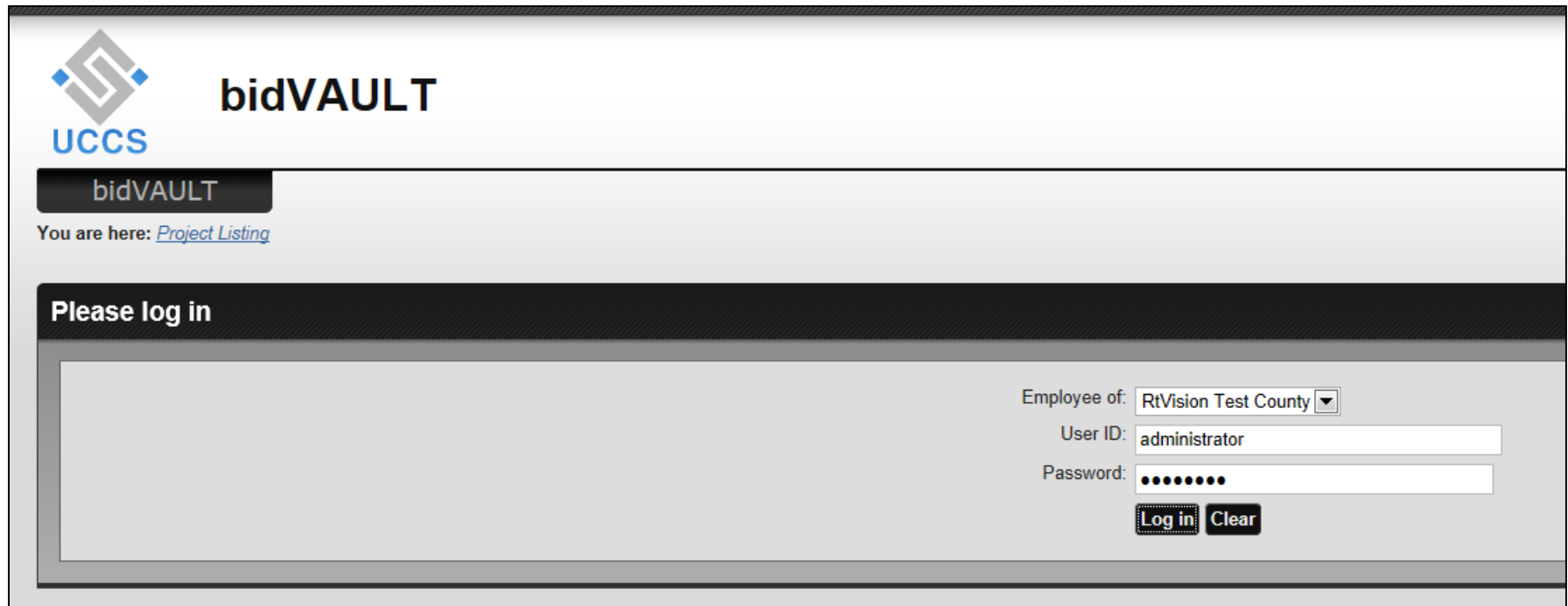



bidVAULT admin

Log into https://bidvault.mn.uccs.com/emp_login.php with your employee eGram account; you will need to be part of the bidVAULT group, setup in eGram. To link to this page, click on the project in eGram and go to the bidVAULT section in left menu.




UCDS

bidVAULT

bidVAULT

You are here: [Project Listing](#)

Please log in

Employee of:

User ID:

Password:

Open Bids

Click on Open Bids next to the project you wish to open.

The screenshot shows the bidVAULT UCCS website interface. At the top left is the UCCS logo and the bidVAULT text. On the top right, there are links for [Log out](#), [Guide](#), [Disclaimer](#), and [Official](#). Below the header, there are two tabs: 'bidVAULT' and 'User'. A breadcrumb trail reads 'You are here: [Project Listing](#) » My Projects'. The main content area is divided into two sections: 'Bidding Closed' and 'Bidding Open'. The 'Bidding Closed' section contains a table with the following data:

	Project Number	Project Description	Work Type	Project Type	Construction Location	Bid Opening
Open Bids	SAP 546-546-546	Testing for March 2013 release	Civil Engineering	Elect. Des., Studies		Bidding Closed - 02/28/2013 5:15 PM

Below the table is a button labeled 'Open Bids'. The 'Bidding Open' section is currently empty, showing only the column headers for a table: Project Number, Project Description, Work Type, Project Type, Construction Location, and Bid Opening.

