



# INDIANA DEPARTMENT OF TRANSPORTATION

*Driving Indiana's Economic Growth*

## Design Memorandum No. 15-17 Technical Advisory

August 10, 2015

**TO:** All Design, Operations, and District Personnel, and Consultants

**FROM:** /s/Elizabeth W. Phillips  
Elizabeth W. Phillips  
Manager, Office of Standards and Policy  
Bridges Division

**SUBJECT:** Contract Questions Prior to Letting

This memo is a reminder regarding the process for answering contract questions prior to letting. It is essential that all potential bidders have the same information in order to submit a complete and accurate bid. Designers should not answer contractor or subcontractor questions directly prior to letting as this may give an advantage to a potential bidder. All contract questions must be submitted through the Department's Question and Answer Form. The form is available with the Contract Letting Information at <http://www.in.gov/dot/div/contracts/letting/index.html>

Letting Dates	Updates		Archives
<a href="#">September 2, 2015</a> Regular Letting	08/06/15	Supplemental 1 Notice to Contractors, Schedule of Pay Items Posted	↑
<a href="#">August 19, 2015</a> Regular Letting	08/05/15	Notice to Contractors, Schedule of Pay Items Posted	
	08/06/15	Supplemental 1 Notice to Contractors, Schedule of Pay Items Posted	

View or Download Contract Letting Documents

Sign up for Contract Email Notification List

Contractor's Question and Answer Form

Questions must be submitted at least five business days prior to the contract's scheduled letting date to ensure adequate time for an answer to be provided and considered by potential bidders. Answers to questions submitted within the 5-day window may not be published, but should be submitted none the less. Submitted questions along with available answers are posted to the Q and A Form and later made a part of the contract by a revision.