



# BidNet Vendor Navigation Guide

## SANDAG Grant Programs

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# BidNet Direct SANDAG Grants Web Page

SANDAG uses BidNet for all of its competitive grant solicitations.

To begin, go to:  
<https://www.bidnetdirect.com/sandag/sandag-grants>

SANDAG Grants - Bid Opportunit

bidnetdirect.com/sandag/sandag-grants

bidnet direct. powered by mdt commerce

Bids Participating Agencies Purchasing Groups Vendor Solutions Buyer Solutions

Vendor Registration

Enter your business keywords Find Bids

SANDAG Grants

Get notified of bid opportunities from SANDAG Grants

SANDAG

### SANDAG Grants Bid Opportunities

SANDAG Grants's Open and Closed Solicitations are posted below. Please [register](#) or [login](#) to see details of all open opportunities.

Welcome to SANDAG Grants!

As the regional planning agency, the San Diego Association of Governments (SANDAG) allocates millions of dollars each year in local, state, and federal funds through several competitive grant programs. Grants awarded range from infrastructure projects to habitat management and monitoring efforts to specialized transportation services for senior and disabled populations. While each individual grant program maintains a particular focus, all work together to enhance our region's quality of life.

Visit our [FAQs](#) for additional information.

Open Solicitations Closed Solicitations

Register to Bid

Register to do business with SANDAG Grants. Gain access to open bids and future opportunities by registering today.

REGISTER NOW →

# Vendor Registration

If you have already registered for BidNet, continue onto the next slide.

If you have not yet registered for BidNet:

1. Review the BidNet registration instructions available at [www.sandag.org/grants](http://www.sandag.org/grants)
2. Click **Register Now**

The screenshot shows the bidnetdirect.com website. The top navigation bar includes 'bidnet direct. powered by mdf commerce', 'Bids', 'Participating Agencies', 'Purchasing Groups', 'Vendor Solutions', 'Buyer Solutions', and a 'Vendor Registration' button. A search bar is present with the placeholder text 'Enter your business keywords' and a 'Find Bids' button. The main banner features an aerial view of a city and water, with the text 'SANDAG Grants' and 'Get notified of bid opportunities from SANDAG Grants'. Below the banner, the page is titled 'SANDAG Grants Bid Opportunities' and includes a 'Register to Bid' call to action button. A blue arrow points from the 'Register to Bid' button in the top right to the 'Register to Bid' button in the bottom left.

# Vendor Login

If you have registered in BidNet,

1. Click on **Login** in upper right corner
2. Enter your **Username** and **Password**

bidnet direct.  
powered by m2d commerce

Bids Participating Agencies Purchasing Groups Vendor Solutions Buyer Solutions

Call Us: 800-835-4603 Login

Vendor Registration

Enter your business keywords Find Bids

## SANDAG Grants

Get notified of bid opportunities from SANDAG Grants

### SANDAG

## SANDAG Grants Bid Opportunities

SANDAG Grants's Open and Closed Solicitations are posted below. Please [register](#) or [login](#) to see details of all open opportunities.

Welcome to SANDAG Grants!

As the regional planning agency, the San Diego Association of Governments (SANDAG) allocates millions of dollars each year in local, state, and federal funds through several competitive grant programs. Grants awarded range from infrastructure projects to habitat management and monitoring efforts to specialized transportation services for senior and disabled populations. While each individual grant program maintains a particular focus, all work together to enhance our region's quality of life.

Visit our [FAQs](#) for additional information.

Open Solicitations Closed Solicitations

1.

Call Us: 800-835-4603 Login

Vendor Registration

2.

Login

Username

Password

LOGIN [Forgot your password?](#)

Need Help?

The BidNet Direct Support Department is available Monday-Friday from 8:00 am to 8:00 pm EST.

- 800-835-4603
- [support@bidnet.com](mailto:support@bidnet.com)

SANDAG

# Filter to Grant Programs

Once you login, you will be directed to Solicitation Search. To readily view grant opportunities, filter solicitations by solicitation type.

1. Click **SOLICITATION TYPE** in the left side bar.
2. Click the box next to **Grant – Call for Projects**.

The screenshot shows the bidnet direct website interface. The left sidebar contains a 'SOLICITATION TYPE' filter section with a blue box around it. A blue arrow points from this section to a magnified view of the filter options on the right. In the magnified view, the 'SOLICITATION TYPE' header is highlighted with a cyan box, and the 'Grant - Call for Projects' option is selected with a checked checkbox and highlighted with a cyan box. The main search results area shows a list of solicitations with details like title, location, and closing date.

STATUS	10	10	0	0
Total Bids	Member Agency Bids	State & Local Bids	Federal Bids	
<input checked="" type="radio"/> Open Solicitations (21667)				
<input type="radio"/> Closed Solicitations (4163892)				
<input type="radio"/> Awarded Solicitations (90014)				
<b>SOLICITATION TYPE</b>				
<input type="checkbox"/> Grant - Call for Projects 4				
<input type="checkbox"/> Request for Proposal (Formal) 3				
<input type="checkbox"/> Alternative Procurement Method 1				
<input type="checkbox"/> Invitation for Bid 1				
<input type="checkbox"/> Request for Qualifications (Formal) 1				

ORDER BY:	Published Date (Desc)	Save Search
<input checked="" type="checkbox"/>	<b>On-Call Sustainable Communities Consulting Services</b> SANDAG Member Agency Bids	CLOSING DATE 01/31/2022 07:01 PM EST LOCATION California Published Date 12/16/2021
<input checked="" type="checkbox"/>	<b>RFQ for Prospective Broadband Partnerships</b> SANDAG Member Agency Bids	CLOSING DATE 02/09/2022 08:00 PM EST LOCATION California Published Date 12/15/2021
<input checked="" type="checkbox"/>	<b>Tolling Image Review Services</b> SANDAG Member Agency Bids	CLOSING DATE 01/03/2022 07:00 PM EST LOCATION California Published Date 12/09/2021
<input checked="" type="checkbox"/>	<b>Office, Breakroom, and Information Technologies Supplies</b> SANDAG Member Agency Bids	CLOSING DATE 12/31/2021 07:00 PM EST LOCATION California Published Date 12/02/2021
<input checked="" type="checkbox"/>	<b>FY 22 Transnet Smart Growth Incentive Program - Planning</b> SANDAG Grants Member Agency Bids	CLOSING DATE

# Choose Grant Solicitation

Click on the name of the solicitation you are interested in (e.g., **TransNet Smart Growth Incentive Program - Planning**) to access more information and solicitation materials.

