

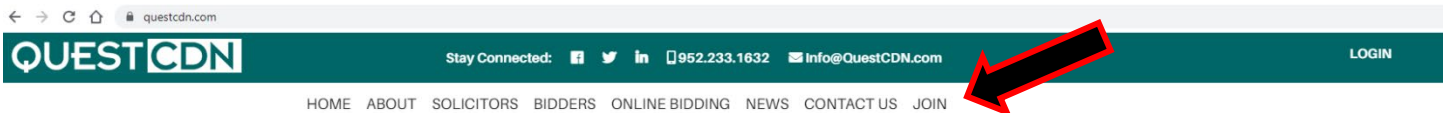


QuestCDN | Account Setup

- ❖ **Do I need an account to bid on ITD Highway Construction Projects?**
 - **Yes, The Department (ITD) will provide proposal forms to a bidder through the QuestCDN.com website for purchase. Bidders must appear on the plan holders list for their proposal to be accepted by the Department¹.**
- ❖ **Are there any fees to bid on ITD Highway Construction Projects?**
 - **Yes, a QuestCDN Account is required to download proposal documents. The “Regular” Membership through QuestCDN has no membership fees, however, there is a \$15.00 fee (per project) to download proposal documents. Please refer to QuestCDN.com for more information on membership options, website/account technical support, or questions regarding their services. *Note: There are no fees or accounts required to browse or view current projects.**

Steps for Setting up a QuestCDN Account

- **Go to QuestCDN.com & Click on “Join”**



¹ Section 102.01 of the 2018 ITD Standard Specifications for Highway Construction



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• **Fill out Company Information & then click “Next”**

HOME ABOUT SOLICITORS BIDDERS ONLINE BIDDING NEWS CONTACT US [JOIN](#)

Company Info User Info Membership Profile Payment

Enter contact information for your company. Create a username and password. Choose your membership and states. Select additional information about your company. Enter your payment information.

Company Info User Info Membership Profile Payment

Company Name : Example, Inc. *

Contact Person : Joe Test *

Email Address : jtest@exampleinc.com *

Confirm Email : jest@exampleinc.com

Time Zone : US/Mountain *

Vendor Number (optional) :

Default Designation : Prime Bidder *

Business Certifications ⓘ : DBE
WBE

Address 1 : 1234 Test Lane *

Address 2 : Address 2

City/(State/Province)/Zip : Boise * ID * 83709 *

Phone/Fax : (111) 111-1111 * Fax

Website : Website

Next

• **Create User Information & then click “Next”**

Company Info User Info Membership Profile Payment

Enter contact information for your company. Create a username and password. Choose your membership and states. Select additional information about your company. Enter your payment information.

Company Info **User Info** Membership Profile Payment

Username : Name *

Password : Password *

Minimum eight characters including one uppercase, one lowercase, and one number.
Empty

Confirm Password : Confirm password *

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• Compare QuestCDN Membership Levels²:

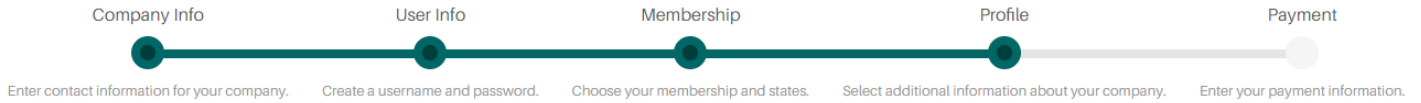
Compare Memberships ×		
QuestCDN offers two membership levels:		
INCLUDED	REGULAR	PREMIER
View detailed Project bid advertisements & RFPs	✓	✓
Download the Project or RFP complete eBidDoc™ (digital bidding document for a fee)	✓	✓
View & retrieve plan holder information	✓	✓
Automatic addenda notifications via email (on downloaded eBidDoc™)	✓	✓
View Project & RFP Results	✓	✓
Access to the comprehensive Industry Directory	✓	✓
Compose & maintain your own Industry Directory listing	✓	✓
Create unlimited user logins	✓	✓
Browse & search a comprehensive list of current Projects & RFPs		✓
Receive one detailed, aggregated monthly billing statement		✓
Manage your in-progress Projects & RFPs through "My Projects" & "My Requests"		✓
Receive notification when saved "My Projects" & "My Requests" documents are ready for download		✓
Email other plan holders directly through the plan holder list "Email to Bidders"		✓
Email detailed Project bid advertisements & RFPs to others		✓

²"Regular" Membership is the minimum requirement to download proposal documents.



