

**THE NEW JERSEY TURNPIKE AUTHORITY  
PROCUREMENT AND MATERIALS MANAGEMENT DEPARTMENT**

New Jersey Turnpike Administrative Offices  
1 Turnpike Plaza  
P.O. Box 5042  
Woodbridge, New Jersey 07095-5042  
Tel. - 732-750-5300 Ext. 8640

**REQUEST FOR BID**

TITLE: **DIRECT PURCHASE OF TURNPIKE REVENUE BONDS, SERIES 2020 A**

BID NO: **RM-153909**

DUE DATE: **2-6-20**

TIME: **10:00 AM**

**SUBMIT BIDS BEFORE THE DUE DATE AND TIME STATED ABOVE TO THE ABOVE ADDRESS**

**BIDDER INFORMATION (PLEASE PRINT)**

\_\_\_\_\_  
NAME OF BIDDING ENTITY

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
CITY, STATE AND ZIP CODE

\_\_\_\_\_  
E-MAIL ADDRESS

\_\_\_\_\_  
REPRESENTATIVE TO CONTACT-NAME & TITLE

\_\_\_\_\_  
TELEPHONE NO.

\_\_\_\_\_  
FEDERAL TAX I.D. NO. or TAXPAYER I.D. NO.

\_\_\_\_\_  
FAX NO

## SECTION I

### A. INTRODUCTION

The New Jersey Turnpike Authority (the “Authority”) was created by an act of the New Jersey Legislature in 1948, known as the New Jersey Turnpike Authority Act (as amended and supplemented, “Act”). The Act authorizes the Authority to construct, maintain, repair, and operate the New Jersey Turnpike, to collect tolls, and to issue Turnpike Revenue Bonds or Notes, subject to the approval of the Governor, payable from tolls and other revenues of the Authority. On May 27, 2003, the Act was amended to empower the Turnpike to assume all powers, rights, obligations and duties of the New Jersey Highway Authority (the “Highway Authority”), which owned and operated the Garden State Parkway and PNC Bank Arts Center. On July 9, 2003, the Authority assumed all powers, rights, obligations and duties of the Highway Authority. The Authority currently operates both the Garden State Parkway (“GSP”) and the New Jersey Turnpike (“Turnpike”) (both roads are collectively referred to herein as the (“Roadways”).

The Authority is governed by an eight-member Board of Commissioners (“Board”). The Governor of New Jersey appoints each of its members and has the statutory authority to overturn an action of the Board by vetoing any Board action within 10 days of receiving the minutes of the meeting. The Board authorizes awards of all public contracts over \$100,000, except in cases where it has delegated authority to the Executive Director.

This bid solicitation is being conducted pursuant to the Authority’s enabling statute as found in *N.J.S.A. 27:23-6.1* and Executive Order number 37 (Corzine 2006) and the regulations and policies of the Authority with regard to public bid procurement.

## B. BIDDER GUIDELINES/CHECKLIST

BIDS THAT FAIL TO CONFORM TO THE FOLLOWING REQUIREMENTS MAY BE REJECTED:

1. The Request for Bid (“RFB”), including specifications and related bid documents (“Bids”) must be received at or before the due date and time stated on the cover page at the following place: New Jersey Turnpike Authority, Administration Building, 1 Turnpike Plaza, Woodbridge, New Jersey 07095. **LATE BIDS WILL BE RETURNED UNOPENED. ELECTRONIC, EMAILED OR FACSIMILE BIDS WILL NOT BE ACCEPTED.** A public Bid Opening will take place at the New Jersey Turnpike Authority, Administration Building, 1 Turnpike Plaza, Woodbridge, New Jersey 07095.
2. **The entity submitting a Bid (“Bidder”) must provide one original and one copy of the Bid.** The Bid must include all price information. Bid prices shall include delivery of all items F.O.B. destination or as otherwise provided. Price quotes must be firm through issuance of contract.
3. All Bid prices must be typed or written in ink. Quote the specified unit of measure. If bidding an alternate, provide detailed specifications on the exception form attached.
4. All corrections, white-outs, erasures, re-striking of type, or other forms of alteration or the appearance of alteration, to unit and/or total prices must be initialed in ink by the Bidder.
5. The Bidder must attend the mandatory site inspection at the following date(s) and time(s) if applicable: N/A
6. **IF CHECKED, THIS RFB REQUIRES THE FOLLOWING MANDATORY DOCUMENT(S). FAILURE TO COMPLY WILL RESULT IN REJECTION OF THE BID.**
  - (a) Bid Bond, Letter of Surety or a Cashier’s Check for 10% of the amount Bid
  - (b) **Ownership Disclosure Statement**
  - (c) **Vendor Disclosure Form**
  - (d) **Disclosure of Investment Activities in Iran**
7. **TO FACILITATE THE CONTRACT AWARD PROCESS, THE FOLLOWING DOCUMENTS SHOULD BE SUBMITTED WITH THE BID. IN THE EVENT THE DOCUMENTS ARE NOT SUBMITTED WITH THE BID, THEY SHALL BE SUBMITTED WITHIN THREE (3) BUSINESS DAYS FOLLOWING A VERBAL OR WRITTEN REQUEST FROM THE AUTHORITY.**
  - (a) Certification of Registration with the Secretary of State (only if non-NJ corporation)
  - (b) Acknowledgement of requirement for Disclosure of Political Contributions (ELEC)
  - (c) SBE/WBE/MBE Certificates and Form
8. Bidder must sign the Bid
9. **SEE THE AUTHORITY’S INSTRUCTION TO BIDDERS (ATTACHED) FOR A COMPLETE LIST OF THE AUTHORITY’S STANDARD CONTRACT TERMS AND CONDITIONS, AS WELL AS OTHER FORMS THAT ARE REQUIRED PRIOR TO THE AWARD OF CONTRACT(S).**

**THE RECOMMENDED LOW BIDDER(S) MUST SUBMIT THE FOLLOWING CHECKED DOCUMENTS PRIOR TO CONTRACT AWARD.**

- (a) Mandatory Equal Employment Opportunity Language
- (b) Affirmative Action Information Sheet with Certificate or Form AA302
- (c) State Contractor Political Contributions Compliance Public Law 2005, Chapter 51 & EO 117
- (d) Notice to All Bidders of Set-Off for State Tax
- (e) Insurance Certificate
- (f) State of New Jersey Division of Business Registration Certificate
- (g) Instruction and agreement for Direct Payment (ACH)

## SECTION II

### A. INTENTION

1. **Sealed Bids (Paper Submission Only)** for RM-153909 must be received at the New Jersey Turnpike Authority Administrative Offices, 1 Turnpike Plaza, Woodbridge, New Jersey 07095-5042, by the due date and time stated on the cover page of this “RFB” at which time and place said Bid will be opened and read in public.
2. Bidders mailing Bids should allow for their normal mail delivery time to ensure timely receipt of the Public Bids. **Please be advised that using an overnight/next-day delivery service does not guarantee overnight/next-day deliveries to our location. The Authority will not be responsible for any Bid not being received by the required date and time.**
3. It is the intention of the Authority to issue a Purchase Order/ “NOA” for a price agreement for the direct purchase of Turnpike Revenue Bonds, Series 2020 A.
4. Please contact John Parmigiani or Dale Barnfield at 732-750-5300 (John x 8632 [jparmigiani@njta.com](mailto:jparmigiani@njta.com) or Dale x 8630 [dbarnfield@njta.com](mailto:dbarnfield@njta.com)) with any questions regarding this procurement contract.

