infotech.

A Bidx.com® Show & Tell – Lettings and Proposals

Session 1 Wed, May 22 @ 10 am ET

→ **Can links be included in alert messages?**

Yes, alert messages can include HTML links. When creating your alert message, select the Insert Link option to add your link, or select the HTML option to manually enter your link information.

→ **When will all these changes happen?**

We plan to release the updates for the letting and proposal pages at the end of June, with a pre-release to www.demo.bidx.com two weeks prior for testing.

→ **Is bids.json available rather than xtabdat.dat?**

Yes. If your agency uses the bids.json format instead of xtabdat.dat, you will see this listed in its place.

→ **Is the xtab available at the proposal level or only at the letting level?**

The xtabdat.dat file is available at the proposal level. You can run open bids at the proposal level which will create an xtabdat.dat file.

→ **Where are the Award and Contract Documents?**

We are still in the process of determining where the Award and Contract Documents admin functionality will appear, but Award and Contract Documents options will be accessible from the proposal page by the release date.

→ **Will the files still be downloaded to your documents folder?**

Updates to the letting and proposal pages do not include updates to the open bids process. When you run open bids, the decrypted bids and files are still found in your documents folder
(For example, ..\Documents\x509BidxBidOpener\x509BidDocuments\LettingID_folder\.)

→ **Do you have to click the Bid Files button to see the number of files?**

Contractors can see an attachment count on the letting and proposal pages and an amendment count on the individual proposal pages.

→ **Are we still limited to the MS Edge browser?**

Yes. Bidx Agency Administrators will still need to use the latest version of Microsoft Edge for Agency Key creation and Bid Opening processes.

→ **Why can agencies withdraw proposals after the letting has ended?**

Agencies can decide to withdraw a proposal for their own reasons after the letting has ended. During the withdrawal process the agency can enter a reason which will be displayed for transparency.

A Bidx.com® Show & Tell – Lettings and Proposals

→ **What does the import option do at the Letting and the Proposal level?**
The Import option allows you to upload two types of information: Bid Forms and Data. Bid Forms include the EBSX and amendment files that a bidder needs to submit. Data includes vendor lists, plan holder lists, or bid tabulations.

→ **Do these updates allow for individual proposals to be hidden or can you only hide by letting date?**
Individual proposals cannot be hidden. You can only hide proposals by the letting date.

→ **Will contractors be alerted of the changes?**
Yes. We do not plan to host a webinar for contractors, but we will communicate with the contractor community prior to the production release about the upcoming changes and how they will affect contractor workflow and navigation. We will also be providing comprehensive educational resources for contractors.

→ **Any changes to requesting digital IDs or approving them?**
These updates will not affect the Infotech Digital ID process of requesting and approving.

→ **The import option downloads the file locally and imports it into AASHTOWare. Can the import option directly load the data into AASHTOWare?**
The Import > Data option cannot directly load the data into AASHTOWare Project Preconstruction at this time. You'll still need to manually import the data into Preconstruction.

→ **Does "end of June" mean before June 28? Or will the updates be done that evening (last working day in June)?**
Currently, we plan to release the updates to the individual letting/proposal pages during the evening of June 28th. Releases are planned outside of peak service hours as defined in our SLA.

→ **Will the tool options change with regard to my Agency Opening Key? What about pointing the directory path for downloads?**
No. Currently there are no changes occurring to the Agency Key and Open Bids process. You will still be able to manage your Agency Keys and bid opening settings as you do today.

→ **When an addendum file is uploaded by the Agency Admin, is an email sent to the contractors who downloaded any files for the proposal?**
Contractors can subscribe to a Proposal Activity notification from the agency, and be notified once an amendment (addendum) file is uploaded. Contractors can subscribe to notification settings by clicking the Notification bell in the upper right hand corner > Notifications > Manage Messages and Notifications.

A Bidx.com® Show & Tell – Lettings and Proposals

→ **Can multiple addenda files be loaded at one time?**
Yes, multiple addenda files (amendment files, ex. File.001x, File.002x, etc.) can be added to a ZIP file and that ZIP file can be uploaded to an existing proposal via the Import > Bid Forms option.

→ **Will current proposals scheduled in July need to be uploaded again, or will all proposals carry over?**
Current proposals do not need to be uploaded again. These changes to the individual letting/proposal pages will not impact existing proposal data.

→ **Do updates typically happen over the weekend?**
Product upgrades and updates are typically scheduled after business hours. Release notes (if applicable) are typically posted on the following business day to www.releases.infotechinc.com.

Session 2 – May 22 @ 1:30 pm ET

→ **Is there still an option for an agency to allow/block contractors from downloading EBSX and amendment files uploaded to Bidx?**
Yes. The Enable | Disable EBS distribution option will still be available on your Manage Agency Settings page.

→ **Currently, the xtabdat.dat file automatically downloads a certain file to our computer. Will that be changing? Will we now have to get it from the download drop-down on the letting side?**
No. The bid opening process and the files that download will not change with the individual letting/proposal page functionality. However, if you'd like to download the xtabdat.dat file from the Files drop-down, you can.

→ **Has the process to place alerts on the homepage changed?**
No, the process to post alerts on the homepage has not changed. The alert message functionality demonstrated during the webinar only impacts the letting/proposal pages.

→ **When will agencies be able to begin testing?**
We plan to pre-release the letting/proposal functionality to www.demo.bidx.com in mid-June. We'll communicate with all agencies once the pre-release is available and then testing can begin.