Solicitation Search | BidNet Dire: x +

bidnetdirect.com/private/supplier/solicitations/search

bidnet direct. powered by mdf commerce

SOLICITATIONS REPORTS PARTICIPATING ORGANIZATIONS

Solicitation Search

Enter Keywords

STATUS

- Open Solicitations (21696)
- Closed Solicitations (4163863)
- Awarded Solicitations (90014)

Advanced Search

NAICS CATEGORIES

ORGANIZATION

LOCATION

PURCHASING GROUP (1)

- SANDAG Purchasing Group 4
- California Purchasing Group 4

Clear View All

PUBLISHED DATE

CLOSING DATE

SOLICITATION TYPE (1)

- Grant - Call for Projects 4
- Request for Proposal (Formal) 3
- Alternative Procurement Method 1
- Invitation for Bid 1
- Request for Qualifications (Formal) 1

Clear View All

GENERAL REQUIREMENTS

KEYWORDS

Clear All

4 Total Bids

4 Member Agency Bids

0 State & Local Bids

0 Federal Bids

ORDER BY: Published Date (Desc) Save Search

<input checked="" type="checkbox"/>	<b>FY 22 Transnet Smart Growth Incentive Program - Planning</b> SANDAG Grants Member Agency Bids	<b>CLOSING DATE</b> 02/28/2022 08:00 PM EST <b>LOCATION</b> California Published Date 11/24/2021
<input checked="" type="checkbox"/>	<b>FY22 Regional Early Action Planning Housing Acceleration Grant Program</b> SANDAG Grants Member Agency Bids	<b>CLOSING DATE</b> 01/21/2022 08:00 PM EST <b>LOCATION</b> California Published Date 11/20/2021
<input checked="" type="checkbox"/>	<b>TransNet Environmental Mitigation Program Land Management Grant Program</b> SANDAG Grants Member Agency Bids	<b>CLOSING DATE</b> 01/31/2022 08:00 PM EST <b>LOCATION</b> California Published Date 10/26/2021
<input checked="" type="checkbox"/>	<b>FY22 GO by BIKE Mini Grant Program</b> SANDAG Grants Member Agency Bids	<b>CLOSING DATE</b> 01/11/2022 08:00 PM EST <b>LOCATION</b> California Published Date 10/12/2021

4 results found

# How do I navigate the Grant Solicitation Home Page?

# Grant Solicitation Home Page

This is the home page for the grant solicitation you selected.

1. It lists the amount of time left to submit a grant application.
2. From here you can use the navigation bar on the left to access the various Call for Projects materials, which are discussed in detail in upcoming slides.

The screenshot shows the BidNet Direct website interface. At the top, the browser address bar displays "bidnetdirect.com/private/solicitations/2303855160/abstract". The website header includes the "bidnet direct." logo (powered by rmd commerce) and navigation links for "SOLICITATIONS", "REPORTS", and "PARTICIPATING ORGANIZATIONS". The main title of the page is "SOL964597 - FY 22 Specialized Transportation Grant Program Cycle 11 Supplemental". On the right side of the header, there are icons for "Place Bid" and "Download", and buttons for "Follow", "Ask Question", and "Print".

On the left side, there is a navigation menu with the following items: "Time Left to Bid" (59d 02h 04m), "Notice", "Categories", "Documents", "Q & A", "Document Request List", and "Audit". A blue arrow points from this menu to a second, larger version of the menu shown below.

The main content area is titled "Basic Information" and contains the following details:

- Reference Number:** 0000278371
- Owner Organization:** SANDAG
- Solicitation Number:** SOL964597
- Source ID:** PU.OTH.U.S.A.1309051.2153593.C13247226
- Details:**
  - Location:** United States, California, San Diego County
  - Purchase Type:** Term: 09/30/2022 08:00 PM EDT - 09/30/2029 08:00 PM EDT
- Issuing Organization:** SANDAG Grants
- Solicitation Type:** G-CFP - Grant - Call for Projects (Formal)
- Title:** FY 22 Specialized Transportation Grant Program Cycle 11 Supplemental
- Delivery Point:** San Diego County, CA
- Piggyback Contract:** No

- 1.
- 2.

A close-up of the navigation menu from the screenshot above, showing the "Time Left to Bid" section with a timer at "59d 02h 02m" and a list of menu items: "Notice", "Categories", "Documents", "Q & A", "Document Request List", and "Audit".

# Notice Tab

Review the **Notice Tab** for summary information about the Call for Projects you selected.

The screenshot shows a web browser window with the URL `bidnetdirect.com/private/solicitations/2214518891/abstract`. The page title is "SOL953742 - FY 22 Transnet Smart Growth Incentive Program - Planning". The "bidnet direct." logo is at the top left, with "powered by mdf commerce" below it. Navigation links for "SOLICITATIONS", "REPORTS", and "PARTICIPATING ORGANIZATIONS" are visible. On the right side of the header, there are icons for "Place Bid" and "Download".

A green banner indicates "Time Left to Bid" as "68d 06h 16m". Below this is a sidebar menu with the following items: "Notice" (highlighted with a blue border), "Categories", "Addendum", "Documents", "Q & A", "Document Request List", and "Audit".