### B. BID SHEET INSTRUCTIONS

1. Bidders must follow all instructions in this RFB and in the Instructions to Bidders issued by the Authority, and any other documents issued by the Authority in connection with this RFB (collectively, “Bid Documents”).
2. Bidders must examine the bid documents carefully before bidding and must ask the Director of Procurement and Materials Management Department (“PMM”) in writing for any interpretation or correction of any apparent ambiguity, inconsistency or apparent error therein. If necessary, an interpretation or correction to the specifications in the form of an addendum shall be issued at least three (3) days prior to the bid opening by the Director of PMM to Bidders who have obtained the Bid Documents in accordance with *N.J.A.C. 19:9-2.2(a)(3)*. **Requests for interpretation or correction shall be considered only if received at least 5 business days prior to the Bid opening date:** Please contact John Parmigiani or Dale Barnfield at 732-750-5300 (John x 8632 [jparmigiani@njta.com](mailto:jparmigiani@njta.com) or Dale x 8630 [dbarnfield@njta.com](mailto:dbarnfield@njta.com)) with any questions regarding this procurement contract.
3. The submission of the Bid is conclusive evidence that the Bidder is fully aware of the conditions, requirements, and details as stated in the Bid Documents. If the Bidder, prior to submitting its Bid, fails to notify the Director of PMM of the existence of an ambiguity or inconsistency in the Bid Documents, a Bid will conclusively be presumed to have been based upon the Authority’s interpretation of such ambiguity or inconsistency.
4. All erasures, interpolations or other physical changes on the Bid Quotation Sheet shall be signed or initialed by the Bidder. Bids containing any conditions, omissions, erasure’s, alterations, or items not called for in this RFB or irregularities of any kind, may be rejected by the Authority, in its sole discretion.
5. The Bidder shall not attach conditions, limitations or provisos to its Bid.

## **C. BASIS OF AWARD**

1. **Bidders shall include a proposed fixed interest rate to maturity (or a formula by which the fixed interest rate will be determined), for the Series 2020 A Bonds and/or a percentage of LIBOR and a proposed Margin, for the Series 2020 A Bonds on the Bid Quotation Sheet for the Series 2020 A Bonds. All bidders must include a not-to-exceed amount for legal fees and expenses to be paid by the Authority on the submitted Bid Quotation Sheet for the Series 2020 A Bonds. The Submitted Bid Quotation Sheet not complying provisions may be rejected. Each bidder must submit only one Bid Quotation Sheet for the Series 2020 A Bonds.**
2. The Authority is tax exempt from New Jersey Sales and Excise Tax.
3. The Series 2020 A Bonds will have a stated maturity date of January 1, 2024 and the Series 2020 A Bonds will not be subject to mandatory tender for purchase by the Authority on any date prior to January 1, 2024.
4. Based upon the determination that the Authority makes for Series 2020 A Bonds described in the preceding paragraph, the purchase of the Series 2020 A will be awarded to the applicable Successful Bidder for such Series, which will be the bidder whose proposed **fixed interest rate to maturity (or a formula by which the fixed interest rate will be determined)** or percentage of LIBOR and proposed Margin, together with the counsel fee, if any, to be paid by the Authority, provides the Authority with the lowest assumed interest cost for the Series 2020 A Bonds and whose proposed changes to the Certificate of Determination and the Bondholder Agreement for the Series 2020 A Bonds, if any, are otherwise acceptable to the Authority.

## **D. SUBMISSION OF BIDS**

The Authority will be accepting separate bids for the direct purchase of the Series 2020 A Bonds **until 10:00 a.m. Eastern Time on February 6, 2020. No bids will be accepted after 10:00 a.m. Eastern Time on such date.** All bids must be submitted on the applicable Bid Quotation Sheet for the Series 2020 A Bonds (Section II, E 1, 2 and 3) and in compliance with the other terms and conditions described herein. In preparing its bid on the applicable Bid Quotation Sheet for the Series 2020 A Bonds, each bidder should provide the following information:

