

Bureau of Facility, Design, and Construction Bid Transition Notice

This notice is to inform you that beginning on February 15, 2023, the DCNR Construction Bid Opportunities will start the transition to electronic bidding.

Initially, only select projects will be utilizing Bid Express eventually all bids will be relocated to [Bid Express](#).

It will be noted in the bid advertisement if Bid Express is to be utilized for a particular bid. If it is not noted that Bid Express is to be utilized for a particular project submit your bid per the current procedures.

Prospective bidders will still have the capability to view and download all current DCNR projects free of charge from Bid Express, in a very similar manner to our current website.

In addition, Bid Express, will increase efficiency, omit clerical errors, and reduce staff time with regards to bid preparation.

[Bid Express does require a fee](#) in order for a prospective bidder to submit a bid. However, this fee is comparable to the cost of mailing paper bids to DCNR.

A bidder may choose a monthly membership fee, which allows unlimited project bidding, or a flat fee for a one time bid submission.

In order to remain consistent with DCNR's mission to conserve natural resources, all Bid Form submittals must be done electronically through Bid Express.

Prospective bidders are strongly encouraged to start becoming familiar with Bid Express and to register as a new user as soon as possible before bidding. Bid Express offers tutorials free of charge.

Bid Express's Customer Success team is available Monday-Friday from 7:00 AM - 8:00 P.M. EST, via email at support@bidexpress.com or toll free at 888-352-2439, option #1.

The service also offers an online [robust and informative knowledge center](#) that may be referenced any time. All technical bidding questions should be directed to Bid Express.

In addition to the electronic Bid Form submission, Bids Bonds will also be required to be submitted electronically.

Prospective bidders will still be able to use a local bonding agent, however, in order to obtain an Electronic Bid Bond Verification number needed to submit bonds electronically, the local bonding agent must also work with one of the selected surety agencies, Tinubu or Surety 2000.

- Tinubu can be reached at 1-818-783-3460.
- Surety 2000 can be reached at 1-800-660-3263.

Vendors will be asked to provide their “contractor ID” as part of bid bond ID generation. This information may be located from the My Profile tab and under Business Information on Bid Express.

Addenda may be posted on Bid Express at any time prior to the bid opening. It is the bidder's responsibility to monitor Bid Express for any addenda to the bid documents.

Bidders will only receive individual notification of an issued addenda via Bid Express if they have registered as a plan holder and selected to bid on the project.

Failure to include addenda with the bid may cause your bid to be rejected.

Please feel free to contact DCNR's Bureau of Facility Design and Construction, Contract Management Section at nr-fdc-contracting@pa.gov if you have any general questions related to this change.

Bids for the following contracts will be received by DCNR via Bid Express until 2:00 P.M., local time, on the bid opening date at which time said proposals will be publicly opened and revealed at the same location.