The main content area is titled "Basic Information" and contains the following data:

<b>Reference Number</b> 0000274280	<b>Issuing Organization</b> SANDAG Grants
<b>Owner Organization</b> SANDAG	<b>Solicitation Type</b> G-CFP - Grant - Call for Projects (Formal)
<b>Solicitation Number</b> SOL953742	<b>Title</b> FY 22 Transnet Smart Growth Incentive Program - Planning
<b>Source ID</b> PU.OTH.USA.1309051.2153593.C13247226	
<b>Details</b>	
<b>Location</b> United States, California, San Diego County	<b>Delivery Point</b> San Diego County, CA
<b>Purchase Type</b> Term: 05/09/2022 11:00 AM EDT - 05/09/2025 08:00 PM EDT	<b>Piggyback Contract</b> No
<b>Dates</b>	
<b>Publication</b> 11/24/2021 11:41 AM EST	<b>Bid Intent</b> Not Available
<b>Question Acceptance Deadline</b> 02/11/2022 08:00 PM EST	<b>Questions are submitted online</b> Yes

At the top right of the main content area, there are buttons for "Following", "Ask Question", and "Print".

# Categories Tab

SANDAG uses the North American Industry Classification System (NAICS) codes to categorize solicitation subject areas.

The NAICS codes SANDAG uses for each grant program can be found on the Grants FAQ page of BidNet:

<http://faq.bidnetdirect.com/sandag-grants/>

Please ensure the NAICS code that appears in the **Categories Tab** matches the solicitation you selected and the NAICS code listed on the Grants FAQ page of BidNet for the corresponding grant program.

The screenshot shows a web browser window with the URL [bidnetdirect.com/private/solicitations/2303855160/abstract](http://bidnetdirect.com/private/solicitations/2303855160/abstract). The page title is "SOL964597 - FY 22 Specialized Transportation Grant Program Cycle 11 Supplemental". The "bidnet direct." logo is at the top left, with "powered by mdt commerce" below it. Navigation links for "SOLICITATIONS", "REPORTS", and "PARTICIPATING ORGANIZATIONS" are at the top right. A "Time Left to Bid" banner shows "59d 01h 46m". A sidebar on the left contains tabs for "Notice", "Categories" (highlighted), "Documents", "Q & A", "Document Request List", and "Audit". The main content area shows a "NAICS Category (1 selected)" table with the following rows:

NAICS Category (1 selected)	
▼ 48-49	Transportation and Warehousing
▼ 485	Transit and Ground Passenger Transportation
▼ 4859	Other Transit and Ground Passenger Transportation
▼ 48599	Other Transit and Ground Passenger Transportation
485991	Special Needs Transportation

Below the table, a note states: "Various agencies and organizations use NAICS as a basis for their procurement programs, requiring that a NAICS code be provided for each good or service to be procured." Buttons for "Follow", "Ask Question", and "Print" are visible in the top right of the content area.



This is an expanded view of the NAICS Category table from the screenshot above. It shows the same table structure and content:

NAICS Category (1 selected)	
▼ 48-49	Transportation and Warehousing
▼ 485	Transit and Ground Passenger Transportation
▼ 4859	Other Transit and Ground Passenger Transportation
▼ 48599	Other Transit and Ground Passenger Transportation
485991	Special Needs Transportation

The note below the table is also present: "Various agencies and organizations use NAICS as a basis for their procurement programs, requiring that a NAICS code be provided for each good or service to be procured."

# Addendum Tab

If SANDAG issues a change to a Call for Projects, an addendum is released.

If an addendum is released:

- ✓ The Addendum Tab will appear on the left navigation panel.
- ✓ You can click on the **Addendum Title** to view the addendum.
- ✓ BidNet will also automatically notify you via email.

If an addendum has not been released:

- ✓ The Addendum tab will not appear on the left navigation panel.

The screenshot shows the BidNet Direct website interface. The browser address bar displays 'bidnetdirect.com/private/solicitations/2214518891/abstract'. The page title is 'SOL953742 - FY 22 Transnet Smart Growth Incentive Program - Planning'. The left navigation panel includes a 'Time Left to Bid' section showing '68 d 05 h 57 m' and a list of categories: Notice, Categories, Addendum (highlighted with a blue box and an arrow), Documents, Q & A, Document Request List, and Audit. The main content area features a table with two columns: 'Addendum' and 'Date'. The table contains one entry: 'Addendum No. 1' and '12/18/2021 08:06 PM EST'. Below the table is a 'Disclaimer' section with the text: 'Thank you for your interest in working with SANDAG. Please be sure to review and comply with all requirements.' The footer includes 'Terms & Conditions | Privacy Policy' and 'powered by mdf'.

# View Addendum

If you click on an Addendum Title, more information will appear on the addendum.

**Addendum Description:** Grants staff posts a description of what the addendum changes to the Call for Projects.

## Notice Modifications:

- ✓ **Notice Information** categorizes the addendum content.
- ✓ Information in the **From Value** column shows existing Call for Projects information.
- ✓ Information in the **To Value** columns shows the specific changes to the Call for Projects Information. Changes are noted in **bold** text. In the example on the right, the workshop recording was added to this section.

## View Addendum

### Addendum Description

This addendum provides the PowerPoint slides and Questions and Answers from the Workshop.

### Notice Modifications

Notice Information	From Value	To Value
Pre-Bidding Events	Prebid Conference	Prebid Conference
	Recommended	Recommended
	12/7/21 1:00 PM PST/PDT	12/7/21 1:00 PM PST/PDT
	Zoom	Zoom
	A public workshop will be conducted to provide an overview of this call for projects and application process and to address any questions. SANDAG staff will also provide information and address questions on the eligibility, approval, contracting, and specific requirements of this grant program. This workshop will be held virtually.	<b>A public workshop will be conducted to provide an overview of this call for projects and application process and to address any questions. SANDAG staff will also provide information and address questions on the eligibility, approval, contracting, and specific requirements of this grant program. This workshop will be held virtually.</b>

A recording of the Workshop is available here:  
<https://www.sandag.org/index.asp?conferenceid=510&fuseaction=conferences.detail>

# View Addendum (continued)

- Category Modifications:** If NAICS codes were changed, they would be shown here in the Added Categories or Removed Categories sections.
- Added Documents:** If any documents were added to the Call for Projects, they will be listed here.
  - ✓ You can download them by clicking on the file name.
  - ✓ In the example on the right, two documents were added – (a) workshop PowerPoint slides and (b) workshop questions and answers.

