

COLUMBUS CONSOLIDATED GOVERNMENT

Georgia's First Consolidated Government



FINANCE DEPARTMENT PURCHASING DIVISION

100 TENTH STREET, COLUMBUS, GEORGIA 31901
P. O. BOX 1340, COLUMBUS, GEORGIA 31902-1340
706-225-4087, Fax 706-225-3033
www.columbusga.org

Date: **June 9, 2021**

REQUEST FOR BIDS: RFB No. 21-0037	Qualified vendors are requested to submit sealed bids, subject to conditions and instructions as specified, for the furnishing of: MOTT'S GREEN PLAZA P. I. #0015287 (RE-BID)
GENERAL SCOPE	<p>The Consolidated Government of Columbus, Georgia (the Owner) invites bids for construction of the proposed trail and landscape improvements along the Columbus Riverwalk. The work primarily involves installation of concrete paving and decorative planters and structures with landscaping, as depicted on the drawings. The DBE goal for this project is 8%.</p> <p>Bidders are advised that the governing specifications for this project, including such items as bidding requirements, general conditions, technical specifications and related items, shall be in accordance with the State of Georgia, Department of Transportation Standard Specifications, 2013 Edition, and applicable Supplemental Specifications and Special Provisions. The Owner assumes the Bidder is a pre-qualified bidder with GDOT and therefore is familiar with the stated reference documents or has access to same.</p>
DUE DATE	JULY 14, 2021 - 2:30 PM (Eastern) Responses must be submitted via DemandStar on or before the due date. A virtual opening will be held during the 3:00 PM hour of the due date. <i>Responding vendors are not required but are invited to attend the opening.</i> If you wish to attend the virtual opening, use one of the Microsoft Teams meeting options: Click here to join the meeting or call in (audio only) +1 478-239-0725, 855808406# United States, Macon Phone Conference ID: 855 808 406# Find a local number Reset PIN. Note: Columbus Consolidated Government is not responsible for technical issues that may arise during the virtual opening.
SUBMISSION REQUIREMENTS	See Appendix A through D for Submission Requirements, Submission Requirements Checklist, DemandStar Registration and Submission Instructions.
INSTRUCTIONS TO OBTAIN SPECIFICATIONS	<p>This RFB document is considered a part of the Contract Documents (Plan Book). Plans, Specifications & Bid documents will be made available to Contractors via online download. To gain access to the bid documents, send the following information to LaGranita Davis at davis.lagranita@columbusga.org:</p> <ul style="list-style-type: none">• Company Name• Address• Phone Number• Fax Number• Contact Email
NO BID RESPONSE	If you are not interested in this solicitation, refer to page 3.

Andrea J. McCorvey,
Purchasing Division Manager



STATEMENT OF "NO BID SUBMISSION"

NOTIFY THE PURCHASING DIVISION IF YOU DO NOT INTEND TO SUBMIT A BID:

Email: bidopportunities@columbusga.org

Fax: 706-225-3033

Attn: Della Lewis, CPPB, GCPA

Columbus Consolidated Government

Purchasing Division

P. O. Box 1340

Columbus, Georgia 31902-1340

We, the undersigned decline to submit a bid for **RFB No. 21-0037, MOTT'S GREEN PLAZA P. I. #0015287 (RE-BID)**, for the following reason(s):

- Specifications are too "tight", i.e. geared towards one brand or manufacturer (explain below)
- There is insufficient time to respond.
- We do not offer this product and/or service.
- We are unable to meet specifications.
- We are unable to meet bond requirements.
- Specifications are unclear (explain below).
- We are unable to meet insurance requirements.
- Other (specify below)

Comments _____

COMPANY NAME: _____

REPRESENTATIVE: _____

EMAIL: _____

TELEPHONE NUMBER: _____

GENERAL PROVISIONS

THE GENERAL PROVISIONS SHALL BE DEEMED AS PART OF THE BID SPECIFICATIONS. The provisions of the [Procurement Ordinance](#) for the Consolidated Government of Columbus, Georgia, as adopted and amended by Council, shall apply to all invitations for bids and award of all contracts and is specifically incorporated herein by reference.



NOTICE TO VENDORS

Per Sec. 2-3.05 of the Procurement Ordinance, neither the mayor nor any member of the Columbus Council shall submit any bid to the Consolidated Government, nor shall the mayor or any member of the Columbus Council own or have a substantial pecuniary interest in any business that submits a bid to the Consolidated Government.

