

Move Illinois Quarterly E-bidding Overview

Gregory Bush, *President & CEO, Kristine Fallon Associates Inc.*
November 30, 2017

Agenda

Introduction

What is e-Builder?

What is e-Bidding?

Access

Security

Benefits

Advice

Training

Introduction

Cyon Research

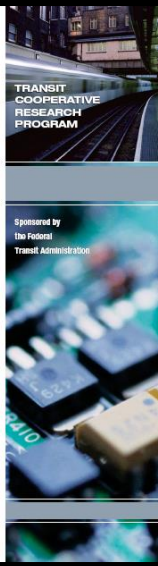
Keys to Success in Web-based Project Management:
Lessons Learned from the
Chicago Transit Authority Capital Improvement Program

TCRP
REPORT 84

*e-Transit: Electronic Business
Strategies for Public Transportation
Volume 7*

**The Successful
Adoption of Web-Based
Collaborative Software**

TRANSPORTATION RESEARCH BOARD
OF THE NATIONAL ACADEMIES



Keys to Success
in Web-based
Project Management



The Illinois Tollway
**DRIVING
THE FUTURE**

What Is e-Builder?

Web-based program management system

- Used by internal and external stakeholders of the *Move Illinois* capital program
- Cloud-based, i.e., no software to install
- Training is required to receive a role-based login ID

Benefits

- Access
- Accountability
- Audit trail



What Is e-Bidding?

e-Builder's electronic bidding module

- Web-based bid submittal
- Accessible via the published bid opportunity in the Online Plan Room
- Different from IDOT's e-bidding system
- To ensure successful bid experience, training is required for access
- Piloted with the Illinois Road and Transportation Builders Association
- Customized based on stakeholder feedback



Access

Visit the Online Plan Room at illinoistollway.com/doing-business

The Illinois Tollway is now accepting Electronic Bidding. Please click on the below link to submit your bid

Bid Package:

[eBidding Link](#)

Training Videos:

[Training Videos Link](#)

Questions pertaining to the intent of the Contract Documents may be sent to the Illinois Tollway, attention Mohamad Faraj at mfaraj@getipass.com, to be received no later than 2:00 p.m. local time on November 28, 2017.

BID DUE DATE:

Tuesday, December 5, 2017 – 10:30AM

Illinois Tollway – Central Administration Building

2700 Ogden Ave., Downers Grove, IL 60515

PRE-BID MEETING: (OPTIONAL)

Monday, November 13, 2017 – 10:00AM

Illinois Tollway – Central Administration Building

Engineering Conference Room 207

2700 Ogden Ave., Downers Grove, IL 60515

Bidders are responsible for the purchase of Complete Printed Sets and Complete Set Downloads

In the event there is a discrepancy between the electronic and hard copy documents distributed by the on-line plan room, the printed documents take precedence



The Illinois Tollway

**DRIVING
THE FUTURE**

Security

Controlled bidding

- e-Bidding logins are encrypted
- Security key provided once trained
- You cannot submit a bid without security key
- Security key validates the bid was submitted from your company



The Illinois Tollway

DRIVING
THE FUTURE

Security Key Request Form



e-Builder Web-Based Program Management System

e-Bidding Security Key Request Form

New Security Key Request

A security key is required to submit an electronic bid on Illinois Tollway construction solicitations. This key is unique to each company/bidder and must be obtained prior to submitting a bid. The individual submitting the bid must input the key immediately prior to online bid submission.

Each firm is responsible for controlling the distribution of this key within its firm and ensuring only authorized staff can submit a bid on behalf of the company. The Tollway will verify the correct key was used for bid submission upon opening of the electronic bids. Use of an incorrect security key may cause the bid to be deemed as non-responsive.

To request a security key, complete the fields below and return to the Tollway's e-Builder Administrators at ebuilder@getipass.com. You will receive a key in approximately 2 business days. Please be sure to allow enough time to request and receive your key when preparing a bid submission.