## View Addendum

provide an overview of this call for projects and application process and to address any questions. SANDAG staff will also provide information and address questions on the eligibility, approval, contracting, and specific requirements of this grant program. This workshop will be held virtually.

overview of this call for projects and application process and to address any questions. SANDAG staff will also provide information and address questions on the eligibility, approval, contracting, and specific requirements of this grant program. This workshop will be held virtually.

A recording of the Workshop is available here:  
<https://www.sandag.org/index.asp?conferenceid=510&fuseaction=conferences.detail>

- Category Modifications**
  - Added Categories
  - No Categories Added
  - Removed Categories
  - No Categories Removed
- Added Documents**

File	Size	Uploaded Date
 Workshop PowerPoint Slides.pdf	1 Mb	12/18/2021 08:04 PM EST
 Workshop Questions and Answers.pdf	69 Kb	12/18/2021 08:04 PM EST

# Documents Tab

All documents SANDAG has released relating to the Call for Projects are available here.

BidNet sorts them into categories based on when the document was released. In the example on the right, there is the Original Solicitation and Addendum No. 1.

- ✓ **Original Solicitation:** files that were released when the Call for Projects was first released.
- ✓ **Addendum No. 1:** files that were released with Addendum No. 1.

The screenshot shows the BidNet Direct website interface. The browser address bar displays the URL: [bidnetdirect.com/private/solicitations/2214518891/abstract](https://bidnetdirect.com/private/solicitations/2214518891/abstract). The page title is "SOL953742 - FY 22 Transnet Smart Growth Incentive Program - Planning". The left sidebar contains a navigation menu with the following items: Notice, Categories, Addendum, Documents (highlighted with a blue box), Q & A, Document Request List, and Audit. The main content area features a "Documents" section with a blue box around the heading. Below the heading, there are two tables of documents. The first table, "Addendum No. 1", lists two files: "Workshop PowerPoint Slides.pdf" (1 Mb, 12/18/2021 08:04 PM EST) and "Workshop Questions and Answers.pdf" (69 Kb, 12/18/2021 08:04 PM EST). The second table, "Original Solicitation", lists one file: "Call for Projects.pdf" (338 Kb, 11/24/2021 11:40 AM EST). A disclaimer at the bottom reads: "Thank you for your interest in working with SANDAG. Please be sure to review and comply with all requirements." The footer includes "Terms & Conditions | Privacy Policy" and "powered by mdf commerce".

Time Left to Bid  
**68 d 05 h 45 m**

Notice

Categories

Addendum

**Documents**

Q & A

Document Request List

Audit

SOL953742 - FY 22 Transnet Smart Growth Incentive Program - Planning

Following Ask Question Print

Vendors must download at least one document in order to be considered a document holder.

### Documents

#### Addendum No. 1

File	Size	Uploaded Date
Workshop PowerPoint Slides.pdf	1 Mb	12/18/2021 08:04 PM EST
Workshop Questions and Answers.pdf	69 Kb	12/18/2021 08:04 PM EST

#### Original Solicitation

File	Size	Uploaded Date
Call for Projects.pdf	338 Kb	11/24/2021 11:40 AM EST

**Disclaimer**  
Thank you for your interest in working with SANDAG. Please be sure to review and comply with all requirements.

Terms & Conditions | Privacy Policy

powered by **mdf** commerce

# Q & A Tab

All questions and answers related to a Call for Projects go through BidNet.

Each question asked will be listed on this page, along with the corresponding answer from SANDAG.

- ✓ The date and time each question and answer was posted is listed.

bidnet direct. powered by mdf commerce

SOL953742 - FY 22 Transnet Smart Growth Incentive Program - Planning

Time Left to Bid: 68d 04h 23m

Notice, Categories, Addendum, Documents, Q & A, Document Request List, Audit

Questions & Answers

Question Acceptance Deadline: 02/11/2022 08:00 PM EST ( 51d 4h 23m )  
Closing Date: 02/28/2022 08:00 PM EST ( 68d 4h 23m )

Expand All | Collapse All

No	Question/Answer	Question Date	Answer Date
Q1	<b>Question: Eligibility (by SANDAG Grants Distribution)</b> Are projects located within a "potential" smart growth area as defined by the regional map eligible for the current planning or pending capital SGIP grant programs? <b>Answer:</b> This Call for Projects is for planning projects only. Planning projects can be located in either existing/planned or potential Smart Growth Opportunity Areas (SGOAs). The next cycle of SGIP will contain planning and capital funds. With the recent passage of the 2021 Regional Plan, the SGOAs for the future call for projects could be different than they are now.	12/10/2021 09:09 PM EST	12/16/2021 01:52 PM EST

1 result found

Disclaimer  
Thank you for your interest in working with SANDAG. Please be sure to review and comply with all requirements.

Terms & Conditions | Privacy Policy

powered by mdf commerce

No	Question/Answer	Question Date	Answer Date
Q1	<b>Question: Eligibility (by SANDAG Grants Distribution)</b> Are projects located within a "potential" smart growth area as defined by the regional map eligible for the current planning or pending capital SGIP grant programs? <b>Answer:</b> This Call for Projects is for planning projects only. Planning projects can be located in either existing/planned or potential Smart Growth Opportunity Areas (SGOAs). The next cycle of SGIP will contain planning and capital funds. With the recent passage of the 2021 Regional Plan, the SGOAs for the future call for projects could be different than they are now.	12/10/2021 09:09 PM EST	12/16/2021 01:52 PM EST

# Q & A Tab (Continued)

Questions and SANDAG responses can be searched through BidNet.

To search, click on the **magnifying glass**, enter **search terms**, and click **Search**.

Instructions on how to ask a question will be discussed in upcoming slides.

**Questions & Answers**  
Question Acceptance Deadline 04/22/2022 08:00 PM EDT ( 45d 0h 5m )  
Closing Date 05/06/2022 08:00 PM EDT ( 59d 0h 5m )

[Expand All](#) | [Collapse All](#) 

No ▲	Question/Answer	Question Date	Answer Date
No results match your criteria.			