Bid Key and PassCode

Attach the auditor key that was emailed when the project was sent to bidVAULT.

Click to email the passcode; it will be sent to the same email address as the auditor key. Enter the Passcode received and click on Submit.

The screenshot displays the bidVAULT web interface. At the top left is the UCCS logo, followed by the text "bidVAULT". Below this are two tabs: "bidVAULT" and "User". A breadcrumb trail reads: "You are here: [Project Listing](#) » [My Projects](#) » [Project SAP 546-546-546](#) » Open Bids".

There are two main content areas:

- Passcode Retrieval:** A box containing the text: "Click [here to email the passcode](#). The passcode will be emailed to the address on file with this bid. This is the same address that was sent the bid key when the project was added to bidVAULT. Once you receive the passcode, you can return and open the bids."
- Please provide your auditor key and passcode for this project:** A form with two input fields: "Auditor Key" (with a "Browse..." button) and "Passcode". A "Submit" button is located below the fields.



Bid Opening Summary

View the list of Project bids. All bids will show unless bidder withdrew the bid, including any incomplete bids. Click on the question mark next to the bid to view the last time the bid was accessed and approved, and by whom.

View bid bond information, as well as any missing steps if the bid was not completed.

Finally, view all information filled out by the contractor, and export the bid into OneOffice. In addition, view and print completed bid documents.

This information will be stored on the bidVAULT server for the County in the future.

Tracking	Complete?	Bid Amount	Bid Bond	
Approved 01/09/2016 4:23 PM 	No	\$2,428.00	None	View Export Bid 21226d-ff-1-09 w/o DBE Goal View Equal Opportunity Clause (CM 32-34) View Non-Collusion Affidavit View
Approved 01/09/2016 4:11 PM 	No	\$6,428.00	None	View Export Bid 21226d-ff-1-09 w/o DBE Goal View Equal Opportunity Clause (CM 32-34) View Non-Collusion Affidavit View

Bid Errors Shown

View the missed/incomplete steps for incomplete bids

! ERROR

THE FOLLOWING STEPS WERE NOT COMPLETED ON THIS BID.

Accept Terms

Please correct any problems in the fields below.

Value is not in the list of acceptable values.

By continuing, I agree to the terms stated in the Ad for Bid and the following terms for bidVAULT:

RtVision Terms
Hennepin County Terms

Terms to be added here.

Bid Opening Summary, with Alternates

bidVAULT User

You are here: [Project Listing](#) » [My Projects](#) » [Project 9991863](#) » Open Bids

Click on Export Bid to integrate bid values into OneOffice

Project Bid Summary

Bidder	Base Bid	Alternate 1	Alternate 2	Grand	
TGirtz Construction	\$0.00 ?	\$0.00	\$0.00	\$0.00	Export Bid
Gingers Construction Company	\$116,567.92 ?	\$130,084.20	\$335,043.53	\$581,695.65	Export Bid
Averyolivia	\$134,512.65	Bid is not complete, click to view why.		\$598,097.22	Export Bid
Markham Costruction	\$186,923.00	\$77,817.00	\$179,477.00	\$444,217.00	Export Bid
HJ International	\$221,351.05	\$69,305.08	\$150,930.77	\$441,586.90	Export Bid
wayne contracting	\$495,136.40	\$136,801.50	\$256,208.30	\$888,146.20	Export Bid
Rick's Construction	\$688,881.88	\$818,533.88	\$1,286,131.88	\$2,793,547.64	Export Bid
Really Cool Contracting, Inc.					
Mathiowetz Construction Company					

Alternative Views

Here, you may choose alternative views of the Bid Summary. The totals you select will be combined into a single total column, and the bid summary will be ordered by that column.

Select totals:

- Base Bid
- Alternate 1
- Alternate 2

By default, in order to speed page load times, these alternative views will not validate the bids but only show their totals.