Per Sect. 2-3.06 of the Procurement Ordinance, no member of any board or authority or commission or other independent or subordinate entity of the Consolidated Government shall submit any bid to the Consolidated Government or have a substantial pecuniary interest in any business that submits a bid to the Consolidated Government if such bid pertains to the board or authority or commission on which such person holds such membership.

BID BOND SUBMISSION

The City will accept a copy of a bid bond at the bid opening. However, if a copy of a bid bond is submitted, the bidder must submit to the Purchasing Division the identical original document within 5 days after the bid opening. **If the original document is not received within 5 days, then the bid will not be considered. The Bid Bond must be for 5% of Bidder's maximum Bid price.**

BUSINESS LICENSE

The successful contractor shall submit a copy of the Business License (Occupation License) that is required to conduct business at their location. If awarded the contract, the successful contractor must obtain a business license from the City of Columbus. However, if the business is located in Georgia and has proof of being properly licensed by a municipality in Georgia, and paid applicable occupation taxes in that city, the contractor will not be required to pay occupation taxes in Columbus, GA. If you have questions regarding this requirement, contact Yvonne Ivey, Revenue Manager, 706-225-3091 or yivey@columbusga.org.

ADDENDA

Each Bidder must acknowledge receipt of addenda (if any) within their sealed submittal; failure to do so may render the Bidder's submittal non-responsive and ineligible for further consideration. The Purchasing Division will post any and all addenda on the Bid Opportunities web page of Columbus Consolidated Government, at https://www.columbusga.gov/finance/purchasing/docs/opportunities/Bid_Opportunities.htm. Bidders are responsible for periodically visiting the web page, to check for addenda, prior to the bid due date and before submitting a bid.

EQUAL OPPORTUNITY

Columbus Consolidated Government in accordance with Title VI of the Civil Rights Act of 1964 and 78 Stat. 252, 42 USC 2000d—42 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, sex, or national origin in consideration for an award.

REJECTION OF BIDS

The Columbus Consolidated Government reserves the right to reject any and all bids.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION

**Mott's Green Plaza P. I. #0015287 (Re-bid)
RFB No. 21-0037**

The Disadvantaged Business Enterprise (DBE) participation goal for this project is 8% of the total respective project cost. The UCP Directory of GDOT-certified DBE vendors is available at <http://www.dot.ga.gov/PS/Business/DBE>.

Additional DBE information, requirements and forms may be found in the Plan Book.

DO YOU HAVE QUESTIONS, CONCERNS OR NEED CLARIFICATION ABOUT THIS SOLICITATION?

COMMUNICATION CONCERNING ANY SOLICITATION CURRENTLY ADVERTISED MUST TAKE PLACE IN WRITTEN FORM AND ADDRESSED TO THE PURCHASING DIVISION.

ANY INQUIRY RECEIVED BY NOON (12:00 PM) ON THE FIFTH CALENDAR DAY PRIOR TO THE DATE FIXED FOR THE OPENING OF BIDS WILL BE GIVEN CONSIDERATION.

ALL QUESTIONS OR CLARIFICATIONS CONCERNING THIS SOLICITATION SHALL BE SUBMITTED IN WRITING. THE CITY WILL NOT ORALLY OR TELEPHONICALLY ADDRESS ANY QUESTION OR CLARIFICATION REGARDING BID/PROPOSAL SPECIFICATIONS. IF A VENDOR VISITS OR CALLS THE PURCHASING DIVISION WITH SUCH QUESTIONS, HE OR SHE WILL BE INSTRUCTED TO SUBMIT THE QUESTIONS IN WRITING.

ALL CONTACT CONCERNING THIS SOLICITATION SHALL BE MADE THROUGH THE PURCHASING DIVISION. BIDDERS SHALL NOT CONTACT CITY EMPLOYEES, DEPARTMENT HEADS, USING AGENCIES, EVALUATION COMMITTEE MEMBERS OR ELECTED OFFICIALS WITH QUESTIONS OR ANY OTHER CONCERNS ABOUT THE SOLICITATION. QUESTIONS, CLARIFICATIONS, OR CONCERNS SHALL BE SUBMITTED TO THE PURCHASING DIVISION IN WRITING. IF IT IS NECESSARY THAT A TECHNICAL QUESTION NEEDS ADDRESSING, THE PURCHASING DIVISION WILL FORWARD SUCH TO THE USING AGENCY, WHO WILL SUBMIT A WRITTEN RESPONSE.

