

**D.B.E./E.S.B. FIRM**  
**BID EXPRESS SPONSORED ACCOUNT**  
**USAGE AGREEMENT**

I hereby certify that I desire to participate in the usage of the online professional services provided by InfoTech and the Colorado Department of Transportation (CDOT) related to the Bid Express CDOT sponsored accounts for Disadvantaged Business Enterprise (DBE)/Emerging Small Businesses (ESB), for the purpose of utilizing the online bidding, plan sheets and bid tab analysis services in the Bid Express program.

I hereby certify and understand that the time allotted for the entire block of sixty (60) assigned DBE accounts, which will be offered to DBE's/ESB/s based on an application process during a year long activation period, beginning from March 1, 2012 through March 31, 2013.

I understand that, if selected and accepted, the below DBE/ESB firm will provide the following account information in order to activate the new CDOT sponsored Bid Express account: FirstName, MiddleName, LastName, CompanyName, Address, City, State, Zip, PhoneNumber, FaxNumber, EmailAddress.

I understand that once my account has been created InfoTech will assign my firm an account number on the first day of the following month and will electronically notify me of my access to the following Bid Express program features:

- (1) Access and links to a search engine to facilitate the search of items of interest to the DBEs. The DBEs may search by item description, or by item number.
- (2) Bid Tabs Analysis search to allow the contractor to see historical prices on any item that has been bid. The search can be modified by quantities and time periods, which can give a better indication of current market pricing.
- (3) Access to the DBE/subcontractor solicitation section that will allow prime contractors to post a solicitation for quotes from DBEs and other small businesses.
- (4) A 'sub-quotes' feature that will allow DBEs and small business owners to generate quotes electronically. The quotes can then be printed or saved to a file for DBEs to fax or mail to selected contractors.
- (5) A checkbox on the Small Business Tab that specifies whether or not the solicitation being posted is DBE-specific or not.

As CDOT cannot guarantee protection from potential alteration or tampering of the materials on the Infotech Bid Express Program by outside parties, any materials posted do not create "official" versions, and they are not intended, nor can they be relied upon, to create any rights enforceable by any party in litigation with CDOT. CDOT does not control nor guarantee the accuracy, completeness, relevance, usefulness or timeliness of any outside information. With this understanding, I assume all risks associated with using the sponsored account in the Bid Express program. I understand that it is my responsibility to properly employ the program subject to all

applicable licensing rules. I agree to hold harmless and promise not to sue Colorado Department of Transportation or any individuals employed by or representing the Colorado Department of Transportation for any liabilities or claims that may arise from use of the program.

I understand that if I desire additional (optional) account features in other areas of Bid Express, but not included in this program, I may sign up for any of these optional services at my own expense, and not under the terms of this agreement. In such case, I will be responsible for any additional monthly fees associated with these optional services.

I further hereby acknowledge that as a DBE/ESB account user, I am not permitted to modify the UserID or password in any form or format;

Finally, I understand that failure to utilize my CDOT sponsored account for two consecutive months will be construed as voluntarily surrender of the account and of access to the Bid Express program. If the CDOT Bid Express Administration determines that I am no longer interested in the Bid Express program as demonstrated by failure to activate and utilize the system, I will be removed and the sponsored account re-assigned. Additionally, my firm will no longer be eligible to participate in this program.

CDOT reserves the right, in its discretion, to modify or cease participation with the InfoTech Bid Express program.

I have read and understand the above agreement and request an account number for electronic bidding. (PLEASE PRINT CLEARLY)

\_\_\_\_\_  
DBE/ESB Firm Name

\_\_\_\_\_  
Owner's Full Name (Printed)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date