**Questions & Answers**  
Question Acceptance Deadline 04/22/2022 08:00 PM EDT ( 45d 0h 5m )  
Closing Date 05/06/2022 08:00 PM EDT ( 59d 0h 5m )

**Search For** **Answer Date**

  to   

[Expand All](#) | [Collapse All](#) 

No ▲	Question/Answer	Question Date	Answer Date
No results match your criteria.			

# Document Request List Tab

When an organization downloads one of the files in BidNet, their name and contact information is recorded on the Document Request List.

This information is updated in real time and can be used to locate entities that are interested in this Call for Projects.

All organizations on this list are sent an email notification whenever a change is made to the grant solicitation. For example:

- ✓ An addendum is released
- ✓ A date is changed
- ✓ Responses to questions are posted

The screenshot shows the BidNet Direct website interface. The browser address bar displays the URL: [bidnetdirect.com/private/solicitations/2214518891/abstract](https://bidnetdirect.com/private/solicitations/2214518891/abstract). The page title is "SOL953742 - FY 22 Transnet Smart Growth Incentive Program - Planning".

On the left sidebar, the "Document Request List" tab is highlighted in red. Other tabs include Notice, Categories, Addendum, Documents, Q & A, and Audit. A green banner at the top of the sidebar indicates "Time Left to Bid: 68d 04h 19m".

The main content area features a "Following" button, "Ask Question", and "Print" options. A message box states: "Vendors must download at least one document in order to be considered a document holder." Below this is a table with the following data:

Organization Name	Main Contact	Download Date	City	Province/State
> City of Escondido	Karen Youel	12/21/2021 01:41 PM EST	Escondido	California
> Burns & McDonnell	Krystn Gull	12/20/2021 12:45 PM EST	Brea	California
> City of Chula Vista	Mark Caro	12/14/2021 07:45 PM EST	Chula Vista	California
> County of San Diego Planning & Development Services	Donna Bagsic	12/08/2021 07:19 PM EST	San Diego	California
> City of La Mesa	Kerry Kusiak	12/07/2021 04:30 PM EST	La Mesa	California
> Civic Community Ventures	Daniel Kay	12/07/2021 02:26 PM EST	San Diego	California
> Virtual Workplace Solutions, LLC	Jojo Harris	12/01/2021 01:31 PM EST	Carlsbad	California
> CR Associates	Monique Chen	11/30/2021 07:20 PM EST	Hillcrest	California
> City of El Cajon	Mario Sanchez	11/30/2021 05:03 PM EST	El Cajon	California
> Hunsaker & Associates San Diego	Paul Brenckick	11/24/2021 01:49 PM EST	San Diego	California
> Kimley-Horn	CA Marketing	11/24/2021 01:07 PM EST	San Diego	California

Below the table, it states "11 results found". At the bottom, a "Disclaimer" section reads: "Thank you for your interest in working with SANDAG. Please be sure to review and comply with all requirements."

# Audit Tab

The Audit tab records when major changes are made to the solicitation. For example:

- ✓ The Call for Projects is published
- ✓ An addendum is released

The screenshot shows a web browser window with the URL [bidnetdirect.com/private/solicitations/2214518891/abstract](https://bidnetdirect.com/private/solicitations/2214518891/abstract). The page title is "SOL953742 - FY 22 Transnet Smart Growth Incentive Program - Planning". The left sidebar contains a menu with the following items: Notice, Categories, Addendum, Documents, Q & A, Document Request List, and Audit. The "Audit" tab is highlighted with a red border. The main content area displays a table with the following data:

Solicitation Status	Date
Publication	11/24/2021 11:41 AM EST
Addendum No. 1	12/18/2021 08:06 PM EST

Below the table, there is a "Disclaimer" section with the text: "Thank you for your interest in working with SANDAG. Please be sure to review and comply with all requirements." The page also includes a "Time Left to Bid" indicator showing "68d 04h 15m" and a "Following" button.

# How do I ask a question?

# Choose Grant Solicitation

Click on the name of the solicitation you are interested in (e.g., **TransNet Smart Growth Incentive Program - Planning**).

The screenshot shows the BidNet Direct website interface. The browser address bar indicates the URL is bidnetdirect.com/private/supplier/solicitations/search. The page header includes the BidNet Direct logo and navigation links for SOLICITATIONS, REPORTS, and PARTICIPATING ORGANIZATIONS. A search bar is located at the top right of the main content area.

**Solicitation Search**

Enter Keywords [Search]

**STATUS**

- Open Solicitations (21696)
- Closed Solicitations (4163863)
- Awarded Solicitations (90014)

[Advanced Search](#)

**NAICS CATEGORIES**

**ORGANIZATION**

**LOCATION**

**PURCHASING GROUP** (1)

- SANDAG Purchasing Group 4
- California Purchasing Group 4

[Clear](#) [View All](#)

**PUBLISHED DATE**

**CLOSING DATE**

**SOLICITATION TYPE** (1)

- Grant - Call for Projects 4
- Request for Proposal (Formal) 3
- Alternative Procurement Method 1
- Invitation for Bid 1
- Request for Qualifications (Formal) 1

[Clear](#) [View All](#)

**GENERAL REQUIREMENTS**

**KEYWORDS**

[Clear All](#)

**4** Total Bids

**4** Member Agency Bids

**0** State & Local Bids

**0** Federal Bids

**ORDER BY:** Published Date (Desc) [Save Search](#)

<input checked="" type="checkbox"/>	<b>FY 22 Transnet Smart Growth Incentive Program - Planning</b> SANDAG Grants Member Agency Bids	<b>CLOSING DATE</b> 02/28/2022 08:00 PM EST <b>LOCATION</b> California Published Date 11/24/2021
<input checked="" type="checkbox"/>	<b>FY22 Regional Early Action Planning Housing Acceleration Grant Program</b> SANDAG Grants Member Agency Bids	<b>CLOSING DATE</b> 01/21/2022 08:00 PM EST <b>LOCATION</b> California Published Date 11/20/2021
<input checked="" type="checkbox"/>	<b>TransNet Environmental Mitigation Program Land Management Grant Program</b> SANDAG Grants Member Agency Bids	<b>CLOSING DATE</b> 01/31/2022 08:00 PM EST <b>LOCATION</b> California Published Date 10/26/2021
<input checked="" type="checkbox"/>	<b>FY22 GO by BIKE Mini Grant Program</b> SANDAG Grants Member Agency Bids	<b>CLOSING DATE</b> 01/11/2022 08:00 PM EST <b>LOCATION</b> California Published Date 10/12/2021

4 results found

# Q & A Tab

1. Click **Q & A** on the left side.
2. Click **Ask Question** located in the top right corner.

The screenshot shows the bidnet direct website interface for a specific solicitation. The left sidebar contains a 'Documents' section with 'Q & A' highlighted. The main content area is titled 'Questions & Answers' and displays a table with one question and its answer. The top right corner features a navigation bar with 'Following', 'Ask Question', and 'Print' buttons, with 'Ask Question' highlighted. A blue arrow points from the 'Ask Question' button in the top right to the 'Ask Question' button in the bottom right inset.

