**INSTRUCTIONS FOR ELECTRONIC BID DOCUMENTS**

Please follow the instructions below to access the Trinity Acclimation Site bid materials:

1. Type in the following URL in the internet browser bar and hit ENTER to load page.

ftp://YakamaNation:Trinity@ftp.pacificengineering.net/

OR type: http://yakamafish-nsn.gov and on the homepage scroll down and under “Latest News”

headline, click on the link for “Contractor bids being accepted for: **Trinity Acclimation Site** and click

on the link to bring you to the project page.

2. Read over web page to familiarize yourself with the project.

3. Scroll down to the bottom of the webpage to gain access to the attached documents. Listed below,

but not limited to, are examples of the documents that you will be able to access and download online:

 Trinity Contractor Cover Letter and Electronic Bids Instruction Sheet

 Trinity Exhibit A; Scope of Work

 Trinity Exhibit B; Budget Bid Sheet

 Trinity Exhibit C; Payment Plan / Schedule

 Trinity Exhibit D; Stamped Final Plans

 Trinity Exhibit E; (Contractor pre-bid tour notes; **to be uploaded after October 26, 2017)**

 Treaty Fishery Tax Exemption Letter

 Treaty Fishery Tax Exemption Attachment

 Construction Services Agreement Template

 Equipment Standby Rate Sheet

 State of Washington Department of L & I Certified Payroll Form

4. Once you locate the links for the attachments (located at the bottom of the webpage), you can

download and access by doing the following:

i. Left click on the desired link. The file should open in a new browser.

ii. Go to the newly opened file, click on the “File” tab and choose “Save As.” This will allow you to

save your file to your computer and desired location on your computer.

iii. Save all desired files for later access.