

WVDOH LIVE BID LETTING

- Go to WVDOH's website.
- <http://www.transportation.wv.gov/Pages/default.aspx>
- Click on Contractor's link under Business.
- <http://www.transportation.wv.gov/highways/contractadmin/Pages/default.aspx>

WVDOH BID LETTING

- Click on LETTINGS in the left hand column.
- <http://www.transportation.wv.gov/highways/contractadmin/Lettings/Pages/default.aspx>
- Click on Live Broadcast of Lettings.
- <http://asphaltwv.com/Letting.aspx>

WVDOH BID LETTING

- If you want to watch and listen to the Letting Broadcast, enter your name and email address. Be sure to turn up your speakers - no need to call in.
- If you just want to listen, call the number below and enter the PIN provided.
- Phone #:
- (267) 279-9000
- Pin #:
- 454256#

WHAT IS A BID LETTING?

BID LETTING

- Before a project can be bid on by a Contractor, WVDOT must Let It, or make it available for bidding. The Letting and Bidding process with WVDOT allows the Agency to get the most competitive pricing on a project and allows multiple contractors to compete for business with WVDOT.

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WHAT IS A BID LETTING DATE?

BID LETTING DATE

- The date WVDOT has selected to receive competitive bids for said project.
- We usually hold bid lettings on Tuesday at 10:00 am but nothing stops us from having them at anytime.
- Actually a bidder, if a letting is scheduled for 10am has until 10:00:59 to adjust his said bid.

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WHAT DOES A CONTRACTOR NEED TO DO, TO BE ELIGIBLE TO BID ON A WVDOT BID LETTING?

ELIGIBLE CONTRACTOR

- Be registered with the Secretary of State.
- Be a prequalified contractor with the WVDOH.
- Have a valid bidder ID with Bid Express.
- Be able to provide bonding.
- For State projects only the contractor HAS to have a Contractor's License thru the Division of Labor.
- For Federal projects the contractor HAS to have a Contractor's License thru the Division of labor prior to Award.

SECRETARY OF STATE

- <http://www.sos.wv.gov/pages/default.aspx>
- <http://www.sos.wv.gov/business-licensing/Pages/default.aspx>

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HOW DO I BECOME A PREQUALIFIED CONTRACTOR WITH THE WVDOT?

PREQUALIFIED CONTRACTOR

- Go to our website.
- <http://www.transportation.wv.gov/Pages/default.aspx>
- Click on Contractors under Business.
- <http://www.transportation.wv.gov/highways/contractadmin/Pages/default.aspx>

PREQUALIFIED CONTRACTOR

- Click on Prequalifications in the left hand column.
- <http://www.transportation.wv.gov/highways/contractadmin/prequalifications/Pages/default.aspx>
- Click on “here” for information on Contractor Prequalification.
- <http://www.transportation.wv.gov/highways/contractadmin/prequalifications/Pages/ContractorPrequalification.aspx>

PREQUALIFIED CONTRACTOR

- To become prequalified, a contractor should have a “Certificate of Qualification.” To do this, the contractor must submit a Contractor’s Prequalification Statement containing the information required based on the category of project. This may contain financial statements and experience records with detailed information as to available financial resources, equipment and other assets, together with an account of past experience, a record of work completed, personnel of the organization and all other facts called for in the prequalification statement. As deemed necessary, the Director of Contract Administration may also request additional information for consideration in issuing a “Certificate of Qualification.”

PREQUALIFIED CONTRACTOR

- To obtain a Contractor's Prequalification Statement Form, click on the following link from the Contract Prequalification site.
- <http://www.transportation.wv.gov/highways/contractadmin/prequalifications/Documents/Contractors-Prequalification-Statement.pdf>
- This is a 34 page document that needs submitted to Contract Administration 15 days in advance of a Bid Letting for said Contractor to be eligible to Bid.

PREQUALIFIED CONTRACTOR

- There are numerous aspects to prequalification but to highlight only a few major points, see below
 - A prequalification of “A” General allows a contractor to bid on every project.
 - A prequalification of “W” allows a contractor to bid on only projects designated by DOH to not be above the \$200,000.00 threshold.
 - There are procedures in place to allow a contractor to bid above his capacity which requires a letter from his bonding company indicating that said contractor will be bonded.

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HOW DO I GET A BIDDER ID?

BIDDER ID

- WVDOT uses Bid Express Secure Internet Bidding (BIDX).
- <https://www.bidx.com/>
- BIDX is a two-way service, publishing bid-related information from WVDOT to the bidding community, and allowing online, secure bid submission from the bidding community to the WVDOT. The Bid Express service also enables electronic bid bond verification, provides automatic email notification of projects, and provides online access to plan sheets.

BIDDER ID

- A contractor fills out the proper form(s) and pays the associated fee(s) to Info Tech Inc. for there ID.
- Once Info Tech accepts/verifies/validates that contractor is who he says he is they are valid for Info Tech, HOWEVER;
- The Contractor, still thru the Info Tech validation process, has to get approval thru us to complete said vender ID to be able to bid with WVDOT.
- Procurement section receives email from Info Tech requesting approval of said contractor requesting approval to bid on WVDOT projects.

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HOW DOES A CONTRACTOR GET BONDED?

CONTRACT BONDING

- A contractor must have a bid bond for bid submission.
- BIDX has partnered with participating surety agencies to offer bid bond verification to ensure bidding can truly be paperless.
- <http://www.surety2000.com/>
- <http://web.insurevision.com/>
- 99% of WVDOT bidders use one of the partnered surety companies.

CONTRACT BONDING

- Contractors that have not signed up with one of the partnered surety firms can still submit a bid, however, WVDOH will need a check in my hands by 4pm the day before said letting in the amount of at least 5% for each project being bid upon by the contractor.
- Said check is returned upon a fully executed agreement being signed by any awarded contractor for said project that check was submitted for.

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HOW DO I GET A CONTRACTORS LICENSE?

CONTRACTOR'S LICENSE

- Contractor's License are handled by the WV Division of labor.
- <http://www.wvlabor.com/newwebsite/Pages/index.html>
- We only check to determine if they have a valid number.

ELIGIBLE CONTRACTOR

- Be registered with the Secretary of State (YES)
- Be a prequalified contractor with the WVDOH (YES)
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- Be able to provide bonding (YES)
- For State projects only the contractor HAS to have a Contractor's License thru the Division of Labor (YES)
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