



U.S. Department
of Transportation
**Federal Highway
Administration**

**Federal Highway Administration
Central Federal Lands Highway Division
555 Zang Street, Mail Room 259
Lakewood, Colorado 80228**

Important Notice Regarding Future Solicitations

The Federal Acquisition Regulation (FAR) Part 5.102 requires Federal agencies to make all solicitations available electronically. Paper copies of our Invitation for Bid (IFB) documents will no longer be available. This notice outlines the many changes associated with our transition from paper procurement to electronic procurement in Central Federal Lands Highway Division (CFLHD).

UPCOMING WORK

All notices of upcoming CFLHD construction projects will be posted on the Federal Business Opportunities (FedBizOpps) website at www.fedbizopps.gov. Information can also be viewed from our CFLHD website at www.cflhd.gov/procurement. We will continue to issue Presolicitation notices to those contractors, subcontractors, suppliers, or plan centers contained in our mailing list database, however, this procedure may discontinue once the transition period is complete.

AUTOMATIC NOTIFICATIONS

By registering through FedBizOpps to receive notification on posted synopses, you will be automatically notified via e-mail of any changes to the project. This is only **NOTIFICATION** of synopses or changes to synopses; you **MUST** register as an Interested Vendor (see below) to be considered a Plan Holder.

To register for automatic notification, select and follow the steps. Follow the same procedure for EACH project.

INTERESTED VENDORS LIST = PLAN HOLDERS LIST

The "Interested Vendor List" (IVL) on FedBizOpps is equivalent to the "Plan Holders List" posted on our CFLHD website. Access the IVL for all CFLHD projects through the FedBizOpps website. We will continue to post the Plan Holders List on our CFLHD website during this transition period (including names from the FedBizOpps IVL and from orders for plans made through A&D Draft-aid).

To register as an interested vendor, select and follow the steps. Follow the same procedure for EACH project.

When obtaining solicitation documents through FedBizOpps, use the "Register as Interested Vendor" option to add your company name to the IVL for each project you select. You can also view or print out the IVL by selecting "View List of Interested Vendors" for each project.

SOLICITATION DOCUMENTS FOR ADVERTISED PROJECTS

For CFLHD construction projects that are **currently** advertised, the IFB documents are only available through the FedBizOpps website's Solicitation Synopsis page at http://www1.eps.gov/spg/DOT/FHWA/postdatePrevDays_1.html.



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The solicitation documents are described below:

- The IFB includes the bid schedule, solicitation provisions/bidder's qualifications, contract clauses, wage rates, and special contract requirements.
- The Bidder's Submittal Package includes all contract forms necessary to submit a bid:
SF 1442, bid schedule, solicitation provisions/bidder's qualifications and bid bond.
- Plan Sets. All requests must go through A&D Draft-aid at this time. (see PLAN SETS below)

Note: Electronic bids will not be accepted. Faxed modifications are acceptable prior to time of scheduled bid opening.

PLAN SETS

At this time, plan sets are available in paper medium only. Pending finalization of the details to make plans available electronically, paper copies of the plan sets for advertised projects are available upon request.

Fax requests for plan sets on currently advertised projects to A&D Draft-aid at (303) 573-8714. A request form will be available for download with each synopses posted on the FedBizOpps website.

Requests for Plan Sets must include:

- Project name and number
- Company name
- Attention line / contact name
- Phone and FAX number

AMENDMENTS TO SOLICITATIONS

All amendments to solicitations will be posted on the FedBizOpps website. Revised plan sheets and changes to solicitation documents will be available only in .pdf (Adobe Acrobat) format.

To receive automatic email notifications of amendments, select and complete the information for each construction project you select. By registering, you will automatically receive emails alerting you to access the site to view the changes and download amendments.

NOTE: It is the responsibility of each potential bidder to acknowledge all amendments issued during the advertisement period. To assure quality execution, we will continue to issue paper copies of amendments to all IVL/Plan Holder participants during this transition period.

For questions concerning the FedBizOpps website please contact their Help Desk toll free at (877) 472-3779 or email fbo.support@gsa.gov. For additional questions about construction projects please call us at (303) 716-2015, (303) 716-2080, or email us at contracts@road.cflhd.gov.

Thank you for your continued interest in the CFLHD Highway Construction Program.

See next page for search instructions on FedBizOpps webpage.



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Go to Federal Business Opportunities home page at:

<http://www.fedbizopps.gov/>

or

<http://www.eps.gov>

In upper left corner, click on “Find Business Opportunities” GO button

To perform a full text search on all construction projects to be awarded from the Lakewood, Colorado (CFLHD) office, enter the following criteria:

- Y Full Text Search: Central Federal Lands Highway Division
- Y Documents to be searched: Active Documents
- Y Search for: All Synopses
- Y Search by Procurement Classification Code: Y--Construction of Structures & Facilities
- Y Search by Agency: Department of Transportation
- Y Click: Start Search

Scroll down to appropriate synopsis date/project of interest and click on blue link; either “synopsis” or “solicitation 01.”

Solicitation 01 contains all files related to the project. Scroll down to choose file, IFB, Submittal Package, Order Form for Plan Sets, etc.

You can also reach the Central Federal Lands solicitation’s page directly at:

http://www1.eps.gov/spg/DOT/FHWA/postdatePrevDays_1.html

Filename: FBO Important Notice - no links.doc
Directory: L:\P&A\ACQTEAM\NEWCON\Presolicitation
Template: C:\Documents and Settings\lorik\Application
Data\Microsoft\Templates\Normal.dot
Title: An Important Notice Regarding Solicitations
Subject:
Author: lorik
Keywords:
Comments:
Creation Date: 2/24/2004 1:43 PM
Change Number: 2
Last Saved On: 2/24/2004 1:43 PM
Last Saved By: lorik
Total Editing Time: 1 Minute
Last Printed On: 2/24/2004 1:50 PM
As of Last Complete Printing
Number of Pages: 3
Number of Words: 918 (approx.)
Number of Characters: 5,238 (approx.)