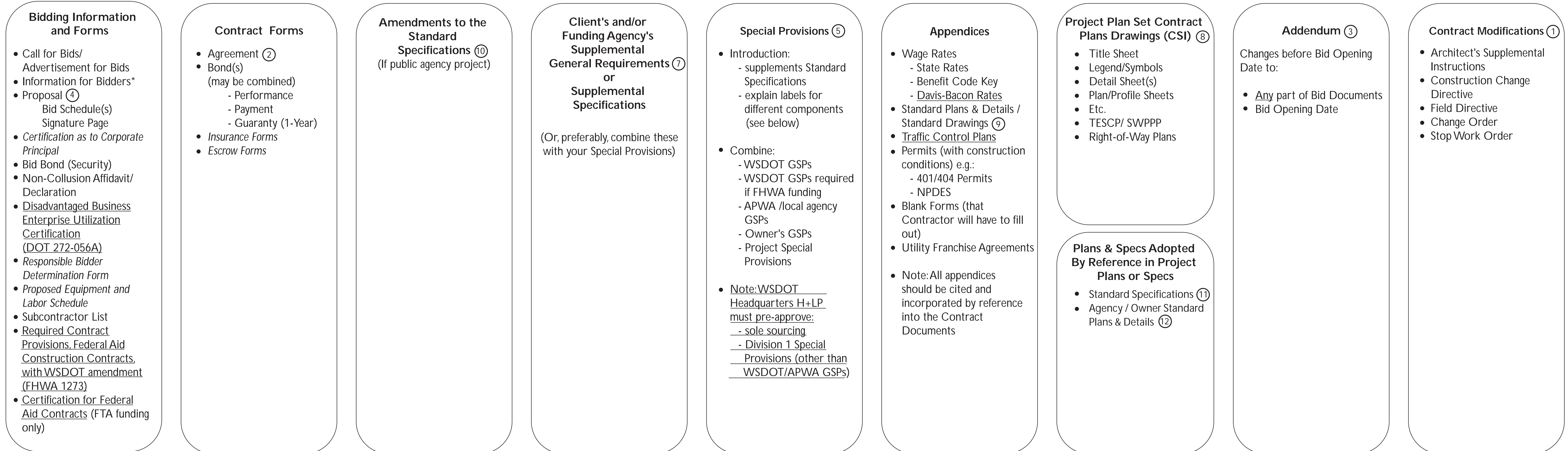


Bid Documents

Project Manual (CSI)
Contract Provisions (WSDOT & local agency)



Bidding Information and Forms

- Call for Bids/ Advertisement for Bids
- Information for Bidders*
- Proposal ④
 - Bid Schedule(s)
 - Signature Page
- *Certification as to Corporate Principal*
- Bid Bond (Security)
- Non-Collusion Affidavit/ Declaration
- Disadvantaged Business Enterprise Utilization Certification (DOT 272-056A)
- *Responsible Bidder Determination Form*
- *Proposed Equipment and Labor Schedule*
- Subcontractor List
- Required Contract Provisions, Federal Aid Construction Contracts, with WSDOT amendment (FHWA 1273)
- Certification for Federal Aid Contracts (FTA funding only)

Contract Forms

- Agreement ②
- Bond(s) (may be combined)
 - Performance
 - Payment
 - Guaranty (1-Year)
- *Insurance Forms*
- *Escrow Forms*

Amendments to the Standard Specifications ⑩
(If public agency project)

Client's and/or Funding Agency's Supplemental General Requirements ⑦ or Supplemental Specifications
(Or, preferably, combine these with your Special Provisions)

Special Provisions ⑤

- Introduction:
 - supplements Standard Specifications
 - explain labels for different components (see below)
- Combine:
 - WSDOT GSPs
 - WSDOT GSPs required if FHWA funding
 - APWA /local agency GSPs
 - Owner's GSPs
 - Project Special Provisions
- Note: WSDOT Headquarters H+LP must pre-approve:
 - sole sourcing
 - Division 1 Special Provisions (other than WSDOT/APWA GSPs)

Appendices

- Wage Rates
 - State Rates
 - Benefit Code Key
 - Davis-Bacon Rates
- Standard Plans & Details / Standard Drawings ⑨
- Traffic Control Plans
- Permits (with construction conditions) e.g.:
 - 401/404 Permits
 - NPDES
- Blank Forms (that Contractor will have to fill out)
- Utility Franchise Agreements
- Note: All appendices should be cited and incorporated by reference into the Contract Documents

Project Plan Set Contract Plans Drawings (CSI) ⑧

- Title Sheet
- Legend/Symbols
- Detail Sheet(s)
- Plan/Profile Sheets
- Etc.
- TESCP/ SWPPP
- Right-of-Way Plans

Plans & Specs Adopted By Reference in Project Plans or Specs

- Standard Specifications ⑪
- Agency / Owner Standard Plans & Details ⑫

Addendum ③

Changes before Bid Opening Date to:

- Any part of Bid Documents
- Bid Opening Date

Contract Modifications ①

- Architect's Supplemental Instructions
- Construction Change Directive
- Field Directive
- Change Order
- Stop Work Order

Legend

- ① typical order of precedence in case of dispute
- italics* optional, depending on agency requirements, Project Manager's judgment, specific project needs
- underlined required if federal FHWA funding (for other federal funding, see requirements of the specific agency (FTA, etc.))
- WSDOT Washington Department of Transportation
- CSI Construction Specifications Institute
- * Part of Contract Documents only if so cited, and add to Order of Precedence

Not Part of "Contract Documents"
(but are part of Project Record Documents)

- Geotechnical Report, including boring logs (if you do include in Appendices to Contract Provisions, add disclaimer, and include entire report, not only boring logs)
- Rock Blasting Report
- Existing Landscape Inventory Log
- Cross-sections, with earthwork calculations
- Contractor-submitted shop drawings and other information
- Record Drawings

What makes up Contract Documents?

February 2007