THE PURCHASING DIVISION WILL FORWARD WRITTEN RESPONSES TO THE RESPECTIVE BIDDER OR IF IT BECOMES NECESSARY TO REVISE ANY PART OF THIS SOLICITATION, A WRITTEN ADDENDUM WILL BE ISSUED TO ALL BIDDERS.

THE CITY IS NOT BOUND BY ANY ORAL REPRESENTATIONS, CLARIFICATIONS, OR CHANGES MADE TO THE WRITTEN SPECIFICATIONS BY CITY EMPLOYEES, UNLESS SUCH CLARIFICATION OR CHANGE IS PROVIDED TO THE BIDDERS IN A WRITTEN ADDENDUM FROM THE PURCHASING MANAGER.

BIDDERS ARE INSTRUCTED TO USE THE ENCLOSED "QUESTION/CLARIFICATION FORM" TO FAX OR EMAIL QUESTION.

ANY REQUEST, AFTER A SOLICITATION HAS CLOSED AND PENDING AWARD, MUST ALSO BE SUBMITTED IN WRITING TO THE PURCHASING DIVISION.

QUESTION/CLARIFICATION FORM

DATE: _____

TO: Della Lewis, CPPB
Buyer Specialist
Email BidOpportunities@ColumbusGA.org or
Fax 706-225-3033

RE: RFP No. 21-0037, Mott's Green Plaza P. I. #0015287 (Re-Bid)

I have the following concern(s)/question(s) about the specifications:

From: _____
Company Name Website

Representative Email Address

Complete Address City State Zip

Telephone Number Fax Number

COMMUNICATION CONCERNING THIS SOLICITATION

THIS PAGE MUST BE SIGNED AND RETURNED WITH THE VENDOR'S BID/PROPOSAL. FAILURE TO INCLUDE THIS FORM WILL AUTOMATICALLY RENDER VENDOR'S RESPONSE NON-RESPONSIVE.

.....

ALL QUESTIONS OR CLARIFICATIONS CONCERNING THIS SOLICITATION SHALL BE SUBMITTED IN WRITING. THE CITY WILL NOT ORALLY OR TELEPHONICALLY ADDRESS ANY QUESTION OR CLARIFICATION REGARDING BID/PROPOSAL SPECIFICATIONS. IF A VENDOR VISITS OR CALLS THE PURCHASING DIVISION WITH SUCH QUESTIONS, HE OR SHE WILL BE INSTRUCTED TO SUBMIT THE QUESTIONS IN WRITING.

ALL CONTACT CONCERNING THIS SOLICITATION SHALL BE MADE THROUGH THE PURCHASING DIVISION. BIDDERS SHALL NOT CONTACT CITY EMPLOYEES, DEPARTMENT HEADS, USING AGENCIES, EVALUATION COMMITTEE MEMBERS, INCLUDING NON-CCG EMPLOYEES, CONTRACTED PERSONNEL ASSOCIATED WITH THIS PARTICULAR PROJECT (I.E. ARCHITECTS, ENGINEERS, CONSULTANTS), OR ELECTED OFFICIALS WITH QUESTIONS OR ANY OTHER CONCERNS ABOUT THE SOLICITATION. QUESTIONS, CLARIFICATIONS, OR CONCERNS SHALL BE SUBMITTED TO THE PURCHASING DIVISION IN WRITING. IF IT IS NECESSARY THAT A TECHNICAL QUESTION NEEDS ADDRESSING, THE PURCHASING DIVISION WILL FORWARD SUCH TO THE USING AGENCY, WHO WILL SUBMIT A WRITTEN RESPONSE.

THE PURCHASING DIVISION WILL FORWARD WRITTEN RESPONSES TO THE RESPECTIVE BIDDER. IF IT BECOMES NECESSARY TO REVISE ANY PART OF THIS SOLICITATION, A WRITTEN ADDENDUM WILL BE ISSUED TO ALL BIDDERS.

THE CITY IS NOT BOUND BY ANY ORAL REPRESENTATIONS, CLARIFICATIONS, OR CHANGES MADE TO THE WRITTEN SPECIFICATIONS BY CITY EMPLOYEES, UNLESS SUCH CLARIFICATION OR CHANGE IS PROVIDED TO THE BIDDERS IN A WRITTEN ADDENDUM FROM THE PURCHASING MANAGER.

