

Master List of Template Revisions

Change	Template Document	Section	Summary of Change	AE Or Construction Related
1. Title Block Format Instructions	GPC/MEP/AAC/STC Master Templates	Cover Page (All) Invitation to Bid Bid Form (All)	<ul style="list-style-type: none"> Add a new line 2 instructional language for “Building or Facility”. Change the line 3 instructional language from “Agency” to “Owner Agency” Change is being proposed to add additional clarification for A/E’s to reduce common errors. 	<ul style="list-style-type: none"> AE
	Simplified Bid Master Template*	*Notice of Advertisement for Bids *Table of Contents *Advertisement for Bids		
2. Make Type of Document Field Editable	GPC/MEP/AAC/STC Master Templates Simplified Bid Master Template	Cover Page (All)	<ul style="list-style-type: none"> Make field editable and add instructional text for AE to select the correct type of document Change is being proposed to allow the A/E to clarify the type of document being issued. This revision will no longer require AEs to request the template be unlocked to make the change. 	<ul style="list-style-type: none"> AE
3. Bid Submission Language	GPC/MEP/AAC/STC Master Templates	Invitation to Bid Bid Form	<ul style="list-style-type: none"> Adds “Bid Submission Due By 1:00 PM” to be consistent with electronic bid submission requirements. This additional language encompasses the informational addendum language and will eliminate the need for posting that informational addendum to all bid advertisements. 	<ul style="list-style-type: none"> Both
	Simplified Bid Master Template*	*Notice of Advertisement for Bids *Bid Form		
4. Bid Opening/Delivery Language (Virtual Bid Opening)	GPC/MEP/AAC/STC Master Templates	Invitation to Bid Instructions to Bidders (Article 15)	<ul style="list-style-type: none"> Change the bid submission and bid opening requirements to be consistent with the virtual process. Change is being proposed to align language to match the current process of virtual bid opening and e-mail submission of bids. <ul style="list-style-type: none"> Changes include: <ul style="list-style-type: none"> Bid submission via e-mail Bid submission via drop-box Microsoft Teams Bid Opening E-Signature requirements Information regarding virtual bid opening is currently added to all bid documents through an addendum. This update will eliminate the need to add this addendum to all bid documents. 	<ul style="list-style-type: none"> Both
	Simplified Bid Master Template*	*Notice of Advertisement for Bids Advertisement for Bids		
5. All bids will be opened in Madison	GPC/MEP/AAC/STC Master Templates	Invitation to Bid Sealed Bid Envelope	<ul style="list-style-type: none"> Change language to eliminate the need to choose between bid opening in Eau Claire or Madison. Change is being proposed because virtual bidding and email submission of bids allow contractors across the state to submit bids electronically. 	<ul style="list-style-type: none"> Both
6. Pre-bid Tour Instructional Text	GPC/MEP/AAC/Simplified/STC Master Templates	Invitation To Bid	<ul style="list-style-type: none"> Add additional instructional text for pre-bid tour information. We are currently sending 20% of our documents back for clarification if the pre-bid tour is mandatory or not. These instructional text examples will add consistency and reduce corrections moving forward. 	<ul style="list-style-type: none"> AE
7. Building Information Modeling (BIM) Requirements	GPC/MEP/AAC/STC Master Templates	Instruction To Bidders (Article 1)	<ul style="list-style-type: none"> Add language for Building Information Modeling Requirements when Specification Section 01 32 50 is included in the Specification This change is being proposed to add clarity for the new BIM Specification Section 01 32 50 when it is included in projects. Instructions are provided for the AE to remove this language if BIM will not be used on the project. 	<ul style="list-style-type: none"> Both
8. Interpretation Explanation	GPC/MEP/AAC Master Templates	Instruction To Bidders (Article 4)	<ul style="list-style-type: none"> Change the language on our GPC/MEP/AAC Specifications regarding requirements for contractors to ask for additional interpretation from A/E firms. This change is being proposed to add clarity to bidders on their obligations to ask questions before bidding commences when there is an MEP Bid involved in the project. Bidders have 10 days before the start of bidding to bring inadequacies to the A/E’s attention. 	<ul style="list-style-type: none"> Both
9. MBE and DVB Participation Language	GPC/MEP/AAC/STC Master Templates	Instruction To Bidders (Article 10)	<ul style="list-style-type: none"> Change the instructions on how to identify DOA-certified MBE and DVB companies through three new steps. The DOA Supplier Diversity Program has developed a new website with a robust search tool to help contractors identify certified MBE/DVB companies. They would prefer contractors utilize this site as a first resource and no longer call the number currently provided. 	<ul style="list-style-type: none"> Construction
	Simplified Bid Master Template*	Advertisement for Bids*		
10. Construction Start Date	GPC/MEP/AAC/STC Master Templates	Instructions To Bidders (Article 21)	<ul style="list-style-type: none"> Change the reference to the construction start date to be “on or after” to be consistent in bidding documents and contract documents. 	<ul style="list-style-type: none"> Construction
	Simplified Bid Master Template	Advertisement for Bids*		
	Notice to Proceed Letter			
11. Unsolicited Language	Simplified Bid Master Template	Advertisement for Bids (Submission for Bids section)	<ul style="list-style-type: none"> Add the following language to the Simplified Bid Template: <ul style="list-style-type: none"> No bids for any subdivision or any sub-classification of this work, except as indicated, will be accepted. Any conditional bid, amendment to the Bid Form or appendant thereto, or the inclusion of any correspondence, written or printed matter, unsolicited material or data, or details of any nature other than that specifically called for, will disqualify the bid Telecommunication alterations to the bid will not be accepted. This language currently exists in the MEP, GPC, AAC, and STC Specifications. 	<ul style="list-style-type: none"> Construction