Please note the form below asks for the names of the individuals authorized to seek a new key code if for any reason a new key is required. Those individuals must sign this form as well as the replacement key form at the time of request.

Please type your responses in this form before printing and signing.

Date requested: _____

Requested by
(Print name): _____

(Print title): _____

(Signature): _____



The Illinois Tollway
**DRIVING
THE FUTURE**

e-Bidding Login Screen

e-Builder

Like

Login

Username:

Password:

[Forgot your password?
Need Help?](#)

[Login](#)

First-Time Bidder

If you are a first-time bidder, please register for an e-Builder username and password.

[Register](#)

Welcome to the e-Builder Bidder Portal!

The Bidder Portal is where you go to review bid packages, communicate with the client, download documentation, and submit your bid. After logging in to the portal, you will be able to accept or decline an invitation, ask questions, and view responses. To get started, follow the appropriate instructions below for a new bidder or returning bidder.

Note: If you received the invitation to bid via fax, you will need to enter your 6-character invitation key that was included in the fax to access the bid details.

First-Time Bidder

If you are a first-time bidder, please register for an e-Builder username and password.

[Watch this 5 minute video tutorial for registration instructions.](#)

Returning Bidder

If you are a returning bidder, you do not have to register; simply login with your e-Builder credentials or click [I forgot my username or password](#).

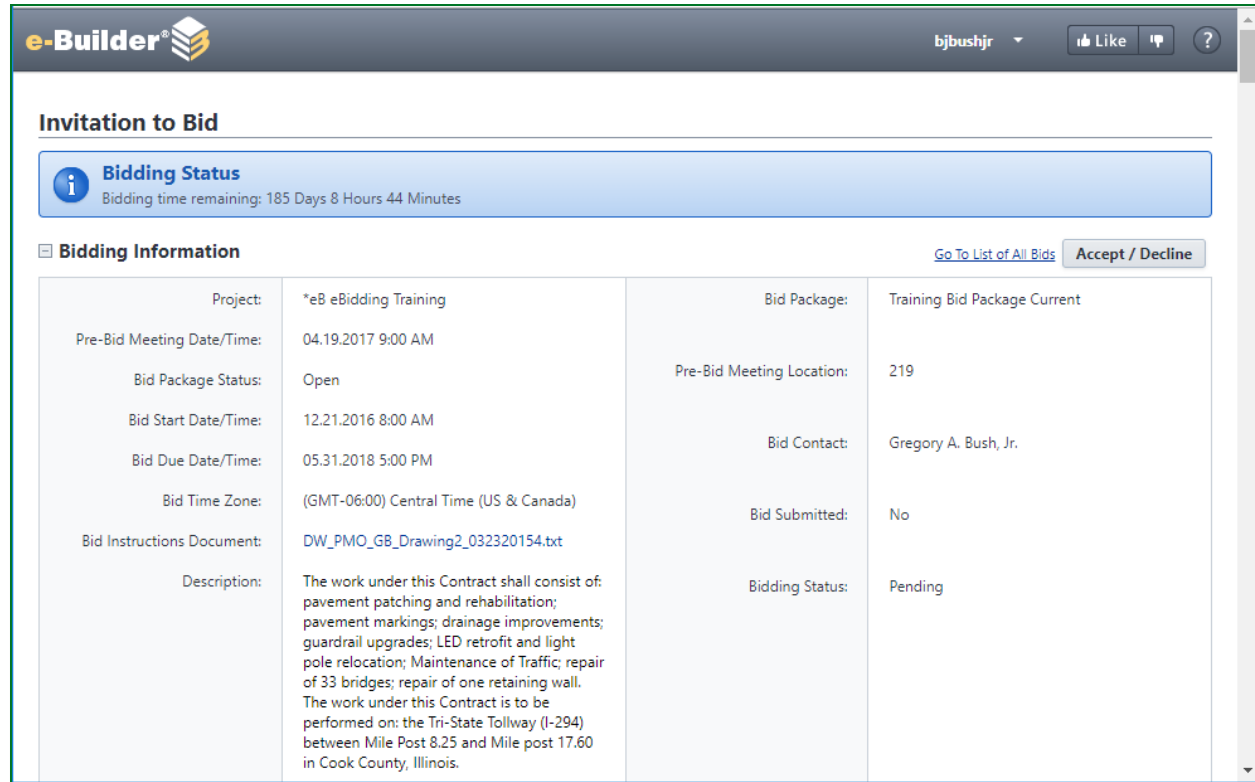
For further assistance, contact e-Builder Technical Support:

