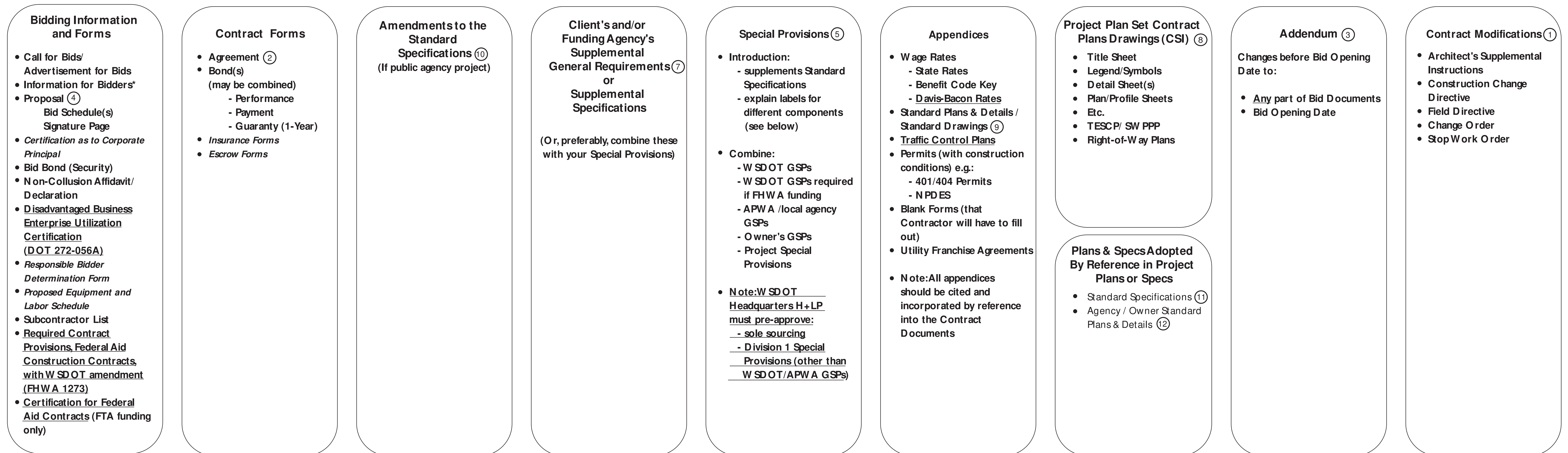


Bid Documents

Project Manual (CSI)  
Contract Provisions (W SDOT & local agency)



**Bidding Information and Forms**

- Call for Bids/ Advertisement for Bids
- Information for Bidders\*
- Proposal <sup>④</sup>  
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 W SDOT amendment (FHWA 1273)
- Certification for Federal Aid Contracts (FTA funding only)

**Contract Forms**

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

**Amendments to the Standard Specifications <sup>⑩</sup>**  
(If public agency project)

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

**Special Provisions <sup>⑤</sup>**

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

**Appendices**

- Wage Rates
  - State Rates
  - Benefit Code Key
  - Davis-Bacon Rates
- Standard Plans & Details / Standard Drawings <sup>⑨</sup>
- 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) <sup>⑧</sup>**

- Title Sheet
- Legend/Symbols
- Detail Sheet(s)
- Plan/Profile Sheets
- Etc.
- TЕСP/ SW PPP
- Right-of-Way Plans

**Plans & Specs Adopted By Reference in Project Plans or Specs**

- Standard Specifications <sup>⑪</sup>
- Agency / Owner Standard Plans & Details <sup>⑫</sup>

**Addendum <sup>③</sup>**

Changes before Bid Opening Date to:

- Any part of Bid Documents
- Bid Opening Date

**Contract Modifications <sup>①</sup>**

- 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.))
- W SDOT 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

