State of Rhode Island Department of Administration
Division of Purchases

RHODE ISLAND DEPARTMENT OF TRANSPORTATION

REVISED
December 11, 2012

NOTICE TO HIGHWAY AND BRIDGE CONTRACTORS
BIDDING ON PUBLIC WORKS PROJECTS

Effective **January 1, 2013** all Public Works related project proposals exceeding Five Hundred Thousand ($500,000) are required to include a "public copy". All agency contract solicitations, invitations for bids, etc. shall state that any bid or proposal that exceeds Five Hundred Thousand ($500,000) dollars must include a copy to be available for public inspection upon the opening of the bids. Any bid or proposal in excess of Five Hundred Thousand ($500,000) dollars which does not include a copy for public inspection shall be deemed to be non-responsive. For further information see R.I. Gen. Laws § 37-2-18(j) and the State Procurement Regulations at www.purchasing.ri.gov. Regulation Section 5.13 entitled "Bids Governing Highway and Bridge Construction Projects" applies to all Department of Transportation public works projects exceeding Five Hundred Thousand ($500,000) dollars and any combination of base bid plus all alternates.

Effective immediately all Rhode Island Department of Transportation Highway and Bridge contractors submitting proposals to the Division of Purchases shall submit a duplicate original of a vendor's Quest Lite compatible electronic copy on a readable compact disc, which shall satisfy the statutory "public copy" requirement for Public Works related projects.

The following conditions are required:

5.13 BIDS GOVERNING HIGHWAY AND BRIDGE CONTRUCTION PROJECTS

5.13.1 All proposals submitted in response to Rhode Island Department of Transportation solicitations for FHWA funded highway or bridge construction project shall include duplicate original compact disks (CD).

5.13.2 All bid proposals shall be opened publicly.

5.13.3 The Division of Purchases shall acknowledge, in the purchasing bid room, the submission by each bidder of both a paper copy of its proposal together with duplicate (2) copies of the

proposal on electronic compact disks (CD) which shall be compatible with software required the Rhode Island Department of Transportation pursuant to Section 12 of these regulations.

5.13.4 If the software program utilized by the Rhode Island Department of Transportation in accordance with Section 12 of these regulations is inoperable during the bid opening, then the Division of Purchases may read the bid price from the submitted hard copy and make the electronic version available for public inspection when the software program is online and properly functioning. Alternatively, the Purchasing Agent or his or her designee may document all proposals received and continue a bid opening for a date and time when the software is online and functioning. An addendum shall be posted for public viewing on the Rhode Island Vendor Information Program indicating the date and time for continuation of the bid opening.

5.13.5 All bids received at the initial bid opening shall be securely held within the Division of Purchases and no additional proposals, documents, or amendments thereto will be accepted by the Division of Purchases. The Division of Purchases shall not modify or amend a solicitation once bid opening has commenced.

5.13.6 An abstract copy of all responsive bid proposals which includes itemized pricing and total summary shall be posted for public viewing on the Rhode Island Vendor Information Program by the close of business on the day of bid opening.

NOTE: Contractor's must follow all instructions relating to Electronic bidding procedures Quest Lite Upgrade which are defined in the "Notice to Highway and Bridge Contractors" amended January 1, 2011.

NOTE: Failure to submit a duplicate original electronic file in high density (HD) compacted disk (CD) generated from the Quest Lite software marked "public copy", as required by R.I.Gen. Laws § 37-2-18(j), as amended, shall result in the disqualification of said bid.

For technical assistance, contact the Division of Purchases office at 574-8100.

State of Rhode Island Department of Administration
Division of Purchases

RHODE ISLAND DEPARTMENT OF TRANSPORTATION

REVISED
December 7, 2012

NOTICE TO HIGHWAY AND BRIDGE CONTRACTORS
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