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SOLICITATIONS REPORTS PARTICIPATING ORGANIZATIONS

SOL953742 - FY 22 Transnet Smart Growth Incentive Program - Planning

Time Left to Bid  
**68d 04h 23m**

Notice  
Categories  
Addendum  
Documents  
**Q & A**  
Document Request List  
Audit

Questions & Answers  
Question Acceptance Deadline 02/11/2022 08:00 PM EST ( 51d 4h 23m )  
Closing Date 02/28/2022 08:00 PM EST ( 68d 4h 23m )

Expand All Collapse All

No	Question/Answer	Question Date	Answer Date
Q1	<b>Question: Eligibility (by SANDAG Grants Distribution)</b> Are projects located within a "potential" smart growth area as defined by the regional map eligible for the current planning or pending capital SGIP grant programs? <b>Answer:</b> This Call for Projects is for planning projects only. Planning projects can be located in either existing/planned or potential Smart Growth Opportunity Areas (SGOAs). The next cycle of SGIP will contain planning and capital funds. With the recent passage of the 2021 Regional Plan, the SGOAs for the future call for projects could be different than they are now.	12/10/2021 09:09 PM EST	12/16/2021 01:52 PM EST

1 result found

Disclaimer  
Thank you for your interest in working with SANDAG. Please be sure to review and comply with all requirements.

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2

This inset screenshot shows a close-up of the top right corner of the website. It features a dark blue header with 'Place Bid' and 'Download' buttons. Below this is a light blue bar with 'Following', 'Ask Question', and 'Print' buttons. The 'Ask Question' button is highlighted with a red border. At the bottom, there is a search bar with 'All Questions' and a magnifying glass icon.

Place Bid Download

✓ Following Ask Question Print

All Questions

# Ask a Question

Enter the **Subject** the question pertains to.

Enter the **Question**.

Click **Submit**.

### Ask a Question ✕

SOL953742 - FY 22 Transnet Smart Growth Incentive Program - Planning

**Subject\***

Subcontractors

**Question\***

If we are awarded a HAP or SGIP grant, can we also use contractors on the SANDAG bench? If so, can we know what companies are included in that bench?

149 character(s) (maximum: 2000)

# Questions and Answers Page

The question will be listed on this page.

The SANDAG Grants team will be notified of your question and will respond via BidNet.

Once a response has been posted, the response will appear on this page.

- ✓ Organizations who downloaded any of the documents will be notified by email when the response is posted.

The screenshot shows a web browser window with the URL [bidnetdirect.com/private/solicitations/2214518891/abstract](https://bidnetdirect.com/private/solicitations/2214518891/abstract). The page title is "SOL953742 - FY 22 Transnet Smart Growth Incentive Program - Planning". The "bidnet direct." logo is at the top left, with "powered by mdf commerce" below it. Navigation links for "SOLICITATIONS", "REPORTS", and "PARTICIPATING ORGANIZATIONS" are visible. On the right, there are icons for "Place Bid" and "Download".

On the left side, there is a sidebar menu with the following items: "Time Left to Bid" (68 d 04 h 05 m), "Notice", "Categories", "Addendum", "Documents", "Q & A" (highlighted), "Document Request List", and "Audit".

The main content area is titled "Questions & Answers". It includes a search bar with "All Questions" and a search icon. Below the title, there are two questions listed in a table:

No	Question/Answer	Question Date	Answer Date
Q1	<p><b>Question: Eligibility</b> (by SANDAG Grants Distribution) Are projects located within a "potential" smart growth area as defined by the regional map eligible for the current planning or pending capital SGIP grant programs?</p> <p><b>Answer:</b> This Call for Projects is for planning projects only. Planning projects can be located in either existing/planned or potential Smart Growth Opportunity Areas (SGOAs). The next cycle of SGIP will contain planning and capital funds. With the recent passage of the 2021 Regional Plan, the SGOAs for the future call for projects could be different than they are now.</p>	12/10/2021 09:09 PM EST	12/16/2021 01:52 PM EST
Q4	<p><b>Question: Subcontractors</b> (by SANDAG Grants Distribution) If we are awarded a SGIP grant, can we also use contractors on the SANDAG bench? If so, can we know what companies are included in that bench?</p> <p>No answer has been provided for this question yet.</p>	12/22/2021 03:53 PM EST	

Below the table, it says "2 results found".

At the bottom of the page, there is a "Disclaimer" section: "Thank you for your interest in working with SANDAG. Please be sure to review and comply with all requirements." The footer includes "Terms & Conditions | Privacy Policy" and the "powered by mdf commerce" logo.

# How do I submit an application?

# Choose Grant Solicitation

Click on the name of the solicitation you are interested in (e.g., **TransNet Smart Growth Incentive Program - Planning**).