1. **Fixed Interest Rate.** The bidder's proposed **fixed interest rate to maturity (or a formula by which the fixed interest rate will be determined), for the Series 2020 A Bonds.** As noted above, the bidder's proposed **fixed interest rate to maturity (or a formula by which the fixed interest rate will be determined)** must remain firm through the closing date of the transaction.
2. **Percentage of LIBOR and Margin.** The bidder's proposed percentage of LIBOR and its proposed Margin for the Series 2020 A Bonds. As noted above, the bidder's proposed percentage of LIBOR and proposed Margin must remain firm through the closing date of the transaction.
3. **Proposed Modifications to the Certificate of Determination and/or Bondholder Agreement.** It is the Authority's strong preference to sell each of the Series 2020 A Bonds on a direct purchase basis to the Successful Bidder for such Series on the terms and conditions set forth in the forms of the Certificate of Determination and the Bondholder Agreement attached hereto without any material insertions, deletions, modifications or other changes to either of those documents. However, if a bidder's bid for any of the Series 2020 A Bonds is to be conditioned upon any required material changes or modifications being made to either of those documents, those changes should be specifically noted on the Bid Quotation Sheet where indicated and a blacklined or otherwise marked copy of the forms of the Certificate of Determination and/or the Bondholder Agreement attached hereto which reflects all material insertions, deletions, modifications or other changes required by the bidder should be attached to the Bid Quotation Sheet. Any changes to the forms of the Certificate of Determination and the Bondholder Agreement which are not included with the Bid Quotation Sheet will not be considered by the Authority after submission of the Bid Quotation Sheet. The Authority makes no representation that it will accept any proposed changes to the documents, and it may reject a bid based on any proposed changes to the documents.
4. **Counsel.** If a bidder anticipates engaging an attorney or law firm to represent it in connection with its purchase of any Series 2020 A Bonds, the bidder must provide the name of the attorney and/or proposed law firm and, if the bidder will require the Authority to pay its counsel fees and expenses, a not-to-exceed amount to be paid to such attorney or law firm to compensate it for all of its fees and expenses incurred in connection with the purchase of such Series 2020 A Bonds.
5. **Credit Approval Process.** Each bidder should indicate if it has already received all necessary approvals, including all formal credit approvals, needed to purchase the Series 2020 A Bonds for which it submits a Bid Quotation Sheet and, if not, provide an estimated date by which all such approvals will be received.

## **E. BID QUOTATION SHEET**

**(Per Attached Specifications)**  
**Turnpike Revenue Bonds**  
**\$33,875,000 Series 2020 A Bonds**  
Direct Purchase Bid Quotation Sheet

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**ITEM 1. FIXED INTEREST RATE**

Proposed Fixed Rate: \_\_\_\_\_ (\_\_\_\_%) or

Formula for Determining Fixed Interest Rate: \_\_\_\_\_.

**ITEM 2. PERCENTAGE OF LIBOR AND MARGIN**

Proposed Percentage of LIBOR: \_\_\_\_\_ (\_\_\_\_%)

(For comparative purposes, the date of bid receipt will be the basis for LIBOR rate)

Proposed Margin: \_\_\_\_\_ basis points (\_\_\_\_bps)

**ITEM 3.** Not-to-exceed amount for legal fees and expenses to be paid by the Authority: \$\_\_\_\_\_

**FOR INFORMATIONAL PURPOSES ONLY**  
(Not Computed in Bid Amount)

1. Name of Legal Counsel: \_\_\_\_\_

2. Approval Status, Including Formal Credit Approval (Has Bidder completed all internal approvals required?):  
\_\_\_\_\_

3. **Proposed Changes or Modifications to the attached Certificate of Determination and/or Bondholder Agreement:**  
 Yes  No **Note: If “yes” is checked, a blacklined or otherwise marked copy of the Certificate of Determination and/or the Bondholder Agreement which reflects all material insertions, deletions, modifications or other changes required by the bidder must be attached to, or submitted with this Bid Quotation Sheet.**

**ANY INQUIRIES CONCERNING THIS BID MUST BE SENT VIA EMAIL TO JOHN PARMIGIANI @  
JPARMIGIANI@NJTA.COM OR DALE BARNFIELD @ dbarnfield@njta.com NO LATER THAN FIVE  
(5) BUSINESS DAYS BEFORE BID OPENING**

**NEW JERSEY TURNPIKE AUTHORITY**

\_\_\_\_\_  
Dale Barnfield, Acting Director, PMM Department

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Authorized Signature of Bidder

## F. SIGNATURE PAGE

1. **ADDENDA / INQUIRIES:** COMPLETE (if applicable) BEFORE SUBMITTING BID:  
Receipt of Addendum / Inquiries # \_\_\_\_\_ dated \_\_\_\_\_ is hereby acknowledged.  
Receipt of Addendum / Inquiries # \_\_\_\_\_ dated \_\_\_\_\_ is hereby acknowledged.

**CHECK BOX IF NO ADDENDA/INQUIRY ISSUED**

(All Addenda / Inquiries must be acknowledged as indicated above.)