BIDDERS ARE INSTRUCTED TO USE THE ENCLOSED "QUESTION/CLARIFICATION FORM" TO FAX OR EMAIL QUESTION. **QUESTIONS AND REQUESTS FOR CLARIFICATION MUST BE SUBMITTED AT LEAST FIVE (5) BUSINESS DAYS BEFORE THE DUE DATE.**

ANY REQUEST/CONCERN/PROTEST, AFTER A SOLICITATION HAS CLOSED AND PENDING AWARD, MUST ALSO BE SUBMITTED IN WRITING TO THE PURCHASING DIVISION.

I agree to forward all communication about this solicitation, in writing, to the Purchasing Division. I understand that communication with other persons, other than the Purchasing Division, will render my Bid/Proposal response non-responsive and I will no longer be considered in the solicitation process.

Vendor Name: _____

Print Name of Authorized Agent: _____

Signature of Authorized Agent: _____

DEMANDSTAR SUBMISSION INFORMATION

Due to the COVID-19 pandemic, the Purchasing Division is suspending the receipt of hard copies of sealed responses and public solicitation openings until further notice. **Effective immediately, responses must be submitted via DemandStar. See Appendices B, C & D for Submission Requirements Checklist, Registering for DemandStar and Responding to an Electronic Bid in DemandStar.**

There is no cost to submit responses electronically through DemandStar; you will only incur a fee if you opt to receive e-notifications directly from DemandStar. You must select "Columbus Consolidated Government" as your free agency (see registration instructions). Solicitations may be accessed thru the DemandStar link that is posted at

https://www.columbusga.gov/finance/purchasing/docs/opportunities/Bid_Opportunities.htm.

Per Georgia HB489, the Purchasing Division will continue to post solicitations on the Georgia Procurement Registry. To receive future procurement notifications, you must register with the Team Georgia Marketplace at <http://doas.ga.gov/state-purchasing/suppliers/getting-started-as-a-supplier>.

Excluding responses to Requests for Proposals (RFP), a tabulation of responses will be available on DemandStar shortly after the solicitation closes. The Purchasing Division will also continue to post tabulations at

https://www.columbusga.gov/finance/purchasing/docs/tabulations/bid_tabulations.htm.

The Purchasing Division's tabulation of bids shall be the official tabulation.

Failure to submit electronic responses, via DemandStar, will result in the rejection of your response. Submittals received via U.S. Postal Service, FedEx, UPS, etc., will be returned unopened at the expense of the sender. The Purchasing Division will not accept hand-delivered submittals, and will immediately discard any submittal left in the reception area of the Finance Department.

The Purchasing Division sincerely appreciates your cooperation during these unprecedented times.

ELECTRONIC SUBMITTAL CHECKLIST

MOTT'S GREEN PLAZA P.I. #0015287 (RE-BID)

RFB NO. 21-0037

Please submit your electronic response as instructed below:

IMPORTANT NOTICE:

1. Vendors shall submit **only** the required documents listed using the “**Bidder Response ALL Documents**” function.
2. **Zip files with multiple files are not acceptable**; vendors shall submit one PDF file of their submittal.
3. Due to file size limitations, please **do not resend the City's full specifications** as this information is already on file.
4. **In the event DemandStar requires a dollar value for your submittal, enter “0”.**

- DBE Goals form
- Communication Concerning this Solicitation* form (page 7 of 15 of RFB document)
- Bid Bond & Power of Attorney
- GDOT Contractor Affidavit/ Georgia Security and Immigration Compliance Act Affidavit
- Federal Aid Certifications
 - Equal Employment Opportunity
 - Examination of Plans and Specifications
 - Conflict of Interest
 - Drug Free Workplace
 - Boycott of Israel
 - Non-Collusion Certification
- Proposal Forms, including acknowledgment of addenda (pages PR – 1 thru PR – 2)
- Page 1** of Form W-9 (<https://www.irs.gov/pub/irs-pdf/fw9.pdf>)

Registering for DemandStar



We are pleased to announce our membership in the DemandStar network. DemandStar is an online marketplace that connects our suppliers directly to the bids, quotes and RFPs that matter to them.

DemandStar is open and accessible to all businesses and provides instant access to our solicitations. By registering for your complimentary DemandStar account, you will receive:

- **Instant** access to bids, quotes and RFPs
- **Automatic** notifications, right to you inbox, of bids that match the commodity codes you select
- The ability to **quickly view** the contractual terms and scope of work
- All the **forms and documents** you need in one place
- Access to **more government bids** in neighboring cities, counties and states

It's EASY! Get started with these 3 easy steps!