The screenshot shows the bidnet direct website interface. The top navigation bar includes 'SOLICITATIONS', 'REPORTS', and 'PARTICIPATING ORGANIZATIONS'. The main header is 'Solicitation Search' with a search input field. On the left, there are filters for STATUS (Open: 21696, Closed: 4163863, Awarded: 90014), NAICS CATEGORIES, ORGANIZATION, LOCATION, PURCHASING GROUP (SANDAG: 4, California: 4), PUBLISHED DATE, CLOSING DATE, SOLICITATION TYPE (Grant - Call for Projects: 4, Request for Proposal: 3, Alternative Procurement Method: 1, Invitation for Bid: 1, Request for Qualifications: 1), GENERAL REQUIREMENTS, and KEYWORDS. On the right, there are summary cards for 'Total Bids' (4), 'Member Agency Bids' (4), 'State & Local Bids' (0), and 'Federal Bids' (0). Below these is a list of search results, with the first result, 'FY 22 Transnet Smart Growth Incentive Program - Planning', highlighted with a red box. The results list includes the solicitation name, agency (SANDAG Grants), bid type (Member Agency Bids), closing date (02/28/2022 08:00 PM EST), location (California), and published date (11/24/2021). Other results include 'FY22 Regional Early Action Planning Housing Acceleration Grant Program', 'TransNet Environmental Mitigation Program Land Management Grant Program', and 'FY22 GO by BIKE Mini Grant Program'. At the bottom, it says '4 results found'.

# Place a Bid

To submit your organization's application, first click on **Place Bid** located in the top right corner.

The screenshot shows the BidNet Direct interface for a solicitation titled "SOL894779 - FY22 GO by BIKE Mini Grant Program". The top right corner features three buttons: "Bid Intent", "Place Bid", and "Download". The "Place Bid" button is highlighted with a red box. A blue arrow points from this button to a larger, zoomed-in view of the "Place Bid" and "Download" buttons at the bottom of the page.

A zoomed-in view of the "Place Bid" and "Download" buttons. The "Place Bid" button is highlighted with a red box and contains a gavel icon. The "Download" button contains a downward arrow icon.

# Place a Bid (Continued)

Select the type of Bid you would like to place.

- ✓ **Place a New Bid** – select this option to submit an application
- ✓ **Place a No Bid** – select this option to notify SANDAG that your organization will not be submitting an application.
- ✓ Click **Continue**.

### Place a Bid

SOL894779 - FY22 GO by BIKE Mini Grant Program

Closing Date: 01/11/2022 08:00 PM EST

---

Please select the desired action and click on Continue.

Place a new Bid

Place a No Bid

# Place a Bid (Continued)

The application will be divided into multiple categories based on the required documents listed in the Call for Projects.

In the example on the right, there are two categories shown:

- ✓ Bid Documents – Organization Application
- ✓ Bid Documents – Project Application

In each category, you can add a file or a zip file. Click **browse for your file** or **browse for your zip file**. You can also use the drag & drop function.

## CREATE BID

SOL964597 - FY 22 SPECIALIZED TRANSPORTATION GRANT PROGRAM CYCLE 11 SUPPLEMENTAL

 **BID NOT SUBMITTED**  
58d 22h 46m left to bid 

Closing Date: 05/06/2022 08:00 PM EDT

1- Proposal 2- Submission 3- Confirmation

 Reminder: No pricing in this bid

### Documents

**BID DOCUMENTS - ORGANIZATION APPLICATION**

STGP Cycle 11 Supplemental Organization Application



Drag & Drop  
or [browse for your file](#)



Drag & Drop  
or [browse for your zip file](#)

File	Size	Uploaded Date	Processing Status	Actions
No files uploaded.				

**BID DOCUMENTS - PROJECT APPLICATION**

STGP Cycle 11 Supplemental Project Application (by project type)



Drag & Drop  
or [browse for your file](#)



Drag & Drop  
or [browse for your zip file](#)

# Place a Bid (Continued)

Click **Save & Quit** to return to this page later.



Drag & Drop  
or [browse for your file](#)



Drag & Drop  
or [browse for your zip file](#)

File	Size	Uploaded Date	Processing Status	Actions
No files uploaded.				

? Cancel **Save & Quit** Next

# Place a Bid (Continued)

Once you have uploaded a file and clicked next, your file will be displayed in the File section.

To remove a file:

1. Click the **gear icon** under **Actions**
2. Click **Remove Document**.

BID DOCUMENTS - PROJECT APPLICATION

GO by BIKE Project Application

Drag & Drop  
or [browse for your file](#)

Drag & Drop  
or [browse for your zip file](#)

[Collapse All](#) | [Expand All](#)

File	Size	Uploaded Date	Processing Status	Actions
<a href="#">Test application.docx</a>	12 Kb	12/22/2021 07:42 PM EST	Completed	▼

Processing Status: Completed

Actions: ▼

Remove Document

# Submit Application

When you have finished uploading all your files, click **Next**.

### BID DOCUMENTS - PROJECT APPLICATION

GO by BIKE Project Application

  
Drag & Drop  
or [browse for your file](#)

  
Drag & Drop  
or [browse for your zip file](#)

[Collapse All](#) | [Expand All](#) [Actions](#)

File	Size	Uploaded Date	Processing Status	Actions
 <a href="#">Test application.docx</a>	12 Kb	12/22/2021 07:42 PM EST	Completed	 ▼

### ADDITIONAL DOCUMENTS (OPTIONAL)

  
Drag & Drop  
or [browse for your file](#)

  
Drag & Drop  
or [browse for your zip file](#)

[Collapse All](#) | [Expand All](#) [Actions](#)

File	Size	Uploaded Date	Processing Status	Actions
 <a href="#">Test additional document 1.docx</a>	12 Kb	12/22/2021 07:58 PM EST	Completed	 ▼
 <a href="#">Test additional document 2.docx</a>	12 Kb	12/22/2021 07:59 PM EST	Completed	 ▼



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# Submit Application (Continued)

Complete the remaining fields:

1. For “Does this bid contain exceptions?” select **No**. Exceptions are not allowed under SANDAG grant programs.
2. For “Bid Submitted By (Full Name),” enter the name of the person submitting the bid. It does **not** need to be the person who signed the application.
3. For security reasons please re-enter your password.

Once done, click **Submit Bid**.