2. **BID IRREVOCABLE:** This offer shall be irrevocable for ninety (90) working days after the date on which the Authority publicly opens this Bid except in those instances where an unsuccessful Bidder has filed a bid protest pursuant to *N.J.A.C. 19:9-2.12*. Upon notification of a protest, Bidders are required to hold their prices for an additional 90 days. All Bidders will be notified in writing of the action taken by the Authority.
3. **OFFER/CERTIFICATION:** The undersigned offers and agrees to furnish to the New Jersey Turnpike Authority the services and/or materials in compliance with all terms, conditions, specifications and addenda of the RFB, Bid Documents, and resulting contract. The undersigned further certifies understanding and compliance with the requirements of the standard terms and conditions as stated in the Instructions to Bidders included with the Bid Documents. The undersigned certifies that he or she executes this Bid with full authority so to do; and that all statements contained in this Bid and in this certification, are true and correct, and made with full knowledge that the Authority relies upon the truth of the statements contained herein and in any statements requested by the Authority showing evidence of qualifications in awarding the contract.

I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

4. **AUTHORIZED SIGNATURE:** \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

Bidder: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax: # \_\_\_\_\_

Date: \_\_\_\_\_



**SECTION III**  
**SPECIFICATIONS**

**NEW JERSEY TURNPIKE AUTHORITY**

**\$33,875,000**  
**Turnpike Revenue Bonds,**  
**Series 2020 A Bonds**

**SOLICITATION OF BIDS FOR DIRECT PURCHASE**

As more fully described herein, the New Jersey Turnpike Authority (the “Authority”) is soliciting bids to purchase \$33,875,000 aggregate principal amount of its Turnpike Revenue Bonds, Series 2020 A (the “Series 2020 A Bonds”) through a private placement. The Authority would like to place the Series 2020 A Bonds with a financial institution to be directly held until maturity. The Series 2020 A Bonds will be issued on a parity basis with all other outstanding Bonds issued under the Authority’s 1991 Bond Resolution. It is the Authority’s intention not to receive a public rating on the Series 2020 A Bonds. Current financial and other information for the Authority may be found on the Authority’s website at <https://www.njta.com/investor-relations/financial-statements-and-reports>.

**A. DESCRIPTION OF THE SERIES 2020 A BONDS**

The Series 2020 A Bonds will be issued under and pursuant to the Authority’s Turnpike Revenue Bond Resolution adopted on August 20, 1991, as amended, restated and supplemented from time to time in accordance with its terms (the “General Bond Resolution”), including as supplemented by a resolution entitled “Series 2020 Turnpike Revenue Bond Resolution” to be adopted by the Authority on January 28, 2020 (the “Series Resolution”), and a Certificate of Determination to be executed by the Executive Director of the Authority as of the date of issuance of the Series 2020 A Bonds in substantially the form attached hereto as Appendix A (the “Certificate of Determination” and, together with the General Bond Resolution and the Series Resolution, the “Resolution”). When issued, the Series 2020 A Bonds will be payable and secured on a parity with all other Bonds of the Authority then Outstanding under the Resolution. On the date of issuance of the Series 2020 A Bonds, the Authority will also enter into a Bondholder Agreement with the winning bidder relating to the Series 2020 A Bonds (the “Successful Bidder”) in substantially the form attached hereto as Appendix B (the “Bondholder Agreement”). Copies of the General Bond Resolution, the Series Resolution and current financial and other information relating to the Authority may be found under the “Investor Relations” tab on the Authority’s website at <http://www.state.nj.us/turnpike>. Capitalized terms used herein and not otherwise defined have the meaning given such terms in the Certificate of Determination or the Bondholder Agreement.

If directly purchased, the Series 2020 A Bonds will be subject to the Direct Purchase Rate Mode and will bear interest at the Direct Purchase Rate, all as more fully described in the Certificate of Determination and the Bondholder Agreement. Pursuant to the Certificate of Determination and the Bondholder Agreement, the Direct Purchase Rate will be either (a) the fixed interest rate to maturity specified or determined in accordance with the bid of the Successful Bidder, or (b) the rate of interest per annum determined weekly which will be equal to the percentage of LIBOR and Margin specified in the bid of the Successful Bidder.

The Series 2020 A Bonds will have a stated maturity date of January 1, 2024 and will not be subject to mandatory tender for purchase by the Authority on any date prior to January 1, 2024.

