

# Bidding Frequently Asked Question / Fact Sheet



## Where can I find information regarding current Webber bidding opportunities?

For those subcontractors actively working with Webber, Estimating and Procurement personnel will initiate contact based on project scope. For those subcontractors new to Webber, current bidding opportunities are posted online on Webber's web-based bulletin board. The bulletin board can be accessed via the "Doing Business with Webber" section of the Webber website ([www.wwebber.com](http://www.wwebber.com)). Quote solicitations include contracting opportunities, submission deadlines, and Webber contact information.

Prospective subcontractors are encouraged to complete Webber's vendor registration process to expedite consideration for inclusion in upcoming opportunities.

## When will I be notified if my quote was included in the bid?

Webber does not issue notification to all potential subcontractors of final selection and inclusion. If a subcontractor's quote is included in a bid and Webber is the apparent low bidder a Notice of Intent will be issued. Generally, Notices of Intent are issued within thirty days of bid day. If a subcontractor has not received a Notice of Intent within thirty days, the Webber Estimating Department may be contacted for additional information.

## Why doesn't Webber notify all subs if their bid was included?

As Webber completes its buy-out process, there may be instances wherein a quote originally identified for use on a project is rejected. This can occur if a subcontractor failed to provide detailed information regarding inclusions, exclusions, mobilization, or material, fails to meet Webber insurance requirements, is debarred by a public owner, or demonstrates performance issues on other Webber projects. Under these circumstances, among others, Webber may elect to reject the original quote selected and use the quote of another subcontractor.

## If I am a DBE subcontractor, is the notification process the same?

No, as a condition of award Webber must demonstrate that it has met owners' DBE requirements. These requirements are documented in DBE Commitment Forms. Currently, for the Texas Department of Transportation, DBE Commitments are required within ten days of Webber's receipt of notification that it is the apparent lower bidder. As a result, DBEs are generally contacted shortly after the bid closing to notify them of inclusion in the bid and to coordinate receipt of their letters of intent to perform on the project.

NOTE: Submission requirements vary by owner. Further, as owner requirements change, notification and coordination efforts with DBEs will be modified accordingly.

## If I have questions regarding a particular bid, who do I contact?

All quotes solicitations are issued and/or published by the Webber Estimating Department. Quote solicitations include, at times specific to particular line items, a primary point of contact. If a primary point of contact is not listed, subcontractors may call the Webber Corporate Headquarters and ask to speak with the Estimating Department at (281) 987-8787.

## If I have questions regarding Webber contract requirements, who do I contact?

Basic information regarding Webber contracting requirements are listed online at [www.wwebber.com](http://www.wwebber.com) under "Doing Business with Webber." Included on the website, among other items, are:

- Insurance requirements
- DBE requirements
- Davis Bacon requirements
- A vendor registration process
- Access to Webber's online bulletin board for information regarding current bidding opportunities, training, and subcontractor summits

Webber Procurement Personnel are responsible for identifying subcontractor-specific contractual requirements, negotiating subcontract terms, finalizing subcontract agreements, and communicating contractual requirements to Webber Operations personnel for enforcement purposes.

Subcontractors located and principally working in the North Texas area, may contact regional Webber procurement personnel at:

**Webber North Texas Office**  
1900 Westridge Drive, Suite 100  
Irving, Texas 75038  
P 469.242.6408 / F 469.713.1413

Subcontractors located and principally working in the South Texas area, may contact regional Webber procurement personnel at:

**Webber South Texas Office**  
14333 Chrisman Road  
Houston, Texas 77039  
P 281.987.8789 / F 281.442.5910

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### What are the Webber quote submission requirements?

Webber requires the following information from all potential subcontractors. If you have questions regarding the following requirements, please contact the appropriate Webber department as listed below.

Item	Description	Webber Resource for Clarification
Date	Date the quote is submitted	Estimating
Legal Name of Company	Company name as listed on articles of incorporation, federal/state tax returns, etc. If known as or doing business under a different name, clearly state "DBA" and company name in conjunction legal name of company.	Procurement
Complete Address	Address to which contractual documents and payments are to be sent	Procurement
Company Contact	Name of person to whom inquiries regarding the quote should be directed	Estimating
Phone/Fax/Email	Phone number, fax number, and email address for person to whom inquiries regarding the quote should be directed	Estimating
Project Number	Project Number as listed on bid documents	Estimating
Project Name	Project name as listed on bid documents	Estimating
Mobilization	Number of mobilizations included in quote; minimum call-out fee for as applicable	Estimating
Business Certifications	If certified as an SBE, DBE, MBE, WBE, SDVBE, or any other certification, provide copy(ies) of applicable certificates	Procurement
Pay Items	List <u>all</u> pay items included with each scope of work quoted. Include unit of measure, quantity, unit price, and extended price.	Estimating
Inclusions/Exclusions	Where more than one line item may be assumed to be provided/completed together, clearly state what is <u>included</u> in the quote and what is <u>excluded</u> in the quote.	Estimating
Multiple Items	If more than one item is being quoted, note whether or not you are willing to perform specific item(s) only as determined by the Prime Contractor for the same unit price as stated in your proposal. Is quote "all or nothing."	Estimating
Bonding	Does your quote include bonding? If not, note additional cost.	Procurement
Insurance	Does your company meet the Webber insurance requirements?	Procurement