1 REGISTER

Go to:

<https://www.demandstar.com/registration>

Create an Account with DemandStar

You are one step away from picking your free government agency

Email Address

Company Name

I accept the DemandStar [Terms of Use](#) and [Privacy Policy](#)

Next



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2 CHOOSE YOUR FREE AGENCY

Type in the name of the government agency you'd like to add, for example "City of Metropolis" in the Search Box

3 CHECK OUT

Check out with your **FREE AGENCY** Registration by clicking "Skip for now" on the page where it gives you options to add additional counties and States

← Choose Your Free Agency

Receive full access to the government agency of your choice and receive advance notifications of new opportunities.

City of Metropolis ✕
Narrow down your search by selecting a state and county.

State County
Select State ▼ Select County ▼

- City of Metropolis – Board of Commissioners
- City of Metropolis Purchasing
- Metropolis Technical College

You have chosen **Metropolis Technical College** as your free agency. Add additional government agencies below for \$25 per County, Statewide and National subscriptions available.

My Subscriptions  [0]

Nation (0)

States (0)

Counties (0)

		Your Current Rate
Total	(0 subscriptions)	\$0/year

Proceed to Checkout

Skip for Now

SIGN UP

Visit www.demandstar.com



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206.940.0305

Responding to an Electronic Bid

5 Step Instructions

Step 1

Many governments are moving toward requiring bid responses electronically. Here are the steps to respond to a bid Electronically.

- Click on the solicitation name

The screenshot shows a web interface with a navigation bar at the top containing 'Dashboard', 'Bids', 'Quotes', 'Coming Soon! Activities', 'Coming Soon! Messages', and 'Responses'. Below the navigation bar is a large orange arrow labeled 'Bids'. To the right of the arrow is a 'Sort By' dropdown menu set to 'Due Date'. Below this is a list of bid entries. A red arrow points to the first entry, 'TSEBIDVINO24JAN01'. The list includes the following information for each bid:

Solicitation Name	Agency	Broadcast	Due	Planholders	Watch	Status
TSEBIDVINO24JAN01	City of Fort Pierce - Purchasing Department, Fort Pierce, AZ	1/24/2020	3/1/2020	3	Watch	Active
AA-BB-CC-DD-EE	agency2.0, Texas, FL	2/4/2020	2/29/2020	0	Watch	Active
TESTBID	agency2.0, Texas, FL					Active

Step 2

Once you are in the solicitation, you will see the Bid Details page that is standard for all solicitations

- When you are ready to submit your bid, click on “Submit E-Bid Proposal”

TESTBID Active

Bid Details

Agency Name	Agency 2.0
Bid Writer	Agency 2.0
BID ID	8810-102890-001040
Bid Type	E-BID - E-BID
Broadcast Date	02/06/2020 04:40 Eastern
Fiscal Year	2020
Due	02/20/2020 11:00 PM Eastern
BID STATUS TRL	BID STATUS

Scope of Work

SCOPE IS WORK

Documents

Filename	Type	Date Modified	Status
file	Attachment	02/06/2020	Complete

Distribution Info

Bid Bond	None
Plan (Mandatory)	None
E-Bidding	Submit
Distributed By	Demarcator
Distribution Method	Download and Mail
Distribution Options	Bid has no blueprints associated with it
Project Estimated Budget	\$120,000.00
Distribution Notes	None

Publications


View Legal Ad

Pre-Bid Conference

No Pre-Bid Conference Data Found

Commodity Code

[001-945-00] FINANCIAL SERVICES

 **Submit E-Bid Proposal**

Step 3

Enter information requested page-by-page and you can see what will come next via the menu bar on the left under “E-Bid Progress”

If there is not a total bid amount in your submission, please put “0”

Example: a request for qualifications opportunity may not require a bid amount so vendors will input “0” under “Bid Amount”



DEMANDSTAR Dashboard Bids Quotes Coming Soon! Activities Coming Soon! Messages Responses Robyn Gallardi

Home > Bids > TESTBID > My Ebid Response Save & Finish Later Cancel

E-Bid Response

Bid Details

Agency Name agency2.0
Bid Number EBID-123456-0-2020/AD
Bid Due Date 02/29/2020 (PST)
Bid Opening 23 days, 04 hours, 23 minutes, 54 seconds Remaining
Bid Name TESTBID

