIDDING REQUIREMENTS AND PROCEDURES

(Follow all instructions and make all edits with "Track Changes" turned on. If there are no instructions [orange text] above a subsection, paragraph, sentence, or bullet, then include it in the Project. Delete all orange text before preparing the final document. All other modifications to this Section will require State Specifications Engineer approval and the State Specifications Engineer will obtain approval from the Department of Justice.)

Comply with Section 00120 of the Standard Specifications modified as follows:

00120.00 Prequalification of Bidders – Add the following bullet to the end of the bullet list:

- If delivered by electronic mail, the application shall be sent to:

  ODOTProcurementOfficeConstruction@odot.oregon.gov

Replace the bullet that begins "If delivered by mail…" with the following bullet:

- If delivered by mail or parcel delivery service, the application shall be sent to:

  Oregon Department of Transportation
  Procurement Construction Contracts, MS #33
  355 Capitol Street NE
  Salem, OR 97301

00120.05 Request for Plans, Special Provisions, and Bid Booklets - Add the following to the end of this subsection:

(Use one of the following options.)

[Option 1 - Use the following when the plans are separate. Fill in the blanks with information exactly as it appears on the plan title sheet. Remove underlines and parentheses. When filling in the "(Bid Month Year)" field below, only enter the Month and Year, but not the day (example: "March 2019"), unless otherwise shown on the plan title sheet.]

[Begin Option 1]

The Plans, which are applicable to the Work to be performed under the Contract, bear title and date as follows:

"____ (Scope of Work) ____
____ (Project Name) ____
____ (Highway Name) ____
____ (County) ____

____ (Bid Month Year) ____"

[End Option 1]

[Option 2 - Use the following paragraph when the plans are included at the end of these Special Provisions.]

[Begin Option 2]

The Plans, which are applicable to the Work to be performed under the Contract, are included in these Special Provisions.

[End Option 2]

(Use subsection .15 when listing personnel qualifications or for projects that include a mandatory prebid meeting.)

00120.15 Examination of Work Site and Solicitation Documents; Consideration of Conditions to be Encountered - Add the following to the end of this subsection:

(Use the following paragraph and list when any of the following Specification Subsections are included in the Project by reference to the Standard Specification or Special Provision. <u>If any additional experience or personnel qualifications are added to Special Provisions, add each subsection number and subsection title to the list</u>. Delete the lines that do not apply to the Project.

Examples of when to list Personnel Qualifications are when experience is listed or there is a requirement of experiences. Personnel Qualifications are not listed if it is a certified technician or a certification requirement only.)

Certain Specifications included in the Project require additional experience or personnel qualifications. Refer to the subsection requirements that may affect bidding considerations, including but not limited to the following:

Subsection	**Title**
00256.30	Personnel Qualifications
00293.30	Personnel Qualifications
00294.30	Personnel Qualifications
00295.30	Personnel Qualifications
00296.30	Personnel Qualifications
00297.30	Personnel Qualifications
00298.30	Personnel Qualifications
00299.30	Personnel Qualifications
00299A.30	Personnel Qualifications
00380.30	Personnel Qualifications
00396.30	Personnel Qualifications
00398.30	Personnel Qualifications
00411.30	Personnel Qualifications
00412.30	Personnel Qualifications
00413.30	Personnel Qualifications
00414.30	Personnel Qualifications

00444.30 Personnel Qualifications
00512.30 Personnel Qualifications
00515.30 Personnel Qualifications
00535.30 Personnel Qualifications
00537.30 Personnel Qualifications
00538.30 Personnel Qualifications
00540.30 Personnel Qualifications
00543.30 Personnel Qualifications
00556.30 Personnel Qualifications
00557.30 Personnel Qualifications
00558.30 Personnel Qualifications
00565.30 Personnel Qualifications
00566.30 Personnel Qualifications
00585.30 Personnel Qualifications
00590.30 Personnel Qualifications
00591.30 Personnel Qualifications
00592.30 Personnel Qualifications
00759.30 Personnel Qualifications
00921.30 Personnel Qualifications
00963.30 Personnel Qualifications
00987.30 Personnel Qualifications
01030.30 Personnel Qualifications

(BEFORE USING THE FOLLOWING PREBID MEETING PARAGRAPHS, provide justification and assure scheduling according to the Prebid Meeting requirements that are outlined in the Phase Gate Delivery Manual. Use of this subsection requires a minimum 5 week project advertisement.)

(Use the following paragraphs only with mandatory prebid meetings. Fill in the blanks with the appropriate office or building, address, city, time, and date.)

Add the following to the end of this subsection:

The Agency will hold a prebid meeting for all holders of Solicitation Documents at the _____(office or building)_____, located at _____(address)_____ in _____(city)_____, Oregon at _____(time)_____ on _____(date)_____, 20__.

All prospective Bidders must attend this meeting. Those not attending will have their Bids declared non-responsive.

Prospective Bidders will be given the opportunity to ask questions relating to any details involved in the performance of the Work under the Contract.

Information distributed, statements made or responses given to questions, by the Agency's representatives at the prebid meeting will not in any way alter or affect any of the provisions contained in the Solicitation Documents or Contract requirements and will not be binding upon the Agency unless confirmed by Addenda.

00120.40(b) Bidding Considerations – Add the following to the end of the list:

00160.20(d) Build America Buy America Act Requirements

00120.40(f) Disclosure of First-Tier Subcontractors – Replace the paragraph beginning "If no subcontracts subject to the above…" with the following paragraph:

If no subcontracts subject to the above disclosure requirements are anticipated, a Bidder shall so indicate by entering "NONE" or by filling in the appropriate check box. For each Subcontractor listed, Bidders shall provide all requested information. Failure to submit a form or submission of a form that does not include the information required by ORS 279C.370 for each Subcontractor listed, specifically the name of each Subcontractor, the dollar amount of each subcontract and the category of Work that each Subcontractor will perform, will result in the rejection of the Bid. The Agency is not required to determine the accuracy or the completeness of the Subcontractor disclosure. See ORS 279C.370 and OAR 731-005-0420.

(Use the following subsection .70 on Federal funded projects.)

00120.70 Rejection of Nonresponsive Bids - Add the following bullet to the end of the bullet list:

- The Agency determines that any Pay Item is significantly unbalanced to the potential detriment of the Agency.