

Reach more subcontractors and suppliers and get help meeting your DBE goals.



Start using the
Bid Express

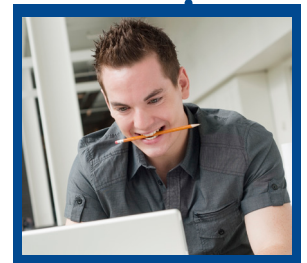
Small Business Network[®]



The Bid Express Small Business Network[®] is a part of the Bid Express[®] service that was created to ensure that prime bidders have a centralized online location to find subs - including small and disadvantaged business enterprises (DBEs). It is available for you to use as part of your Basic Service subscription. This resource center is here to help make bidding easier by expanding your reach.

Within the Bid Express Small Business Network, you can:

- Create and publish sub-quote requests for subcontractors or suppliers that list the items in proposals that you want quoted
- Create an unlimited number of sub-quote requests for items you want quoted, and optionally mark them as a DBE-preferred request
- Add attachments to sub-quote requests
- View or receive unsolicited sub-quotes that subcontractors have sent you, complete with terms, conditions and pricing
- Easily locate pre-qualified and certified small and disadvantaged businesses
- Advertise to small and disadvantaged businesses more efficiently and cost effectively
- Document your interactions with subs/DBEs by producing an Outreach Report (may be accepted as proof of DBE outreach at the discretion of each agency)
- Know that your information is transmitted in a highly secure environment, and only to parties that you authorize



If you are not yet subscribing to the Bid Express service, go to www.bidx.com and select "Order Bid Express." The Bid Express Small Business Network is a part of the Bid Express Basic Service and can be accessed via the tab on agency pages. Begin using this service today to enhance your bidding opportunities and help meet your DBE goals.

www.bidx.com • customer.support@bidx.com
Phone: (352) 381-4888



A look inside the Bid Express Small Business Network

View sub-quote requests:

After logging into the Bid Express service, you can quickly review all of your sub-quote requests and all unsolicited sub-quote requests from subcontractors. To simplify the Small Business Network home screen, sub-quote requests can be hidden with one click if they are not applicable.

My Sub-quote Requests Create New View Hidden				
Sub-quote Request	Letting	Call Order - Proposal	Expiration	
View Sub-quote - 4 0 Reads, No Replies	10/24/2011	002 - 111024002D CHEROKEE	11/08/2011	Withdraw
View Sub-quote - 3 0 Reads, No Replies	10/24/2011	003 - 111024003D CHEROKEE	11/18/2011	Withdraw
View Sub-quote - 2 0 Reads, No Replies	10/27/2011	001 - 111027001D CHEROKEE	11/10/2011	Withdraw

Unsolicited Sub-quotes View Hidden						
Unsolicited Sub-quote	Letting	Call Order - Proposal	Expiration	Company Name	Received	DBE?
View Sub-quote-13	10/27/2011	001 - 111027001D CHEROKEE	11/10/2011	Ajax Paving, Inc.	11/07/2011	No Respond Hide
View Sub-quote-11	10/27/2011	001 - 111027001D CHEROKEE	11/11/2011	Hi-way Trucking	11/07/2011	Yes Respond Hide

Small Business Network tab home screen, **prime contractor** view

Create sub-quotes for the subcontracting community:

Create sub-quotes with ease using the intuitive sub-quote creator. In seven short steps, you can rapidly create a custom sub-quote directed to all subcontractors that bid on the applicable work types. Steps include: provide contact information and sub-quote expiration date, select letting and proposal, add work types and items, specify terms and conditions, upload attachments, and select vendors.

Step 1 - Header Information

* Company Name: Comments:

* Contact Name:

* Phone: I want to be notified about the response status for this request day(s) before this sub-quote request expires.

Fax:

* Email:

* Expiration:

DBE Preferred

Check any additional costs which will be included in the sub-quote price:

Erosion Control Gross Receipts Tax Engineering Bond Traffic Control

[Save Draft](#) [Save and Continue](#) [Back](#) [Cancel](#)

Step 1 of creating a **sub-quote**: contact information, comments and sub-quote expiration date.

Easily select proposals, work types and items:

After adding applicable work types, select items that you wish to quote. Enter the sub-quote quantities and add comments, if desired. Adding or removing items and work types can be done quickly. If needed, you can save the sub-quote for completion at a later time.

Letting ID: 11072201 **Contact Name:** John Smith
Proposal: B14130-11-M00-0 **DBE Preferred:** Yes
Call Order: 003 **Expiration:** 11/18/2011
Counties: BALDWIN WASHINGTON
Created Date: 11/02/2011 03:49:57 PM **Last Updated:** 11/02/2011 03:50:07 PM
Additional Costs: None
Comment:

Line Number	Item Number	Alt Code	Description	Unit	Proposal Quantity
0530	635-1000		BARRICADES	LM1	18.000

Sub-quote Quantity: Comment:

Add Work Types

[Save Draft](#) [Save and Continue](#) [Back](#) [Cancel](#)

Step 4 of creating a **sub-quote**: add work types, items and comments, and modify quantities.

View Record of Subcontractor Outreach Effort:

For each sub-quote produced, a *Record of Subcontractor Outreach Effort* is generated that shows the response statistics for a particular sub-quote. If accepted by the letting agency, this report may serve as proof of a "Good Faith" effort in reaching out to the DBE community.

Bid Express Small Business Network Record of Subcontractor Outreach Effort	
Company Information	Sub-quote Request Information
Organization: Horizon Construction, Inc.	Sub-quote Request: 4
Address: 5700 SW 34th Street Gainesville, FL 32608	Created: November 07, 2011 11:06 AM
Phone: (352) 381-4400	Last Updated: November 07, 2011 11:06 AM
Bidding to: FDOT	Published: November 07, 2011 11:06 AM
	Letting Date: October 24, 2011 07:35 PM
	Proposal: 111024002D
	Call Order: 002
	GRADING, SURFACING (14.684 km) BR NO 69-11-5-47(121) 2-4.3mX 3.1mX28.8m RFB: 9-79(119) 27.08m-30m-27.08m WCC: 11.05(118)12m-16m-12m RCSH.
	Proposal Information: PROJECT LOCATION IS US-69:US-166 JCT N TO N OF BNSF RR N WYANDOTTE RD, IN CHEROKEE COUNTY. NET LENGTH OF THE PROJECT IS 14.81 km.

Header information for a *Record of Subcontractor Outreach Effort*