The Series 2020 A Bonds will be subject to optional redemption by the Authority on the terms and conditions set forth in the Certificate of Determination. The Series 2020 A Bonds will be subject to mandatory sinking fund redemption on January 1 in each of the years 2021 through 2024 in the following amounts:

<u>Year</u>	<u>Principal Amount</u>
2021	\$ 21,750,000
2022	3,750,000
2023	4,000,000
2024	4,375,000

## **B. TAX EXEMPTION**

It is anticipated that the interest on the Series 2020 A Bonds will not be (a) includable in gross income for Federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the “Code”), and (b) treated as a preference item under Section 57 of the Code for purposes of calculating the Federal alternative minimum tax. Furthermore, it is anticipated that interest on the Series 2020 A Bonds and any gain realized on the sale of thereof will not be includable in gross income under the New Jersey Gross Income Tax Act, as amended. An opinion of Bond Counsel to the Authority with respect to the above-described treatment of the interest on the Series 2020 A Bonds for Federal and New Jersey income tax purposes will be delivered to the Successful Bidder at the closing of the issuance and sale of the Series 2020 A Bonds.

## **C. NO OFFICIAL STATEMENT OR OTHER DISCLOSURE DOCUMENT**

The Series 2020 A Bonds will be purchased by the applicable Successful Bidder directly from the Authority and will not be offered for public sale by the Authority. Accordingly, the Authority will not be preparing an Official Statement or other similar public disclosure document relating to the issuance and sale of the Series 2020 A Bonds. **The applicable Successful Bidder will be required to hold the Series 2020 A Bonds as an investment** for its own account and will not have any ability to subsequently sell or otherwise transfer all or any part of such Series 2020 A Bonds to another entity, except with the prior written consent of the Authority or as may **otherwise be permitted by the terms of the Resolution and the Bondholder Agreement.**

## **D. NO RATING FOR THE SERIES 2020 A BONDS**

The Authority does not intend to obtain a rating on the Series 2020 A Bonds from any credit rating agency.

## **E. PURCHASE PRICE AND CLOSING DATE FOR SERIES 2020 A BONDS**

Subject to the satisfaction of the closing conditions set forth in the Bondholder Agreement, the Series 2020 A Bonds will be sold by the Authority directly to the Successful Bidder at a purchase price of \$33,875,000 on the closing date for the transaction, which shall be a date mutually agreed upon by the Authority and the Successful Bidder. “The Authority would like to close this transaction with the Successful Bidder as soon as possible after the Successful Bidder is determined, **but in any event this transaction must close by no later than March 31, 2020.** The bid of the Successful Bidder must remain firm through the actual closing date of the transaction.”

## **Notice Of Electronic Bidding**

In an effort to make the bid solicitation process more efficient and cost effective for both vendors and the “Authority”, the “PMM” Department has adopted an electronic bidding process for the majority of its public bids. Receipt of bids via the electronic format will be required for designated procurement contracts. For these contracts, notifications, including advertisement to bidders, will state bids that will **only** be received electronically. The mandatory electronic bidding on selected contracts will commence in the spring of 2020.

In those instances, where electronic bids are required, the bidder must submit the bids to **bidexpress.com**. It is recommended that all vendors become familiar with the process to prepare for the Authority contracts that require electronic submission. All electronic bidders must **register on bidexpress.com and create a Free “Digital ID”** to the vendor and may take up to five (5) business days to process and an additional 48 hours once approved by Bid Express before bid submittal, the Authority recommends that a Digital ID be processed in advance, should a Digital ID not be established at the time of bid submission, electronic submittal may not be possible.

In lieu of paying the overnight delivery costs, Bid Express charges a fee of \$25.00 on a pay-per solicitation basis. Alternatively, you can participate in Bid Express’ monthly subscription (\$50.00) program (nationally) for unlimited electronic bid submission to all entities that post solicitations on the **bidexpress.com** website which gets daily email notifications by your companies commodity codes. Furthermore, Bid Express provides alerts to errors and omissions and not being able to submit an incomplete or inaccurate bid. Bid Express also has an optional electronic bid bond submission program, which the bid express team can guide you along with assistance from your insurance carrier; this service shall verify accurate bid bond submittal.

**For additional information on electronic bidding and FAQs, go to the <https://bidexpress.com> or contact the Bid Express team toll free at (888) 352-2439 (select option 1).**