



BID CENTER FREQUENTLY ASKED QUESTIONS (FAQ'S)

How do I sign up for an account?

Send an e-mail to bki@bki.cc with a request for a Bid Center account. The request should list the e-mail for the master account holder and all other e-mails you would like to have notified whenever a project is posted or modified.

The Brown & Kysar Bid Center Administrator will then create your account. The computer will automatically generate a temporary password, allowing you to log on and change the temporary password to one of your liking.

Can my company have multiple accounts?

No. You will have one master e-mail address and password to use for logging in. However, you can have any number of e-mail addresses that are notified whenever a project is posted.

How secure is this account?

No one can see your password, including the Bid Center Administrator. If you forget your password, select the "Forgot Password?" link and follow the instructions.

The master account holder at my company has moved on, and a different person is now in charge.

Simply send an e-mail to bki@bki.cc with the proper updated contact information and the Bid Center Administrator will update the information.

I don't know who the master account holder at my company is.

Send an e-mail to bki@bki.cc and the Bid Center Administrator will let you know.

How often should I monitor this Bid Center? I don't want to miss out on any bids.

You will be notified via e-mail when a project is posted for your company. Therefore, you should never need to monitor the Bid Center.

I know you have projects posted. Why can't I see them?

When posting projects, the Bid Center Administrator selects applicable companies who can perform the requested duties. For example, a client may have several pre-approved contractors. Only those pre-approved contractors will see the project. Material suppliers and non-pre-approved contractors will not see them.

I'm on your pre-qualified list. Do I automatically see all of your projects?

No. You will only see the bid requests you are approved to see by the Bid Center Administrator.

What types of bids will you post?

Anything a small to mid-sized public utility may purchase, ranging from trucks to transmission poles.

I'm a material supplier or manufacturer's representative. Should I sign up?

You will only see projects authorized by the Bid Center Administrator. Generally, a project for contractors will only be posted for contractors; in this case, it is up to the contractor to contact material suppliers. A project for material, such as a power transformer, will be posted only to the applicable power transformer suppliers.

Do I need to be pre-qualified?

The pre-qualified list is intended for contractors on labor projects. Its intent is to screen contractors down to a list of companies who are qualified to perform high-voltage work.

Municipal and PUD utilities in Oregon and Washington can only allow pre-qualified contractors to bid on work per state law. In addition, borrowers of RUS funds are also required to use pre-qualified contractors only. Each utility must screen contractors and maintain a pre-qualified contractor list.

Brown & Kysar, Inc. maintains a list of pre-qualified contractors. To simplify the pre-qualification process, many utilities simply adopt Brown & Kysar's list.

This requirement is generally not applicable for material suppliers.

I'm a contractor. How do I become pre-qualified?

Send an e-mail to bki@bki.cc with a request to become pre-qualified.

Who uses this Bid Center?

Any small or mid-sized public utility in the Pacific NW.