E-Bid Progress

- Contact Information
- Documents Upload
- Review Bid

Contact Information

Company Name
Calgon Carbon Corporation

Address 1
P. O. Box 717

Address 2
Address 2 (optional)

City
Pittsburgh

Country United States of Ame... State/Province Pennsylvania

County Select... Postal Code 15230-0717

Phone Number 4127876810 Extension Extension (optional)

Bid Amount 127,000 Invalid Alternate Bid Amount Alternate Bid Amount (optional)

Notes
For the full 6 month contract (optional)

Next

Step 4

After you click NEXT on the Contract Information page, you will be directed to enter the documents required.

Create one (1) file containing **only** the required documents listed on the “*Electronic Proposal Submission Checklist*” page of the specifications and upload using the “**Bidder Response ALL Documents**” function.

NOTE: Do not enter information using the “Supplemental Documents” function.

Due to file size limitations, please do not include the City’s specification document in your uploaded response as this information is already on file. Font and page limitations may also apply.

BEST PRACTICE TIP: In some instances, multiple addenda may be issued for a solicitation. To avoid having to re-upload your firm’s response file multiple times, it is **recommended** that vendors upload within five (5) business days of the due date. The City posts all documents, to include addenda, on the Finance Department Bid Opportunities web page: https://www.columbusga.gov/finance/purchasing/docs/opportunities/Bid_Opportunities.htm.

The screenshot displays the BEHANDSTAR E-Bid Response interface. On the left, the 'Bid Details' section includes: Agency Name (agency00), Bid Number (000-123456-0-000000), Bid Due Date (02/28/2024 (PST)), Bid Opening (23 days, 04 hours, 17 minutes, 20 seconds Remaining), and Bid Name (753750). Below this is the 'E-Bid Progress' section with steps: Contact Information, Documents Upload, and Review Bid. The main area is titled 'E-Bid Response' and contains 'Required Documents' instructions, a list of 'Agency Accepted File Formats' (including Adobe Acrobat, AutoCAD, PDF, etc.), and a table for document submission. The table has columns for 'Required Document', 'Submission Option', and 'Uploaded Document'. A green arrow labeled 'UPLOAD COMPLETE FILE' points to the 'Choose a File' button. A red arrow labeled 'DO NOT USE SUPPLEMENTAL DOCUMENTS' points to the 'Supplemental Documents' section, which includes a text input for 'Document Title' and an 'Add Document' button. 'Previous' and 'Next' buttons are at the bottom.

Step 5

Review Your E-Bid Response, and if everything is correct, then press “Submit Response”

You are done! And the government to which you’ve submitted this will download your responses and documents and see the day and time upon which you submitted your proposal.

The screenshot displays the DEMANDSTAR interface for reviewing an e-bid response. The page is titled "Review Your E-Bid Response" and includes the following sections:

- Bid Details:**
 - Agency Name: agency 0.0
 - Bid Number: EBID-133496-0-0320AD
 - Bid Due Date: 02/09/2020 (PST)
 - Bid Opening: 23 days, 04 hours, 33 minutes, 47 seconds Remaining
 - Bid Name: TESTBID
- E-Bid Progress:**
 - Contact Information
 - Documents Uploaded
 - Review Bid (Current Step)
- Contact Info:**
 - Company Name: Calgon Carbon Corporation
 - Address 1: # D, Box 717
 - Address 2:
 - City: Pittsburgh
 - State: Pennsylvania
 - Country: United States of America
 - Postal Code: 15203-0717
 - Phone Number: 4127878815
 - Tax:
 - Bid Amount: \$127,000.00
 - Alternate Bid Amount:
 - Notes: For the full 6 month contract
- Agency Required Documents:**
 - Service Doc agency 0.0 (Electronic/Online)
- Supplemental Documents:**
 - Reference(s) (Electronic/Online)

Below the document lists, there is a text box with instructions: "After clicking 'Submit Response' the following process will begin: 1. We will verify that your response is complete as entered. 2. You will see a confirmation page with your confirmation number and date/time stamp of your upload. 3. You will receive a confirmation e-mail indicating a successful response submitted. 4. You may track your response submission under the Responses page. If you do not receive any of the above, please call Supplier Services at (202) 940-0305."

At the bottom of the page, there are two buttons: "Previous" and "Submit Response". A red arrow points to the "Submit Response" button.