Phone: 888-288-5717
Outside US: 800-580-9322
Email: support@e-builder.net



The Illinois Tollway
**DRIVING
THE FUTURE**

Bidding Information Details



The screenshot shows the e-Builder interface for a bidding process. At the top, the user is logged in as 'bjbushjr'. The main heading is 'Invitation to Bid'. A blue banner indicates the 'Bidding Status' is 'Bidding time remaining: 185 Days 8 Hours 44 Minutes'. Below this, a 'Bidding Information' section is expanded, showing a table of details. The table is split into two columns. The left column contains project metadata, and the right column contains bid-specific details. A 'Description' field provides a detailed overview of the contract work.

Project:	*eB eBidding Training	Bid Package:	Training Bid Package Current
Pre-Bid Meeting Date/Time:	04.19.2017 9:00 AM	Pre-Bid Meeting Location:	219
Bid Package Status:	Open	Bid Contact:	Gregory A. Bush, Jr.
Bid Start Date/Time:	12.21.2016 8:00 AM	Bid Submitted:	No
Bid Due Date/Time:	05.31.2018 5:00 PM	Bidding Status:	Pending
Bid Time Zone:	(GMT-06:00) Central Time (US & Canada)		
Bid Instructions Document:	DW_PMO_GB_Drawing2_032320154.txt		
Description:	The work under this Contract shall consist of: pavement patching and rehabilitation; pavement markings; drainage improvements; guardrail upgrades; LED retrofit and light pole relocation; Maintenance of Traffic; repair of 33 bridges; repair of one retaining wall. The work under this Contract is to be performed on: the Tri-State Tollway (I-294) between Mile Post 8.25 and Mile post 17.60 in Cook County, Illinois.		



The Illinois Tollway
**DRIVING
THE FUTURE**

Base Bid Scope Items

[Bid Submission](#) |
 [Bid Documents](#) |
 [Addenda \(4\)](#) |
 [Questions/Responses](#) |
 [Custom Fields](#)

Not Submitted
[Save Draft](#) |
 [Submit Bid](#) |
 [Import](#)

Base Bid

Number	Description	Spec Reference	Part Number	Quantity	UoM	Unit Cost	Total Cost
? 20200100	EARTH EXCAVATION			101.0000	CU YD	<input type="text"/>	0.00
? 20201200	REM & DISP UNS MATL			50.0000	CU YD	<input type="text"/>	0.00
? 20400800	FURNISHED EXCAVATION			50.0000	CU YD	<input type="text"/>	0.00
? 25000400	NITROGEN FERT NUTR			15.0000	POUND	<input type="text"/>	0.00
? 25000600	POTASSIUM FERT NUTR			45.0000	POUND	<input type="text"/>	0.00
? 44000155	HMA SURF REM 1 1/2			3,107.0000	SQ YD	<input type="text"/>	0.00
? 44000400	GUTTER REM			900.0000	FOOT	<input type="text"/>	0.00
? 44004250	PAVED SHLD REMOVAL			437.0000	SQ YD	<input type="text"/>	0.00
? 44213200	SAW CUTS			1,195.0000	FOOT	<input type="text"/>	0.00
? 44213204	TIE BARS 3/4			182.0000	EACH	<input type="text"/>	0.00
? 44900105	R&R PR ELAS JT SE PVT			215.0000	FOOT	<input type="text"/>	0.00
? 50102400	CONC REM			1.5000	CU YD	<input type="text"/>	0.00
? 50104400	CONC HDWL REM			1.0000	EACH	<input type="text"/>	0.00
? 50157300	PROTECTIVE SHIELD			258.0000	SQ YD	<input type="text"/>	0.00
? 50300225	CONC STRUCT			2.5000	CU YD	<input type="text"/>	2.50