## CREATE BID

SOL894779 - FY22 GO BY BIKE MINI GRANT PROGRAM

Closing Date: 01/11/2022 08:00 PM EST



1- Proposal 2- Submission 3- Confirmation

### Exceptions

1. Does this bid contain exceptions?  No  Yes

### Bidder Compliance & Authentication

By submitting this electronic response, I certify and declare:

- The response is valid, authorized, and binding.
- All required documentation has been completed and is true and correct in all respects.
- Any known existing or potential conflict of interest for respondent has been disclosed to SANDAG and respondent confirms that it has not provided gifts to any SANDAG employee valued at more than \$50 aggregate in the last 12 months.
- The individual signing the response is an authorized agent who has fulfilled all requirements to possess legal authority to bind respondent to every term, condition, article, and obligation of the response, and any potential resultant contract.



Our records show that you have not read all documents and addendums pertaining to this solicitation. Please make sure you have read all documents and addendums related to this solicitation as lack of doing so may render your bid non-compliant.

2. Bid Submitted By (Full Name)\*

3. For security reasons please re-enter your password\*



Cancel

Save & Quit

Previous

Submit Bid

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# Submission Confirmation

After you click **Submit Bid**, a Bid Submission Confirmation pop-up window will appear. Click **Yes**.



# Submission Confirmation (Continued)

After you click **Yes** in the prior step:

1. **BID SUBMITTED** will appear in the upper right corner.
2. BidNet will generate a **Confirmation Number**.
3. You can **download a PDF version** of the confirmation for your organization's records (recommended).
4. You can withdraw your bid until the Call for Projects closes. This will be described in the next slide.

## EDIT BID

SOL964597 - FY 22 SPECIALIZED TRANSPORTATION GRANT PROGRAM CYCLE 11 SUPPLEMENTAL

Closing Date: 05/06/2022 08:00 PM EDT

1- Proposal 2- Submission 3- Confirmation

1.



BID SUBMITTED



Your bid for solicitation "SOL964597 - FY 22 Specialized Transportation Grant Program Cycle 11 Supplemental" has officially been submitted. You will receive notifications by email when amendments are issued.

Bid Submission Date: 03/09/2022 01:19 PM EST

Confirmation Number: 0000125217

You can [download a PDF version](#) of this confirmation for your records.

Take note that you can withdraw and modify your bid up until the solicitation's closing date set for 05/06/2022 08:00 PM EDT.

[Back to Bid Management](#)

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2. Confirmation Number: 0000125217

3. You can [download a PDF version](#) of this confirmation for your records.

4. Take note that you can withdraw and modify your bid up until the solicitation's closing date set for 05/06/2022 08:00 PM EDT.

# How do I withdraw a submitted application?

# Withdrawing a Submitted Application

1. If you want to withdraw a submitted application,
  - A. Click on **Back to Bid Management** from the bid submission window
  - Or
  - B. Click on **View Bid** in the upper right corner from the home page of the solicitation you selected. Continue to Slide 40.

## A. EDIT BID

SOL964597 - FY 22 SPECIALIZED TRANSPORTATION GRANT PROGRAM CYCLE 11 SUPPLEMENTAL

Closing Date: 05/06/2022 08:00 PM EDT

1- Proposal 2- Submission 3- Confirmation



Your bid for solicitation "SOL964597 - FY 22 Specialized Transportation Grant Program Cycle 11 Supplemental" has officially been submitted. You will receive notifications by email when amendments are issued.

Bid Submission Date: 03/09/2022 01:19 PM EST

Confirmation Number: 0000125217

You can [download a PDF version](#) of this confirmation for your records.

Take note that you can withdraw and modify your bid up until the solicitation's closing date set for 05/06/2022 08:00 PM EDT.

Back to Bid Management

## B.

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The screenshot shows the BidNet Direct interface for solicitation SOL964597. The top navigation bar includes 'SOLICITATIONS', 'REPORTS', and 'PARTICIPATING ORGANIZATIONS'. The main header displays the solicitation title and a 'View Bid' button, which is highlighted with a red box. Below the header, a 'Time Left to Bid' section shows 58 days, 4 hours, and 29 minutes remaining. The 'Basic Information' section lists the Reference Number (0000278371), Issuing Organization (SANDAG Grants), Owner Organization (SANDAG), and Solicitation Number (SOL964597). A red arrow points from the 'View Bid' button in the top right to a larger 'View Bid' button in the bottom right corner of the page.

# Withdrawing a Submitted Application (Continued)

If you want to withdraw a submitted application:

2. The Bid Management window will appear. Click on the 3 dots adjacent to the Confirmation No. You will have the option to view or withdraw. Click **withdraw**.
3. The Withdraw Window will appear. Enter Your Full Name and your Password.
4. Click Withdraw Bid in the bottom right corner.
5. When prompted, follow the directions to confirm the application withdrawal.

2.

**Bid Management** Search by Solicitation Number or Title

Sol.Number ▲	Title	Closing Date (Time Remaining)	Bid Status	Bid Submission Date	Confirmation No.
SOL964597	FY 22 Specialized Transportation...	05/06/2022 08:00 PM EDT (58d 5h 12m)	Submitted	03/09/2022 01:19 PM EST	0000125217

3.

**WITHDRAW BID**

**SOL964597 - FY 22 SPECIALIZED TRANSPORTATION GRANT PROGRAM CYCLE 11 SUPPLEMENTAL**

Closing Date: 05/06/2022 08:00 PM EDT

 **SUBMITTED**  
Bid Submission Date: 03/09/2022 01:19 PM EST  
Submitted By: zri@sandag.org  
Confirmation Number: 0000125217

1- Withdraw 2- Confirmation

Please note that any associated fees that might have been applied during the bid submission are non-refundable.

Withdraw Submitted By (Full Name)\*  3.

For security reasons please re-enter your password\*  4.

# Troubleshooting

- If you have questions on this Guide, contact [grantsdistribution@sandag.org](mailto:grantsdistribution@sandag.org).
- If you have questions on the content of the Call for Projects, submit questions through BidNet. **Do not email or call SANDAG staff for these questions.**
- If you experience technical issues navigating BidNet, contact the BidNet Direct Vendor Support Department, which is available Monday through Friday from 5 a.m. to 5 p.m. Pacific Time.
  - Call: **(800) 835-4603**
  - Email: [support@bidnet.com](mailto:support@bidnet.com)