

MODIFIED BY EI 88-012
EFFECTIVE 3/3/88

ENGINEERING INSTRUCTION

NEW YORK STATE DEPARTMENT OF TRANSPORTATION

SUPERSEDED BY EB 98-045
EFFECTIVE 12/1/98

SUBJECT: PRE-BID QUESTIONS

Subject Code: 7.27-1-100

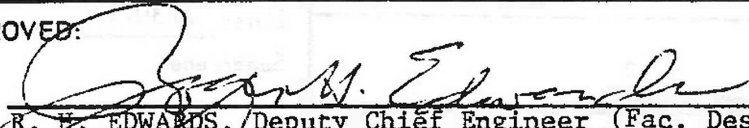
Distribution:

30 Main Office 32 Regions 34 Special

Code: EI 85-21

Date: 3/29/85

APPROVED:



R. E. EDWARDS, Deputy Chief Engineer (Fac. Design)

Supersedes:

During the bid preparation period for a project, Department employees are frequently asked questions by prospective bidders, sub-contractors or suppliers. So that all prospective bidders receive identical information on which to base their bids, the following policy should be observed.

Any questions relating to plans, proposals or other bidding documents should not be answered directly by Department personnel or by employees of the contract engineer who participated in the design of the project. These questions should be referred to the Department design engineer who supervised the preparation of the PS&E. He should determine whether there is a significant error or ambiguity in the bidding documents which requires clarification prior to the bid opening. If so, he should contact the Final Plan Review Bureau and arrange for the issuance of an appropriate amendment. If the deadline for amendments has passed and the revision is essential to secure valid bids, he should request a postponement of the project letting to provide sufficient time for the amendment to be issued.

Engineering Bulletin 9-25(dated 7/30/79) is printed on the back for information regarding deadline dates.

TO:	 <h1 style="text-align: center;">ENGINEERING BULLETIN</h1> <p style="text-align: center;">NEW YORK STATE DEPARTMENT OF TRANSPORTATION</p>
SUBJECT: AMENDMENTS TO ADVERTISED CONSTRUCTION CONTRACTS Subject Code <u>7.26-2-21.13</u>	
Distribution: <input checked="" type="checkbox"/> Main Office <input checked="" type="checkbox"/> Regions <input type="checkbox"/> Special	Code: <u>EB 9-25</u>
APPROVED: <u><i>Roger H. Edwards</i></u> ROGER H. EDWARDS, DEPUTY CHIEF ENGINEER, FACILITIES DESIGN SUBDIV.	Date: <u>7/30/79</u> Supersedes:

This Engineering Bulletin Expires _____

The Commissioner has directed that all amendments to advertised contract proposals be mailed to prospective bidders no later than ten days before the letting to allow adequate time for the bidders to make appropriate adjustments.

In order to meet this requirement, amendments must be in the hands of the Reproduction Unit no later than fourteen days before the bid opening. The 1979-80 Highway Letting Schedule transmitted to you by memo dated October 19, 1978 (modified January 17, 1979) lists the amendment deadline dates in the far right hand column. Amendments must be submitted to the Final Plan Review Bureau by these specified dates. Amendments received after these dates will not be issued unless the project letting date is postponed. If you encounter a situation so serious that it warrants a postponement of the project bid opening to accommodate a late amendment, you should submit an explanation. If at all possible, these recommendations for postponement should be submitted at least a week prior to the scheduled letting.

RHE:AAV