Required Bid Package Responses

* Responsible Bidder Affidavit:	<input type="text" value="Drag and drop one file here"/>	[Upload File]
* State Board of Elections (BOE) Certificate:	<input type="text" value="Drag and drop one file here"/>	[Upload File]
* Secretary of State Certificate of Good Standing:	<input type="text" value="Drag and drop one file here"/>	[Upload File]
* IDOT Certificate of Eligibility:	<input type="text" value="Drag and drop one file here"/>	[Upload File]
Do you have an ECP credit?:	<input type="text" value="Please select..."/>	
* Enter your ECP credit here. Enter 0.00 if no ECP.: ?	<input type="text"/>	This field is required.
* If yes, re-enter your ECP credit here. Else 0.00.: ?	<input type="text"/>	This field is required.
* Enter: Total Amount of Contingency Work + CQP: ?	<input type="text"/>	This field is required.
* Reenter: Total Amount of Contingency Work + CQP: ?	<input type="text"/>	This field is required.
* I acknowledge. All reponses must be > than \$0.00.:	<input type="text" value="Please select..."/>	This field is required.
* Please enter your 8 digit security key.: ?	<input type="text"/>	This field is required.
* Please reenter your 8 digit security key.: ?	<input type="text"/>	This field is required.



Benefits

Replaces traditional bidding methods

Eco-friendly/green

Cuts out expenses such as

- Administrative overhead
- Paper
- Online Plan Room fees
- Courier services

Provides measurable cost and time savings



Advice

To make the most out of e-Bidding

- **Don't wait until the last minute to start your bid!**
- Request a security key at least a week in advance of bid
- **Practice** e-Bidding in a real bid
- Create **one** login for all staff to use
- **Save** early and often
- **Always** use the link in the Online Plan Room to access the bid
- When an addendum is issued, you **must** resubmit your bid
- Request a replacement security key if an employee with access leaves your company