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• **Select a Membership level & Click “Next”**



Company Info User Info **Membership** Profile Payment

- Regular Member Base Fee \$0.00
- Premier Monthly Member Base Fee \$35.00
- Premier Annual Member Base Fee \$299.00
- Aggregator/Reseller Member Base Fee

[Compare Memberships](#)

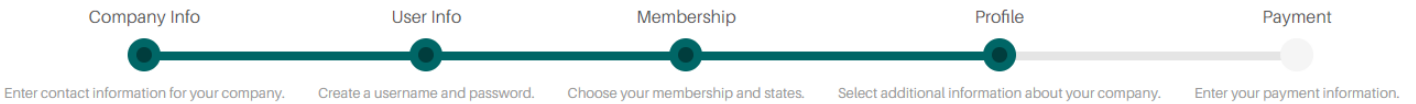
States Selected:

Choose Premier Membership to search bid postings without an eBidDoc™ Number in your selected states.

Fees	Base Fee	State / Province Fee	Total Fee
Renewal Cost	\$0.00	\$0.00	\$0.00
Prorated Cost to Renewal	\$0.00	\$0.00	\$0.00

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• **Select applicable Business Types & then click “next”**



Company Info User Info Membership **Profile** Payment

Business Type

- accountants
- acoustical engineer
- aeronautical engineers
- agencies-state, county, and federal
- aggregates/sand/gravel and top soil suppliers
- air cleaning
- air conditioning contractors
- Airport Commission

Your Organization Profile

Profile

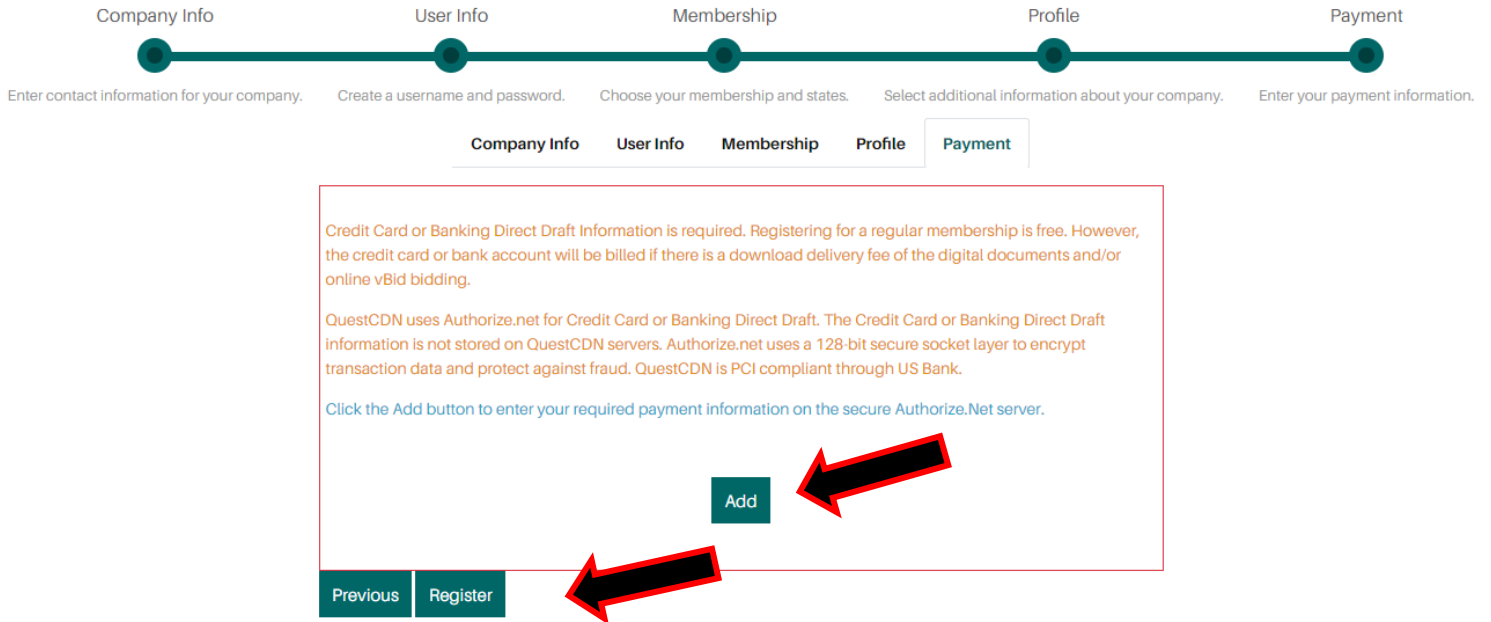
Please introduce your company or organization and describe your areas of expertise, your services, products and/or manufacturers. Please feel free to copy and paste in this field and be as detailed as possible so that others may locate you by searching our database.

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- Provide payment information and pay for any fees based on membership level selection.



- Once all are completed select “Register”
- ✓ Members are now able to download any ITD Project.

Additional Resources

- QuestCDN Website: Regular Membership Guide:
<https://www.questcdn.com/media/images/resources/2.0 Regular Membership Guide.pdf>
- QuestCDN Website: Premier Membership Guide:
<https://www.questcdn.com/media/images/resources/2.0 Premier Membership Guide.pdf>
- **Contact QuestCDN:** Phone: (952) 233-1632 or Email: Info@QuestCDN.com