Training

Contact ebuilder@getipass.com to register for training

Hands-on training provided in a training computer lab

Training held twice per month – generally 2nd and 4th Thursdays

Companies will receive security key after training

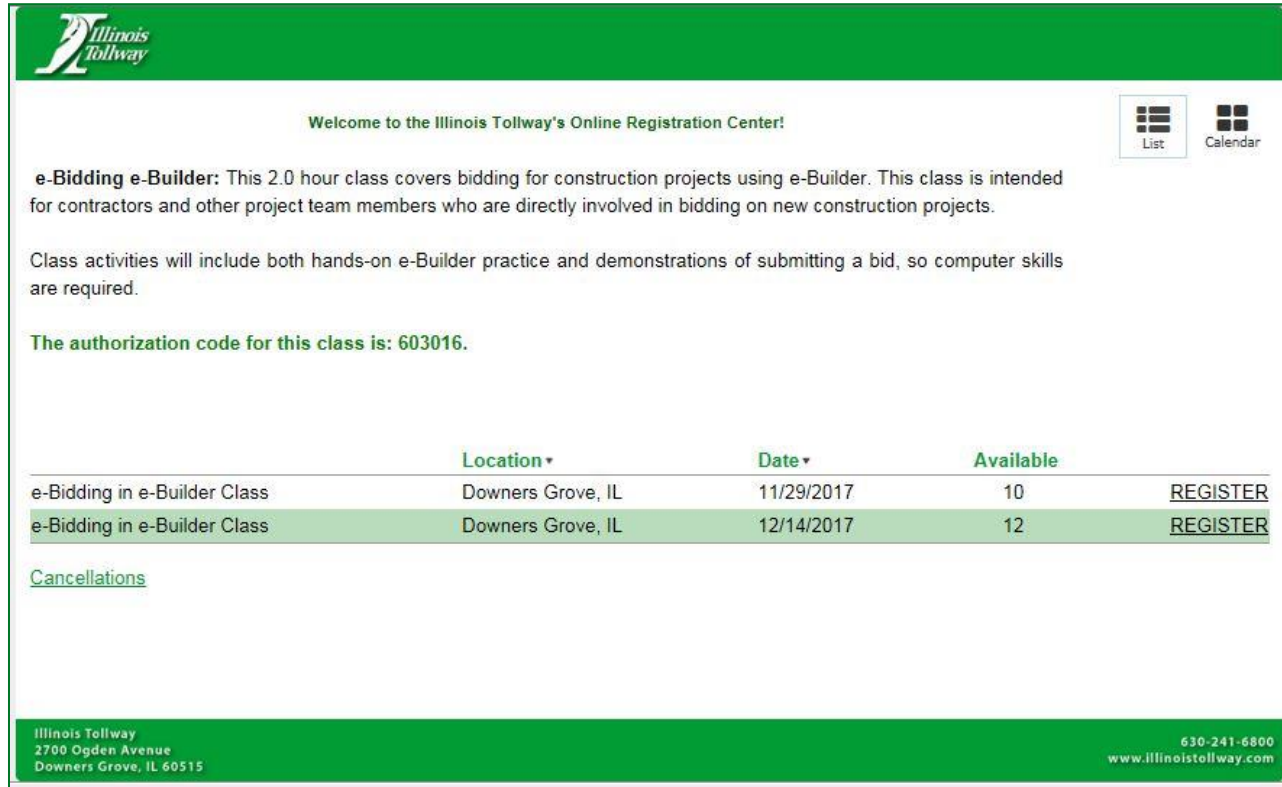
Schedule yourself for training – Online Registration Center



The Illinois Tollway

DRIVING
THE FUTURE

e-Bidding Training Calendar – Online Registration Center



The screenshot shows the Illinois Tollway's Online Registration Center. At the top left is the Illinois Tollway logo. Below it is a welcome message: "Welcome to the Illinois Tollway's Online Registration Center!". To the right of the welcome message are two icons: "List" and "Calendar". The main content area features a description of the "e-Bidding e-Builder" class, which is a 2.0-hour course for contractors. It includes a paragraph about class activities and a specific authorization code: "The authorization code for this class is: 603016." Below this is a table with two columns: "Location" and "Date", and a "Available" column. The table lists two instances of the "e-Bidding in e-Builder Class" at "Downers Grove, IL", one on "11/29/2017" and another on "12/14/2017", with 10 and 12 spots available respectively. Each row has a "REGISTER" link. Below the table is a "Cancellations" link. At the bottom of the page, there is contact information for the Illinois Tollway, including the address "2700 Ogden Avenue, Downers Grove, IL 60515", the phone number "630-241-6800", and the website "www.illinoistollway.com".

Illinois Tollway

Welcome to the Illinois Tollway's Online Registration Center!

e-Bidding e-Builder: This 2.0 hour class covers bidding for construction projects using e-Builder. This class is intended for contractors and other project team members who are directly involved in bidding on new construction projects.

Class activities will include both hands-on e-Builder practice and demonstrations of submitting a bid, so computer skills are required.

The authorization code for this class is: 603016.

	Location ▼	Date ▼	Available	
e-Bidding in e-Builder Class	Downers Grove, IL	11/29/2017	10	REGISTER
e-Bidding in e-Builder Class	Downers Grove, IL	12/14/2017	12	REGISTER

[Cancellations](#)

Illinois Tollway
2700 Ogden Avenue
Downers Grove, IL 60515

630-241-6800
www.illinoistollway.com



QUESTIONS?

THANK YOU